CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, September 21, 2020

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, September 21, 2020, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

The City Council meeting is open to the public. All attendees must enter through the Sterling Street entrance. Each attendee must wear a mask while moving around, but may remove it when seated with 6-foot spacing.

The public will also be allowed to participate in the public hearing portion of the agenda through the use of "GoToMeeting" if you so choose, but must register ahead of time using the following link:

https://attendee.gotowebinar.com/rt/4371961006965692943

After a member of the public registers, a confirmation email will be sent containing information regarding how to join the webinar.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

RESOLUTIONS

Resolution No. 1 - Approving CDBG Grant Agreement With United Way of Northern New York, Inc. For the Watertown City School District Food 4 Families Program

Resolution No. 2 - Approving Grant Application to the Justice Assistance Grant Program, Interlocal Agreement Between the City of Watertown and County of Jefferson

Resolution No. 3 -	Finding That Changing the Approved Zoning Classification of 1348, 1352, and 1356 Washington St., Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business and that Approving The Site Plan Application for an 11,532 Square-Foot Building and a 29-Space Parking Lot on the Same Parcels Will Not Have A Significant Impact On the Environment
Resolution No. 4 -	Approving the Site Plan for the Construction of an 11,532 Square-Foot, Two-Story Building, and a 29-Space Parking Lot at 1348, 1352 and 1356 Washington Street, Respective Parcel Numbers 14-21-106.000, 14-21-107.000 and 14-21-108.000

ORDINANCES

LOCAL LAW

PUBLIC HEARING

7:15 p.m.	Public Hearing for the Community Development Block Grant Program Consolidated Annual Performance and Evaluation Report (CAPER)
7:15 p.m.	Justice Assistance Grant (JAG) Program, Interlocal Agreement Between the City of Watertown and County of Jefferson

OLD BUSINESS

Tabled	Resolution Finding That Changing the Approved Zoning Classification of 1348, 1352, and 1356 Washington St., Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business Will Not Have a Significant Impact on the Environment
Tabled	Ordinance Changing the Approved Zoning Classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000 and 14-21-108.000 from Residence B to Neighborhood Business

STAFF REPORTS

1. Pandemic Operations Plan
2. Sales Tax Revenue – August 2020
3. Sale of Surplus Hydro-electricity – August 2020
4. Bond Refunding Bid Results
5. NYS Retirement System 2022 Employer Contribution Rates

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

Next Work Session is scheduled for Monday, September 28, 2020, at 7:00 p.m.

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, OCTOBER 5, 2020.

Res No. 1 September 14, 2020

To: The Honorable Mayor and City Council

From: Jennifer Voss, Senior Planner

Subject: Approving CDBG Grant Agreement with United Way of Northern New York for the Watertown City School District Food 4 Families Program

The Community Development Block Grant (CDBG) Annual Action Plan that was adopted by the City Council on May 4, 2020 included $6,500 to pay for food and associated supplies in support of the Food 4 Families Program in the Watertown City School District. The food will be made available to low and moderate income families with children attending schools within the district. This is the grant from the annual CDBG allocation. Another grant agreement for the additional funds from the CARES Act will be forthcoming.

An agreement between the City of Watertown and United Way of Northern New York, Inc. for the grant has been drafted and is attached. United Way will receive the funds and purchase food for the program from the Central New York Food Bank, complying with all CDBG regulations and providing the City with a complete financial report on the use of grant funds.

The resolution prepared for City Council consideration approves the proposed agreement and authorizes the City Manager to sign it on behalf of the City Council.

Resolution No. 1 September 21, 2020

RESOLUTION

Approving CDBG Grant Agreement
With United Way of Northern New York, Inc.
For the Watertown City School District
Food 4 Families Program

	YEA	NAY
Council Member COMPO, Sarah V.		
Council Member HENRY-WILKINSON, Ryan J.		
Council Member ROSHIA, Jesse C.P.		
Council Member RUGGIERO, Lisa A.		
Mayor SMITH, Jeffrey M.		
Total		

Introduced by

_____

WHEREAS the City of Watertown's Community Development Block Grant (CDBG) Annual Action Plan for program year 2020 includes the support of the Food 4 Families Program in the Watertown City School District, and

WHEREAS the Action Plan identifies the Food 4 Families activity to be $6,500 in funding for food and associated supplies, and

WHEREAS the recipient of funds for the Food 4 Families Program will be the United Way of Northern New York, Inc., and

WHEREAS a Grant Agreement between the City of Watertown and United Way of Northern New York, Inc. for the CDBG funds has been drafted,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that it hereby approves the Grant Agreement with United Way of Northern New York, Inc., and

BE IT FURTHER RESOLVED that the City Manager, Kenneth A. Mix, is hereby authorized and directed to sign the Grant Agreement and all contracts associated with implementing the award to United Way of Northern New York, Inc. for the 2020 Food 4 Families Program.

Seconded by:

GRANT AGREEMENT

This Grant Agreement ("***Grant Agreement***") is made this ____ day of _____, 2020, by and between the **CITY OF WATERTOWN**, a municipal corporation of the State of New York (hereinafter referred to as the "***Grantor***"), and **UNITED WAY OF NORTHERN NEW YORK**, a 501(c)(3) Not-For-Profit Organization (hereinafter referred to as the "***Grantee***").

The Grantor is the recipient of Community Development Block Grant (CDBG) funds from the U. S. Department of Housing and Urban Development (HUD). CDBG funds are provided under Title I of the Housing and Community Development Act of 1974, as amended, and all activities supported by those funds must comply with the federal regulations at 24 CFR Part 570 and specific provisions of the Funding Approval/Agreement between the Grantor and HUD for Grant Number B-20-MC-36-0121 dated July 9, 2020.

For good and valuable consideration, the sufficiency of which is hereby acknowledged, Grantor agrees to distribute a grant from CDBG funds in the amount of Six Thousand Five Hundred Dollars and 00/100 ($6,500.00) Dollars (hereinafter referred to as the "***Grant Funds***") to Grantee for the purposes and uses set forth in this Grant Agreement. The Grant Funds shall be used exclusively for the purchase of food and associated supplies ("***Grant Purposes***") incurred by the Grantee in in support of the Watertown City School District Food 4 Families program (the "***Project***").

Grantor reserves the right to require a refund of any Grant Funds that have not been used for the Grant Purposes.

Grantee agrees to provide Grantor with a complete financial reporting regarding the use of the Grant Funds after they have been spent. Grantee agrees to provide Grantor with information required for Grantor to comply with all federal regulations that apply to the use of

Community Development Block Grant funds for the Project, including but not limited to number of persons assisted and income verification.

Grantee will not discriminate on the basis of race, color, creed, national origin, sex, age, handicap or family status in the distribution of the backpacks.

Grantee agrees that no officer, employee or agent of the Grantor who exercises any control or influence in connection with the Project will have any interest, direct or indirect, in how the Grant Funds are disbursed or in any contract related to the Project. Also, no member or delegate to the Congress of the United States shall have any interest in or derive any benefit from the Project.

Grantee agrees that Grant Funds will be used to purchase food in support of the Watertown City School District Food 4 Families Program which will be made available to low and moderate income persons, as defined by HUD.

Grantee hereby certifies that it is in its complete control to use the Grant Funds for the Grant Purposes. This document contains the entire agreement between Grantor and Grantee, and there are no terms or conditions, oral or written, governing the use of the Grant Funds other than those contained in this document. This agreement will be governed by the laws of the State of New York. This Grant Agreement may be executed by Grantor and Grantee in separate counterparts. All such counterparts shall constitute one and the same agreement and shall become effective when one or more counterparts have been signed by each party and delivered to the other party. This Grant Agreement may be signed by facsimile signatures or other electronic delivery of an image file reflecting the execution hereof, and, if so signed: (i) may be relied on by each party as if the document were a manually signed original and (ii) will be binding on each party for all purposes.

[Signature Page Follows]

IN WITNESS WHEREOF, the undersigned have caused this Grant Agreement to be executed as of the date first above written.

UNITED WAY OF NORTHERN NEW YORK, a a 501 (c)(3) Not-For-Profit Organization

_____

By: Jamie Cox
Its: CEO

CITY OF WATERTOWN

_____

By: Kenneth A. Mix
Its: City Manager

Resolution No. 2

Public Hearing – 7:15 p.m.

September 15, 2020

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, City Manager

Subject: Justice Assistance Grant (JAG) Program, Interlocal Agreement Between the City of Watertown and County of Jefferson

The City Council has scheduled a public hearing on the above subject for 7:15 p.m. on Monday, September 21, 2020.

The Police Department is applying to receive $12,294 in funding for the City/County from the Justice Assistance Grant (JAG) Program. The City's share of the grant funding would be 60%, or $7,377. The Jefferson County share is the remaining 40%, less $369 for the National Incident-Based Reporting System (NIBRS).

The JAG Program is the primary provider of federal criminal justice funding to state and local jurisdictions. The funds help support gang task forces, crime prevention, domestic violence programs and other law enforcement initiatives.

The City will use its funds to upgrade traffic radar units and purchase portable radios.

The grant requires the City to sign the attached Interlocal Agreement Between the City of Watertown and County of Jefferson. As part of the grant requirement, we must notify the City Council and the public and provide the opportunity to comment and be heard regarding said grant.

A resolution approving the grant application and Interlocal Agreement is attached for Council consideration. The Council may vote on this resolution after the Public Hearing.

Resolution No. 2

September 21, 2020

RESOLUTION

Approving Grant Application to the Justice Assistance Grant Program,
Interlocal Agreement Between the City of Watertown and County of Jefferson

	YEA	NAY
Council Member COMPO, Sarah V.		
Council Member HENRY-WILKINSON, Ryan J.		
Council Member ROSHIA, Jesse C.P.		
Council Member RUGGIERO, Lisa A.		
Mayor SMITH, Jeffrey M.		
Total		

Introduced by

_____

WHEREAS the City of Watertown is applying for federal funding under the Justice Assistance Grant Program, and

WHEREAS the funding will be for the City of Watertown and County of Jefferson, therefore requiring an Interlocal Agreement, and

WHEREAS the City Council and the public have been notified of the grant funding opportunity that is being provided by the Justice Assistance Grant Program, and

WHEREAS the funding, if awarded, will be allocated to the City of Watertown and Jefferson County,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown herby approves the Grant Application to the Justice Assistance Grant Program, and

BE IT FURTHER RESOLVED that Mayor Jeffrey M. Smith is hereby authorized and directed to sign the Interlocal Agreement Between the City of Watertown and the County of Jefferson.

Seconded by

City of (**Watertown, NY)**
County of (**Jefferson, NY)**

INTERLOCAL AGREEMENT
BETWEEN THE CITY OF (**Watertown, NY)** AND COUNTY OF (**Jefferson, NY)**

JUSTICE ASSISTANCE GRANT (JAG) PROGRAM AWARD
2020-H8806-NY-DJ

This Agreement is made and entered into this ____ day of _____, 20___, by and between the (**Jefferson Co, NY)** Sheriff's Department and the (**City of Watertown, NY)** Police Department

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party: and

WHEREAS, each governing body finds that the performance of this Agreement is in the best interests of both parties, that the undertaking will benefit the public, and that the division of costs fairly compensates the performing party for the services or functions under this agreement: and

WHEREAS, the COUNTY'S share of the grant funds is $4548.00 from the JAG award for the (**City of Watertown, NY)** Police Department and (**Jefferson Co. NY)** Sheriff's Department: and

NOW THEREFORE, the COUNTY and CITY agree as follows:

Section 1

Nothing in the performance of this Agreement shall impose any liability for claims against COUNTY other than claims for which liability may be imposed by the (**New York)** Governmental Tort Liability Act.

Section 2

Nothing in the performance of this Agreement shall impose any liability for claims against CITY other than claims for which liability may be imposed by the (**New York**) Governmental Tort Liability Act.

Section 3

Each party to this agreement will be responsible for its own actions in providing services under this agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party.

Section 4

The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

Section 5

By entering into this Agreement, the parties do not intend to create any obligations express or implied other than those set out herein; further, this Agreement shall not create any rights in any party not a signatory hereto.

City of (**Watertown, NY)**

_____

City Mayor

County of (**Jefferson, NY)**

_____

Chairman of the Legislature

APPLICATION FOR FEDERAL ASSISTANCE	2. DATE SUBMITTED August 13, 2020	Applicant Identifier
1. TYPE OF SUBMISSION Application Construction	3. DATE RECEIVED BY STATE	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5.APPLICANT INFORMATION	
Legal Name City of Watertown	Organizational Unit Police Department
Address 751 Waterman Dr Watertown, New York 13601-2361	Name and telephone number of the person to be contacted on matters involving this application Mix, Kenneth (315) 785-7730
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 15-6000419	7. TYPE OF APPLICANT Municipal
8. TYPE OF APPLICATION New	9. NAME OF FEDERAL AGENCY Bureau of Justice Assistance
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.738 CFDA TITLE: Edward Byrne Memorial Justice Assistance Grant Program	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT FY 20 JAG Equipment Purchase
12. AREAS AFFECTED BY PROJECT Road Patrol/Detectives/Corrections	
13. PROPOSED PROJECT Start Date: October 01, 2019 End Date: September 30, 2021	14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project NY21

15. ESTIMATED FUNDING	
Federal	$12,294
Applicant	$0
State	$0
Local	$0
Other	$0
Program Income	$0
TOTAL	$12,294

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

Program is not covered by E.O. 12372

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?

N

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION

PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.

Close Window

Res. No. 3

September 15, 2020

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Finding That Changing the Approved Zoning Classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business and that Approving the Site Plan Application for an 11,532 Square-Foot Building and a 29-Space Parking Lot on the Same ParcelsWill Not Have a Significant Impact on the Environment

At its May 5, 2020 meeting, the City Planning Board adopted a motion recommending that the City Council change the approved zoning classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business. The City Council held a public hearing on the request on Monday, June 1, 2020.

At the June 1, 2020 meeting, the City Council tabled action on the State Environmental Quality Review (SEQR) resolution citing the need for additional information to determine the environmental impact of not only the zone change, but the proposed site plan. SEQR guidance from the New York State Department of Environmental Conservation (DEC) states that proposals that are related to each other closely enough to be, in effect, a single course of action have to be evaluated as one "whole action."

The applicant submitted a Site Plan application on July 21, 2020, which the Planning Board considered at its August 4, 2020 and September 1, 2020 meetings. The Planning Board voted 3-2 to defeat a motion recommending that City Council grant the Site Plan Approval.

The City Council must complete Part 2 and Part 3 if necessary, of the Short Environmental Assessment Form (EAF) and adopt the attached resolution before it may vote on either the Zone Change Ordinance or the Site Plan Resolution. In order to avoid segmenting the SEQRA review, the Council must consider the proposed zone change and site plan together as a whole action when completing the review. The attached resolution states that the proposed zone change and construction of the proposed mixed-use building and parking lot will not have a significant impact on the environment.

A previous version of this resolution considered a Special Use Permit request that the applicant has since withdrawn and an apartment use that the applicant no longer proposes. As it is now obsolete, the Council should withdraw that previous resolution upon taking it from the table later during the meeting.

Resolution No. 3

September 21, 2020

RESOLUTION

Finding That Changing the Approved Zoning Classification of 1348, 1352, and 1356 Washington St., Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business and that Approving The Site Plan Application for an 11,532 Square-Foot Building and a 29-Space Parking Lot on the Same Parcels Will Not Have A Significant Impact On the Environment

	YEA	NAY
Council Member COMPO, Sarah V.		
Council Member HENRY-WILKINSON, Ryan J.		
Council Member ROSHIA, Jesse C. P.		
Council Member RUGGIERO, Lisa A.		
Mayor SMITH, Jeffrey M.		
Total		

Introduced by

_____

WHEREAS the City Council of the City of Watertown, New York, has before it an Ordinance for the zone change application submitted by Michael Altieri, P.E., of BCA Architects & Engineers, on behalf of Sundus and Sarah, LLC, to change the approved zoning classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business, and

WHEREAS the applicant's clients wish to redevelop the subject parcels into a future mixed-use building, and have submitted a request for Site Plan Approval for an 11,532 square-foot building and a 29-space parking lot on the same parcels, and

WHEREAS the City Council must evaluate all proposed actions submitted for its consideration in light of the State Environmental Review Act (SEQRA), and the regulations promulgated pursuant thereto, and

WHEREAS the approval of the Zone Change, as well as the subsequent Site Plan Approval for the proposed future mixed-use development, consisting of retail, professional services, and parking would all constitute such an "Action," and

WHEREAS the City Council has determined that changing the zoning classification of this property and the proposed future mixed-use retail, professional services and parking constitute an Unlisted Action as that term is defined by 6NYCRR Section 617.2 (al), and

Resolution No. 3

September 21, 2020

RESOLUTION

Finding That Changing the Approved Zoning Classification of 1348, 1352, and 1356 Washington St., Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business and that Approving The Site Plan Application for an 11,532 Square-Foot Building and a 29-Space Parking Lot on the Same Parcels Will Not Have A Significant Impact On the Environment

	YEA	NAY
Council Member COMPO, Sarah V.		
Council Member HENRY-WILKINSON, Ryan J.		
Council Member ROSHIA, Jesse C. P.		
Council Member RUGGIERO, Lisa A.		
Mayor SMITH, Jeffrey M.		
Total		

WHEREAS there are no other involved agencies for SEQRA review as that term is defined in 6NYCRR Section 617.2 (t), and

WHEREAS to aid the City Council in its determination as to whether the proposed zone change and proposed future development will have any significant impacts on the environment, Part 1 of a Short Environmental Assessment Form has been prepared by the applicant, a copy of which is attached and made part of this Resolution,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that:

1. Based upon its examination of the Short Environmental Assessment Form and comparing the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant impact is known and the adoption of the zone change and the construction of a mixed-use development, consisting of retail, professional services and parking will not have a significant impact on the environment.

2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the effect that the City Council is issuing a Negative Declaration under SEQRA.

3. This Resolution shall take effect immediately.

Seconded by

Short Environmental Assessment Form
Part 1 - Project Information

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information

Name of Action or Project:
Sundus and Sarah LLC - Mixed Use Building Project

Project Location (describe, and attach a location map):
Parcel numbers 14-21-106, 14-21-107 and 14-21-108 south of 1340 Washington Street, please see survey map attached.

Brief Description of Proposed Action:
The proposed action is the construction of a mixed use building with a mixed use of retail and professional services. This development will include the construction of a mixed use building, accessory buildings, parking, driveways, utilities, connections to public facilities, sidewalks, curbing, landscaping, stormwater management facilities, signage, fencing, refuse storage areas, snow storage areas, site furniture, aesthetic site amenities and lighting. As a part of this action the applicant is requesting a Zone Change for parcel numbers 14-21-106, 14-21-107 and 14-21-108 currently zoned 'Residence B' be combined and rezoned as 'Neighborhood Business' for the purposes of the proposed action. Should the Zone Change Request be granted the applicant will submit for Site Plan approval and a Building Permit for construction of the proposed action. All other permits will be acquired as required to facilitate this development.

Name of Applicant or Sponsor:	Telephone: (315) 256-1035
Sundus and Sarah LLC.	E-Mail: sarahlatif@hotmail.com

Address:
1340 Washington Street

City/PO:	State:	Zip Code:
Watertown	New York	13601

	NO	YES
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.	☑	☐
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: City of Watertown - Zone Change Approval, Site Plan Approval, Building Permit Approval and all other permits and approvals as required.	☐	☑

3.a. Total acreage of the site of the proposed action? 0.63 acres
b. Total acreage to be physically disturbed? 0.63 acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? 0.63 acres

4. Check all land uses that occur on, adjoining and near the proposed action.
☑ Urban ☐ Rural (non-agriculture) ☐ Industrial ☑ Commercial ☑ Residential (suburban)
☐ Forest ☐ Agriculture ☐ Aquatic ☑ Other (specify): School and Health Care
☐ Parkland

	NO	YES	N/A
5. Is the proposed action,			
a. A permitted use under the zoning regulations?	☐	☐	☐
b. Consistent with the adopted comprehensive plan?	☐	☐	☐

	NO	YES
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	☐	✔
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	☐	☐
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	☐	☐
b. Are public transportation service(s) available at or near the site of the proposed action?	☐	✔
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	☐	✔
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	☐	✔
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	☐	✔
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	☐	✔
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	☐	☐
b. Is the proposed action located in an archeological sensitive area?	☐	✔
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	☐	☐
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	☐	☐
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Northern Long-eared Bat	☐	✔
16. Is the project site located in the 100 year flood plain?	☐	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? ☐ NO ✔ YES	☐	✔
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: ☐ NO ✔ YES		

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:
☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional
☐ Wetland ☑ Urban ☑ Suburban

Stormwater will be managed on-site with stormwater management practices and conveyed to existing drainages. These practices will be sized to keep stormwater flows the same or less as existing stormwater flows.

	NO	YES
18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: Stormwater may be retained onsite to keep peak discharges and volumes to existing levels. The amount of stormwater impounded is expected to be of modest amount and to be for short durations after storm events.	☐	☑
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	☐	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: See results of EAF Mapper Summary Attached, reference DEC Remediation Site V00032.	☐	☑

I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor name: Michael D. Altieri, P.E. Date: 7/21/2020

Signature: [signature]

PRINT FORM

Agency Use Only [If applicable]

Project:

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.
Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☐	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☐	☐
3. Will the proposed action impair the character or quality of the existing community?	☐	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☐	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☐	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	☐	☐
7. Will the proposed action impact existing: a. public / private water supplies?	☐	☐
b. public / private wastewater treatment utilities?	☐	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☐	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☐	☐
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☐	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☐	☐

PRINT FORM

Agency Use Only [If applicable]

Project:

Date:

Short Environmental Assessment Form
Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

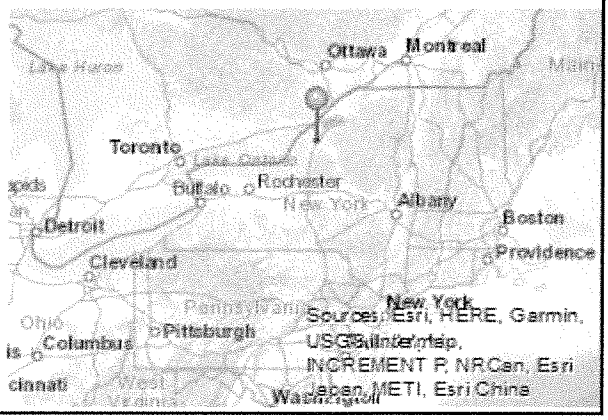
Name of Lead Agency	Date
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT FORM

EAF Mapper Summary Report

Monday, May 11, 2020 1:07 PM

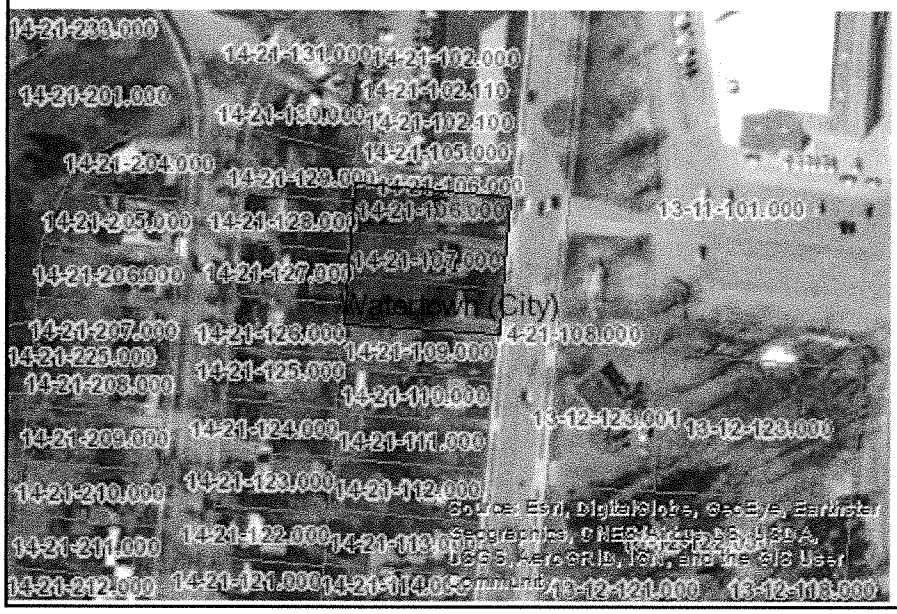
Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.



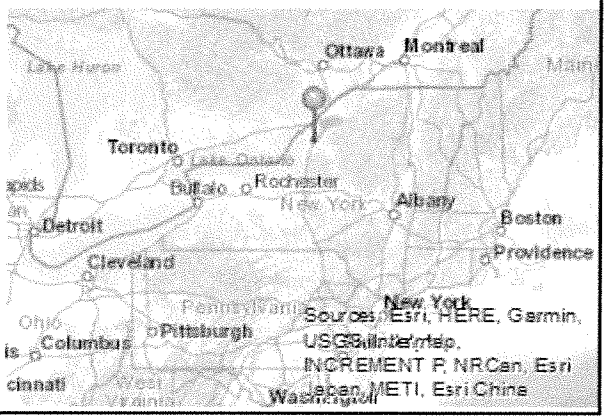
Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Northern Long-eared Bat
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	Yes

EAF Mapper Summary Report

Friday, May 15, 2020 1:32 PM



Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.



B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	Yes
E.1.h.iii [Within 2,000' of DEC Remediation Site - DEC ID]	V00032
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	No
E.2.h.ii [Surface Water Features]	No
E.2.h.iii [Surface Water Features]	No
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.j. [100 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.k. [500 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.l. [Aquifers]	No
E.2.n. [Natural Communities]	No

E.2.o. [Endangered or Threatened Species]	Yes
E.2.o. [Endangered or Threatened Species - Name]	Northern Long-eared Bat
E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No

Res No. 4

September 15, 2020

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Approving the Site Plan for the Construction of an 11,532 Square-Foot, Two-Story, Mixed-Use Building and a 29-Space Parking Lot at 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000 and 14-21-108.000

Michael Altieri, P.E. of BCA Architects & Engineers on behalf of Sundus & Sarah, LLC, has submitted a request for the above subject Site Plan Approval. The applicant's cover letters, August 21, 2020 site plan drawing, the Staff Reports prepared for the Planning Board, and excerpts from their minutes are attached for City Council review. For full context, the excerpts include Planning Board discussion regarding a since withdrawn Special Use Permit Application. The full application is available as part of the online City Council agenda.

The City Planning Board reviewed the request at its meetings held on August 4, 2020 and September 1, 2020, and voted 3-2 to defeat a motion recommending that the City Council approve the site plan with the conditions listed in the resolution.

The Planning Board reviewed the project twice due to changes in the proposed site layout. Staff raised concerns about width of the drive aisle in the parking lot, and the Planning Board expressed concern over the use of designated compact car spaces.

Staff also reported in its memorandum that the Comprehensive Plan recommended locating parking behind the building in an Urban Mixed Use character area. The Planning Board also expressed concerns regarding consistency with the Comprehensive Plan. The applicant subsequently revised their proposal to locate the building in the front with parking in the rear. In addition to alleviating the vehicular circulation concerns, the proposed development is now fully consistent with the Comprehensive Plan.

The Planning Board also discussed drainage concerns, particularly regarding stormwater runoff. Engineering Staff's conclusion is that the proposed underground retention system will handle the on-site runoff, and that the proposed development would not exacerbate any existing drainage issues.

The project is subject to review under the State Environmental Quality Review Act (SEQRA). Previously on tonight's agenda, the City Council will have considered a resolution finding that the proposed project would not have a significant impact on the environment. After completing the environmental review and approving the zone change, the Council will be free to vote on the site plan.

The resolution prepared for City Council consideration approves the site plan submitted to the City Planning Department on August 21, 2020 with the conditions listed in the resolution.

Resolution No. 4

September 21, 2020

RESOLUTION

Approving the Site Plan for the Construction of an 11,532 Square-Foot, Two-Story Building, and a 29-Space Parking Lot at 1348, 1352 and 1356 Washington Street, Respective Parcel Numbers 14-21-106.000, 14-21-107.000 and 14-21-108.000

	YEA	NAY
Council Member COMPO, Sarah V.		
Council Member HENRY-WILKINSON, Ryan J.		
Council Member ROSHIA, Jesse C. P.		
Council Member RUGGIERO, Lisa A.		
Mayor SMITH, Jeffrey M.		
Total		

Introduced by

_____

Michael Altieri, P.E. of BCA Architects & Engineers, on behalf of Sundus & Sarah, LLC, has submitted an application for Site Plan Approval for the construction of an 11,532 square-foot, two-story, mixed-use building and a 29-space parking lot at 1348, 1352 and 1356 Washington St, Respective Parcel Numbers 14-21-106.000, 14-21-107.000 and 14-21-108.000, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on August 4, 2020 and September 1, 2020 and voted 3-2 to defeat a motion recommending that the City Council of the City of Watertown approve the site plan with the following conditions:

1. The applicant must expand the scope of the proposed easement with the neighboring property owner at 1358 Washington Street to include two feet north of the property line a distance of 70 feet west from Washington Street and preserve the described area as driveway for the benefit of the neighboring property owner.

2. The applicant must have all utility and lighting easements in place prior to the issuance of any permits.

3. The applicant must submit a photometric shielding plan for the entire site prior to the issuance of any permits.

4. The applicant must fulfill all requirements related to asbestos surveying and abatement prior to the issuance of a Demolition Permit for the existing structures at 1352 and 1356 Washington Street.

5. The applicant must combine the three subject parcels by way of a new metes and bounds description that is filed with the County Clerk.

6. The applicant must obtain the following permits, minimally, prior to demolition and construction: Demolition Permit, Building Permit,

RESOLUTION

Approving the Site Plan for the Construction of an 11,532 Square-Foot, Two-Story Building, and a 29-Space Parking Lot at 1348, 1352 and 1356 Washington Street, Respective Parcel Numbers 14-21-106.000, 14-21-107.000 and 14-21-108.000

	YEA	NAY
Council Member COMPO, Sarah V.		
Council Member HENRY-WILKINSON, Ryan J.		
Council Member ROSHIA, Jesse C. P.		
Council Member RUGGIERO, Lisa A.		
Mayor SMITH, Jeffrey M.		
Total		

General City Permit, Sanitary Sewer Connection Permit, Water Supply Permit and a Zoning Compliance Certificate

And,

WHEREAS the City Council has previously determined by resolution dated September 21, 2020 that the proposed construction and site plan is an Unlisted Action and will not have a significant impact on the environment, and

NOW THEREFORE BE IT RESOLVED that it is an express condition of this Site Plan Approval that the applicant provide the City Engineer with a copy of any change in stamped plans forming the basis for this approval at the same time such plans are provided to the contractor. If plans are not provided as required by this condition of site plan approval, the City Code Enforcement Officer shall direct that work on the project site shall immediately cease until such time as the City Engineer is provided with the revised stamped plans. Additionally, any change in the approved plan, which, in the opinion of the City Engineer, would require Amended Site Plan Approval, will result in immediate cessation of the affected portion of the project work until such time as the amended site plan is approved. The City Code Enforcement Officer is directed to periodically review on-site plans to determine whether the City Engineer has been provided with plans as required by this approval, and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that Site Plan Approval is hereby granted to Michael Altieri, P.E. of BCA Architects & Engineers, on behalf of Sundus & Sarah, LLC, for the construction of an 11,532 square-foot, two-story, mixed-use building and a 29-space parking lot at 1348, 1352 and 1356 Washington St, Respective Parcel Numbers 14-21-106.000, 14-21-107.000 and 14-21-108.000, as depicted on the site plan submitted to the City Planning and Community Development Department on August 21, 2020, contingent upon the applicant meeting the conditions listed above.

Seconded by

July 21, 2020

Mr. Michael A. Lumbis
Planning and Community Development Director
City of Watertown
245 Washington Street, Room 305
Watertown, NY 13601

Re: Sundus and Sarah LLC – Mixed Use Building Project
Site Plan Application
BCA Project No. 2019-110

Dear Mr. Lumbis:

Enclosed herewith please find the Site Plan submittal package for the above referenced project for consideration for the August 4, 2020 Planning Board meeting. The proposed action is the construction of a mixed use building with professional services and retail uses. This development will include the construction of a mixed use building, accessory buildings, parking, driveways, utilities, connections to public facilities, sidewalks, curbing, landscaping, stormwater management facilities, signage, fencing, refuse storage areas, snow storage areas, site furniture, aesthetic site amenities and lighting. The hours of operations are proposed to be 7 AM to 7 PM for seven days per week

The applicant as part of a previous application to the City has requested a Zone Change for parcel numbers 14-21-106, 14-21-107 and 14-21-108 currently zoned 'Residence B' be combined and rezoned as 'Neighborhood Business'. This Zone Change Application was tabled by the City Council at their meeting on June 1st, 2020 Council meeting with the request that a full site plan application be submitted to consider with the zone change request. We trust this Site Plan Application fulfills the intent of that request and can be considered concurrently with the applicant's zone change request. All other permits will be acquired as required to facilitate this development.

We trust that the application and associated documents are in order and look forward to working with the City moving forward. Should you have any questions, please do not hesitate to contact me directly.

Respectfully submitted,

BCA ENGINEERS & ARCHITECTS

Michael D. Altieri, P.E.
Principal/Civil Engineer

Cc: Dr. Abdul Latif – Sundus and Sarah LLC
File

City of Watertown

SITE PLAN APPROVAL APPLICATION FORM

City of Watertown, Planning and Community Development Dept.
245 Washington Street, Room 305, Watertown, NY 13601
Phone: 315-785-7740 Email: planning@watertown-ny.gov

Received:

Please Note: The Site Plan Approval Application form is for projects where the building or parking area coverage of the lot will increase by more than 2,500 square feet.

Please provide responses for all sections and submit all required materials as noted on Page 2. Failure to submit all required information by the submittal deadline may result in **not** making the agenda for the upcoming Planning Board meeting.

PROPERTY LOCATION

Proposed Project Name: **Sundus and Sarah LLC - Mixed Use Building Project**

Tax Parcel Number: **14-21-106, 14-21-107 and 14-21-108**

Property Address: **1348, 1352 and 1356 Washington Street**

Existing Zoning Classification: **Existing - Residence C, Proposed - Neighborhood Business**

OWNER OF PROPERTY

Name: **Sundus and Sarah LLC**

Address: **1340 Washington Street**
Watertown, NY 13601

Telephone Number: **(315) 256-1035** Fax Number: **(315) 782-9010**

Email: sarahlatif@hotmail.com

APPLICANT

Name: **Dr. Abdul Latif**

Address: **1340 Washington Street**
Watertown, NY 13601

Telephone Number: **(315) 256-1035** Fax Number: **(315) 782-9010**

Email Address: **sarahlatif@hotmail.com**

ENGINEER/ARCHITECT/LANDSCAPE ARCHITECT

Name: **BCA Architects and Engineers**

Address: **1340 Washington Street**
Watertown, NY 13601

Telephone Number: **(315) 782-8130** Fax Number: **(315) 782-7192**

Email Address: **maltieri@thebcgroup.com**

REQUIRED MATERIALS:

** The following drawings with the listed information **ARE REQUIRED, NOT OPTIONAL.** If the required information is not included and/or addressed, Planning Staff **will not** process the Site Plan Application**.**

All of the following drawings **must** be adequately dimensioned, including radii and must use darker line work and text for proposed features than for existing features.

X **COMPLETED SEQR ENVIRONMENTAL ASSESSMENT FORM:** (Contact us if you need help choosing between the Short EAF and the Full EAF). The Complete EAF is available online at: http://www.dec.ny.gov/permits/6191.html

X **BOUNDARY and TOPOGRAPHIC SURVEY:** Depict existing features as of the date of the Site Plan Application. A Professional Land Surveyor licensed and currently registered to practice in the State of New York must perform the survey and create the map. **At least one copy** must contain the surveyor's original PLS wet stamp and an original signature. The rest may be copies thereof. The survey drawing **must** depict and label all of the following:

- X **All** existing features and utilities on and within 50 feet of the subject property
- X **All** existing property lines (bearings and distances), margins, acreage, zoning, easements, right-of-ways, existing land use, reputed owner, adjacent reputed owners and tax parcel numbers
- X One-foot contours are with appropriate spot elevations
- X North arrow and graphic scale
- X All elevations are North American Vertical Datum of 1988 (NAVD88).

X **DEMOLITION PLAN** (if applicable)

- X Depict and label **all** existing features on and within 50 feet of the subject property and (using darker text) all items proposed for demolition.

X **SITE PLAN:** The drawing must clearly label all proposed features as "proposed" and use darker line work and text for all proposed features than for existing features. It must also include a reference to the coordinate system used (NYS NAD83-CF preferred). In addition, the drawing **must** depict and label all of the following:

- X **All** proposed **above** ground features
- X **All** proposed easements and right-of-ways
- X Land use, zoning, and tax parcel number
- X Proposed parking and loading spaces, including all required ADA accessible spaces
- X Proposed snow storage areas

- [x] Refuse Enclosure Area (Dumpster), if applicable. **Please note:** Section 161-19.1 of the Zoning Ordinance states, "No refuse vehicle or refuse container shall be parked or placed within 15 feet of a party line without the written consent of the adjoining owner, if the owner occupies any part of the adjoining property."

- [x] North arrow and graphic scale

- [x] **GRADING PLAN:** This drawing must depict and label **all** of the following:

  - [x] **All** proposed **below** ground features, including elevations and inverts

  - [x] **All** proposed **above** ground features, including easements and right-of-ways

  - [x] One-foot existing contours (shown dashed and labeled with appropriate spot elevations)

  - [x] One-foot proposed contours (shown and labeled with appropriate spot elevations)

  - [x] Sediment and Erosion control, unless separate drawings are included as part of a Stormwater Pollution Prevention Plan (SWPPP).

  - [x] All elevations are North American Vertical Datum of 1988 (NAVD88).

- [x] **UTILITY PLAN:** This drawing must include a note stating, "All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department requirements supersede all other plans and specifications provided." It must also depict and label **all** of the following:

  - [x] **All** proposed <u>above and below</u> ground features

  - [x] **All** existing above and belowground utilities, including water, sanitary water, stormwater, electric, gas, telephone, cable, fiber optic, etc.

  - [x] **All** existing and proposed easements and right-of-ways

- [x] **LANDSCAPING PLAN:** This drawing must depict and label **all** of the following:

  - [x] **All** proposed **above** ground features

  - [x] **All** proposed trees, shrubs, other plantings and other proposed landscaping additions, keyed to a plant schedule that includes the scientific name, common name, size, quantity, etc. **Please note:** For additional landscaping requirements where nonresidential districts and land uses abut land in any residential district, please refer to Section 310-59, Landscaping of the City's Zoning Ordinance.

  - [x] **The Site Plan complies with and meets acceptable guidelines set forth in Appendix A - Landscaping and Buffer Zone Guidelines (August 7, 2007).**

☒ **VEHICULAR AND PEDESTRIAN CIRCULATION PLAN**

- ☒ Depict all vehicular **and** pedestrian traffic circulation, including a delivery or refuse vehicle and a City fire truck entering and exiting the property.
- ☒ Sidewalks within the City Right-of-Way **must** meet Public-Right-of-Way (PROWAG) standards.
- ☒ **The Site Plan is consistent with and, wherever possible, incorporates principles set forth in Appendix B – City of Watertown Complete Streets Policy (January 17, 2017).**

☒ **PHOTOMETRIC PLAN** (if applicable): This drawing must depict and label **all** of the following:

- ☒ **All** proposed **above** ground features
- ☒ Photometric spot elevations or labeled photometric contours of the property. **Please note:** Light spillage across **all** property lines shall not exceed 0.5 foot-candles.

☒ **CONSTRUCTION DETAILS and NOTES:**

- ☒ Provide all details and notes necessary to complete the project including, but not limited to, landscaping, curbing, catch basins, manholes, water line, pavement, sidewalks, trench, lighting, trash enclosure, etc.
- ☒ Provide maintenance and protection and traffic plans and notes for all required work within City streets including driveways, water laterals, sanitary laterals, storm connections, etc.
- ☒ The drawings must include the following note: "All work to be performed within the City of Watertown margin will require sign-off from a Professional Engineer, licensed and currently registered to practice in the State of New York, that the work was built according to the approved site plan and applicable City of Watertown standards. Compaction testing will be required for all work to be performed within the City of Watertown margin and must be submitted to the City of Watertown Codes Department."

☒ **PRELIMINARY ARCHITECTUAL PLANS** (if applicable): These plans must include **all** of the following for proposed buildings: Floor plan drawings, including finished floor elevations, exterior elevations including exterior materials and colors, as well as roof outlines depicting shape, slope and direction.

☒ **ENGINEERING REPORT**

**** The engineering report at a minimum must include the following:**

- ☒ Project location and description
- ☒ Existing and proposed sanitary sewer flows and summary
- ☒ Water flows and pressure
- ☒ Storm Water Pre and Post Construction calculations and summary

X Traffic impacts

X Lighting summary

X Landscaping summary

X **GENERAL INFORMATION**

X **All** items must include a valid stamp and an original signature by a Professional Engineer, Architect, Landscape Architect, or Surveyor licensed and currently registered to practice in the State of New York.

NA If required, submit a copy of the Stormwater Pollution Prevention Plan (SWPPP) to the City of Watertown Engineering Department for review to obtain an MS4 SWPPP Acceptance Form.

Post Construction SWPPP Requirements to Complete:

In accordance with City Code Section 260, provide the following:

- *Submit a detailed as-built topographic and boundary survey of the site with all stormwater practices.*
- *Perform and submit results of insitu infiltration testing, updated drainage area maps and hydraulic calculations in a comprehensive Engineering Report based on As-Built Conditions.*
- *Submit a detailed post construction Maintenance Plan for all Stormwater Management Practices (SMP's) and provide a Maintenance Agreement with irrevocable letter of credit for approval. Maintenance Agreement shall be filed at the County Clerk's Office as a deed restriction on the property.*

NA ** If required, a copy of all submittals sent to the New York State Department of Environmental Conservation (NYSDEC) for the sanitary sewer extension permit will also be sent to the City of Watertown Engineering Department.

NA ** If required, a copy of all submittals sent to the New York State Department of Health (NYSDOH) will also be sent to the City of Watertown Engineering Department.

** When NYSDEC or NYSDOH permitting is required, the property owner/applicant shall retain a licensed Professional Engineer to perform inspections of the proposed utility work and to certify the completed works were constructed in substantial conformance with the approved plans and specifications.**

X Signage is not approved as part of this submission. It requires a Sign Permit from the City Code Enforcement Bureau. See Section 310-52.2 of the Zoning Ordinance.

X For non-residential uses, the applicant must include the proposed Hours of Operation.

OPTIONAL MATERIALS:

X **PROVIDE AN ELECTRONIC (.DWG) COPY OF THE SITE PLAN WITH AS-BUILT REVISIONS.** This will assist the City in keeping our GIS mapping up-to-date.

SUBMITTAL INSTRUCTIONS:

☒ Submit 15 collated sets of all required materials, addressed to:

Michael A. Lumbis, Planning and Community Development Director
City of Watertown
245 Washington Street, Room 305
Watertown, NY 13601

If the application requires Jefferson County review, then the applicant must submit 16 "sets." Planning Staff will inform the applicant if this is necessary.

☒ Submissions must be collated and properly folded.

☒ If the applicant is not the property owner, the submission must include a signature authorization form or letter signed by the owner authorizing the applicant to apply on behalf of the owner.

☒ For any item(s) not checked in the Site Plan Approval Checklist, attach an explanation and comments.

☒ Provide an electronic copy of the entire submission in the form of a single, combined PDF file of the entire application, including cover letter, plans, reports, and all submitted material.

☒ Submit the required Application Fee

$150 for Site Plan Minor

$250 for Site Plan Major (any proposal to disturb more than 1 acre represents a Site Plan Major)

SIGNATURE

I certify that the information provided above is true to the best of my knowledge.

Applicant's name (please print) Michael D. Altieri, PE

Applicant's Signature _____ Date: July 21, 2020

Meeting Information: The Planning Board normally meets at 3:00 p.m. on the first Tuesday of every month in Council Chambers at City Hall. The application deadline is 14 days prior to the scheduled meeting date. Planning Board action does not represent final approval, as the Planning Board only votes to make a recommendation to City Council, which holds the sole authority to grant Site Plan Approval.

Occasionally, due to holidays or other reasons, meetings may occur on other dates and/or times. The City will announce any changes to meeting dates in advance on its website at www.watertown-ny.gov. Planning Staff *strongly* recommends scheduling a pre-application meeting prior to submitting a Site Plan Application.

Short Environmental Assessment Form
Part 1 - Project Information

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information

Name of Action or Project:
Sundus and Sarah LLC - Mixed Use Building Project

Project Location (describe, and attach a location map):
Parcel numbers 14-21-106, 14-21-107 and 14-21-108 south of 1340 Washington Street, please see survey map attached.

Brief Description of Proposed Action:
The proposed action is the construction of a mixed use building with a mixed use of retail and professional services. This development will include the construction of a mixed use building, accessory buildings, parking, driveways, utilities, connections to public facilities, sidewalks, curbing, landscaping, stormwater management facilities, signage, fencing, refuse storage areas, snow storage areas, site furniture, aesthetic site amenities and lighting. As a part of this action the applicant is requesting a Zone Change for parcel numbers 14-21-106, 14-21-107 and 14-21-108 currently zoned 'Residence B' be combined and rezoned as 'Neighborhood Business' for the purposes of the proposed action. Should the Zone Change Request be granted the applicant will submit for Site Plan approval and a Building Permit for construction of the proposed action. All other permits will be acquired as required to facilitate this development.

Name of Applicant or Sponsor:	Telephone: (315) 256-1035
Sundus and Sarah LLC.	E-Mail: sarahlatif@hotmail.com

Address:
1340 Washington Street

City/PO:	State:	Zip Code:
Watertown	New York	13601

	NO	YES
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.	☐	☐
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:	☐	☑

3.a. Total acreage of the site of the proposed action? 0.63 acres
b. Total acreage to be physically disturbed? 0.63 acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? 0.63 acres

4. Check all land uses that occur on, adjoining and near the proposed action.

☑ Urban ☐ Rural (non-agriculture) ☐ Industrial ☑ Commercial ☑ Residential (suburban)
☐ Forest ☐ Agriculture ☐ Aquatic ☑ Other (specify): School and Health Care
☐ Parkland

	NO	YES	N/A
5. Is the proposed action,			
a. A permitted use under the zoning regulations?	☐	☐	☐
b. Consistent with the adopted comprehensive plan?	☐	☐	☐

	NO	YES
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	☐	✔
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	☐	☐
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	☐	☐
b. Are public transportation service(s) available at or near the site of the proposed action?	☐	✔
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	☐	✔
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	☐	✔
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	☐	✔
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	☐	✔
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	☐	☐
b. Is the proposed action located in an archeological sensitive area?	☐	✔
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	☐	☐
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	☐	☐

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:

☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional

☐ Wetland ☑ Urban ☑ Suburban

	NO	YES
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Northern Long-eared Bat	☐	✔
16. Is the project site located in the 100 year flood plain?	☐	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? ☐ NO ☑ YES	☐	✔
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: ☐ NO ☑ YES		

Stormwater will be managed on-site with stormwater management practices and conveyed to existing drainages. These practices will be sized to keep stormwater flows the same or less as existing stormwater flows.

	NO	YES
18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: Stormwater may be retained onsite to keep peak discharges and volumes to existing levels. The amount of stormwater impounded is expected to be of modest amount and to be for short durations after storm events.	☐	☑
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	☐	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: See results of EAF Mapper Summary Attached, reference DEC Remediation Site V00032.	☐	☑

I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor name: Michael D. Altieri, P.E. Date: 7/21/2020

Signature: _____

PRINT FORM

Agency Use Only [If applicable]

Project:

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.
Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	**Moderate to large impact may occur**
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☐	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☐	☐
3. Will the proposed action impair the character or quality of the existing community?	☐	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☐	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☐	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	☐	☐
7. Will the proposed action impact existing: a. public / private water supplies?	☐	☐
b. public / private wastewater treatment utilities?	☐	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☐	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☐	☐
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☐	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☐	☐

PRINT FORM

Agency Use Only [If applicable]

Project:

Date:

Short Environmental Assessment Form
Part 3 Determination of Significance

For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

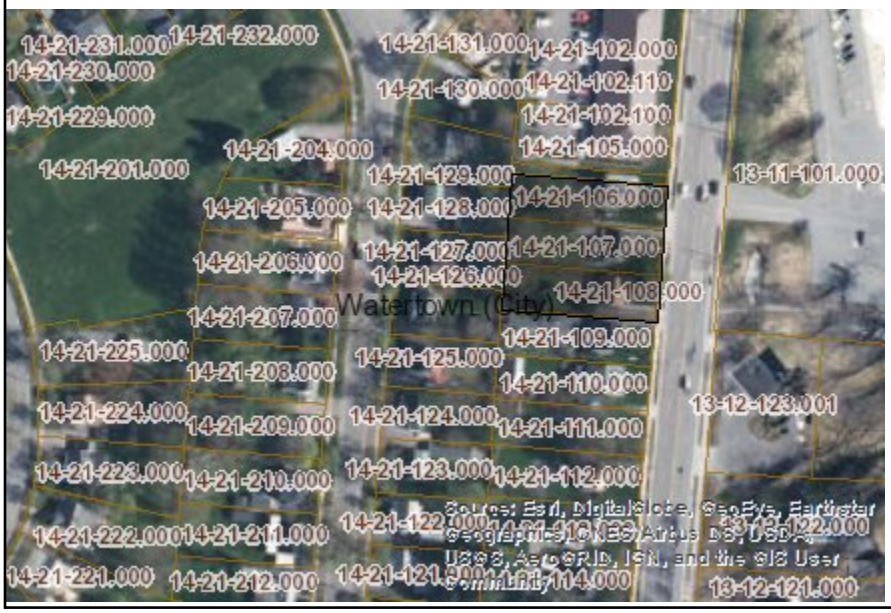
☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Name of Lead Agency	Date
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT FORM

EAF Mapper Summary Report

Monday, May 11, 2020 1:07 PM



Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.

Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Northern Long-eared Bat
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	Yes

EAF Mapper Summary Report

Friday, May 15, 2020 1:32 PM

Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources in order to obtain data not provided by the Mapper. Digital data is not a substitute for agency determinations.

B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	Yes
E.1.h.iii [Within 2,000' of DEC Remediation Site - DEC ID]	V00032
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	No
E.2.h.ii [Surface Water Features]	No
E.2.h.iii [Surface Water Features]	No
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.j. [100 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.k. [500 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.l. [Aquifers]	No
E.2.n. [Natural Communities]	No

E.2.o. [Endangered or Threatened Species]	Yes
E.2.o. [Endangered or Threatened Species - Name]	Northern Long-eared Bat
E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No

MEMORANDUM

CITY OF WATERTOWN, NEW YORK
OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7740 – FAX: 315-785-7829

TO:	Planning Board Members
FROM:	Michael A. Lumbis, Planning and Community Development Director
SUBJECT:	Site Plan Approval – 1348-56 Washington Street
DATE:	July 30, 2020
Request:	Site Plan Approval for the construction of an 11,532 square-foot, two-story mixed-use building and a 28-space parking lot at 1348, 1352 and 1356 Washington St, Respective Parcel Numbers 14-21-106.000, 14-21-107.000 and 14-21-108.000
Applicant:	Michael Altieri, P.E. of BCA Architects & Engineers on behalf of Sundus & Sarah, LLC
Proposed Use:	Professional services and retail
Property Owners:	Sundus & Sarah, LLC

Submitted:	
Property Survey: Yes	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

Jefferson County 239-m Review: No

Zoning Information:	
District: Residence B (pending request to rezone to Neighborhood Business)	Maximum Lot Coverage: 40 percent
Setback Requirements: F: 20', S: 5', R: 25'	Buffer Zones Required: Yes

Project Overview: The applicant proposes to construct an 11,532 square-foot (SF), two-story building and pave a 28-space parking lot across three parcels at 1348-1356 Washington Street. The applicant's clients recently acquired the three properties, demolished an existing house on one of them, and are currently awaiting permission to demolish the other two houses. The proposed building would host a mix of professional and retail uses.

Pending Zone Change: The applicant previously submitted a request to rezone the subject properties from Residence B to Neighborhood Business to facilitate the proposed retail use. The Planning Board recommended approval of that request. The City Council tabled the Zone Change Ordinance and the corresponding SEQR Resolution at its June 1, 2020 meeting. They both remain tabled.

The Council concluded that since SEQRA requires the lead agency to consider the whole action when two actions are closely related, they would need more details regarding the proposed development plans to make an informed decision on the environmental review. Once the Council tabled the SEQR Resolution, the Zone Change Ordinance went to the table by necessity.

Vehicular and Pedestrian Circulation: Vehicular access to the site would be from Washington Street. The applicant proposes a pedestrian circulation path connecting to both the Washington Street sidewalk and to the neighboring professional building, which the applicant's clients also own. This would enable the two properties to function as more of a single campus.

Section 310-47 of the Zoning Ordinance requires five parking spaces per 1,000 SF of floor area for business and commercial uses, with utility and storage space deducted. The footprint of each floor is 5,766 square feet. The first floor plan identifies a 236 SF storage room and a 57 SF storage room that are both eligible for deduction. This leaves 5,473 SF that count towards the parking calculation. In the Zoning Regulations table, the applicant rounds this figure up to 5,500 SF, which either way yields a requirement of 28 parking spaces, which is the exact amount the applicant proposes to provide.

However, the floor plan, as submitted, also identifies the entire second floor as storage, and therefore does not count it towards the parking calculations. While this would be legal as proposed, the consequence would be that if the applicant's clients ever wished to use the second floor for any use other than storage, they would need either to provide additional parking, which the site does not have space to accommodate, or obtain an Area Variance from the Zoning Board of Appeals (ZBA). One of the criteria for obtaining such a Variance is proving that the situation was not a self-created hardship.

The applicant should clarify the envisioned future use for the second floor, whether it is eventually to convert it to leasable space or leave it as storage in perpetuity

As noted above, the applicant proposes 28 parking spaces. Five of the parking spaces, located along the south side of the building are proposed for compact cars. The site plan, as submitted, depicts the drive aisle directly behind these spaces as only 20'-3" wide. While this may be wide enough to accommodate compact cars, the vehicles parked in the spaces directly opposite the compact car spaces may have trouble with reverse movements given the narrow drive aisle. The applicant should consider finding a way to increase the width of the drive aisle to 24 feet, which is the standard width required.

Finally, the site plan depicts a proposed shared driveway to remain at the southeast corner of the site, with language on the plan indicating that it will be established by way of permanent easement. Staff is aware that the neighboring property owner at 1358 Washington Street previously expressed a desire to keep this shared driveway. The applicant should confirm on the record to the City whether this is the intent of this feature, and that the proposed easement would benefit said neighboring property owner.

Landscaping and Buffers: The rear property lines of the project site abut a Residence A Zoning District. Section 310-59 of the Zoning Ordinance states, "Where any land use in a nonresidential district abuts land in a residential district, a strip of land a minimum of five feet in width up to a maximum of 15 feet in width shall be maintained by the owner as a landscaped area in the front, side and rear yards which adjoin this other district."

The applicant proposes a landscaped buffer that varies from 10 to 13 feet in width. The applicant also proposes a rain garden/snow storage area that varies from 11 to 15 feet in width. Together, they provide a combined 25-foot buffer area between the rear of the developed footprint (building and parking lot) and a six-foot high stockade fence that the applicant proposes to install near the western edge of the site. There would be an additional three feet from the fence to the property lines.

The project site (proposed for rezoning to Neighborhood Business) also abuts a Residence B District to the south. The applicant proposes a six-foot high stockade fence along this boundary as well. The applicant does not propose any landscaping along this boundary. The plan does not depict anything other than the fence, but presumably, the area will be grass. The Planning Board should determine whether or not the six-foot lawn area and stockade fence adequately buffer the southern property line.

SEQR: As discussed above, since this proposal also includes a Zone Change request, the City Council, as Lead Agency, must consider the whole action when it completes Parts 2 and 3 of the Short EAF to avoid segmenting the review.

Comprehensive Plan: The City's adopted Comprehensive Plan recommends the future land use character area of this block as Urban Mixed Use. The plan describes these areas as "where land transitions from intense urban business to lesser intense residential and compatible non-residential uses." The plan provides the following vision for design and site layout: "Buildings are generally lower in height and parking may be onsite, preferably behind or at the side of the building to avoid a suburban look. Buildings are designed to be visually appealing with shorter setbacks and help reinforce a positive pedestrian experience."

Staff discussed this information regarding the Comprehensive Plan and the future land use character area with the applicant at a previous Planning Board meeting. However, the proposed plan shows the building located at the rear of the site. Inverting the site plan, with the proposed building pushed out to the minimum setback from Washington Street and parking in the rear would be more consistent with the Comprehensive Plan's vision.

A by-product of pushing the building back will be to lose the uniform setbacks of all the buildings on the 1300 block of Washington Street, as the proposed building would be set back at more than twice the depth of the neighboring houses to the south and the professional building to the north. Presently, all the structures on this block present a uniform two-dimensional building face plane, which is a foundational urban design concept.

The applicant should be prepared to discuss with Staff and the Planning Board the rationale for making this design decision that is inconsistent with the Comprehensive Plan.

Utilities and Hydrology: The City's Engineering Department has the following comments regarding utility easements and water connections:

1. The applicant must have all utility easements in place prior to the issuance of any permits;

2. Section 301-18 of the City Code States, "When a water service line is used for combined fire and domestic use, separate valves or shut-offs shall be required to enable the isolation of the service branches, and approved backflow prevention devices must be installed in conformance with all governing regulations and approved by the City's Code Enforcement Officials and by the Superintendent or City Engineer." The applicant must comply with this and all other requirements of Section 301-18;

3. The applicant must use a minimum six-inch diameter sewer lateral.

4. There are several concerns about the design and layout of the stormwater management system depicted on page C-103. First, there appears to be missing invert information as well as errors on the invert elevations for all of the catch basins and the outlet control structure. In addition the pipes comprising the underground stormwater management system appear to have inadequate slopes. While the applicant has designed the system to act as an underground storage system for stormwater, the applicant should discuss the design thought process/rationale and assure the Planning Board that the underground storage will adequately retain drainage and remove stormwater from the site without compromising the ability of the City's storm sewer to perform its function and without affecting adjacent properties.

5. While the proposed project would disturb less than one acre, the applicant must still be cognizant of and comply with any potential New York State permitting requirements for stormwater management discharge

Lighting: The Photometric Plan depicts over 0.5 footcandles of light spillage extending up to 25 feet onto the neighboring property at 1340 Washington Street. The plan is inconsistent with the Engineering Report, which states that a maximum of 0.5 footcandles at all property lines in conformance with City guidelines. While the applicant's clients own both properties, there is always the possibility that they could sell one in the future and retain the other. The applicant shall modify the lighting to eliminate any more than 0.5 footcandles of spillage over the property line. Additionally, the applicant must submit a photometric shielding plan for the entire site prior to the issuance of any permits.

Demolition: The applicant will need to demolish the structures at 1352 and 1356 Washington Street prior to proceeding with the project. The demolition will require the applicant to obtain a Demolition Permit for the structures, which will require an asbestos survey and subsequent abatement if the survey reveals the presence of asbestos. This must occur prior to the issuance of a Demolition Permit.

Refuse: The site plan, as submitted, depicts a refuse storage area at the front of the site, contiguous to Rain Garden No. 3. For a building used for a commercial purpose, the Zoning Ordinance defines such an enclosure as an accessory structure, which according to Section 310-35 of the Zoning Ordinance is only legal in a rear yard. Therefore, the applicant must relocate the proposed refuse storage area to the rear yard or eliminate it from the site plan.

Miscellaneous: The proposed site plan spans land that is presently part of three separate parcels. While Staff reviewed the application with the impression that the applicant intends to combine them, it should nonetheless be a contingency of Site Plan Approval that the applicant must combine the three subject parcels into a single parcel by way of filing a new metes and bounds description with the County Clerk.

Permits: The applicant must obtain the following permits, minimally, prior to demolition and construction: Building Permit, General City Permit (for work performed within the margin), Sanitary Sewer Connection Permit, Water Supply Permit and a Certificate of Zoning Compliance.

Summary:

1. The applicant should clarify the envisioned future use for the second floor and the potential effects on future parking calculations.

2. The applicant should discuss the width of the drive aisle with the Planning Board and consider finding a way to increase the width to 24 feet, which is the standard width required

3. The applicant must confirm the intent of the shared driveway to remain at the southeast corner of the site and the benefit of the proposed easement to the neighboring property owner.

4. The Planning Board should determine whether or not the six-foot lawn area and stockade fence adequately buffer the southern property line.

5. The applicant should be prepared to discuss the rationale for making the design decision to set the building back from the street, which is inconsistent with the Comprehensive Plan.

6. The applicant must have all utility easements in place prior to the issuance of any permits.

7. The applicant must comply with all requirements of Section 301-18 of the City Code.

8. The applicant must use a minimum six-inch diameter sewer lateral.

9. The applicant should discuss the design thought process/rationale and assure the Planning Board that the underground storage will adequately retain drainage and remove stormwater from the site without compromising the ability of the City's storm sewer to perform its function and without affecting adjacent properties.

10. The applicant must supply missing invert elevation information and correct other invert elevation errors on Sheet C-103 of the design drawings.

11. While the proposed project would disturb less than one acre, the applicant must still be cognizant of and comply with any potential New York State permitting requirements for stormwater management discharge.

12. The applicant shall modify the lighting plan to eliminate any more than 0.5 footcandles of spillage over the property line.

13. The applicant must submit a photometric shielding plan for the entire site prior to the issuance of any permits.

14. The applicant must fulfill all requirements related to asbestos surveying and abatement prior to the issuance of a Demolition Permit for the existing structures at 1352 and 1356 Washington Street.

15. The applicant must relocate the proposed refuse storage area to the rear yard or eliminate it from the site plan.

16. The applicant must combine the three subject parcels by way of a new metes and bounds description that is filed with the County Clerk.

17. The applicant must obtain the following permits, minimally, prior to demolition and construction: Demolition Permit, Building Permit, General City Permit, Sanitary Sewer Connection Permit, Water Supply Permit and a Certificate of Zoning Compliance.

cc: City Council Members
Michael Delaney, City Engineer
Mike Altieri, BCA Architects and Engineers, 327 Mullin Street, Watertown, NY 13601
Dr. Sarah Latif, 1340 Washington Street, Watertown, NY 13601

August 4, 2020

SITE PLAN APPROVAL – 1348, 1352 and 1356 WASHINGTON STREET
PARCEL NUMBERS 14-21-106.000, 14-21-107.000, and 14-21-108.000

The Planning Board then considered a request submitted by Michael Altieri, P.E. of BCA Architects & Engineers on behalf of Sundus and Sarah, LLC to construct an 11,532 SF mixed-use building, a 28-space parking lot and associated site improvements at 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000.

Mr. Coburn then stated that since he worked for BCA Architects and Engineers, he would recuse himself from discussion on this matter. He then asked Ms. Capone to chair the meeting for this application.

Mr. Altieri and Dr. Sarah Latif attended to represent the project. Mr. Altieri began by orienting everyone as to the directions on the plan drawing, and said that Washington Street and Watertown High School were at the bottom of the page. He then said that this proposal was centered on three existing residential properties that the Latifs had acquired, that it included an approximately 11,000 square-foot (SF) building with parking in the front and to the side, and that they would make use of the existing curb cut on Washington Street.

Mr. Katzman then asked if the applicant proposed to connect the new parking lot to the existing parking lot next door at North Country Neurology. Mr. Altieri replied that they only proposed a pedestrian connection between the lots.

Mr. Altieri then said that he had previously appeared before the Planning Board to discuss rezoning the subject properties to Neighborhood Business, a request for which the Planning Board recommended approval, but which City Council had tabled, citing the need for more information about the proposed development.

Mr. Altieri said that project had green infrastructure components, including rain gardens in the front and back. He then said that other drainage practices on the site included French drains along the perimeter of the site and a series of underground pipes and retention tanks that he would discuss during the engineering review.

Mr. Altieri then discussed buffering efforts, which he said included a stockade fence along the south and west sides of the property, which he said would match the character of nearby fences, as well as a landscaped buffer and rain garden area at the rear of the property. He summarized that it was a nice, compact development, and then asked if any Planning Board Members had questions before he went through the summary items in Staff's memorandum. Not hearing any questions, Ms. Capone told Mr. Altieri that he could continue.

Mr. Altieri then addressed the first summary item, which required the applicant to clarify the envisioned future use for the second floor and the potential effects on future parking calculations. Mr. Altieri said that his clients would use the second floor like an attic, entirely for storage. Ms. Fields asked why the second floor had windows if it was to be an attic. Mr. Altieri

replied that the intent of the windows was to match the architectural style of the neighborhood and give the appearance of living space.

Ms. Fields then asked what would prevent the second floor from becoming living space in the future. Mr. Altieri replied that it was not in the site plan. Dr. Latif then said that she had no intention at this point in time to make the second floor anything other than storage. She added that if you walked into her office, you would see boxes on top of boxes. She then said that she and Mr. Altieri were just trying to follow the City's rules. Mr. Altieri then said that stairs would be the only means of accessing the second floor, and that while he was not an architect, he believed that it would need an elevator to be a liveable location.

Mr. Altieri then addressed the second summary item, which required the applicant to discuss the width of the drive aisle with the Planning Board and consider finding a way to increase the width to 24 feet. Mr. Altieri said that per building code, the proposed mixed-use building would need to be 30 feet apart from the neighboring North Country Neurology building. Adherence to that requirement, he said, was the reason for the narrower drive aisle, as well as five compact car spaces.

Mr. Katzman then said that there was no such thing a compact car parking in any building code he had ever seen or anything that he had ever done. Mr. Altieri replied that compact car parking was a legitimate technique that he had seen used in other communities, but acknowledged that Watertown did not have a specific provision for it.

Mr. Katzman then said that most people today drove sport utility vehicles (SUVs) and there were not many smart cars in the area. He then questioned whether a standard car could maneuver in and out of a compact space. Mr. Altieri said that the BCA Architects and Engineers building on Mullin Street was a local example of successfully implementing compact car spaces and narrower drive aisles.

Following some further discussion on the topic, Ms. Capone said the Planning Board wanted to see a 24-foot wide drive aisle and no compact car parking. Mr. Altieri said that to accomplish that, he would need to ask his architect to shrink the building.

Mr. Altieri then addressed the third summary item, which required the applicant to confirm the intent of the shared driveway to remain at the southeast corner of the site and the benefit of the proposed easement to the neighboring property owner. Mr. Altieri said that they wanted to maintain the shared driveway cut with the neighboring property owner at 1358 Washington Street and proposed a permanent easement across the flared driveway.

Ms. Capone asked if that satisfied Staff. Mr. Urda replied that the intent of the condition was to discover whether that this proposal originated from a request that that neighboring property owner made at a previous Planning Board meeting to maintain the shared driveway. Mr. Urda also asked if the applicant had discussed preserving the entire length of the driveway. Following some additional discussion on this topic, Mr. Lumbis said that the applicant had confirmed the intent of the easement, but that filing the easement should be a condition of Site Plan Approval.

Mr. Altieri then moved on to the fourth summary item, which asked the Planning Board to determine whether the six-foot lawn area and stockade fence adequately buffer the southern property line. He said that the area was tight for vegetation, which was why the current plan only proposed a stockade fence, with the intent to match the style of nearby residential fencing. Ms. Fields then asked if any neighboring property owners in attendance had landscaping concerns.

Paula Trainham, 1355 Sherman Street, then approached the microphone. Ms. Trainham said that the area had many water problems and Sherman Street is at a lower elevation level than Washington Street. She then said that she would like to know the distance between the proposed development and her property. Mr. Altieri drew her attention to the proposed landscaped buffer on the site plan. She asked again for the distance. Mr. Urda then said that she wanted to know how wide the buffer would be. Mr. Altieri said the landscaped buffer would vary from 10-to-13 feet in width. He added that with the proposed rain garden, there would be an aggregate 25 feet of buffer immediately to the west of the proposed building and parking lot.

Ms. Trainham then asked if the building would be one or two stories. Mr. Altieri replied that it would be two stories. He then discussed the neighbors' preference, when he canvassed the area, was for the parking to be at the front of the site to reduce disturbance from overhead lighting and from cars' headlights. Mr. Altieri and Ms. Trainham then discussed lighting and parking orientation further.

Ms. Fields then asked Ms. Trainham if she was comfortable with the proposed landscaping. Ms. Trainham replied that she was still confused by the distances. Mr. Altieri said the aggregate buffer would be a little wider than the width of her house.

Ms. Capone then asked to move on to the fifth summary item, which required the applicant to discuss the rationale for making the design decision to set the building back from the street, which is inconsistent with the Comprehensive Plan. Mr. Altieri said that when he and Dr. Latif canvassed the neighborhood, they presented two site plan concepts to the neighboring property owners, one with the building at the front of the property closer to the road, and one they submitted, with the building at the rear. He said that the neighbors preferred the latter option almost unanimously because the building would screen the parking and mitigate concerns about light spillage into residential properties from overhead lights and headlights from cars.

Mr. Lumbis then said that Staff brought up the recommended land use character in the Comprehensive Plan at a previous Planning Board meeting. He elaborated that the Comp Plan is supposed to be a guide for future decision-making and it will become stronger once the new Zoning Ordinance was complete. Mr. Lumbis then said that he knew there were concerns at an earlier meeting about the building being in the rear, with a second floor overlooking the back yards of the properties on Sherman Street, and the current preference seemed to contradict that.

Scott Connell, 1357 Sherman Street, then approached the microphone. He said that his primary concern was with a two-story building was privacy. He said the proposed landscaping would not stop light spillage and would not stop a second story view into his yard.

Ms. Fields then asked Mr. Connell if he thought the landscaping was acceptable. Mr. Connell replied that he was surprised the neighborhood was all right with any of this and said that he was not polled by the applicant. He expressed a strong desire for the properties in question to remain single-family residential and that other uses represented an unknown future.

Mr. Altieri then addressed the sixth summary item, which required the applicant to have all utility easements in place prior to the issuance of any permits. Mr. Altieri acknowledged the need for this.

Mr. Altieri then addressed the seventh summary item, which required the applicant to comply with all requirements of Section 301-18 of the City Code, which governed combined water services, and questioned if that section of code applied to this building type. Mr. Altieri and Mr. Delaney discussed the issue and Mr. Delaney recommended the summary item remain for now.

Mr. Altieri then addressed the eighth summary item, which required the applicant to use a minimum six-inch diameter sewer lateral. Mr. Altieri agreed to the condition.

Mr. Altieri then addressed the ninth summary item, which required the applicant to discuss the design process and assure the Planning Board that the underground storage will adequately retain drainage and remove stormwater from the site without compromising the ability of the City's storm sewer to perform its function and without affecting adjacent properties.

Mr. Altieri said that he showed this in plan view earlier, but also had a profile view to show the Planning Board. Using the profile view, he explained every step of the stormwater collection and underground retention system running from the rear to the front of the site. He explained that the intent was to hold water back from and discharge it slowly over time into the Washington Street sewer system. He added that to perform a conservative analysis, they did not factor in the benefit of the rain gardens.

Ms. Capone then asked what role, if any, gravity played in getting the water to the storm sewer. Mr. Altieri replied that the system used gravity slowly by design, explaining that the entire underground storage tank would be available to stormwater. He said this was system was capable of handling a 100-year storm. Mr. Altieri then said that in the event of two 100-year storms in tandem, the system contained an emergency weir to provide another level of protection.

Mr. Katzman then asked how many places had rain gardens locally and if systems like this could stand the test of time. Mr. Altieri replied Samaritan Medical Center and Jefferson Community College were prominent local examples. Extended discussion then ensued between Mr. Altieri and Mr. Katzman about the technical aspects and capacity of the proposed retention system.

Following this discussion, Ms. Capone asked Staff if this was satisfactory. Mr. Delaney replied in the affirmative and said that any issue would be an existing issue with the

City's current system. He said that he was comfortable that the proposed on-site system would handle any additional runoff that the proposed development would generate, and any other issues would most likely be the result of aging City infrastructure.

Ms. Capone asked if it would successfully move water away from the Sherman Street side. Mr. Delaney replied that he was aware of concerns related to natural grade flow in that area and that the proposed system would direct water away from Sherman Street. He added that in a major rain event, flooding will occur no matter what you do, and it's not practical to design for a 500-year storm.

Mr. Katzman then said that he was getting the impression that the City's system could not handle any additional stormwater. Mr. Delaney replied that that was why the applicants proposed to retain water on site, so the City system could drain before they discharged their own runoff into it. He said he was confident this would not overtax the City's sewer system.

Mr. Connell then said that he was concerned that there was no guarantee that it would work, and although two experts were vouching for it, there was no way to know for sure. He said that the City's Department of Public Works (DPW) has to park on Sherman Street occasionally to pump the existing system out, and he was concerned the proposed development would add to that.

Ms. Trainham then added that much of the water that caused flooding was groundwater, and she did not see how that would go into the proposed system. She said that her back yard floods every spring and it comes from the ground as well as from the existing parking lot at North Country Neurology. She said that everyone she spoke with was concerned about water issues.

Mr. Delaney the said that historical drainage issues were not a problem that this proposed development could correct. He then said that he was confident that this development would not exacerbate any of those issues. He acknowledged that this neighborhood was a low point in the City, but reiterated his conclusion that this development would not increase any water flows to the back yards of Sherman Street properties.

Mr. Connell then asked if an independent evaluation was possible. Mr. Delaney replied that he did not have a stake in this project as Mr. Altieri did, and that he was looking at it from an objective technical standpoint. He then said that if someone wished to commission a third-party review, that was fine, but the City would not finance a third-party review. He added that any information submitted to the City is open to the public.

Mr. Altieri then addressed the tenth summary item, which required the applicant to supply missing invert elevation information and correct other invert elevation errors on Sheet C-103 of the design drawings. Mr. Altieri acknowledged that they had an elevation correction to make, and they would correct that in the drawings.

Mr. Altieri then addressed the eleventh summary item, which noted that while the proposed project would disturb less than one acre, the applicant must still be cognizant of and

comply with any potential New York State permitting requirements for stormwater management discharge. Mr. Altieri said that their intent when designing the site was to meet the requirements of the State's stormwater design manual.

Mr. Altieri then addressed the twelfth summary item, which required the applicant to modify the lighting plan to eliminate any more than 0.5 footcandles of spillage over the property line. Mr. Altieri said that they were very successful with limiting spillage onto neighboring residential properties; however, the spillage onto the North Country Neurology parcel was intentional to illuminate the shared pedestrian connection.

Mr. Urda then said that the intent of that summary item was that while the Latifs owned both properties right now, they could always sell one in the future and the spillage would still affect the neighboring parcel. Mr. Altieri replied that they could amend both deeds to included easements for the shared lighting.

Mr. Altieri then addressed the thirteenth summary item, which required the applicant to submit a photometric shielding plan for the entire site prior to the issuance of any permits. Mr. Altieri said that they proposed to shield a particular fixture to achieve better die-off at the side property line to the south. Mr. Delaney asked if the light contours were representative of that shielding. Mr. Altieri replied in the negative. Mr. Katzman then asked about dark sky compliance. Mr. Altieri replied that the proposed fixtures would be dimmable, but also be capable of coming on when they detected motion, such as from vehicles or pedestrians.

Mr. Altieri then addressed the fourteenth summary item, which required the applicant to fulfill all requirements related to asbestos surveying and abatement prior to the issuance of a Demolition Permit for the existing structures at 1352 and 1356 Washington Street. Mr. Altieri pledged that they would follow all required procedures.

Mr. Altieri then addressed the fifteenth summary item, which required the applicant to relocate the proposed refuse storage area to the rear yard or eliminate it from the site plan. Mr. Altieri said that this was a difficult requirement because they did not want to locate the dumpster near the residential properties. He said that they would remove it from the plans and schedule more frequent refuse collection.

Mr. Altieri then addressed the sixteenth summary item, which required the applicant to combine the three subject parcels by way of a new metes and bounds description that is filed with the County Clerk. Mr. Altieri said they would combine the parcels.

Mr. Altieri then addressed the seventeenth summary item, which identified all the required permits the applicant would need to obtain. Mr. Altieri acknowledged the need for all the listed permits. Mr. Altieri then said that they would also finalize the zone change.

Ms. Capone then said that she wanted to talk more about the building location's inconsistency with the Comprehensive Plan. Mr. Urda then acknowledged that the Comp Plan did recommend this segment of Washington Street for an Urban Mixed Use land use character area, which recommended situating buildings at the front of their sites. He then explained that

although the proposed site layout was inconsistent with the plan's vision, it nonetheless met all applicable zoning code, and while Staff could recommend in the strongest terms reversing the layout, there was no mechanism for requiring it. He added that such enforcement was something the upcoming zoning rewrite could address.

Ms. Capone then said that the proposal was acceptable for present purposes. Mr. Lumbis then said that if any modifications to the parking lot layout became necessary, Staff wanted to establish for the record that moving the building to the front was the City's preferred layout. Ms. Capone then said that from a design perspective, locating the building in the front looked better, but she did not want to go against the neighbors' wishes either.

Ms. Fields then expressed her support for sound urban design and visual appeal moving into the future. Ms. Capone then said that locating the parking in the back was a crucial part of creating visual appeal, so that parked cars aren't the first thing you see on the site. She noted that from a planning perspective, building closer to the curb should be encouraged.

Mr. Babcock then asked if translucent rear windows on the second floor would solve the privacy issue. Mr. Katzman then suggested eliminating the windows and using skylights. Following a brief discussion, the Planning Board dismissed both these ideas.

Ms. Fields then asked what type of retail the applicants proposed. Mr. Altieri replied that retail was not the priority use and that they had not yet given it significant thought. Ms. Fields then asked again about the second floor space and the potential to use it for something other than storage. Mr. Urda then explained that any future second floor use would need either to meet parking requirements or receive relief from those requirements in the form of an Area Variance. He then noted that part of the Variance process involved proving that the hardship had not been self-created.

Ms. Capone then asked if there were any other questions. Hearing none, she said she felt comfortable making a motion since the applicant had addressed all the summary items. Ms. Capone then moved to recommend that City Council approve the site plan submitted by Michael Altieri, P.E. of BCA Architects & Engineers on behalf of Sundus and Sarah, LLC to construct an 11,532 SF mixed-use building, a 28-space parking lot and associated site improvements at 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000, contingent upon the following:

1. The applicant should clarify the envisioned future use for the second floor and the potential effects on future parking calculations.

2. The applicant must widen the southern drive aisle to 24 feet in width as well as remove the compact car parking spaces and replace them with standard spaces.

3. The applicant must file proposed easement for driveway access at the southeast corner of the site, benefitting the neighboring property at 1358 Washington Street.

4. The Planning Board should determine whether or not the six-foot lawn area and stockade fence adequately buffer the southern property line.

5. The Planning Board's recorded preference is to locate the building at the front of the site, in accordance with the Comprehensive Plan.

6. The applicant must have all utility easements in place prior to the issuance of any permits.

7. The applicant must comply with all requirements of Section 301-18 of the City Code.

8. The applicant must use a minimum six-inch diameter sewer lateral.

9. The applicant should discuss the design thought process/rationale and assure the Planning Board that the underground storage will adequately retain drainage and remove stormwater from the site without compromising the ability of the City's storm sewer to perform its function and without affecting adjacent properties.

10. The applicant must supply missing invert elevation information and correct other invert elevation errors on Sheet C-103 of the design drawings.

11. While the proposed project would disturb less than one acre, the applicant must still be cognizant of and comply with any potential New York State permitting requirements for stormwater management discharge.

12. The applicant shall modify the lighting plan to eliminate any more than 0.5 footcandles of spillage over the property line.

13. The applicant must submit a photometric shielding plan for the entire site prior to the issuance of any permits.

14. The applicant must fulfill all requirements related to asbestos surveying and abatement prior to the issuance of a Demolition Permit for the existing structures at 1352 and 1356 Washington Street.

15. The applicant must relocate the proposed refuse storage area to the rear yard or eliminate it from the site plan.

16. The applicant must combine the three subject parcels by way of a new metes and bounds description that is filed with the County Clerk.

17. The applicant must obtain the following permits, minimally, prior to demolition and construction: Demolition Permit, Building Permit, General City Permit, Sanitary Sewer Connection Permit, Water Supply Permit and a Certificate of Zoning Compliance.

Mr. Babcock seconded the motion.

Mr. Lumbis then said that summary item number two, which could result in more asphalt and a smaller building footprint, had considerable potential to alter the site plan significantly. He said that the Planning Board would be recommending a different site plan than what the City Council might ultimately consider. He said that he did not want to slow the approval process down but approving the site plan is the Planning Board's main function in this instance and that they should consider and make a recommendation on the final version of the plan, not one that has the potential to change drastically.

Ms. Fields then asked again about summary item number four, and specifically if all the neighbors were satisfied with a 25-foot wide landscaped buffer. Mr. Katzman then asked where the applicant proposed to locate the air conditioners and if the noise they generated would be too loud for the neighbors. Mr. Altieri replied that the air conditioning units would face north.

Ms. Capone then said that she agreed with Mr. Lumbis that because of the potential for summary item number two to affect the size of the building and the site layout, the Planning Board should see the application again so that it recommends the same site plan that the City Council considers.

Ms. Capone then withdrew her previous motion from consideration. Mr. Babcock also withdrew his second of the motion..

Ms. Fields then moved to table the application submitted by Michael Altieri, P.E. of BCA Architects & Engineers on behalf of Sundus and Sarah, LLC to construct an 11,532 SF mixed-use building, a 28-space parking lot and associated site improvements at 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000.

Mr. Altieri then asked if moving the building line in would truly represent a significant change to the site plan. Ms. Fields replied that there were too many 'what ifs.' Ms. Capone then told Mr. Altieri that he would not need to discuss all of the items again, only the layout concerns.

Mr. Babcock then seconded the motion to table and all voted in favor.

Ms. Capone then told Mr. Altieri that she thought he would be able to come back with a revised version of the site plan that the Planning Board would be able to vote on. Mr. Lumbis added that Staff would evaluate the revised plans and eliminate any summary items that would no longer be necessary.

Mr. Katzman then moved to adjourn the meeting. Ms. Fields seconded the motion and all voted in favor. The meeting was adjourned at 4:44 p.m.

August 21, 2020

Mr. Michael A. Lumbis
Planning and Community Development Director
City of Watertown
245 Washington Street, Room 305
Watertown, NY 13601

Re: Sundus and Sarah LLC – Mixed Use Building Project
Site Plan Application – Planning Board *Resubmission*
BCA Project No. 2019-110

Dear Mr. Lumbis:

Enclosed herewith please find the updated Site Plan submittal package for the above referenced project for consideration for the September 1st, 2020 Planning Board meeting. We have made several changes to the application based on feedback we have received from Planning Board Members, City Planning and Engineering Staff, adjacent neighbors and the general public at the August 4, 2020 Planning Board meeting. These updates are summarized as follows:

Summary of Updated Items

1. **Building Location and Site Layout** – The building location has been shifted to be adjacent to the street with parking on the side and rear of the site to make the site layout consistent with the City's Comprehensive Plan and to address concerns of the proximity of the proposed building to neighboring properties.

2. **Parking and Vehicular Connections** – The layout of the parking and drives has been adjusted to connect to the existing North Country Neurology parking lot with the parking lot to serve the proposed development to achieve a function of a common campus between the two sites. A new curb cut and driveway entrance is proposed onto Washington Street at the southerly end of the site.

3. **Site Stormwater Drainage** – The subsurface stormwater management system has been consolidated and increased in size to handle the slight increase in impervious area with the new layout and to provide additional factor of safety for the drainage system based on drainage concerns expressed in the area.

In addition to these update items we would also like to offer responses to the Site Plan Approval Staff Report prepared for the August 4, 2020 Planning Board meeting based on our July 21, 2020 submission.

1. The applicant should clarify the envisioned future use for the second floor and the potential effects on future parking calculations.

BCA Response – The second floor shall be used exclusively as storage space for the proposed uses on the first floor. Given the limitations on parking as the site is currently laid out to maximize parking for the proposed uses no future use beyond storage is possible on the second floor.

2. The applicant should discuss the width of the drive aisle with the Planning Board and consider finding a way to increase the width to 24 feet, which is the standard width required.

BCA Response – All drive aisle widths have been adjusted to the required width of 24 feet or greater.

3. The applicant must confirm the intent of the shared driveway to remain at the southeast corner of the site and the benefit of the proposed easement to the neighboring property owner.

BCA Response – Currently the neighboring property owner has full benefit of the shared curb-cut onto Washington Street for full access of their driveway. The intent of the modified proposed shared driveway to remain is to preserve the neighboring property owner's use of this curb cut and safely transition to their existing residential driveway adjacent to the site.

4. The Planning Board should determine whether or not the six-foot lawn area and stockade fence adequately buffer the southern property line.

BCA Response – Comment acknowledged, by means of an update this buffer area as been increased by 1'+/- due to increased efficiencies of the site layout.

5. The applicant should be prepared to discuss the rationale for making the design decision to set the building back from the street, which is inconsistent with the Comprehensive Plan.

BCA Response – Comment acknowledged, please refer to Summary Item No. 1 in the preceding section of this correspondence.

6. The applicant must have all utility easements in place prior to the issuance of any permits.

BCA Response - Comment acknowledged, all utility easements shall be put into place prior to issuance of permits.

7. The applicant must comply with all requirements of Section 301-18 of the City Code.

BCA Response – The building code does not require a building of this type to have a fire sprinkler system, fire fighting connection or dedicated service. The building will only require a water service for domestic water supply. A water meter will be secured with the City Water Department once the appropriate approvals are granted for its installation.

8. The applicant must use a minimum six-inch diameter sewer lateral.

BCA Response - Comment acknowledged, a six-inch diameter has been specified for the sewer service on the updated drawings.

9. The applicant should discuss the design thought process/rationale and assure the Planning Board that the underground storage will adequately retain drainage and remove stormwater from the site without compromising the ability of the City's storm sewer to perform its function and without affecting adjacent properties.

BCA Response – The overarching theme of the stormwater management design is to redirect the vast majority of stormwater run-off from this site that currently flows to neighboring residential properties to the West on Sherman Street to the closed stormwater conveyance system owned and maintained by the City on Washington Street. In further detail, the stormwater management design methodology is broken up into two primary management strategies:

a. **Surface Treatment and Runoff Reduction with Green Infrastructure – Rain gardens will be used to filter and clean the 'first flush' of stormwater runoff from impervious surfaces constructed on the site. Soil media in conjunction with plantings will serve to create this 'filter'. These rain gardens will pond a small amount of stormwater during rain events that will permeate into the system after the event. This filtered water will then be**

infiltrated back into the native subsoils to recharge the groundwater table. Some water quantity associated with rain storms will be buffered by these practices however the vast majority of the stormwater retention will be accomplished by subsurface stormwater retention chambers discussed in the next paragraph. Overflow catch basins will be used to handle overflows that exceed the infiltrative capacity of the rain gardens.

b. Sub-surface Stormwater Chamber System – The subsurface stormwater system will be the primary means of detaining peak stormwater discharges to predevelopment conditions onsite. This system will consist of a series of 'arch' chambers with coarse aggregate backfill to allow stormwater to back-up during storm events and buffer stormwater flows. Corrugated plastic storm piping will be used to convey storm flows to and from inlets, the stormwater chamber system and the outlet control structure at the connection to the Washington Street System. The concrete outlet control structure will be equipped with a weir wall with a low and high flow orifice to provide flow control for the 1, 10 and 100 year events. An emergency overflow weir will be provided at the top of the weir wall to allow for passage of flows in exceedance of the 100 year event.

In addition to this description we would like to summarize updates to the stormwater design based on the updated site plan. The following figures represent the major changes in summary:

	July 2020 Submission	August 2020 Submission
Weighted Composite Curve No.	**87.36**	**87.80 (0.5% Increase)**
Asphalt Pavement Area	**0.29 Acres**	**0.309 Acres (7% Increase)**
Subsurface Storage Volume	**3,584 CF**	**4,268 CF (16% Increase)**
1-Year Post Construction Qp	**1.23 CFS**	**1.23 CFS (No Change)**
10-Year Post Construction Qp	**3.30 CFS**	**3.11 CFS (6% Decrease)**
100-Year Post Construction Qp	**7.01 CFS**	**6.96 CFS (0.7% Decrease)**

10. The applicant must supply missing invert elevation information and correct other invert elevation errors on Sheet C-103 of the design drawings.

BCA Response – Invert information has been corrected and updated on Sheet C-103 of the updated site plans.

11. While the proposed project would disturb less than one acre, the applicant must still be cognizant of and comply with any potential New York State permitting requirements for stormwater management discharge.

BCA Response – Comment acknowledged. The NYS DEC Stormwater Design manual was utilized as a guide for the sizing criteria for the stormwater management practices onsite.

12. The applicant shall modify the lighting plan to eliminate any more than 0.5 footcandles of spillage over the property line.

BCA Response – The updated site plan has been modified to allow no more than 0.5 footcandle of spillage onto any neighboring residential property or the City Street margin. With the layout updated to include a continuous driveway and parking loop from the North Country Neurology site to the proposed building an existing site light servicing the NCN site will have to be removed. The light no longer provided by this fixture will be supplemented by a fixture on the updated site plan to provide a continually lighted corridor along the common parking and drive area.

13. The applicant must submit a photometric shielding plan for the entire site prior to the issuance of any permits.

BCA Response - Comment acknowledged, a photometric shielding plan shall be submitted prior to permitting issuance.

14. The applicant must fulfill all requirements related to asbestos surveying and abatement prior to the issuance of a Demolition Permit for the existing structures at 1352 and 1356 Washington Street.

BCA Response - Comment acknowledged, all requirements related to asbestos surveying and abatement shall be fulfilled to obtain a Demolition Permit.

15. The applicant must relocate the proposed refuse storage area to the rear yard or eliminate it from the site plan.

BCA Response – The refuse storage area has been eliminated from the site plan.

16. The applicant must combine the three subject parcels by way of a new metes and bounds description that is filed with the County Clerk.

BCA Response - Comment acknowledged, the three subject parcels shall be combined by means of a new metes and bounds description and field with the County Clerk.

17. The applicant must obtain the following permits, minimally, prior to demolition and construction: Demolition Permit, Building Permit, General City Permit, Sanitary Sewer Connection Permit, Water Supply Permit and a Certificate of Zoning Compliance.

BCA Response - Comment acknowledged, all required permits and approvals shall be obtained prior to demolition and construction.

We trust that the updated application materials and associated documents are in order and look forward to working with the City moving forward. Should you have any questions, please do not hesitate to contact me directly.

Respectfully submitted,

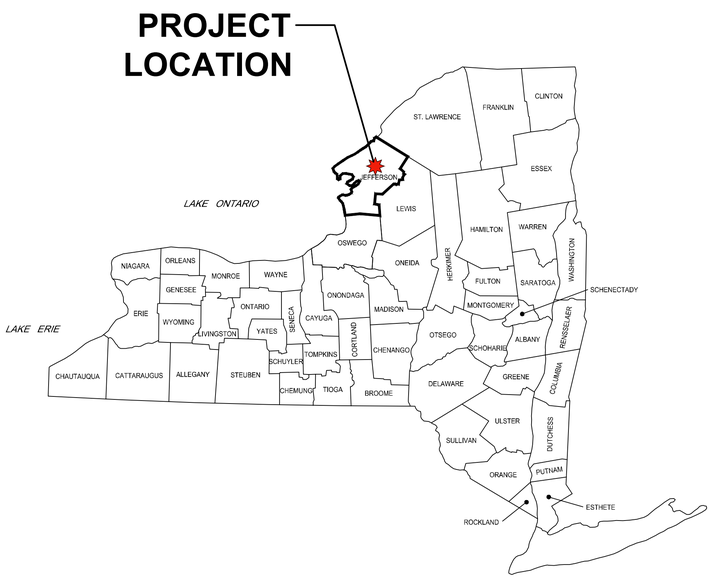
BCA ENGINEERS & ARCHITECTS

Michael D. Altieri, P.E.
Principal/Civil Engineer

Cc: Dr. Abdul Latif – Sundus and Sarah LLC
File

SUNDUS AND SARAH LLC.
MIXED USE
PROFESSIONAL BUILDING

CITY OF WATERTOWN - STATE OF NEW YORK
PROJECT NO. 2019-110



INDEX OF DRAWINGS

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A-101	SECOND FLOOR PLAN
A-500	EXTERIOR ELEVATIONS

NOT FOR CONSTRUCTION
PRINTED FOR
SITE PLAN SUBMISSION - 7/21/2020
RE-SUBMISSION - 8/21/2020

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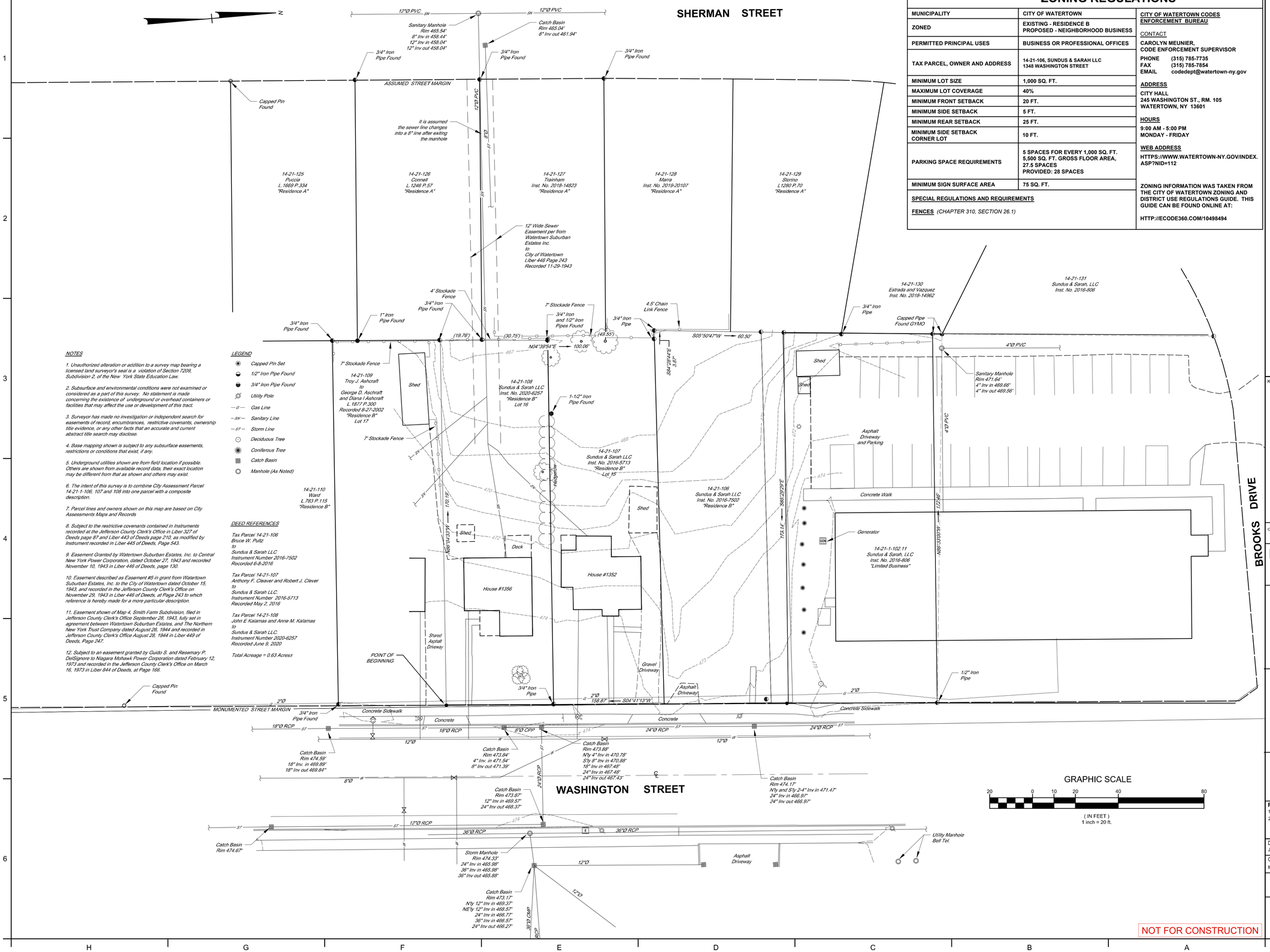
STATE OF NEW YORK · MICHAEL D. BERNIER · 093734 · LICENSED PROFESSIONAL ENGINEER

SHEET NO.
COVER

PROJECT NO.
2019-110



NOTES

1. Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of Section 7209, Subdivision 2, of the New York State Education Law.

2. Subsurface and environmental conditions were not examined or considered as a part of this survey. No statement is made concerning the existence of underground or overhead containers or facilities that may affect the use or development of this tract.

3. Surveyor has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current abstract title search may disclose.

4. Base mapping shown is subject to any subsurface easements, restrictions or conditions that exist, if any.

5. Underground utilities shown are from field location if possible. Others are shown from available record data, their exact location may be different from that as shown and others may exist.

6. The intent of this survey is to combine City Assessment Parcel 14-21-1-106, 107 and 108 into one parcel with a composite description.

7. Parcel lines and owners shown on this map are based on City Assessments Maps and Records

8. Subject to the restrictive covenants contained in Instruments recorded at the Jefferson County Clerk's Office in Liber 327 of Deeds page 87 and Liber 443 of Deeds page 210, as modified by Instrument recorded in Liber 445 of Deeds, Page 543.

9. Easement Granted by Watertown Suburban Estates, Inc. to Central New York Power Corporation, dated October 27, 1943 and recorded November 10, 1943 in Liber 446 of Deeds, page 130.

10. Easement described as Easement #5 in grant from Watertown Suburban Estates, Inc. to the City of Watertown dated October 15, 1943, and recorded in the Jefferson County Clerk's Office on November 29, 1943 in Liber 446 of Deeds, at Page 243 to which reference is hereby made for a more particular description.

11. Easement shown of Map 4, Smith Farm Subdivision, filed in Jefferson County Clerk's Office September 28, 1943, fully set in agreement between Watertown Suburban Estates, and The Northern New York Trust Company dated August 26, 1944 and recorded in Jefferson County Clerk's Office August 28, 1944 in Liber 449 of Deeds, Page 247.

12. Subject to an easement granted by Guido S. and Resemary P. DelSignore to Niagara Mohawk Power Corporation dated February 12, 1973 and recorded in the Jefferson County Clerk's Office on March 16, 1973 in Liber 844 of Deeds, at Page 166.

LEGEND

- Capped Pin Set
- 1/2" Iron Pipe Found
- 3/4" Iron Pipe Found
- Utility Pole
- Gas Line
- Sanitary Line
- Storm Line
- Deciduous Tree
- Coniferous Tree
- Catch Basin
- Manhole (As Noted)

DEED REFERENCES

Tax Parcel 14-21-106
Bruce W. Pultz
to
Sundus & Sarah LLC
Instrument Number 2016-7502
Recorded 6-8-2016

Tax Parcel 14-21-107
Anthony F. Cleaver and Robert J. Clever
to
Sundus & Sarah LLC.
Instrument Number 2016-5713
Recorded May 2, 2016

Tax Parcel 14-21-108
John E Kalamas and Anne M. Kalamas
to
Sundus & Sarah LLC.
Instrument Number 2020-6257
Recorded June 9, 2020

Total Acreage = 0.63 Acres±

ZONING REGULATIONS

MUNICIPALITY	CITY OF WATERTOWN
ZONED	EXISTING - RESIDENCE B PROPOSED - NEIGHBORHOOD BUSINESS
PERMITTED PRINCIPAL USES	BUSINESS OR PROFESSIONAL OFFICES
TAX PARCEL, OWNER AND ADDRESS	14-21-106, SUNDUS & SARAH LLC 1348 WASHINGTON STREET
MINIMUM LOT SIZE	1,000 SQ. FT.
MAXIMUM LOT COVERAGE	40%
MINIMUM FRONT SETBACK	20 FT.
MINIMUM SIDE SETBACK	5 FT.
MINIMUM REAR SETBACK	25 FT.
MINIMUM SIDE SETBACK CORNER LOT	10 FT.
PARKING SPACE REQUIREMENTS	5 SPACES FOR EVERY 1,000 SQ. FT. 5,500 SQ. FT. GROSS FLOOR AREA, 27.5 SPACES PROVIDED: 28 SPACES
MINIMUM SIGN SURFACE AREA	75 SQ. FT.

SPECIAL REGULATIONS AND REQUIREMENTS

FENCES *(CHAPTER 310, SECTION 26.1)*

CITY OF WATERTOWN CODES ENFORCEMENT BUREAU

CONTACT

CAROLYN MEUNIER, CODE ENFORCEMENT SUPERVISOR

PHONE (315) 785-7735
FAX (315) 785-7854
EMAIL codedept@watertown-ny.gov

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245 WASHINGTON ST., RM. 105
WATERTOWN, NY 13601

HOURS

9:00 AM - 5:00 PM
MONDAY - FRIDAY

WEB ADDRESS

HTTPS://WWW.WATERTOWN-NY.GOV/INDEX.ASP?NID=112

ZONING INFORMATION WAS TAKEN FROM THE CITY OF WATERTOWN ZONING AND DISTRICT USE REGULATIONS GUIDE. THIS GUIDE CAN BE FOUND ONLINE AT:

HTTP://ECODE360.COM/10498494

KEY PLAN:

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BCA ARCHITECTS ENGINEERS

STATE OF NEW YORK · MICHAEL D. ANDERSON · 093734 · LICENSED PROFESSIONAL ENGINEER

LATIF MIXED USE PROFESSIONAL BUILDING

CITY OF WATERTOWN - STATE OF NEW YORK

REV	DATE	DESCRIPTION
1	07/21/2020	SITE PLAN SUBMISSION
2	08/21/2020	SITE PLAN RE-SUBMISSION

DRAWN BY JBE	PROJECT NUMBER 2019-110
CHECKED BY MDA	DATE 07/21/2020

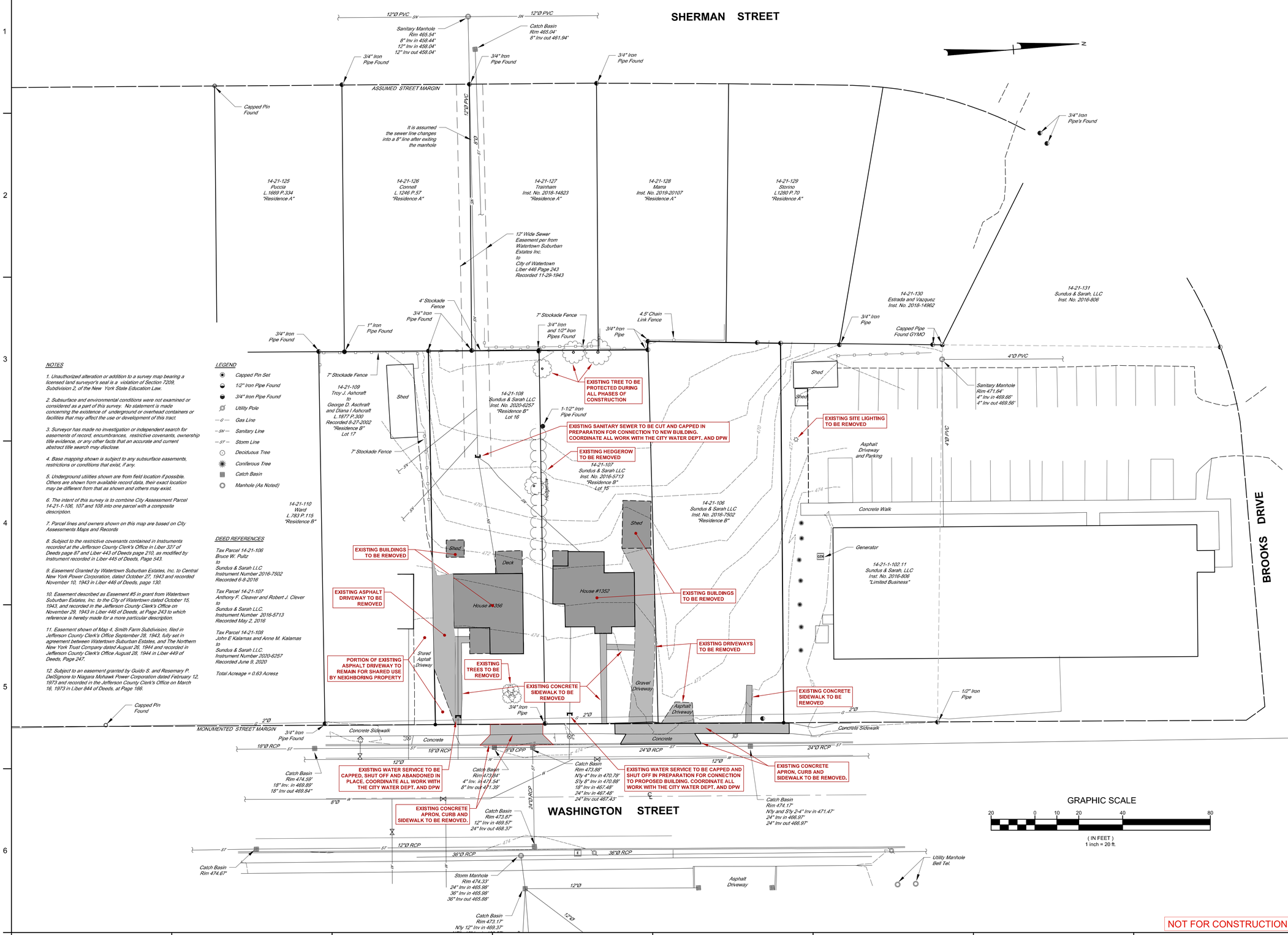
EXISTING SITE PLAN

SHEET NUMBER

C-100

REVIEW

Plot Date: 8/20/2020 Location: P:\2019 projects\2019-110 Latif\8_Sheets\C-100.dwg



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LEGEND

- Capped Pin Set
- 1/2" Iron Pipe Found
- 3/4" Iron Pipe Found
- Utility Pole
- Gas Line
- Sanitary Line
- Storm Line
- Deciduous Tree
- Coniferous Tree
- Catch Basin
- Manhole (As Noted)

DEED REFERENCES

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Bruce W. Pultz
to
Sundus & Sarah LLC
Instrument Number 2016-7502
Recorded 6-8-2016

Tax Parcel 14-21-107
Anthony F. Cleaver and Robert J. Clever
to
Sundus & Sarah LLC
Instrument Number 2016-5713
Recorded May 2, 2016

Tax Parcel 14-21-108
John E Kalamas and Anne M. Kalamas
to
Sundus & Sarah LLC
Instrument Number 2020-6257
Recorded June 9, 2020

Total Acreage = 0.63 Acres±

NOT FOR CONSTRUCTION

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2	08/21/2020	SITE PLAN RE-SUBMISSION

DRAWN BY JBE	PROJECT NUMBER 2019-110
CHECKED BY MDA	DATE 07/21/2020

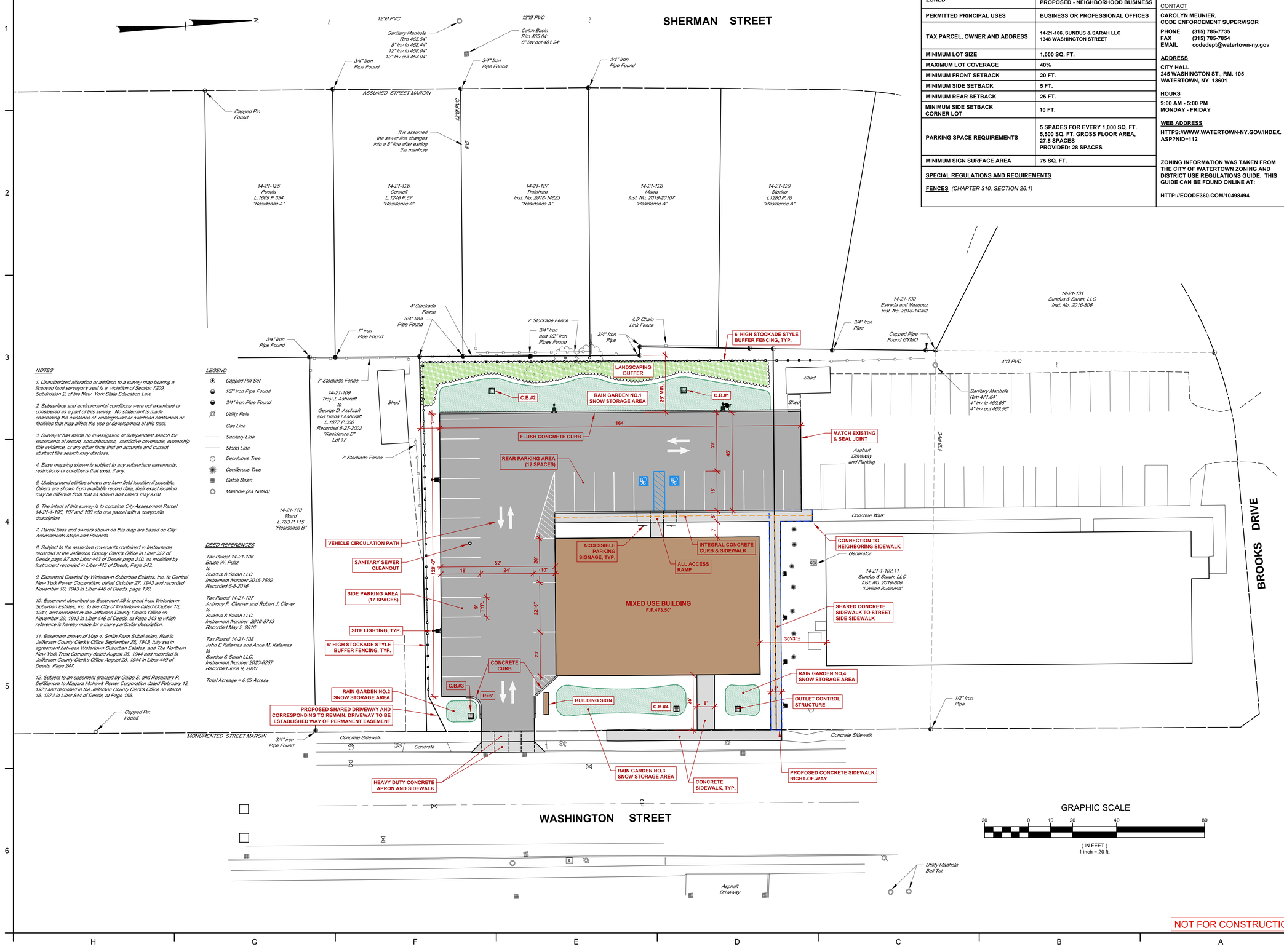
SITE DEMOLITION PLAN

SHEET NUMBER

C-101

REVIEW

Plot Date: 8/25/2020 Location: P:\2019 projects\2019-110 Latif\B_Sheets\C-101.dwg



ZONING REGULATIONS

MUNICIPALITY	CITY OF WATERTOWN
ZONED	EXISTING - RESIDENCE B PROPOSED - NEIGHBORHOOD BUSINESS
PERMITTED PRINCIPAL USES	BUSINESS OR PROFESSIONAL OFFICES
TAX PARCEL, OWNER AND ADDRESS	14-21-106, SUNDUS & SARAH LLC 1346 WASHINGTON STREET
MINIMUM LOT SIZE	1,000 SQ. FT.
MAXIMUM LOT COVERAGE	40%
MINIMUM FRONT SETBACK	20 FT.
MINIMUM SIDE SETBACK	5 FT.
MINIMUM REAR SETBACK	25 FT.
MINIMUM SIDE SETBACK CORNER LOT	10 FT.
PARKING SPACE REQUIREMENTS	5 SPACES FOR EVERY 1,000 SQ. FT. 5,500 SQ. FT. GROSS FLOOR AREA, 27.5 SPACES PROVIDED: 28 SPACES
MINIMUM SIGN SURFACE AREA	75 SQ. FT.

SPECIAL REGULATIONS AND REQUIREMENTS

FENCES *(CHAPTER 310, SECTION 26.1)*

CITY OF WATERTOWN CODES ENFORCEMENT BUREAU

CONTACT

CAROLYN MEUNIER,
CODE ENFORCEMENT SUPERVISOR

PHONE (315) 785-7735
FAX (315) 785-7854
EMAIL codedept@watertown-ny.gov

ADDRESS

CITY HALL
245 WASHINGTON ST., RM. 105
WATERTOWN, NY 13601

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Recorded May 2, 2016

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Instrument Number 2020-6257
Recorded June 9, 2020

Total Acreage = 0.63 Acres±

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CITY OF WATERTOWN - STATE OF NEW YORK

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2	08/21/2020	SITE PLAN RE-SUBMISSION

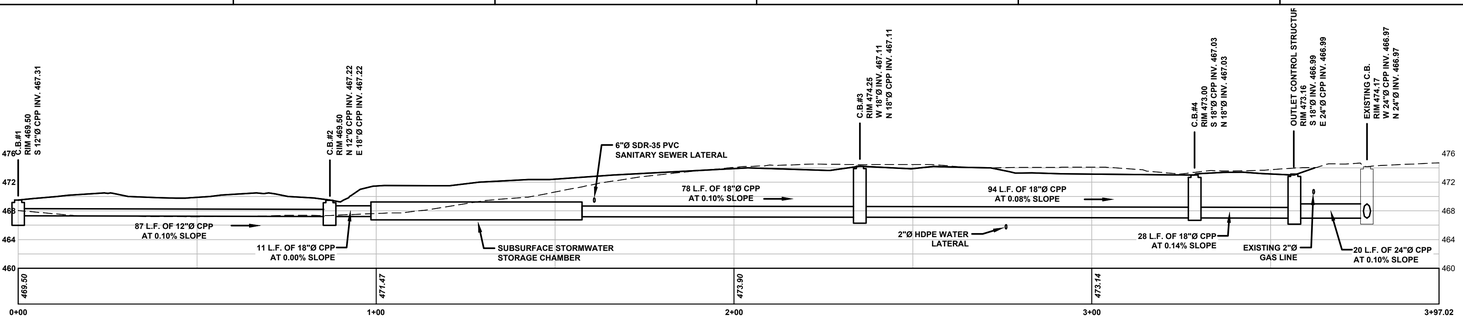
DRAWN BY JBE	PROJECT NUMBER 2019-110
CHECKED BY MDA	DATE 07/21/2020

SITE PLAN

SHEET NUMBER
C-102
REVIEW

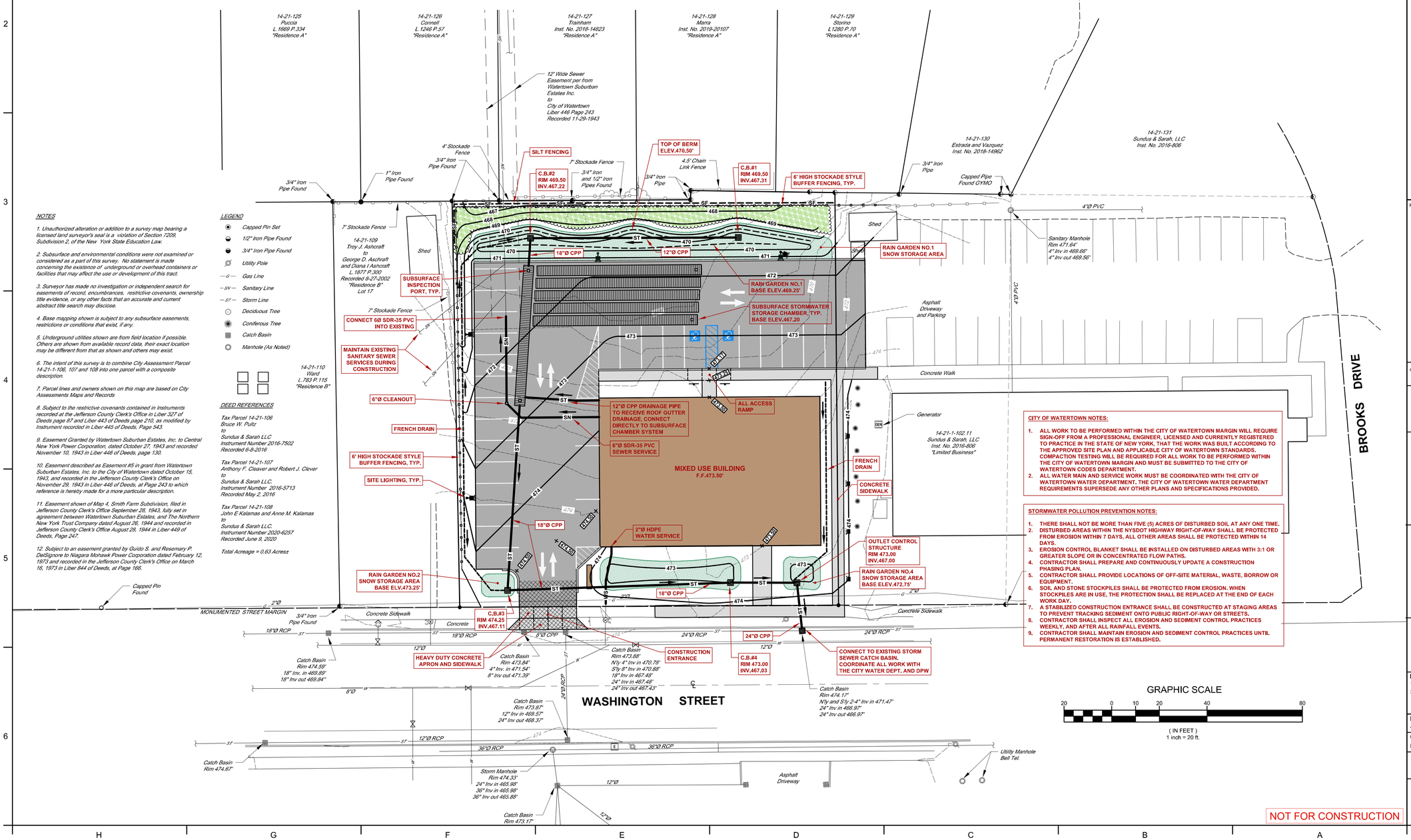
NOT FOR CONSTRUCTION

Plot Date: 8/20/2020 Location: P:\JOB projects\2019-110 Latif\8_Sheets\C-102.dwg



STORM SEWER PROFILE

SCALE HORIZONTAL 1"=20'
VERTICAL 1"=10'



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Instrument Number 2016-5713
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John E Kalamas and Anne M. Kalamas
to
Sundus & Sarah LLC.
Instrument Number 2020-6257
Recorded June 9, 2020

Total Acreage = 0.63 Acress

CITY OF WATERTOWN NOTES:

1. ALL WORK TO BE PERFORMED WITHIN THE CITY OF WATERTOWN MARGIN WILL REQUIRE SIGN-OFF FROM A PROFESSIONAL ENGINEER, LICENSED AND CURRENTLY REGISTERED TO PRACTICE IN THE STATE OF NEW YORK, THAT THE WORK WAS BUILT ACCORDING TO THE APPROVED SITE PLAN AND APPLICABLE CITY OF WATERTOWN STANDARDS. COMPACTION TESTING WILL BE REQUIRED FOR ALL WORK TO BE PERFORMED WITHIN THE CITY OF WATERTOWN MARGIN AND MUST BE SUBMITTED TO THE CITY OF WATERTOWN CODES DEPARTMENT.
2. ALL WATER MAIN AND SERVICE WORK MUST BE COORDINATED WITH THE CITY OF WATERTOWN WATER DEPARTMENT. THE CITY OF WATERTOWN WATER DEPARTMENT REQUIREMENTS SUPERSEDE ANY OTHER PLANS AND SPECIFICATIONS PROVIDED.

STORMWATER POLLUTION PREVENTION NOTES:

1. THERE SHALL NOT BE MORE THAN FIVE (5) ACRES OF DISTURBED SOIL AT ANY ONE TIME.
2. DISTURBED AREAS WITHIN THE NYSDOT HIGHWAY RIGHT-OF-WAY SHALL BE PROTECTED FROM EROSION WITHIN 7 DAYS, ALL OTHER AREAS SHALL BE PROTECTED WITHIN 14 DAYS.
3. EROSION CONTROL BLANKET SHALL BE INSTALLED ON DISTURBED AREAS WITH 3:1 OR GREATER SLOPE OR IN CONCENTRATED FLOW PATHS.
4. CONTRACTOR SHALL PREPARE AND CONTINUOUSLY UPDATE A CONSTRUCTION PHASING PLAN.
5. CONTRACTOR SHALL PROVIDE LOCATIONS OF OFF-SITE MATERIAL, WASTE, BORROW OR EQUIPMENT.
6. SOIL AND STONE STOCKPILES SHALL BE PROTECTED FROM EROSION. WHEN STOCKPILES ARE IN USE, THE PROTECTION SHALL BE REPLACED AT THE END OF EACH WORK DAY.
7. A STABILIZED CONSTRUCTION ENTRANCE SHALL BE CONSTRUCTED AT STAGING AREAS TO PREVENT TRACKING SEDIMENT ONTO PUBLIC RIGHT-OF-WAY OR STREETS.
8. CONTRACTOR SHALL INSPECT ALL EROSION AND SEDIMENT CONTROL PRACTICES WEEKLY, AND AFTER ALL RAINFALL EVENTS.
9. CONTRACTOR SHALL MAINTAIN EROSION AND SEDIMENT CONTROL PRACTICES UNTIL PERMANENT RESTORATION IS ESTABLISHED.

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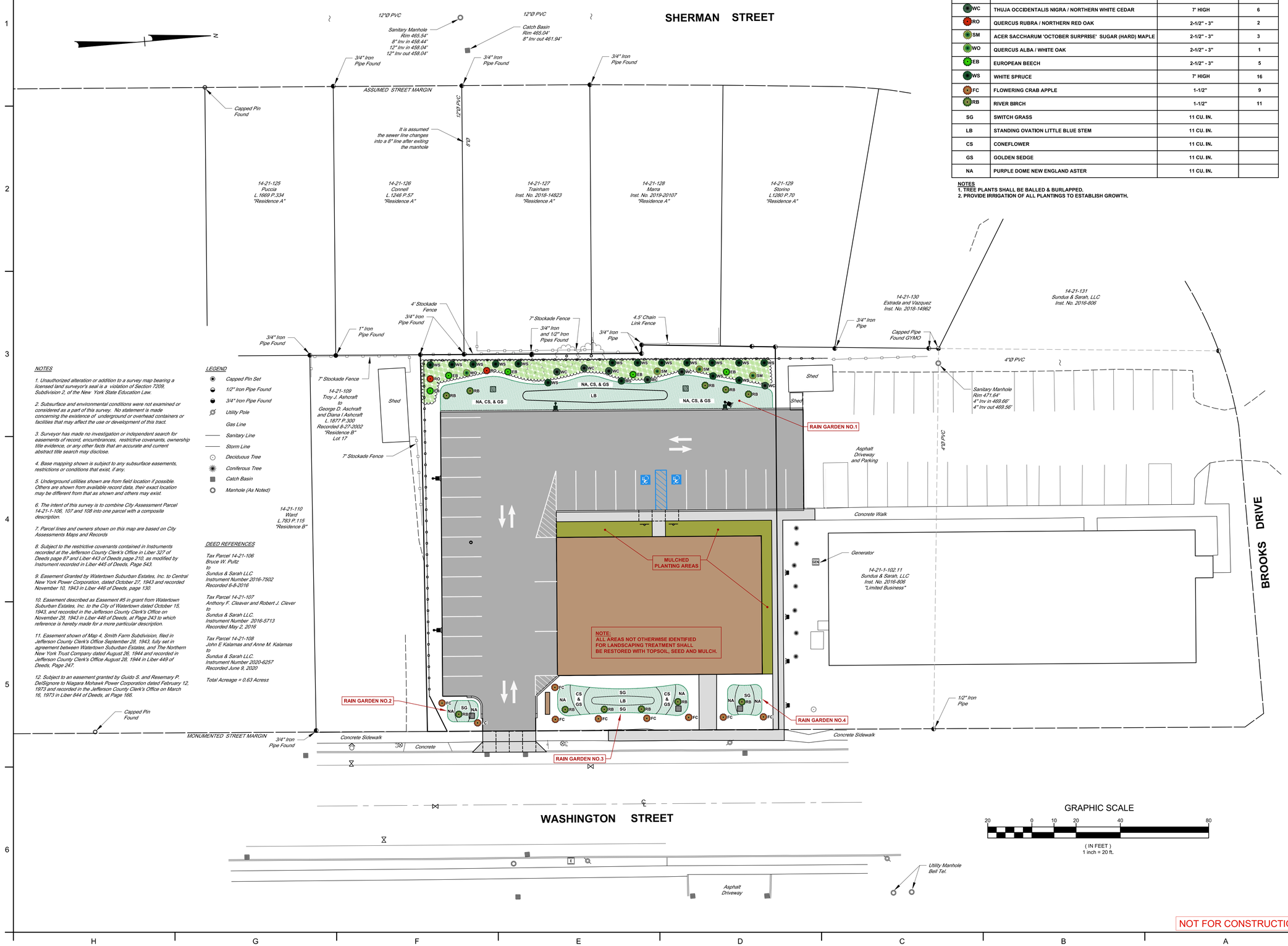
DRAWN BY JBE	PROJECT NUMBER 2019-110
CHECKED BY MDA	DATE 07/21/2020

GRADING AND UTILITY PLAN

SHEET NUMBER
C-103
REVIEW

Plot Date: 8/26/2020 Location: P:\2019 projects\2019-110\cad\16_Sheets\C-103.dwg



BUFFER PLANTING SCHEDULE

SYMBOL	NAME	HEIGHT / CALIPER / SIZE	QUANTITY
WC	THUJA OCCIDENTALIS NIGRA / NORTHERN WHITE CEDAR	7' HIGH	6
RO	QUERCUS RUBRA / NORTHERN RED OAK	2-1/2" - 3"	2
SM	ACER SACCHARUM 'OCTOBER SURPRISE' SUGAR (HARD) MAPLE	2-1/2" - 3"	3
WO	QUERCUS ALBA / WHITE OAK	2-1/2" - 3"	1
EB	EUROPEAN BEECH	2-1/2" - 3"	5
WS	WHITE SPRUCE	7' HIGH	16
FC	FLOWERING CRAB APPLE	1-1/2"	9
RB	RIVER BIRCH	1-1/2"	11
SG	SWITCH GRASS	11 CU. IN.	
LB	STANDING OVATION LITTLE BLUE STEM	11 CU. IN.	
CS	CONEFLOWER	11 CU. IN.	
GS	GOLDEN SEDGE	11 CU. IN.	
NA	PURPLE DOME NEW ENGLAND ASTER	11 CU. IN.	

NOTES
1. TREE PLANTS SHALL BE BALLED & BURLAPPED.
2. PROVIDE IRRIGATION OF ALL PLANTINGS TO ESTABLISH GROWTH.

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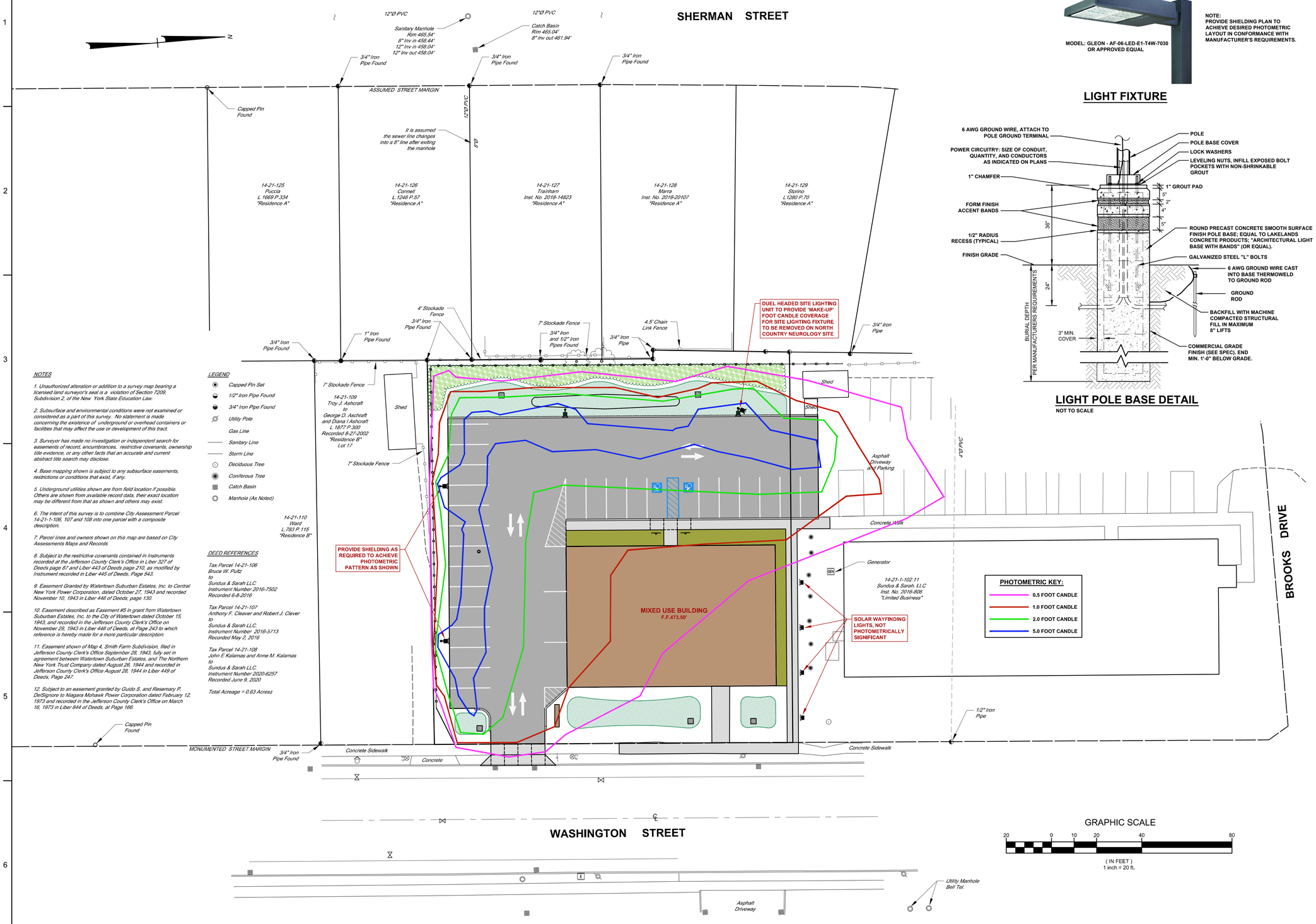
DRAWN BY JBE	PROJECT NUMBER 2019-110
CHECKED BY MDA	DATE 07/21/2020

LANDSCAPING PLAN

SHEET NUMBER
C-104
REVIEW

NOT FOR CONSTRUCTION

Plot Date: 8/20/2020 Location: P:\2019 projects\2019-110 Latif\8_Sheets\C-104.dwg



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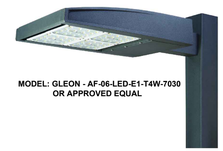
Recorded June 9, 2020

Total Acreage = 0.63 Acres±



MODEL: GLEON - AF-06-LED-E1-T4W-7030
OR APPROVED EQUAL

NOTE:
PROVIDE SHIELDING PLAN TO ACHIEVE DESIRED PHOTOMETRIC LAYOUT IN CONFORMANCE WITH MANUFACTURER'S REQUIREMENTS.

LIGHT FIXTURE

LIGHT POLE BASE DETAIL

NOT TO SCALE

KEY PLAN:

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STATE OF NEW YORK · MICHAEL D. ANDERSON · 093734 · LICENSED PROFESSIONAL ENGINEER

LATIF MIXED USE
PROFESSIONAL BUILDING
CITY OF WATERTOWN - STATE OF NEW YORK

REV	DATE	DESCRIPTION
1	07/21/2020	SITE PLAN SUBMISSION
2	08/21/2020	SITE PLAN RE-SUBMISSION

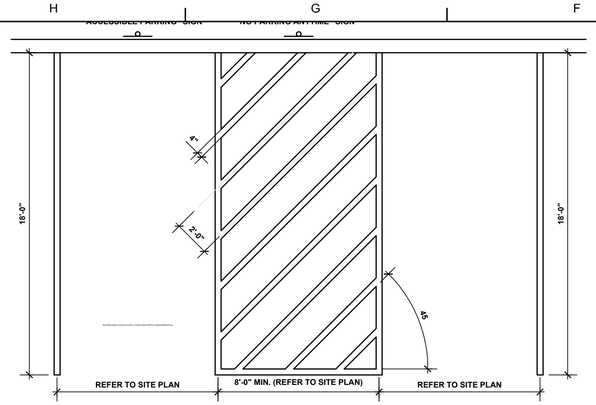
DRAWN BY JBE	PROJECT NUMBER 2019-110
CHECKED BY MDA	DATE 07/21/2020

PHOTOMETRIC PLAN

SHEET NUMBER
C-105
REVIEW

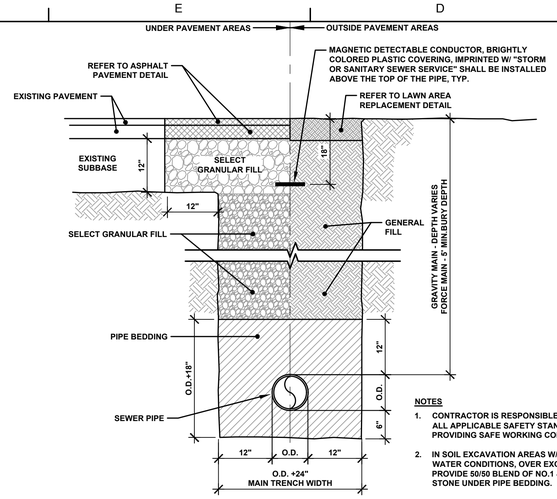
NOT FOR CONSTRUCTION

Plot Date: 8/20/2020 Location: P:\2019 projects\2019-110 Latif\B_Sheets\C-105.dwg



1. PARKING SPACE LAYOUT DETAIL (TYPICAL & HANDICAP ACCESSIBLE SPACES)

NOT TO SCALE

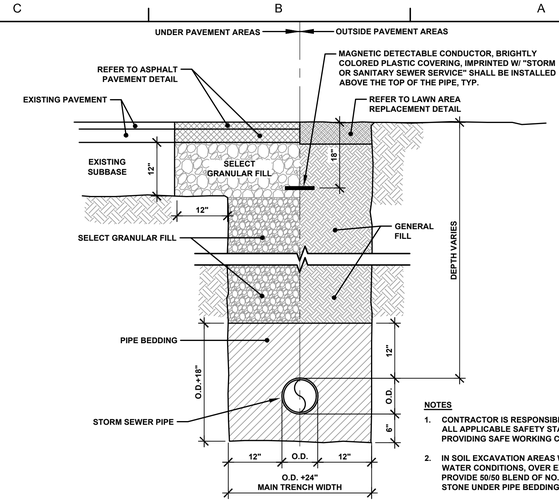


NOTES

1. CONTRACTOR IS RESPONSIBLE FOR MEETING ALL APPLICABLE SAFETY STANDARDS FOR PROVIDING SAFE WORKING CONDITIONS.
2. IN SOIL EXCAVATION AREAS W/ HIGH GROUND WATER CONDITIONS, OVER EXCAVATE 6" & PROVIDE 50/50 BLEND OF NO.1 & NO.2 CRUSHED STONE UNDER PIPE BEDDING.

2. SANITARY SEWER TRENCH AND PIPE BEDDING DETAIL

NOT TO SCALE



NOTES

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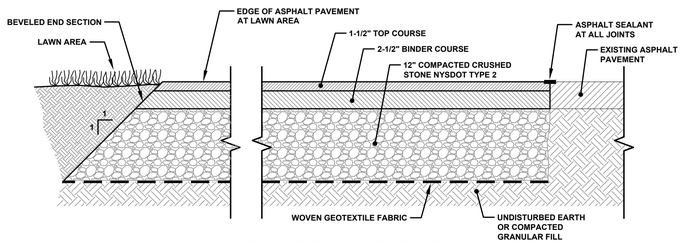
2. IN SOIL EXCAVATION AREAS W/ HIGH GROUND WATER CONDITIONS, OVER EXCAVATE 6" & PROVIDE 50/50 BLEND OF NO.1 & NO.2 CRUSHED STONE UNDER PIPE BEDDING.

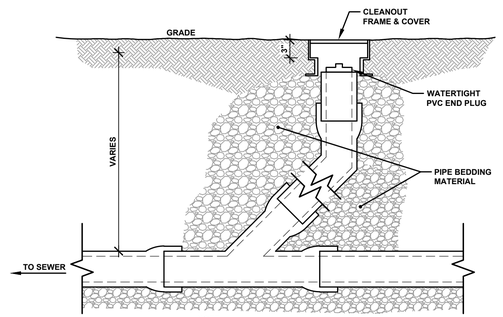
3. STORM SEWER TRENCH AND PIPE BEDDING DETAIL

NOT TO SCALE



4. ASPHALT PAVEMENT DETAIL

NOT TO SCALE

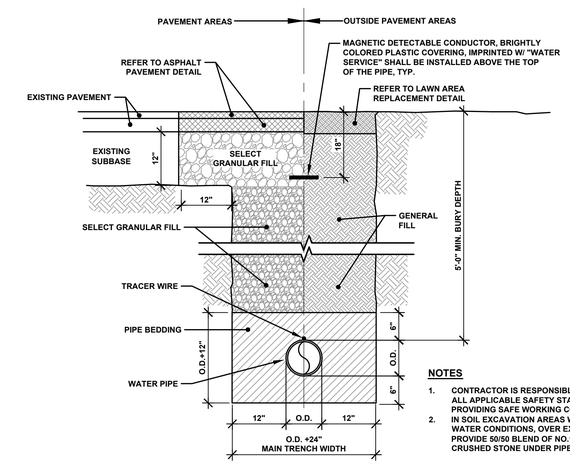


NOTE:

FITTINGS FOR CLEANOUT SHALL BE SUITABLE FOR PIPE MATERIAL USED.

5. GRAVITY SEWER CLEANOUT DETAIL

NOT TO SCALE

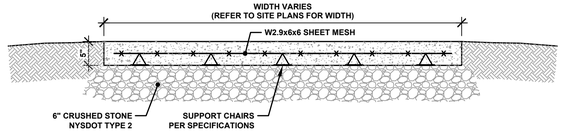


NOTES

1. CONTRACTOR IS RESPONSIBLE FOR MEETING ALL APPLICABLE SAFETY STANDARDS FOR PROVIDING SAFE WORKING CONDITIONS.
2. IN SOIL EXCAVATION AREAS W/ HIGH GROUND WATER CONDITIONS, OVER EXCAVATE 6" & PROVIDE 50/50 BLEND OF NO.1 & NO.2 CRUSHED STONE UNDER PIPE BEDDING.

6. WATER TRENCH AND PIPE BEDDING DETAIL

NOT TO SCALE

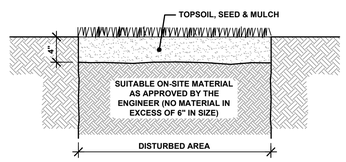


NOTES:

1. ALL SIDEWALK CONSTRUCTION WITHIN THE CITY MARGIN SHALL BE IN CONFORMANCE WITH CITY OF WATERTOWN SIDEWALK CONSTRUCTION SPECIFICATIONS.
2. PROVIDE 1/2" BITUMINOUS EXPANSION JOINT AT 25' MAXIMUM SPACING, AGAINST ALL CURB AND AT ALL BUILDING AND STAIR INTERFACES.
3. HEAVY DUTY SIDEWALK AND CONCRETE PADS SHALL BE 6" THICK WITH 2.9x4x4 SHEET MESH.

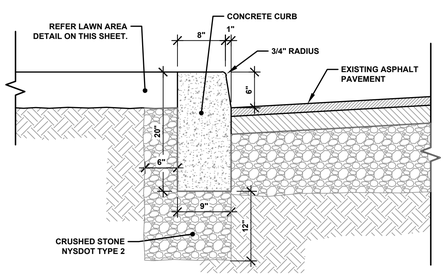
7. CONCRETE SIDEWALK DETAIL

NOT TO SCALE



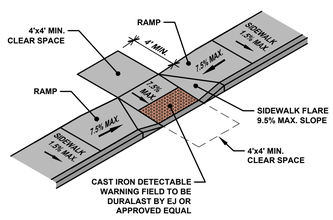
8. LAWN AREA REPLACEMENT DETAIL

NOT TO SCALE



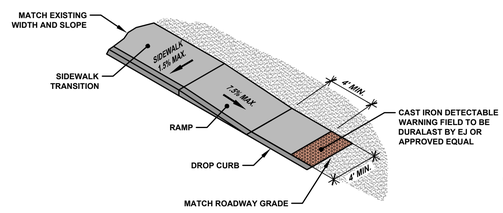
9. CONCRETE CURB DETAIL

NOT TO SCALE



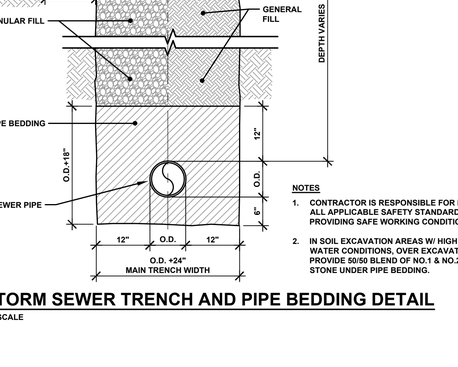
10. ALL ACCESS RAMP DETAIL - TYPE 1

NOT TO SCALE



11. CURB RAMP DETAIL - TYPE 2

NOT TO SCALE

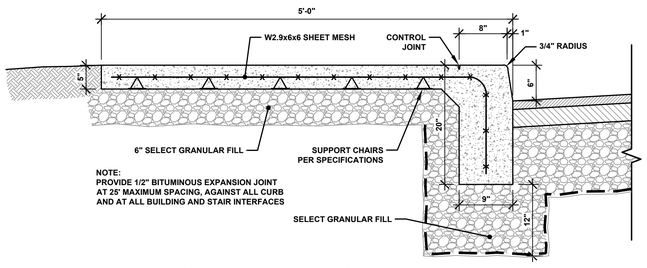


NOTE:

1. REFER TO TYPICAL TRENCH AND PIPE BEDDING DETAIL FOR SERVICE LATERAL BEDDING REQUIREMENTS.
2. CURB STOP LOCATION SHALL BE DETERMINED IN FIELD.

12. SERVICE LATERAL INSTALLATION DETAIL

NOT TO SCALE

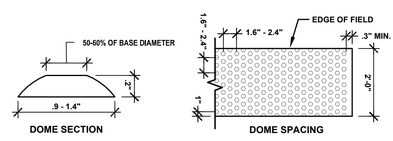


NOTE:

PROVIDE 1/2" BITUMINOUS EXPANSION JOINT AT 25' MAXIMUM SPACING, AGAINST ALL CURB AND AT ALL BUILDING AND STAIR INTERFACES

13. INTEGRAL CONCRETE CURB AND SIDEWALK DETAIL

NOT TO SCALE



14. DETECTABLE WARNING FIELD DETAILS

NOT TO SCALE

NOT FOR CONSTRUCTION

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LATIF MIXED USE PROFESSIONAL BUILDING
CITY OF WATERTOWN - STATE OF NEW YORK

REV	DATE	DESCRIPTION
1	07/21/2020	SITE PLAN SUBMISSION
2	08/21/2020	SITE PLAN RE-SUBMISSION

DRAWN BY JBE	PROJECT NUMBER 2019-110
CHECKED BY MDA	DATE 07/21/2020

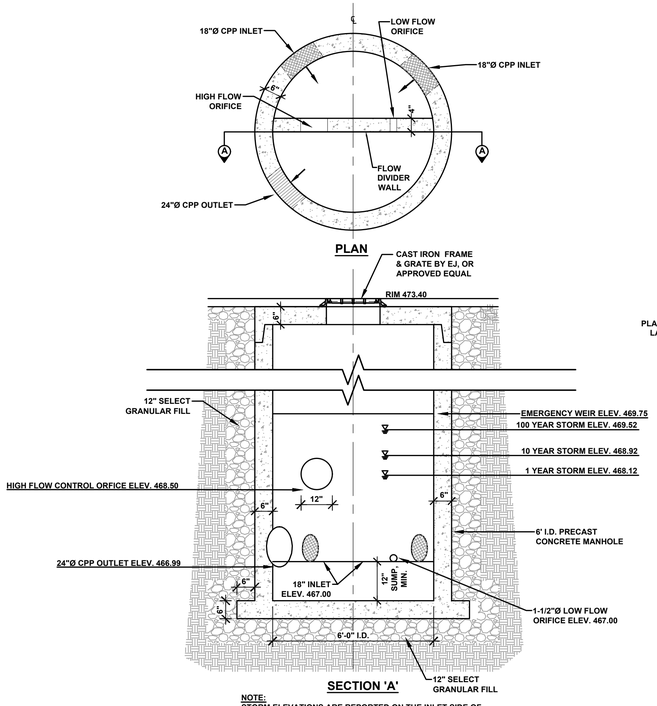
SITE DETAILS

SHEET NUMBER

C-200

REVIEW

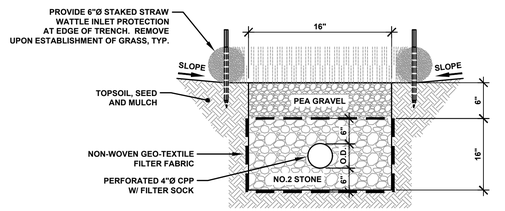
Plot Date: 8/20/2020 Location: P:\2019 projects\2019-110 Latif\18_Sheets\C-200.dwg



NOTE:
STORM ELEVATIONS ARE REPORTED ON THE INLET SIDE OF THE OUTLET CONTROL STRUCTURE BY CONNECTION.

1. OUTLET CONTROL STRUCTURE

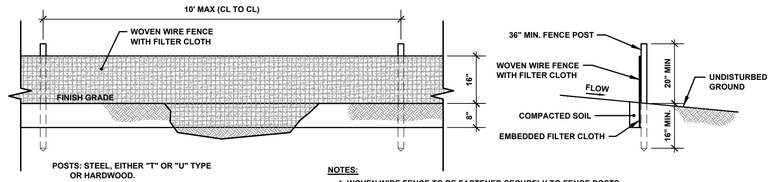
NOT TO SCALE



NOTE:
WHEN ALIGNED THROUGH SIDEWALK AND RAIN GARDEN AREAS THE FRENCH DRAIN SHALL ONLY BE CONSTRUCTED OF 4"Ø CPP PIPING AND FILTER SOCK

3. FRENCH DRAIN DETAIL

NOT TO SCALE



POSTS: STEEL, EITHER "T" OR "U" TYPE OR HARDWOOD.

FENCE: WOVEN WIRE, 14 1/2 GA. 6" MAX. MESH OPENING

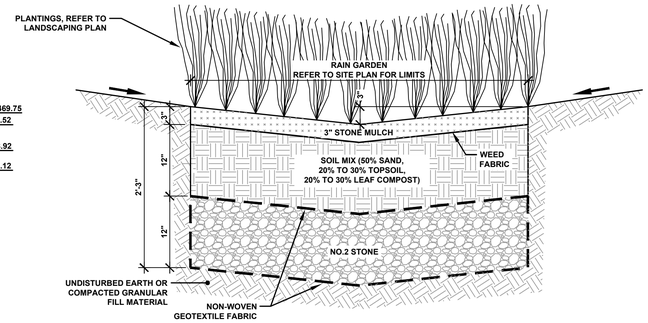
FILTER CLOTH: FILTER X, MIRAFI 100X, STABILINKA T140N OR APPROVED EQUAL.

PREFABRICATED UNIT: GEOFAB, ENVIROFENCE OR APPROVED EQUAL.

NOTES:
1. WOVEN WIRE FENCE TO BE FASTENED SECURELY TO FENCE POSTS WITH WIRE TIES OR STAPLES.
2. FILTER CLOTH TO BE FASTENED SECURELY TO WOVEN WIRE FENCE WITH TIES SPACED EVERY 24" AT TOP AND MID SECTION.
3. WHEN TWO SECTIONS OF FILTER CLOTH ADJOIN EACH OTHER THEY SHALL BE OVERLAPPED BY SIX INCHES AND FOLDED.
4. MAINTENANCE SHALL BE PERFORMED AS NEEDED AND MATERIAL REMOVED WHEN BULGES DEVELOP IN THE SILT FENCE.

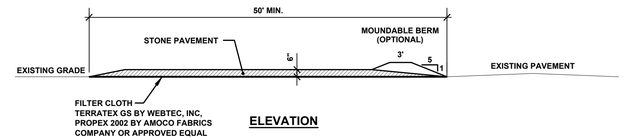
7. SILT FENCE DETAIL

NOT TO SCALE

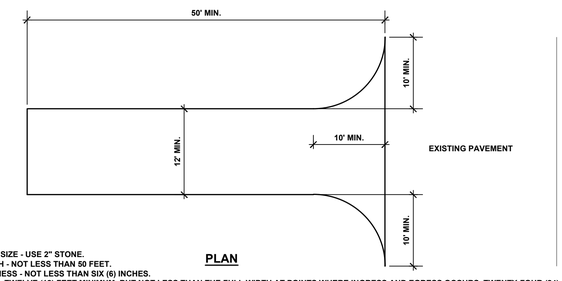


4. LANDSCAPED RAIN GARDEN DETAIL

NOT TO SCALE



ELEVATION

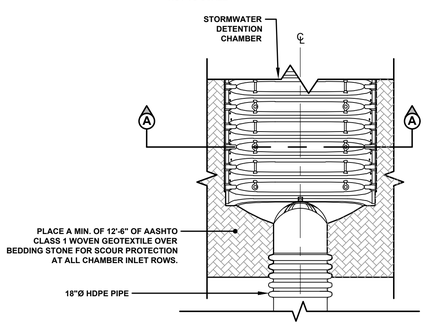


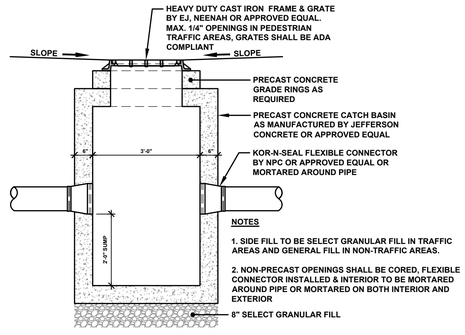
PLAN

1. STONE SIZE - USE 2" STONE.
2. LENGTH - NOT LESS THAN 50 FEET.
3. THICKNESS - NOT LESS THAN SIX (6) INCHES.
4. WIDTH - TWELVE (12) FEET MINIMUM. BUT NOT LESS THAN THE FULL WIDTH AT POINTS WHERE INGRESS AND EGRESS OCCURS. TWENTY-FOUR (24) FOOT IF SINGLE ENTRANCE TO SITE.
5. FILTER CLOTH - WILL BE PLACED OVER THE ENTIRE AREA PRIOR TO PLACING OF STONE.
6. SURFACE WATER - ALL SURFACE WATER FLOWING OR DIVERTED TOWARD CONSTRUCTION ENTRANCES SHALL BE PIPED ACROSS THE ENTRANCE, IF PIPING IS PRACTICAL. A MOUNTABLE BERM WITH 5:1 SLOPES WILL BE PERMITTED.
7. MAINTENANCE - THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHT-OF-WAY. ALL SEDIMENT SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC RIGHT-OF-WAY MUST BE REMOVED IMMEDIATELY.
8. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH STONE AND WHICH DRAINS INTO AN APPROVED SEDIMENT TRAPPING DEVICE.
9. PERIODIC INSPECTION AND NEEDED MAINTENANCE SHALL BE PROVIDED AFTER EACH RAIN.

8. STABILIZED CONSTRUCTION ENTRANCE

NOT TO SCALE





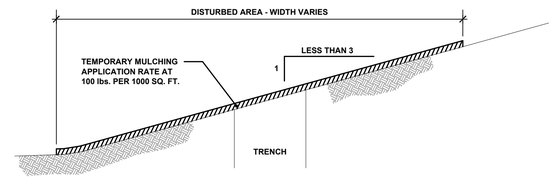
NOTES

1. SIDE FILL TO BE SELECT GRANULAR FILL IN TRAFFIC AREAS AND GENERAL FILL IN NON-TRAFFIC AREAS.

2. NON-PRECAST OPENINGS SHALL BE CORED, FLEXIBLE CONNECTOR INSTALLED & INTERIOR TO BE MORTARED AROUND PIPE OR MORTARED ON BOTH INTERIOR AND EXTERIOR

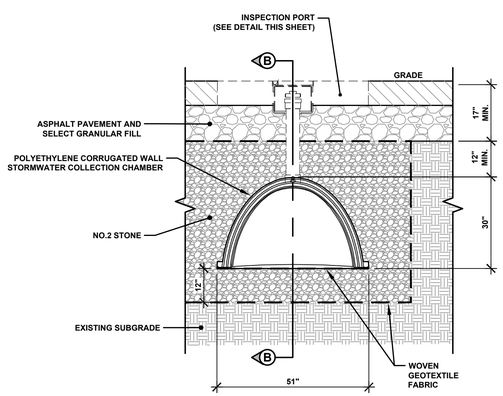
5. CATCH BASIN DETAIL

NOT TO SCALE



9. EROSION CONTROL DETAIL-TEMPORARY MULCHING

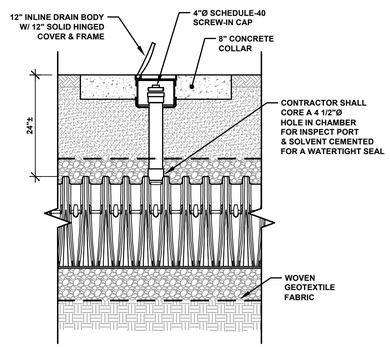
NOT TO SCALE



SECTION A-A

2. SUBSURFACE STORMWATER STORAGE CHAMBER DETAIL

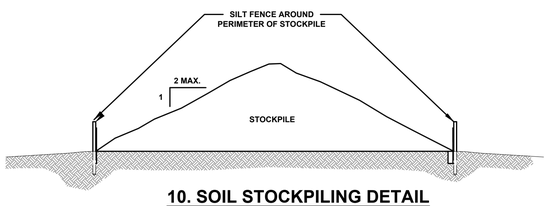
NOT TO SCALE



SECTION B-B

6. INSPECTION PORT DETAIL

NOT TO SCALE



10. SOIL STOCKPILING DETAIL

NOT TO SCALE

STORMWATER POLLUTION PREVENTION NOTES:

1. THERE SHALL NOT BE MORE THAN FIVE (5) ACRES OF DISTURBED SOIL AT ANY ONE TIME.
2. DISTURBED AREAS WITHIN THE NYSDOT HIGHWAY RIGHT-OF-WAY SHALL BE PROTECTED FROM EROSION WITHIN 7 DAYS, ALL OTHER AREAS SHALL BE PROTECTED WITHIN 14 DAYS.
3. EROSION CONTROL BLANKET SHALL BE INSTALLED ON DISTURBED AREAS WITH 3:1 OR GREATER SLOPE OR IN CONCENTRATED FLOW PATHS.
4. CONTRACTOR SHALL PREPARE AND CONTINUOUSLY UPDATE A CONSTRUCTION PHASING PLAN.
5. CONTRACTOR SHALL PROVIDE LOCATIONS OF OFF-SITE MATERIAL, WASTE, BORROW OR EQUIPMENT.
6. SOIL AND STONE STOCKPILES SHALL BE PROTECTED FROM EROSION. WHEN STOCKPILES ARE IN USE, THE PROTECTION SHALL BE REPLACED AT THE END OF EACH WORK DAY.
7. A STABILIZED CONSTRUCTION ENTRANCE SHALL BE CONSTRUCTED AT STAGING AREAS TO PREVENT TRACKING SEDIMENT ONTO PUBLIC RIGHT-OF-WAY OR STREETS.
8. CONTRACTOR SHALL INSPECT ALL EROSION AND SEDIMENT CONTROL PRACTICES WEEKLY, AND AFTER ALL RAINFALL EVENTS.
9. CONTRACTOR SHALL MAINTAIN EROSION AND SEDIMENT CONTROL PRACTICES UNTIL PERMANENT RESTORATION IS ESTABLISHED.

NOT FOR CONSTRUCTION

KEY PLAN:

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CITY OF WATERTOWN - STATE OF NEW YORK

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1	07/21/2020	SITE PLAN SUBMISSION
2	08/21/2020	SITE PLAN RE-SUBMISSION

DRAWN BY JBE	PROJECT NUMBER 2019-110
CHECKED BY MDA	DATE 07/21/2020

SITE DETAILS

SHEET NUMBER
C-201
REVIEW

Plot Date: 8/20/2020 Location: P:\2019 projects\2019-110 Latif\B_Sheet\C-201.dwg

1 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"

DEPARTMENTS

- ADMINISTRATION
- PATIENT CARE
- PUBLIC
- SUPPORT SPACE

FIRST FLOOR (DENTAL AND FUTURE BUSINESS
OVERALL SF = 6,000 SF

SECOND FLOOR (STORAGE) OVERALL SF
TOTAL GROSS SF = 6,000 SF

DENTAL OFFICE (W/O STORAGE) SF = 3,290 SF

FUTURE BUSINESS SF = 2,200 SF

TOTAL SF FOR PARKING COMPUTATION = 5,500 SF

KEY PLAN:

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PROFESSIONAL BUILDING
CITY OF WATERTOWN - STATE OF NEW YORK

REV	DATE	DESCRIPTION
1	07/21/2020	SITE PLAN SUBMISSION
2	08/17/2020	

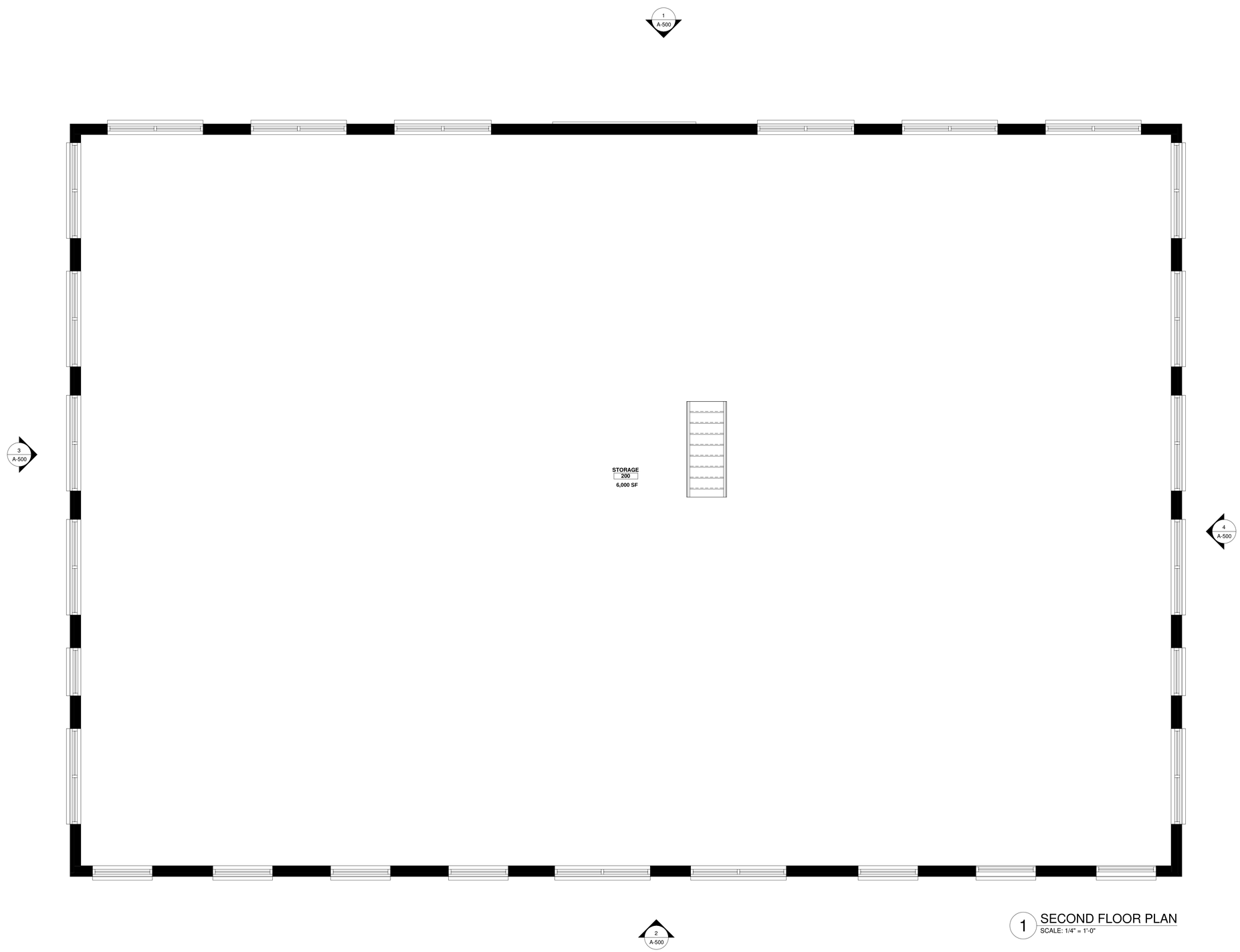
DRAWN BY ALS/KAGL	PROJECT NUMBER 2019-110
CHECKED BY RWT	DATE 07/21/2020

FIRST FLOOR PLAN

SHEET NUMBER
A-100
REVIEW

NOT FOR CONSTRUCTION

7/20/2020 12:06:07 PM



1 SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

NOT FOR CONSTRUCTION

7/20/2020 12:06:07 PM

KEY PLAN:

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LATIF MIXED USE
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CITY OF WATERTOWN - STATE OF NEW YORK

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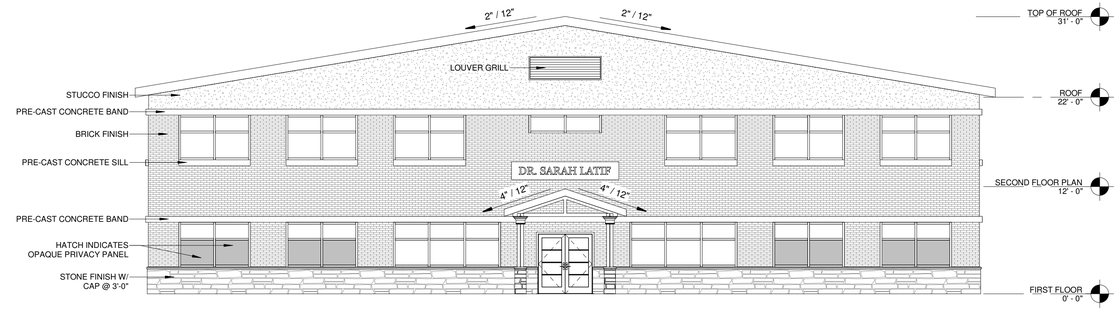
1	07/21/2020	SITE PLAN SUBMISSION
2	08/17/2020	

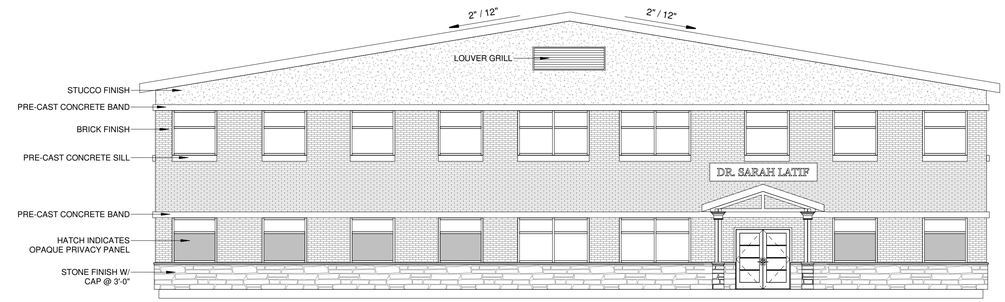
DRAWN BY KAGL	PROJECT NUMBER 2019-110
CHECKED BY RWT	DATE 07/21/2020

SECOND FLOOR PLAN

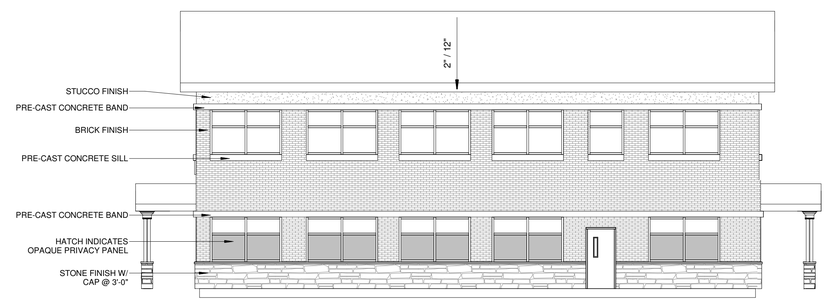
SHEET NUMBER
A-101
REVIEW



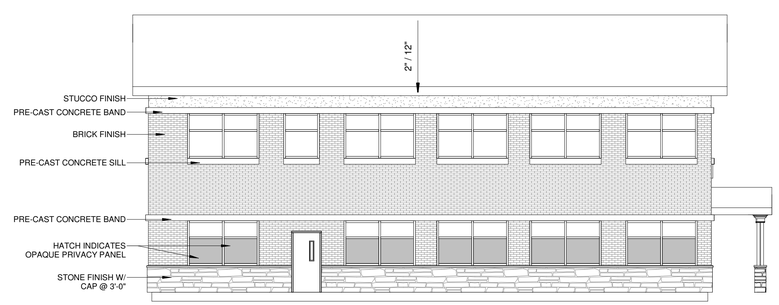
1 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



2 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



3 WEST ELEVATION
SCALE: 1/8" = 1'-0"



4 EAST ELEVATION
SCALE: 1/8" = 1'-0"

NOT FOR CONSTRUCTION

KEY PLAN:

REGISTERED ARCHITECT
NICK WAGONER FAGUE
No. 018443-1
STATE OF NEW YORK

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BCA ARCHITECTS ENGINEERS

LATIF MIXED USE
PROFESSIONAL BUILDING
CITY OF WATERTOWN - STATE OF NEW YORK

REV	DATE	DESCRIPTION
1	07/21/2020	SITE PLAN SUBMISSION
2	08/17/2020	

DRAWN BY KAGL	PROJECT NUMBER 2019-110
CHECKED BY RWT	DATE 07/21/2020

EXTERIOR ELEVATIONS

SHEET NUMBER
A-500
REVIEW

7/20/2020 12:06:10 PM

MEMORANDUM

CITY OF WATERTOWN, NEW YORK
OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7740 – FAX: 315-785-7829

TO:	Planning Board Members
FROM:	Michael A. Lumbis, Planning and Community Development Director
SUBJECT:	Site Plan Approval – 1348-1356 Washington Street
DATE:	August 27, 2020
Request:	Site Plan Approval for the construction of an 11,532 square-foot, two-story mixed-use building and a 29-space parking lot at 1348, 1352 and 1356 Washington St, Respective Parcel Numbers 14-21-106.000, 14-21-107.000 and 14-21-108.000
Applicant:	Michael Altieri, P.E. of BCA Architects & Engineers on behalf of Sundus & Sarah, LLC
Proposed Use:	Professional services and retail
Property Owners:	Sundus & Sarah, LLC

Submitted:	
Property Survey: Yes	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

Jefferson County 239-m Review: No

Zoning Information:	
District: Residence B (pending request to rezone to Neighborhood Business)	Maximum Lot Coverage: 40 percent
Setback Requirements: F: 20', S: 5', R: 25'	Buffer Zones Required: Yes

Application Status UPDATE: At its August 4, 2020 meeting, the Planning Board voted to table this application, based on the potential for the site plan to change significantly because of one of the summary items in Staff's July 30, 2020 memorandum to the Planning Board. Specifically, Summary Item No. 2, which required the applicant to widen the southern drive aisle to 24 feet in width as well as remove the compact car parking spaces and replace them with standard spaces.

The applicant has resubmitted the application, and the proposed site plan has changed in three significant ways. In the resubmission, the applicant proposes to locate the new mixed-use building at the front of the site, with parking in the rear. This modification would make the site layout much more consistent with the Comprehensive Plan, which recommends that on land planned for Urban Mixed Use, parking should be "behind or at the side of the building to avoid a suburban look."

The applicant also proposes to connect the rear parking lot with the existing parking lot at the neighboring North Country Neurology property, which the applicant's clients also own. One significant benefit of this connection is that each property's parking area can serve as overflow parking for the other. Another is that northbound traffic departing the proposed mixed-use building would be able to exit the property onto Brook Drive and enjoy the protection of a signalized intersection when turning left onto northbound Washington Street, rather than having to make an unprotected left directly out of the parking lot.

Finally, the applicant proposes to increase the subsurface storage volume of the underground stormwater retention system by 16 percent. Because of the reconfigured parking layout, the total square footage of new asphalt would increase from 0.29 acres to 0.309 acres, an approximately seven percent increase in proposed new impervious surface. The enlarged storage volume will accommodate the additional runoff.

Summary Items UPDATE: The applicant's cover letter contains written responses for each of the seventeen summary items in Staff's July 30, 2020 memorandum to the Planning Board. The resubmission alleviates most of Staff's concerns, and based on the modifications, it is possible to remove several summary items. However, the Planning Board may wish to discuss some of the applicant's responses further prior to deciding which summary items must remain as part of a motion.

The entire following lists identify which summary items the applicant has satisfied and which summary items must remain or may benefit from further Planning Board discussion. Staff comments are in *italics*.

The Planning Board may eliminate the following summary items:

2. The applicant should discuss the width of the drive aisle with the Planning Board and consider finding a way to increase the width to 24 feet, which is the standard width required. *This item is satisfied. All drive aisles are at least 24 feet wide.*

5. The applicant should be prepared to discuss the rationale for making the design decision to set the building back from the street, which is inconsistent with the Comprehensive Plan. *This item is satisfied, as discussed above.*

8. The applicant must use a minimum six-inch diameter sewer lateral. *This item is satisfied.*

10. The applicant must supply missing invert elevation information and correct other invert elevation errors on Sheet C-103 of the design drawings. *This item is satisfied.*

11. While the proposed project would disturb less than one acre, the applicant must still be cognizant of and comply with any potential New York State permitting requirements for stormwater management discharge. *The applicant has communicated that his team used the NYS DEC Stormwater Design Manual to guide stormwater management practices onsite. Accordingly, this item is satisfied.*

12. The applicant shall modify the lighting plan to eliminate any more than 0.5 footcandles of spillage over the property line. *The applicant has made the above modification for spillage onto neighboring residential properties and the City Margin. Spillage over 0.5 footcandles remains along the shared parking lot area with the neighboring property that the applicant's client also owns. The applicant indicated at the previous Planning Board meeting that his clients were amenable to amending both deeds include easements for the shared lighting. Staff recommends that the Planning Board add this requirement to Summary Item 6, as written below, which would eliminate the need for Summary Item 12.*

15. The applicant must relocate the proposed refuse storage area to the rear yard or eliminate it from the site plan. *This item is satisfied. The applicant has eliminated the refuse storage area.*

The following summary items are topics that either the Planning Board may wish to discuss further or that must remain as conditions to work out with Staff prior to the permitting process:

1. The applicant should clarify the envisioned future use for the second floor and the potential effects on future parking calculations. *The applicant verbally communicated at the last Planning Board meeting and indicated in writing in the resubmission that storage is the only use proposed for the second floor at this time due to the parking requirements of the Zoning Ordinance. The applicant has clarified the use to Staff's satisfaction. However, the Planning Board must decide if it has any further questions prior to eliminating this summary item.*

3. The applicant must confirm the intent of the shared driveway to remain at the southeast corner of the site and the benefit of the proposed easement to the neighboring property owner.

   The applicant has confirmed that the proposed easement did originate from a request by the neighboring property owner at 1358 Washington Street to maintain the existing shared driveway. While the proposal does maintain the width of the curb cut to provide safe maneuverability into the neighbor's driveway, a proposed stockade fence would bisect the majority of the existing shared driveway, with the north half proposed to become part of the required landscaped buffer.

   The recording of the May 5, 2020 Planning Board meeting confirms that original request was to maintain the entire shared driveway. While this is likely not possible, the applicant could reduce the width of the landscaped buffer from seven feet to five feet, thus preserving an extra two feet of driveway, and expand the scope of the easement to include two feet north of the property line a distance of 70 feet west from Washington Street. This would allow the neighboring property owner to retain the benefit of as much of the existing shared driveway as is feasible.

4. The Planning Board should determine whether or not the six-foot lawn area and stockade fence adequately buffer the southern property line. *This relates directly to Summary Item 3. Staff spoke with the neighboring property owner on August 25, 2020, and he confirmed that he would prefer an extra two feet of driveway to an extra two feet of landscaping. As such, Staff recommends that the applicant provide the minimum required five feet of landscaping for the first 70 linear feet extending west from Washington Street, and use the two feet gained to preserve an extra two feet of the shared driveway as discussed above.*

6. The applicant must have all utility *and lighting* easements in place prior to the issuance of any permits. *The applicant has acknowledged this requirement, but it must remain as a summary item. Additionally, as discussed under Summary Item 12, this condition now requires lighting easements.*

7. The applicant must comply with all requirements of Section 301-18 of the City Code. *This section of the Code applies when a building uses a water service line for combined fire and domestic use. The applicant contends that it would not apply to this project asserting that the proposed building would only require domestic water service. The applicant or their representative needs to provide factual data in the New York State building code or the International building code that support the determination that a sprinkler system is not required.*

9. The applicant should discuss the design thought process/rationale and assure the Planning Board that the underground storage will adequately retain drainage and remove stormwater from the site without compromising the ability of the City's storm sewer to perform its function and without affecting adjacent properties. *The applicant proven to Staff's satisfaction that the underground storage system will accommodate the runoff the site will generate. However, the Planning Board must decide if it has any further questions prior to eliminating this summary item.*

13. The applicant must submit a photometric shielding plan for the entire site prior to the issuance of any permits. *The applicant has acknowledged this requirement, but it must remain as a summary item.*

14. The applicant must fulfill all requirements related to asbestos surveying and abatement prior to the issuance of a Demolition Permit for the existing structures at 1352 and 1356 Washington Street. *The applicant has acknowledged this requirement, but it must remain as a summary item.*

16. The applicant must combine the three subject parcels by way of a new metes and bounds description that is filed with the County Clerk. *The applicant has acknowledged this requirement, but it must remain as a summary item.*

17. The applicant must obtain the following permits, minimally, prior to demolition and construction: Demolition Permit, Building Permit, General City Permit, Sanitary Sewer Connection Permit, Water Supply Permit and a Certificate of Zoning Compliance. *The applicant has acknowledged this requirement, but it must remain as a summary item.*

cc: City Council Members
Michael Delaney, City Engineer
Mike Altieri, BCA Architects and Engineers, 327 Mullin Street, Watertown, NY 13601
Dr. Sarah Latif, 1340 Washington Street, Watertown, NY 13601

September 1, 2020

SITE PLAN APPROVAL – 1348, 1352 and 1356 WASHINGTON STREET
PARCEL NUMBERS 14-21-106.000, 14-21-107.000, and 14-21-108.000

The Planning Board then considered a tabled request submitted by Michael Altieri, P.E. of BCA Architects & Engineers on behalf of Sundus and Sarah, LLC to construct an 11,532 SF mixed-use building, a 29-space parking lot and associated site improvements at 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000.

Mr. Altieri and Dr. Sarah Latif attended to represent the project.

Ms. Capone noted that the Planning Board tabled this request at its last meeting due to the potential for the site plan to change significantly because of one of the summary items in Staff's July 30, 2020 memorandum to the Planning Board. Specifically, Summary Item No. 2, which required the applicant to widen the southern drive aisle to 24 feet in width as well as remove the compact car parking spaces and replace them with standard spaces.

Ms. Fields moved to remove the application from the table. Mr. Katzman seconded the motion and all voted in favor.

Mr. Altieri began with telling the Planning Board that his team had made substantial changes to the site plans since the last meeting. He then said they listened to the Planning Board's concerns as well as the concerns from neighbors, and said he would start by summarizing those changes.

Mr. Altieri then said that the first major change was to the site layout. He said that they considered the feedback from Staff and the Planning Board about urban design principles as well as inconsistency with the Comprehensive Plan. He continued that they had accordingly revised the site layout to move the building closer to Washington Street, preserving the uniform building face plane on the block and adhering to the Comprehensive Plan's vision for parking to be in the rear in that part of the City.

Mr. Altieri then said the next change related to parking and vehicle circulation. He explained that now that the parking lot was in the rear, they were able to connect to the neighboring property, which his clients also owned, to create a common plan of development and give the feel of a singular campus. He said that a significant improvement over the previous design would be the ability to the ability for vehicles to exit the site via Brook Drive and have the protection of a traffic signal when turning on to Washington Street. He added that pedestrian circulation was improved as well, with a wide alleyway/sidewalk between the two properties connecting the main sidewalk to the parking lot.

Mr. Altieri then said that the third big change was relocating the stormwater retention system to the back of the property, a change that he then pointed out on the drawing for the Planning Board members. He then said that they increased the capacity of the stormwater

retention tank since the impervious surface had increased with the new parking layout. He elaborated that impervious surface area had increased by 7 percent, but they had increased the storage volume of the retention tank by 16 percent. Mr. Altieri then asked if there were any questions thus far.

Hearing none, Mr. Altieri then moved on to address the summary items in Staff's memorandum to the Planning Board. He said that they had satisfied many of the summary items in Staff's original July 30, 2020 memorandum, which Staff noted in the August 27, 2020 memorandum that reported on the resubmission. Specifically, Staff's new memorandum reported that summary items 2, 5, 8, 10, 11, 12 and 15 were satisfied and the Planning Board could eliminate them. He said he would address the remaining summary items one-by-one.

Mr. Altieri then addressed the first summary item, which required the applicant to clarify the envisioned future use for the second floor and the potential effects on future parking calculations. Mr. Altieri said that he wanted to reiterate that the building had not changed in size or scope other than an added entrance in the front. He then said that his clients would use the second floor for storage only.

Ms. Fields then expressed concern that even though they envisioned the second floor for storage now, that they might use it for something else in the future. Mr. Urda then called Ms. Fields' attention to the applicant's written response to this summary item in his cover letter. Ms. Fields replied that she was aware of what Mr. Altieri wrote in his cover letter. The Planning Board then agreed to remove this summary item.

Mr. Altieri then addressed to the third summary item, which required the applicant to confirm the intent of the shared driveway to remain at the southeast corner of the site and the benefit of the proposed easement to the neighboring property owner. Mr. Altieri said that the proposed seven-foot landscaped buffer was wider than the required five-foot minimum width, and that his understanding was that the neighboring property owner preferred an extra two feet of driveway with rather than the wider landscaped area.

Mr. Urda stated that George Ashcraft, the neighboring property owner at 1358 Washington Street, was in attendance. Mr. Urda then read a section of Staff's memorandum aloud, which stated,

"The recording of the May 5, 2020 Planning Board meeting confirms that original request was to maintain the entire shared driveway. While this is likely not possible, the applicant could reduce the width of the landscaped buffer from seven feet to five feet, thus preserving an extra two feet of driveway, and expand the scope of the easement to include two feet north of the property line a distance of 70 feet west from Washington Street. This would allow the neighboring property owner to retain the benefit of as much of the existing shared driveway as is feasible."

Mr. Ashcraft then confirmed that was accurate, and said that when he purchased his property, it was a shared driveway with 1356 Washington Street, and when his neighbors parked in the driveway, he only had 10 feet to maneuver in. He then said he was happy with Mr. Altieri's solution, as he would now have 12 feet to himself on his side of the fence.

Mr. Johnson then asked for confirmation that the current driveway width was 20 feet. Mr. Ashcraft replied in the affirmative, but then added that if he was getting a couple extra feet on his side, that was great, and if the site plan was what he envisioned it to be, he did not have a problem with it.

Ms. Fields then advised Mr. Ashcraft to keep in mind the resale value of his house. Mr. Ashcraft replied that he believed he would remain in his house for the rest of his life.

Ms. Capone then asked Mr. Lumbis if he wished to comment. Mr. Lumbis then said that Staff researched the deeds of the two properties and there was nothing in either deed that required shared access for the driveway. He explained that often times, it is written into the deeds, but not in this case. Mr. Lumbis then said that technically, the applicant could cut the driveway off at the property line, but instead they were trying to accommodate the neighbor by providing additional space. He then added that Staff's primary concern with the summary item was that the applicant formally records all of that additional space in the proposed easement.

Mr. Katzman then said that he thought that Mr. Ashcraft might have a claim to adverse possession based on years of use. Mr. Katzman then asked Mr. Ashcraft if there were any financial gains that he was getting in exchange for going along with the project. Mr. Ashcraft replied that if he was getting an extra two feet of driveway, he was glad to take the two feet.

Ms. Fields once again expressed concern for Mr. Ashcraft's property value, and said that she thought this had the potential to lower the resale price.

Mr. Altieri then addressed the fourth summary item, which required the Planning Board to determine whether the proposed lawn area and stockade fence adequately buffer the southern property line. Mr. Altieri added that this was directly related to the previous summary item, and that the five-foot buffer was sufficient. Ms. Capone then said that the Planning Board could remove this summary item.

Mr. Altieri then addressed the sixth summary item, which required the applicant to have all utility and lighting easements in place prior to the issuance of any permits. He then said that they proposed to remove light fixtures illuminating the North Country Neurology area, and replace them with padded fixtures that would illuminate both properties, and explained that they did not like having light on the middle of the driveway. Mr. Altieri then said that with the new shared sidewalks, they would add way-finding lighting to the path, which would not be photometrically significant. He said that they would add proper lighting easements to both deeds.

Mr. Altieri then addressed the seventh summary item, which required the applicant to comply with all requirements of Section 301-18 of the City Code. Mr. Altieri explained that this summary item was in reference to separate water and fire service. He then stated the code did not apply to the proposed building because the building would not need a sprinkler system, which he said his architect could supply in writing.

Mr. Altieri then stated that per Chapter 3 of the New York State Building Code, the Code would classify the first floor as "Group B, Business" and the second floor as "Group S-1 – Moderate Hazard." Mr. Altieri then read aloud from Chapter 9, Section 903.2 of New York State Building Code, which governs automatic sprinkler systems, and states,

"Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in Sections 903.2.1 through 903.2.12."

He said that Section 903.2 did not require automatic sprinklers for Group B. Then regarding Group S-1, he read aloud,

"An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

A Group S-1 fire area exceeds 12,000 square feet (1115 m2).

A Group S-1 fire area is located more than three stories above grade plane.

The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 24,000 square feet (2230 m2).

A Group S-1 fire area used for the storage of commercial motor vehicles where the fire area exceeds 5,000 square feet (464 m2).

A Group S-1 occupancy used for the storage of upholstered furniture or mattresses exceeds 2,500 square feet (232 m2)."

He then stated that the second floor did not meet any of the thresholds for requiring a sprinkler system. Mr. Delaney then said that Staff had reviewed that, and he agreed based on the cited Code that Mr. Altieri's assertion was accurate and said the Planning Board could remove the summary item.

Mr. Altieri then addressed the ninth summary item, which required the applicant to discuss the design thought process/rationale and assure the Planning Board that the underground storage will adequately retain drainage and remove stormwater from the site without compromising the ability of the City's storm sewer to perform its function and without affecting adjacent properties.

Mr. Altieri had discussed this in detail at the August 4, 2020 Planning Board meeting. As such, Staff's August 27, 2020 memorandum read,

The applicant proven to Staff's satisfaction that the underground storage system will accommodate the runoff the site will generate. However, the Planning Board must decide if it has any further questions prior to eliminating this summary item."

Mr. Altieri then said that the revised proposal would not affect stormwater flow, as the increased storage capacity of the underground retention tank would accommodate it.

Ms. Capone asked if anyone had questions.

Mr. Delaney then said that he agreed that the new layout had better drainage functionality. He explained that although there was increase in impervious area from the previous site design, they applicant was increasing the retention volume by 16 percent, so the new layout of the building is actually much better in terms of reducing drainage to adjacent properties to the rear. He said that the adjacent properties with frontage on Sherman Street were physically in a low point, but as he mentioned before, the development would, with stormwater management practices, decrease flooding in the area. He added that there was no way to prevent flooding entirely, but the development would not increase the flooding potential.

Ms. Fields asks if this was the same underground system being used on Gaffney Drive. Mr. Delaney replied that he would need to review the one on Gaffney, but the proposed development would decrease the flooding in the area. He then discussed the need to utilize available square footage. He explained that you lose parking if you keep the stormwater retention above ground. He reiterated that this would not resolve all the existing drainage issues, but it also would not exacerbate the conditions.

Paula Trainham, a neighbor living at 1355 Sherman Street, then said she spoke with two other neighbors, although she was the only one that could attend the meeting. She said that they still had concerns about water and drainage issues and asked what would happen if drainage problems occurred. Mr. Altieri replied that they were trying to solve issues localized to a small area. He said that he wished they could solve all the issues, but they could not.

Ms. Trainham then said that she knew that in the back yard of the Marra house (referring to her next-door neighbors at 1351 Sherman Street); they took 40 bags of water and leaves out of their property. She said that she was still concerned about water and asked what their recourse was. She then said that she also had concerns about property values.

Mr. Altieri replied that he could not speak to property values, but his team did hear the neighbors' drainage concerns and increased the stormwater retention capacity. Ms. Trainham asked if she could have a copy of the site plan drawing. Mr. Urda said that it was publically available online. Ms. Fields then handed Ms. Trainham her copy of the drawing.

Mr. Johnson then asked Mr. Altieri if he could assure the Planning Board that the project would not have water problems. Mr. Altieri replied that the proposed development would reduce flows coming off his clients' property. He said that they could not stop stormwater, but they would be catching it, holding it and directing it to the City sewer.

Mr. Delaney then said that the proposed development would not direct additional water to adjacent properties, and that depending on elevation and the severity of the rain event, the development would probably decrease flows onto adjacent properties.

Ms. Capone then said that the Planning Board's objective was to review site plans. She said that Staff had done that and this summary item could go away. She added that she thought the applicant had exceeded expectations regarding this summary item and the Planning Board should remove it.

Mr. Altieri then said that summary items 13 though 16 all identified requirements that his team needed to fulfill prior to permitting and that he had no problems with any of the. Ms. Capone then went through them one-by-one. She stated that Summary Item 13 required a photometric shielding plan and that Summary Item 14 required asbestos abatement plans. She said that Summary item 15 required the applicant to relocate or the proposed refuse storage area, which they had done (they had removed it from the plan). She then said that Summary Item 16 required the applicant to combine the three subject parcels by way of a new metes and bounds description that is filed with the County Clerk and Summary Item 17 identified all the permits the applicant would need to obtain.

Ms. Capone then stated that the Planning Board would keep Summary Items 3, 6, 13, 14, 16 and 17, with Summary Item 3 reworded to reflect the full area for which the proposed easement would grant Mr. Ashcraft benefit. Ms. Capone then asked if there were any questions.

Mr. Katzman then asked, now that the applicant proposed connecting the parking lots, if the City Fire Department had been notified, and if their trucks could enter the new lot. Mr. Altieri replied that from his view, a City Fire truck should be able to address any fire or fire-related issues from the street.

Mr. Urda then said that Code Enforcement reviews site plans on behalf of the fire department, and that they had not notified him of any fire-related issues. Mr. Delaney said that the new site design with the building in the front would make it easier to fight any potential fires.

Ms. Fields then said she would not be supporting this. She said that despite the fact of (consistency with) the Comprehensive Plan, her concerns were for neighbors on Washington and Sherman Streets. She said she had concerns about the proposed retail use, and wanted to know what kind of retail it would be. She said she also had concerns about the second floor and the potential for expansion. She then said that for those reasons and others, she would not support this project.

Mr. Babcock then moved to recommend that City Council approve the request for Site Plan Approval submitted by Michael Altieri, P.E. of BCA Architects & Engineers on behalf of Sundus and Sarah, LLC to construct an 11,532 SF mixed-use building, a 29-space parking lot and associated site improvements at 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000, as shown on the site plans submitted to the City on August 21, 2020, contingent upon the following:

1. The applicant must expand the scope of the proposed easement with the neighboring property owner at 1358 Washington Street to include two feet north of the property line a distance of 70 feet west from Washington Street and preserve the described area as driveway for the benefit of the neighboring property owner.

2. The applicant must have all utility and lighting easements in place prior to the issuance of any permits.

3. The applicant must submit a photometric shielding plan for the entire site prior to the issuance of any permits.

4. The applicant must fulfill all requirements related to asbestos surveying and abatement prior to the issuance of a Demolition Permit for the existing structures at 1352 and 1356 Washington Street.

5. The applicant must combine the three subject parcels by way of a new metes and bounds description that is filed with the County Clerk.

6. The applicant must obtain the following permits, minimally, prior to demolition and construction: Demolition Permit, Building Permit, General City Permit, Sanitary Sewer Connection Permit, Water Supply Permit and a Zoning Compliance Certificate.

Ms. Capone seconded the motion and said that she would conduct a roll call vote. The Planning Board then defeated the motion 3-2, with Ms. Fields, Mr. Johnson and Mr. Katzman voting no, and Ms. Capone and Mr. Babcock voting yes. ***(Editor's note:*** *While the Planning Board is a seven-member board, one member was absent and the board had one vacancy at the time of this meeting.)*

Mr. Lumbis then said that Staff would forward the Planning Board's recommendation to City Council for its September 21, 2020 meeting, at which City Council would have the final decision.

Mr. Delaney then asked the Planning Board, as the City's Engineer, if there was any additional information or research he could provide to give them a better perspective on the scope of the site plan presented here today. He stated he had no personal investment or stake in the project, and he simply wanted to make sure that he did his job satisfactorily to the board, and that he included any information that they needed to make their final decision.

Ms. Capone then said that the applicant went above and beyond for her. She said the proposed site plan was consistent with other uses in that area, particularly the neighboring parcel (North Country Neurology). She said that if the proposal would have been a two-story house, she did not know what the difference was.

Ms. Fields then said that on behalf of my vote, everything was in place for the site plan, but she felt that the neighbors had not had ample opportunity to express to the architect and engineer what was going on. She then said she felt certain things were not taken into account for the neighborhood, such as property values, satisfaction of neighbors, and a lack of certainty over what type of retail use would go in.

Mr. Delaney said he just wanted to be sure from a technically objective standpoint that he provided all the information for the Planning Board to make an accurate decision.

Mr. Lumbis said that prior to adjournment; he would like to introduce Leta Harp, the new secretary to the Planning and Engineering Departments. He said that she would be attending Planning Board meetings and taking minutes moving into the future.

Ms. Fields then moved to adjourn the meeting. Mr. Johnson seconded the motion and all voted in favor. The meeting was adjourned at 3:51 p.m.

June 2, 2020

SPECIAL USE PERMIT – 1348, 1352 and 1356 WASHINGTON STREET
PARCEL NUMBERS 14-21-106.000, 14-21-107.000, and 14-21-108.000

Ms. Capone then stated that the next item on the Planning Board Agenda was a request submitted by Michael Altieri, P.E. of BCA Architects and Engineers on behalf of Sundus and Sarah, LLC to allow a multifamily dwelling in a Neighborhood Business District at 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000. She then noted that the Planning Board voted at its last meeting to recommend rezoning the property from Residence B to Neighborhood Business.

Mr. Altieri attended to represent the request, but said that City Council tabled his zone change request, so as he understood it, that meant the Planning Board would not be able to act on the Special Use Permit request. He then asked to address the comments in Staff's memorandum. Ms. Capone replied that he was welcome to go ahead.

Mr. Altieri began by specifying that the proposed number of apartment units was two, and that his clients prioritized the retail and professional office uses above the proposed apartments. Mr. Urda then said that a Special Use Permit only becomes a requirement when the proposed number of units is four or greater. He added that that a two-unit dwelling as an allowed use by right in Residence B Districts, which was the properties' current zoning.

Mr. Urda then additionally clarified that the City Council tabled the zone change request the previous evening because Council also tabled the SEQR Resolution for the project, which the Council needed to adopt before it could vote on the zone change.

Mr. Altieri thanked Mr. Urda for the information regarding the Special Use Permit threshold and moved on to the other comments. Mr. Altieri then said that his team would obtain all necessary permits and assemble the three subject parcels into one as the second and third summary items respectively required. Mr. Altieri then addressed the fourth summary item, which required the applicant to provide proof of ownership of the property at 1356 Washington Street. Mr. Altieri said that the closing date had been delayed due to the COVID-19 health crisis, but that he submitted supplemental information to Staff identifying a new closing date.

Ms. Capone thanked Mr. Altieri for the update and asked Mr. Urda to confirm that there was no action for the Planning Board to take now. Mr. Urda replied in the affirmative. He further elaborated that the applicant could actually withdraw the Special Use Permit application, and a Special Use Permit was not necessary for what his clients proposed. Following some subsequent discussion about SEQR review and the order of applications, Mr. Altieri concurred and stated that his clients would want to withdraw their Special Use Permit application based in the information that Mr. Urda just provided.

Mr. Altieri then discussed a previous development project that he said was similar, acknowledged that drainage and screening were both concerns, and wondered what specific concerns the Planning Board had. Following some additional discussion about the

SEQR review, Mr. Urda said that he wanted to clarify that the City Council is the Lead Agency pursuant to SEQR for both the zone change and the anticipated site plan. Mr. Urda further explained that the City Council tabled the SEQR resolution, which was why it could not act on the zone change.

Mr. Urda then said that questions from Planning Board members and neighboring property owners should come next, but asked Mr. Arquitt to discuss for the benefit of all on the call what goes in to the drainage review that he performs for the Engineering Department. Mr. Arquitt and Mr. Delaney then described the details of the drainage review process.

Scott Connell, the neighboring property owner at 1357 Sherman Street, then said that he had both drainage and privacy concerns and said that he did not move into this neighborhood to live next to a business. Mr. Urda then elaborated on the City's buffering standards and the Planning Board's history of enforcing them. Mr. Arquitt then asked some additional questions about flooding history. Following some additional discussion about drainage, Ms. Fields said that she wanted to hear from more of the neighboring property owners on the call.

Technical difficulties ensued un-muting the neighbor that Ms. Capone invited to speak, so she moved on to the next person to raise their hand.

Christopher Dandrow identified himself as Mr. Connell's son-in-law and said that his kids used Mr. Connell's backyard all the time. He also emphasized the neighborhood's flood history and expressed concern about effects on property values.

Paula Trainham, the neighboring property owner at 1355 Sherman Street, then said that she purchased her house as a retirement home and that she loved the neighborhood and was concerned that the zoning could change. She then echoed all the previous concerns about drainage and flooding.

Mr. Lumbis then said that he also wanted to clarify that the zoning had not been changed yet. He explained that the City Council had to complete an environmental review before it could rezone any land, and that the Council tabled that environmental review, citing a need for more information.

Mary Connell, who identified herself as Scott Connell's daughter, then said that she and her fiancé would soon be looking for a house, and she felt that if the proposed development, if it went through, would make the neighborhood less attractive to young couples.

Further questions ensued about SEQR and public hearings. Mr. Lumbis reiterated that the City Council performs the SEQR review and he further explained what SEQRA law meant by a "whole action." Mr. Urda then explained that a site plan would not trigger a public hearing like a zone change would, but that given the documented interest in this application, it would be appropriate for Staff to send out meeting notifications.

Mr. Dandrow then asked Mr. Altieri whether the project would require leveling the ground out. Mr. Altieri replied that he was not sure because he did not have a specific site design at this point.

Ms. Capone then said that with no further business, she asked for a motion to adjourn. Mr. Lumbis then said before adjournment, he wished to recognize Katie Dermody for her service on the Planning Board and wish her well, noting that this would be her last meeting, as she was moving out of the area. Ms. Capone also expressed well wishes.

Mr. Altieri then asked if there was anything that would make the application more favorable to the Planning Board. Ms. Capone replied that she couldn't answer that because she hadn't seen anything, but she did emphasize the concerns the neighbors had raised, such as drainage and privacy.

Mr. Johnson asked whether the Planning Board should or could rescind its recommendation that City Council approve the zone change. Mr. Urda replied that procedurally, he did not think that was possible because it was moved, seconded and voted upon, and following a question from Ms. Trainham, clarified that City Council had not yet voted on the zone change.

After thanking everyone for their comments, Ms. Capone then asked for a motion to adjourn. Ms. Fields moved to adjourn the meeting. Ms. Dermody seconded the motion and all voted in favor. The meeting was adjourned at 4:04 p.m.

Engineering Report

Sundus and Sarah, LLC

Mixed Use Building Project

Prepared for:

Sundus and Sarah, LLC
1340 Washington Street
Watertown, NY 13601

Phone No. (315) 782-9003

July 2020

Engineering Report

Sundus and Sarah, LLC

Mixed Use Building Project

July 2020

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APPENDICES

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SECTION 1.0
EXECUTIVE SUMMARY

1.1 Purpose of Report

This Engineering Report was prepared on behalf of Sundus and Sarah, LLC by Bernier, Carr and Associates (BCA) to detail and discuss the Mixed Use Building Project as a part of the Site Plan Application to the City of Watertown. The proposed action is the construction of a mixed use building with professional dental services and retail uses. This development will include the construction of a mixed use building, accessory buildings, parking, driveways, utilities, connections to public facilities, sidewalks, curbing, landscaping, stormwater management facilities, signage, fencing, refuse storage areas, snow storage areas, site furniture, aesthetic site amenities and site lighting.

As a part of this project the applicant is requesting a Zone Change for parcel numbers 14-21-106, 14-21-107 and 14-21-108 currently zoned 'Residence B' be combined and rezoned as ‘Neighborhood Business’ for the purposes of the proposed action. All other permits will be acquired as required to facilitate this development. Site plans depicting this project and the project location has been included in Appendix A.

1.2 Existing Conditions

The project site currently consists of three residential lots along Washington adjacent to the North Country Neurology Building, 1348, 1352 and 1356 Washington Street respectively. The residence has been removed from 1348 Washington Street, which has also been leveled and filled subsequent to the building removal. 1352 and 1356 Washington Street currently have residential buildings on them, including driveways, garages, sidewalks and lawns.

1.3 Proposed Project

The proposed project is 11,586 sq. ft. +/- mixed use , 2-story building. The first floor will feature a professional dental office and business retail space at 5,793 sq. ft. total. The second story will also be approximately 5,793 sq. ft. and will be used for storage. The development will also include a 28-space parking lot and drive. Stormwater management practices include rain gardens, subsurface chamber storage systems, catch basins and storm piping. In addition to the features described in section 1.1, this project will include a shared sidewalk connection with the North Country Neurology Building and maintained shared driveway access with 1358 Washington Street.

SECTION 2.0
EXISTING CONDITIONS

2.1 Proposed Project Location

The proposed project location is Tax Parcel 14-21-106, 14-21-107 and 14-21-108 south of 1340 Washington Street; 1348, 1352 and 1356 Washington Street respectively. Site plans depicting this project and the project location has been included in Appendix A.

2.2 Utilities

There are currently water and sewer access, overhead electrical, natural gas and overhead communication lines on the property.

2.3 Soil Conditions

The United States Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS) soils maps and soils data indicate that soils within the project site consist chiefly of Niagara silt loam soils. Niagara silt loam soils are classified as somewhat poorly drained. Ground water typically lies at a depth of 6 to 18 inches below the ground surface. Depth to any restrictive feature is greater than 80 inches. Soils information is included in Appendix B.

2.4 Topography and Drainage

The project site typically consists of gentle to moderate slopes ranging from 1% to 10%. Elevations on site range from 467 feet to 474 feet above mean sea level. Site drainage is conveyed offsite via sheet flow primarily to the West. In discussion with the neighboring residences and the City there are chronic drainage issues in this area, including surface ponding and high groundwater table.

SECTION 3.0
PROPOSED PROJECT

3.1 Project Summary

As discussed in Section 1.3 of this report, the proposed project is a 11,586 sq. ft. +/- mixed use, 2-story building. The first floor will feature a professional dental office and business retail space at 5,793 sq. ft. total. The second story will also be approximately 5,793 sq. ft. and will be used for storage. The development will also include a 28-space parking lot and drive. Stormwater management practices include rain gardens, subsurface chamber storage systems, catch basins and storm piping. In addition to the features described in section 1.1, this project will include a shared sidewalk connection with the North Country Neurology Building and maintained shared driveway access with 1358 Washington Street.

3.2 Site Layout and Landscaping Summary.

The proposed project will be an a two-story mixed use building on an approximately 0.63 acre site. The driveway access to the site will be located at the existing curb cut for 1352 Washington Street. The front parking area will have 10 spaces, 2 of which will be accessible and constructed to ADA and PROWAG standards. The side parking area will have 18 spaces, 5 of which will be sized and labeled for compact cars. Required number of spaces for this development would be 27.5 based on five parking spaces for each 1000 sq.ft. required for retail and dental clinics and 5,500 sq.ft. of gross floor area. Sidewalk access will be provided from the front of the new building edifice to Washington Street and the North Country Neurology building. This will be facilitated by means of a shared sidewalk Right-of-Way between the two properties.

Landscape buffers and fencing will be provided on all sides of the property facing residential properties, including to the South and West towards Sherman Street. Landscape buffers in these areas will include a mix of evergreen and deciduous trees to provide year around screening for nearby residences. Plantings for rain garden areas were selected based upon the recommendations of the NYS Department of Environmental Conservation Stormwater Design Manual. Individual street-scape trees, lawn areas, rain gardens and landscaped beds will be the primary landscaping features of the project site running along Washington Street in conformance with City guidelines.

Fencing shall be ‘stockade’ style to match the style of residential fencing common to the area and will be no more than 6 ft. high as per City Standards. A building sign will be featured on the street side of Washington Street. A screened refuse storage area will be located on the North-East corner of the property. Snow storage will be provided by rain garden stormwater management practices, site drainage and stormwater management is discussed further in section 3.5.

3.3 Existing and Proposed Sanitary Sewer Flows

Sanitary sewer flows were estimated using design flows provided by the NYS Design Standards for Intermediate Sized Wastewater Treatment Systems from the NYS Department of Environmental Conservation. The existing site consists of three residents, based on the City of Watertown Parcel Search Database there is approximately eight bedrooms total for all of these residences. Based on 150 GPD/bedroom this would equate to approximately 1200 GPD.

The new building will feature a professional dentist office and retail space. There are eight dentist chairs planned for the dentist office, at 250 GPD/chair this is approximately 2,000

GPD for this use. For the business/retail space 5 employees were presumed at 15 GPD/employee and approximately 0.1 GPD/sq. ft. for the 2,198 sq. ft. space. This is approximately 300 GPD (rounded) for this use. Given these figures the estimated proposed sanitary sewer flows are 2,300 GPD.

3.4 Water Flows and Pressure

Domestic water flow demands are expected to be approximately the same as those computed for sanitary sewer flows, approximately 2,300 GPD. Using a finished floor elevation of 474 ft. and the overflow elevation of the City's reservoirs of 638 ft., the static pressure at this location is approximately 71 PSI at its maximum.

3.5 Stormwater Management Pre and Post Calculations and Summary

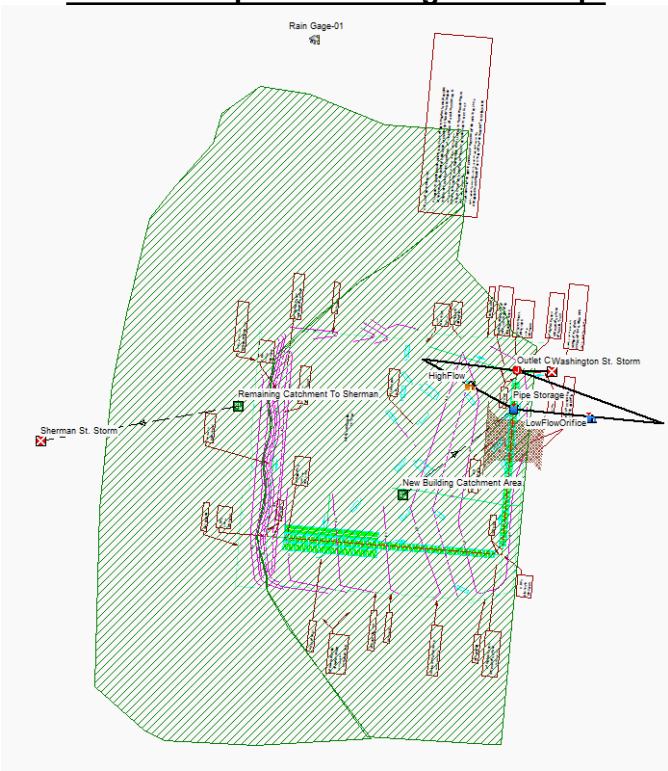
As described in previous sections, in discussion with neighboring residences and the City there have been reported drainage issues in the area of this proposed development. The existing drainage area pertinent to the project site is approximately 2-acres in size and primarily consists of residential land use cover. This drainage area was delineated utilizing USGS Lidar Topographic Information as well as onsite survey and observations. A portion of the North Country Neurology site also drains to this area. This catchment area appears to be a bowl in character, with overflow storm piping to Sherman Street, please see the predevelopment drainage area map below for reference. The predominant hydrologic soil group for this drainage area is Type 'C/D'.

Pre Development Drainage Area Map:

In order to alleviate the drainage issues in this area it is proposed that the drainage from this site be redirected from entering the Sherman Street drainage system to Washington Street. This will reduce the contributing drainage area to the Sherman Street drainage

system by approximately 0.9 acres. Raingardens will be the primary means of pretreatment of stormwater from the site with catchbasins as overflow devices. All drainage flowing onsite to this proposed development will be intercepted by French drains and swales and redirected to closed storm conveyance onsite. A subsurface stormwater storage system using corrugated plastic arches is proposed to detain flows from the site to predevelopment conditions. Corrugated plastic storm piping will be used to convey flows from cath basins and subsurface storage to Washington Street. A post development drainage area map has been provided below.

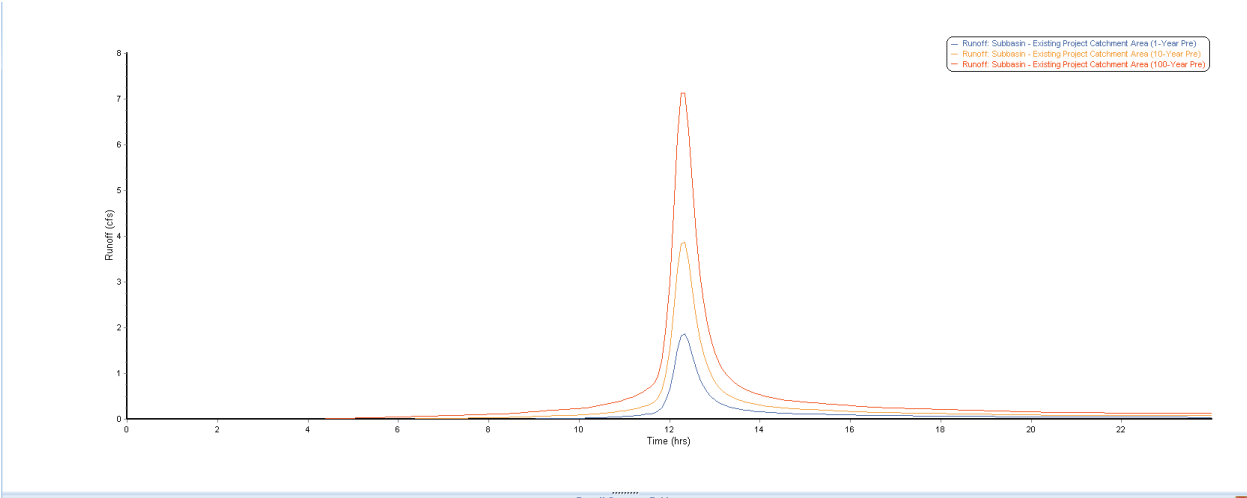
Post Development Drainage Area Map:



A concrete manhole will be used as a flow control structure with a dividing weir wall with a low flow and high flow orifice to manage outflows from the subsurface detention system. The top of the overflow weir will be set at such an elevation so that there is no surcharge of any drainage structures onsite and that all flows remain directed to Washington Street up to and in exceedance of the 100-year event. A summary of pre and post development discharges is provided in the table below. Hydrographs of these storm events have also been provided in the subsequent sections of this report. Complete printouts of the storm modeling performed for this site has been included in Appendix C.

	1-Year Storm	**10-Year Storm**	**100-Year Storm**
	Peak Flow (CFS)	Peak Flow (CFS)	Peak Flow (CFS)
Pre Development	1.87	3.87	7.14
Post-development	1.23	3.30	7.01

Pre Development Hydrograph:



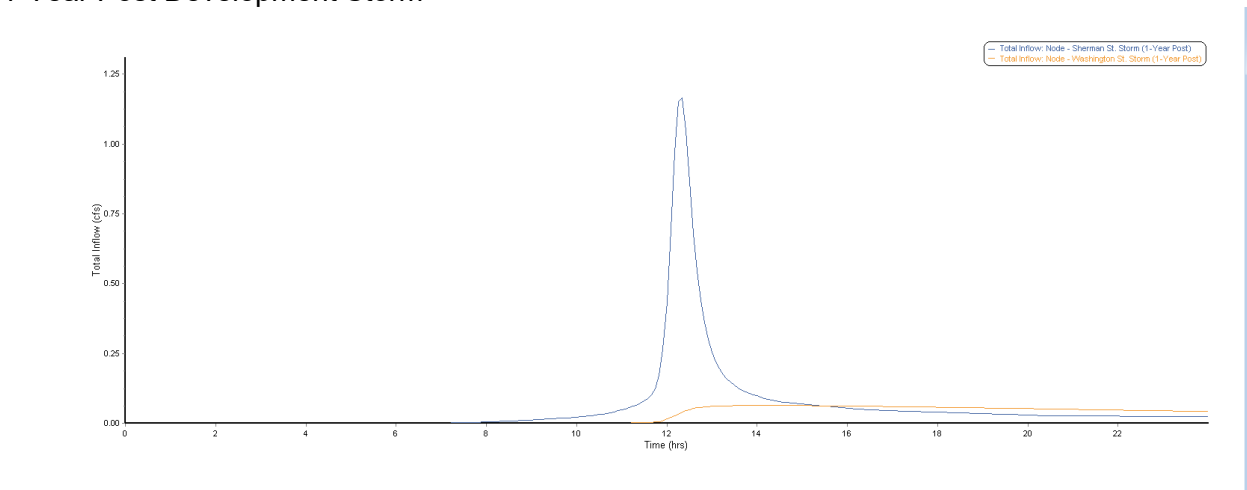
Runoff Summary Table

Time period
From: 07/01/2020, 12:00:00 AM
To: 07/02/2020, 12:00:00 AM
Thresholds
Exceedance: 0
Deficit: 0
Detention storage
Max flow: 0

Element ID	Existing Project Catchment Area	Existing Project Catchment Area	Existing Project Catchment Area
Maximum Runoff (cfs)	1.87	3.87	7.14
Minimum Runoff (cfs)	0.00	0.00	0.00
Event Mean Runoff (cfs)	0.10	0.20	0.38
Duration of Exceedances (hrs)	N/A	N/A	N/A
Duration of Deficits (hrs)	N/A	N/A	N/A
Number of Exceedances	N/A	N/A	N/A
Number of Deficits	N/A	N/A	N/A
Volume of Exceedance (ft³)	N/A	N/A	N/A
Volume of Deficit (ft³)	N/A	N/A	N/A
Total Runoff (ft³)	8278.87	17346.58	32809.08
Detention Storage (ft³)	N/A	N/A	N/A

Post Development Hydrographs:

1-Year Post Development Storm

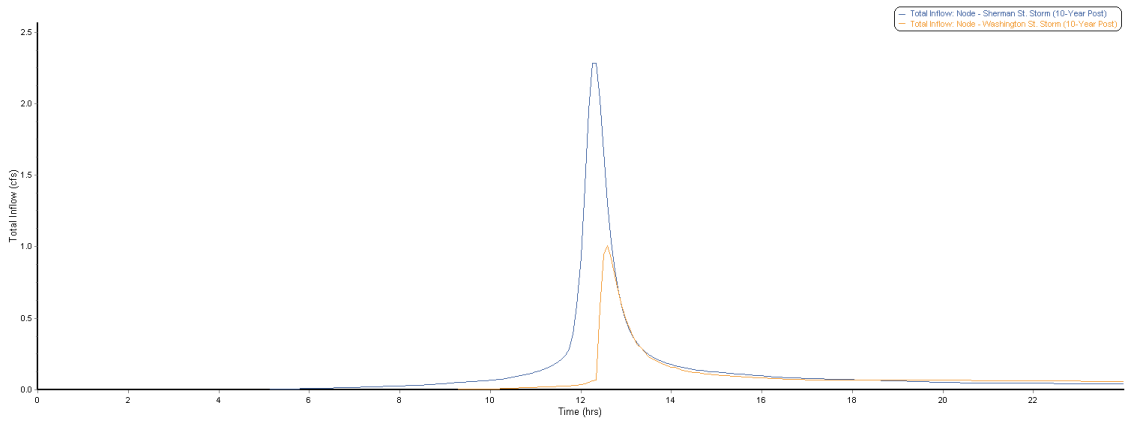


Total Inflow Summary Table

Time period
From: 07/01/2020, 12:00:00 AM
To: 07/02/2020, 12:00:00 AM
Thresholds
Exceedance: 0
Deficit: 0
Detention storage
Max flow: 0

Element ID	Sherman St. Storm	Washington St. Storm
Maximum Total Inflow (cfs)	1.17	0.06
Minimum Total Inflow (cfs)	0.00	0.00
Event Mean Total Inflow (cfs)	0.06	0.03
Duration of Exceedances (hrs)	N/A	N/A
Duration of Deficits (hrs)	N/A	N/A
Number of Exceedances	N/A	N/A
Number of Deficits	N/A	N/A
Volume of Exceedance (ft³)	N/A	N/A
Volume of Deficit (ft³)	N/A	N/A
Total Inflow Volume (ft³)	5182.99	2361.7
Detention Storage (ft³)	N/A	N/A

10-Year Post Development Storm

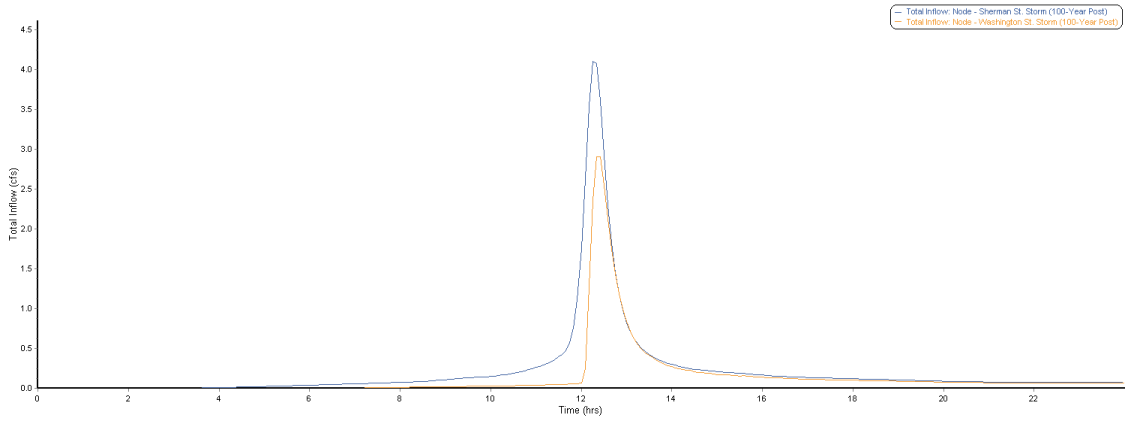


Total Inflow Summary Table

Time period
From: 07/01/2020, 12:00:00 AM
To: 07/02/2020, 12:00:00 AM
Thresholds
Exceedance: 0
Deficit: 0
Detention storage
Max flow: 0

Element ID	Sherman St. Storm	Washington St. Storm
Maximum Total Inflow (cfs)	2.29	1.01
Minimum Total Inflow (cfs)	0.00	0.00
Event Mean Total Inflow (cfs)	0.12	0.07
Duration of Exceedances (hrs)	N/A	N/A
Duration of Deficits (hrs)	N/A	N/A
Number of Exceedances	N/A	N/A
Number of Deficits	N/A	N/A
Volume of Exceedance (ft³)	N/A	N/A
Volume of Deficit (ft³)	N/A	N/A
Total Inflow Volume (ft³)	10365.79	5601.01
Detention Storage (ft³)	N/A	N/A

100-Year Post Development Storm



Total Inflow Summary Table

Time period
From: 07/01/2020, 12:00:00 AM
To: 07/02/2020, 12:00:00 AM
Thresholds
Exceedance: 0
Deficit: 0
Detention storage
Max flow: 0

Element ID	Sherman St. Storm	Washington St. Storm
Maximum Total Inflow (cfs)	4.10	2.91
Minimum Total Inflow (cfs)	0.00	0.00
Event Mean Total Inflow (cfs)	0.22	0.14
Duration of Exceedances (hrs)	N/A	N/A
Duration of Deficits (hrs)	N/A	N/A
Number of Exceedances	N/A	N/A
Number of Deficits	N/A	N/A
Volume of Exceedance (ft³)	N/A	N/A
Volume of Deficit (ft³)	N/A	N/A
Total Inflow Volume (ft³)	19039.38	11979.79
Detention Storage (ft³)	N/A	N/A

3.6 Traffic Impacts

A traffic study has not been conducted for this proposed mixed use building. However, trip generation figures were computed based on the proposed uses using the ITE Trip Generation module. For the professional dental office use the calculated daily trips was

predicted at approximately 116 with a PM peak of 11, please see a screenshot of the trip generation spreadsheet below.
Predicted Trips – Dental Office

Instructions:
Enter Numbers into the "Expected Units" in the Corresponding Yellow Column

Generation Report
ould be fueled simultaneously

Description / ITE Code	Units IndependentVariable	Expected Units (independent variable)	Calculated Daily Trips	PM Peak Trips - Total	PM In	PM Out	Notes
Medical Dental Office 720	KSF²	3.2	116	11	3	8	
Medical Dental Office 720	Employees		0	0	NA	NA	

An Apparel Store was chosen as the closest approximation of the Retail Space proposed, this usage predicted approximately 146 daily trips with a PM Peak of 8 trips. A screenshot of this predicted traffic pattern has been provided below.

Predicted Trips – Retail/Apparel Store

Instructions:
Enter Numbers into the "Expected Units" in the Corresponding Yellow Column

Generation Report
ould be fueled simultaneously

Description / ITE Code	Units IndependentVariable	Expected Units (independent variable)	Calculated Daily Trips	PM Peak Trips - Total	PM In	PM Out	Notes
Apparel Store 876	KSF²	2.2	146	8	4	4	

3.7 Lighting Summary

Site lighting for this proposed development will be provided by LED fixtures mounted on metallic poles. These lights will face inward on the site and utilize shielding to provide the required lighting intensities. There will be a maximum of 0.5 foot candle at all property lines in conformance with City guidelines.

SECTION 4.0
PROJECT IMPLEMENTATION

4.1 Implementation Schedule

The following schedule denotes suggested key dates for implementation of various project actions. This time frame is based upon estimated dates for final planning, design, regulatory review, and construction, and as such, is subject to modification.

Implementation Schedule

Activity	Date
Submit Site Plan Application to City Planning Board	July 2020
Begin Parcel Assembly Process with Jefferson County	August 2020
Receive Site Plan Approval with City Planning Board	August 2020
Receive City Council Approval	September 2020
Complete Parcel Assembly Process	September 2020
Compete and Receive Necessary Permits with City Codes	September 2020
Begin Construction	October 2020
Open New Building	June 2021

4.2 Conclusion

The project site currently consists of three residential lots along Washington adjacent to the North Country Neurology Building, 1348, 1352 and 1356 Washington Street. The residence has been removed from 1348 Washington Street, which has also been leveled and filled subsequent to the building removal. 1352 and 1356 Washington Street currently have residential buildings on them, including driveways, garages, sidewalks and lawns.

The proposed project is a 11,586 sq. ft. +/- mixed use, 2-story building. The first floor will feature a professional dental office and business retail space at 5,793 sq. ft. total. The second story will also be approximately 5,793 sq. ft. and will be used for storage. The development will also include a 28-space parking lot and drive. Stormwater management practices include rain gardens, subsurface chamber storage systems, catch basins and storm piping. In addition to the features described in section 1.1, this project will include a shared sidewalk connection with the North Country Neurology Building and maintained shared driveway access with 1358 Washington Street.

APPENDIX A
SITE PLANS

ATTACHED

APPENDIX B
NRCS SOILS INFORMATION

Soil Map—Jefferson County, New York
(Sundus and Sarah LLC - Mixed Use Building)

Map Scale: 1:949 if printed on A portrait (8.5" x 11") sheet.

N

Meters: 0 10 20 40 60

Feet: 0 45 90 180 270

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 18N WGS84

MAP LEGEND

Area of Interest (AOI)

- Area of Interest (AOI)

Soils

- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points

Special Point Features

- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot
- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features

Water Features

- Streams and Canals

Transportation

- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

Background

- Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Jefferson County, New York
Survey Area Data: Version 20, Jun 11, 2020

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Nov 3, 2013—Sep 27, 2016

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
NoA	Niagara silt loam, 0 to 3 percent slopes	3.9	100.0%
Totals for Area of Interest		**3.9**	**100.0%**

Map Unit Description

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions in this report, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named, soils that are similar to the named components, and some minor components that differ in use and management from the major soils.

Most of the soils similar to the major components have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Some minor components, however, have properties and behavior characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. All the soils of a series have major horizons that are similar in composition, thickness, and arrangement. Soils of a given series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

Additional information about the map units described in this report is available in other soil reports, which give properties of the soils and the limitations, capabilities, and potentials for many uses. Also, the narratives that accompany the soil reports define some of the properties included in the map unit descriptions.

Report—Map Unit Description

Jefferson County, New York

NoA—Niagara silt loam, 0 to 3 percent slopes

Map Unit Setting

National map unit symbol: 9sqx
Elevation: 250 to 930 feet

Mean annual precipitation: 33 to 50 inches
Mean annual air temperature: 45 to 46 degrees F
Frost-free period: 110 to 170 days
Farmland classification: Prime farmland if drained

Map Unit Composition

Niagara and similar soils: 85 percent
Minor components: 15 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Niagara

Setting

Landform: Lake plains
Landform position (two-dimensional): Footslope
Landform position (three-dimensional): Tread
Down-slope shape: Concave
Across-slope shape: Linear
Parent material: Silty and clayey glaciolacustrine deposits

Typical profile

H1 - 0 to 13 inches: silt loam
H2 - 13 to 35 inches: silt loam
H3 - 35 to 75 inches: silt loam

Properties and qualities

Slope: 0 to 3 percent
Depth to restrictive feature: More than 80 inches
Natural drainage class: Somewhat poorly drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high (0.20 to 0.57 in/hr)
Depth to water table: About 6 to 18 inches
Frequency of flooding: None
Frequency of ponding: None
Calcium carbonate, maximum in profile: 15 percent
Available water storage in profile: High (about 10.5 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 3w
Hydrologic Soil Group: C/D
Hydric soil rating: No

Minor Components

Guffin

Percent of map unit: 5 percent
Landform: Depressions
Hydric soil rating: Yes

Collamer

Percent of map unit: 5 percent
Hydric soil rating: No

Canandaigua

Percent of map unit: 5 percent
Landform: Depressions
Hydric soil rating: Yes

Data Source Information

Soil Survey Area: Jefferson County, New York
Survey Area Data: Version 20, Jun 11, 2020

APPENDIX C
HYDROLOGIC AND HYDRAULIC CALCULATIONS

1-Year Pre Development Storm

```
Autodesk® Storm and Sanitary Analysis 2016 - Version 13.0.94 (Build 0)
----------------------------------------------------------------------------------------

*******************
Project Description
*******************
File Name ................. Predevelopment.SPF


****************
Analysis Options
****************
Flow Units ................ cfs
Subbasin Hydrograph Method. SCS TR-20
Time of Concentration...... SCS TR-55
Storage Node Exfiltration.. Constant rate, wetted area
Starting Date ............. JUL-01-2020 00:00:00
Ending Date ............... JUL-02-2020 00:00:00
Report Time Step .......... 00:05:00


*************
Element Count
*************
Number of rain gages ...... 1
Number of subbasins ....... 1
Number of nodes ........... 1
Number of links ........... 0


****************
Subbasin Summary
****************
Subbasin                 Total
                          Area
ID                       acres
-----------------------------
Existing Project Catchment Area           2.00


************
Node Summary
************
Node                 Element             Invert   Maximum    Ponded    External
ID                   Type             Elevation     Elev.      Area      Inflow
                                             ft        ft       ft²
-----------------------------------------------------------------------------
Sherman St. Storm   OUTFALL             465.00    465.00      0.00


**************************        Volume         Depth
Runoff Quantity Continuity       acre-ft        inches
**************************     ---------       -------
Total Precipitation ......         0.354         2.126
Surface Runoff ...........         0.019         0.114
Continuity Error (%) .....        -0.002


**************************        Volume        Volume
Flow Routing Continuity          acre-ft      Mgallons
**************************     ---------     ---------
External Inflow ..........         0.000         0.000
External Outflow .........         0.190         0.062
Initial Stored Volume ....         0.000         0.000
Final Stored Volume ......         0.000         0.000
Continuity Error (%) .....         0.000
```

```
*****************************************
Composite Curve Number Computations Report
*****************************************

-------------------------------------------
Subbasin Existing Project Catchment Area
-------------------------------------------
                                                          Area          Soil
Soil/Surface Description                                (acres)        Group          CN
-----------------------------------------------------------------------------------------
1/8 acre lots, 65% impervious                              1.44            C       90.00
North Country Neurology Roof                               0.09            C       98.00
North Country Neurology Parking                            0.19            C       98.00
50 - 75% grass cover, Fair                                 0.28            C       79.00
Composite Area & Weighted CN                               2.00                    89.61


**************************************************
SCS TR-55 Time of Concentration Computations Report
**************************************************

Sheet Flow Equation
-------------------

        Tc = (0.007 * ((n * Lf)^0.8)) / ((P^0.5) * (Sf^0.4))

        Where:

        Tc = Time of Concentration (hrs)
        n  = Manning's Roughness
        Lf = Flow Length (ft)
        P  = 2 yr, 24 hr Rainfall (inches)
        Sf = Slope (ft/ft)

Shallow Concentrated Flow Equation
----------------------------------

        V  = 16.1345 * (Sf^0.5) (unpaved surface)
        V  = 20.3282 * (Sf^0.5) (paved surface)
        V  = 15.0 * (Sf^0.5) (grassed waterway surface)
        V  = 10.0 * (Sf^0.5) (nearly bare & untilled surface)
        V  = 9.0 * (Sf^0.5) (cultivated straight rows surface)
        V  = 7.0 * (Sf^0.5) (short grass pasture surface)
        V  = 5.0 * (Sf^0.5) (woodland surface)
        V  = 2.5 * (Sf^0.5) (forest w/heavy litter surface)
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)

Channel Flow Equation
---------------------

        V  = (1.49 * (R^(2/3)) * (Sf^0.5)) / n
        R  = Aq / Wp
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
```

```
        R  = Hydraulic Radius (ft)
        Aq = Flow Area (ft²)
        Wp = Wetted Perimeter (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)
        n  = Manning's Roughness

-----------------------------------------
Subbasin Existing Project Catchment Area
-----------------------------------------

        User-Defined TOC override (minutes):     33.86

***********************
Subbasin Runoff Summary
***********************

-------------------------------------------------------------------------
Subbasin              Total     Total      Peak  Weighted           Time of
ID                   Precip    Runoff    Runoff     Curve     Concentration
                        in        in       cfs    Number    days  hh:mm:ss
-------------------------------------------------------------------------
Existing Project Catchment Area      2.10      1.15      1.89    89.610       0  00:33:51
-------------------------------------------------------------------------


Analysis began on:  Mon Jul 20 15:10:07 2020
Analysis ended on:  Mon Jul 20 15:10:09 2020
Total elapsed time: 00:00:02
```

1-Year Post Development Storm

```
Autodesk® Storm and Sanitary Analysis 2016 - Version 13.0.94 (Build 0)
----------------------------------------------------------------------------------------

*******************
Project Description
*******************
File Name ................. Post Development.SPF


****************
Analysis Options
****************
Flow Units ................ cfs
Subbasin Hydrograph Method. SCS TR-20
Time of Concentration...... SCS TR-55
Link Routing Method ....... Hydrodynamic
Storage Node Exfiltration.. Constant rate, wetted area
Starting Date ............. JUL-01-2020 00:00:00
Ending Date ............... JUL-02-2020 00:00:00
Report Time Step .......... 00:05:00


*************
Element Count
*************
Number of rain gages ...... 1
Number of subbasins ....... 2
Number of nodes ........... 4
Number of links ........... 3


****************
Subbasin Summary
****************
Subbasin                 Total
                          Area
ID                       acres
-----------------------------
New Building Catchment Area           0.90
Remaining Catchment To Sherman           1.10


************
Node Summary
************
Node                Element             Invert   Maximum    Ponded    External
ID                  Type             Elevation     Elev.      Area      Inflow
                                            ft        ft       ft²
-------------------------------------------------------------------------------
Outlet Control StructureJUNCTION            467.00    474.00      0.00
Sherman St. Storm   OUTFALL             465.00    465.00      0.00
Washington St. StormOUTFALL             466.97    468.97      0.00
Pipe Storage        STORAGE             467.00    470.00      0.00


************
Link Summary
************
Link            From Node       To Node         Element         Length     Slope   Manning's
ID                                              Type                ft         %   Roughness
-----------------------------------------------------------------------------------------
Link-01         Outlet Control StructureWashington St. StormCONDUIT           21.3    0.1409
0.0130
HighFlow        Pipe Storage    Outlet Control StructureORIFICE
LowFlowOrifice  Pipe Storage    Outlet Control StructureORIFICE
```

```
  *********************
  Cross Section Summary
  *********************
  Link             Shape            Depth/        Width        No. of        Cross    Full Flow
Design
  ID                              Diameter                   Barrels    Sectional    Hydraulic
Flow
                                                                              Area       Radius
Capacity
                                       ft           ft                        ft²           ft
cfs

-------------------------------------------------------------------------------------------------
---------
  Link-01          CIRCULAR           2.00         2.00             1         3.14         0.50
8.49


  **************************        Volume         Depth
  Runoff Quantity Continuity       acre-ft        inches
  **************************     ---------       -------
  Total Precipitation ......         0.355         2.126
  Surface Runoff ...........         0.019         0.116
  Continuity Error (%) .....        -0.002


  **************************        Volume        Volume
  Flow Routing Continuity          acre-ft      Mgallons
  **************************     ---------     ---------
  External Inflow ..........         0.000         0.000
  External Outflow .........         0.173         0.056
  Initial Stored Volume ....         0.000         0.000
  Final Stored Volume ......         0.021         0.007
  Continuity Error (%) .....         0.000


  ****************************************
  Composite Curve Number Computations Report
  ****************************************

  --------------------------------------
  Subbasin New Building Catchment Area
  --------------------------------------
                                                        Area           Soil
  Soil/Surface Description                            (acres)         Group          CN
  ---------------------------------------------------------------------------------------
  1/8 acre lots, 65% impervious                         0.18             C       90.00
  North Country Neurology Roof                          0.04             C       98.00
  North Country Neurology Parking                       0.01             C       98.00
  New Building                                          0.13             C       98.00
  New Parking                                           0.29             C       98.00
  > 75% grass cover, Good                               0.20             C       74.00
  Rain Garden                                           0.07             A       45.00
  Composite Area & Weighted CN                          0.91                     87.36

  ----------------------------------------
  Subbasin Remaining Catchment To Sherman
  ----------------------------------------
                                                        Area           Soil
  Soil/Surface Description                            (acres)         Group          CN
  ---------------------------------------------------------------------------------------
  1/8 acre lots, 65% impervious                         0.86             C       90.00
  North Country Neurology Parking                       0.19             C       98.00
  North Country Neurology Roof                          0.06             C       98.00
  Composite Area & Weighted CN                          1.10                     91.76
```

```
**************************************************
SCS TR-55 Time of Concentration Computations Report
**************************************************

Sheet Flow Equation
-------------------

        Tc = (0.007 * ((n * Lf)^0.8)) / ((P^0.5) * (Sf^0.4))

        Where:

        Tc = Time of Concentration (hrs)
        n  = Manning's Roughness
        Lf = Flow Length (ft)
        P  = 2 yr, 24 hr Rainfall (inches)
        Sf = Slope (ft/ft)

Shallow Concentrated Flow Equation
----------------------------------

        V  = 16.1345 * (Sf^0.5) (unpaved surface)
        V  = 20.3282 * (Sf^0.5) (paved surface)
        V  = 15.0 * (Sf^0.5) (grassed waterway surface)
        V  = 10.0 * (Sf^0.5) (nearly bare & untilled surface)
        V  = 9.0 * (Sf^0.5) (cultivated straight rows surface)
        V  = 7.0 * (Sf^0.5) (short grass pasture surface)
        V  = 5.0 * (Sf^0.5) (woodland surface)
        V  = 2.5 * (Sf^0.5) (forest w/heavy litter surface)
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)

Channel Flow Equation
---------------------

        V  = (1.49 * (R^(2/3)) * (Sf^0.5)) / n
        R  = Aq / Wp
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
        R  = Hydraulic Radius (ft)
        Aq = Flow Area (ft²)
        Wp = Wetted Perimeter (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)
        n  = Manning's Roughness

---------------------------------------
Subbasin New Building Catchment Area
---------------------------------------

        User-Defined TOC override (minutes):     33.86

-----------------------------------------
Subbasin Remaining Catchment To Sherman
-----------------------------------------

Sheet Flow Computations
```

```
  ----------------------
                                                Subarea A           Subarea B           Subarea
C
          Manning's Roughness:                       0.40                0.00
0.00
          Flow Length (ft):                        150.00                0.00
0.00
          Slope (%):                                 2.00                0.00
0.00
          2 yr, 24 hr Rainfall (in):                 2.50                2.50
2.50
          Velocity (ft/sec):                         0.07                0.00
0.00
          Computed Flow Time (minutes):             33.60                0.00
0.00

  Shallow Concentrated Flow Computations
  --------------------------------------
                                                Subarea A           Subarea B           Subarea
C
          Flow Length (ft):                         35.00                0.00
0.00
          Slope (%):                                 4.00                0.00
0.00
          Surface Type:                           Unpaved             Unpaved
Unpaved
          Velocity (ft/sec):                         3.23                0.00
0.00
          Computed Flow Time (minutes):              0.18                0.00
0.00

==============================================================================================
          Total TOC (minutes):                      33.78

==============================================================================================


  ***********************
  Subbasin Runoff Summary
  ***********************

  ---------------------------------------------------------------------------
  Subbasin             Total     Total      Peak  Weighted           Time of
  ID                  Precip    Runoff    Runoff     Curve     Concentration
                          in        in       cfs    Number    days  hh:mm:ss
  ---------------------------------------------------------------------------
  New Building Catchment Area      2.10      1.01      0.74    87.360       0  00:33:51
  Remaining Catchment To Sherman      2.10      1.31      1.18    91.760       0  00:33:46
  ---------------------------------------------------------------------------


  ******************
  Node Depth Summary
  ******************

  ------------------------------------------------------------------------------------------
  Node            Average   Maximum   Maximum   Time of Max     Total     Total   Retention
  ID                Depth     Depth       HGL    Occurrence   Flooded      Time        Time
                 Attained  Attained  Attained                  Volume   Flooded
                       ft        ft        ft   days  hh:mm   acre-in   minutes    hh:mm:ss
  ------------------------------------------------------------------------------------------
  Outlet Control Structure   0.06      0.13    467.13      0  14:09         0         0
0:00:00
  Sherman St. Storm   0.00      0.00    465.00      0  00:00         0         0     0:00:00
  Washington St. Storm   0.06      0.12    467.09      0  14:09         0         0     0:00:00
  Pipe Storage       0.48      1.24    468.24      0  14:09         0         0     0:00:00
```

****
Node Flow Summary
****

Node ID	Element Type	Maximum Lateral Inflow cfs	Peak Inflow cfs	Time of Peak Inflow days hh:mm	Maximum Flooding Overflow cfs	Time of Peak Flooding Occurrence days hh:mm
Outlet Control Structure	JUNCTION	0.00	0.06	0 14:09	0.00	
Sherman St. Storm	OUTFALL	1.17	1.17	0 12:20	0.00	
Washington St. Storm	OUTFALL	0.00	0.06	0 14:09	0.00	
Pipe Storage	STORAGE	0.73	0.73	0 12:20	0.00	

****
Storage Node Summary
****

Storage Node ID	Maximum Ponded Volume 1000 ft³	Maximum Ponded Volume (%)	Time of Max Ponded Volume days hh:mm	Average Ponded Volume 1000 ft³	Average Ponded Volume (%)	Maximum Storage Node Outflow cfs	Maximum Exfiltration Rate cfm	Time of Max. Exfiltration Rate hh:mm:ss	Total Exfiltrated Volume 1000 ft³
Pipe Storage	1.814	51	0 14:09	0.708	20	0.06	0.00	0:00:00	0.000

****
Outfall Loading Summary
****

Outfall Node ID	Flow Frequency (%)	Average Flow cfs	Peak Inflow cfs
Sherman St. Storm	70.50	0.09	1.17
Washington St. Storm	53.90	0.05	0.06
System	62.20	0.14	1.21

****
Link Flow Summary
****

Link ID	Element Type	Time of Peak Flow Occurrence	Maximum Velocity Attained	Length Factor	Peak Flow during Analysis	Design Flow Capacity	Ratio of Maximum /Design Flow	Ratio of Total Reported Maximum Flow	Time Surcharged

```
                                  days hh:mm    ft/sec                 cfs         cfs      Flow
Depth     minutes

-----------------------------------------------------------------------------------------------
-------------------------------
  Link-01              CONDUIT      0  14:09      0.76    1.00        0.06        8.49      0.01
0.06           0  Calculated
  HighFlow             ORIFICE      0  00:00                          0.00
0.00
  LowFlowOrifice       ORIFICE      0  14:09                          0.06
1.00


  *********************************
  Highest Flow Instability Indexes
  *********************************
  All links are stable.



  Analysis began on:  Mon Jul 20 15:23:01 2020
  Analysis ended on:  Mon Jul 20 15:23:02 2020
  Total elapsed time: 00:00:01
```

10-Year Pre Development Storm

Autodesk® Storm and Sanitary Analysis 2016 - Version 13.0.94 (Build 0)

```
*******************
Project Description
*******************
File Name ................. Predevelopment.SPF


****************
Analysis Options
****************
Flow Units ................ cfs
Subbasin Hydrograph Method. SCS TR-20
Time of Concentration...... SCS TR-55
Storage Node Exfiltration.. Constant rate, wetted area
Starting Date ............. JUL-01-2020 00:00:00
Ending Date ............... JUL-02-2020 00:00:00
Report Time Step .......... 00:05:00


*************
Element Count
*************
Number of rain gages ...... 1
Number of subbasins ....... 1
Number of nodes ........... 1
Number of links ........... 0


****************
Subbasin Summary
****************
Subbasin                 Total
                          Area
ID                       acres
-----------------------------
Existing Project Catchment Area           2.00


************
Node Summary
************
Node                 Element             Invert   Maximum    Ponded    External
ID                   Type             Elevation     Elev.      Area      Inflow
                                             ft        ft       ft²
-----------------------------------------------------------------------------
Sherman St. Storm   OUTFALL             465.00    465.00      0.00


**************************        Volume         Depth
Runoff Quantity Continuity       acre-ft        inches
**************************     ---------       -------
Total Precipitation ......         0.590         3.543
Surface Runoff ...........         0.040         0.239
Continuity Error (%) .....        -0.003


**************************        Volume        Volume
Flow Routing Continuity          acre-ft      Mgallons
**************************     ---------     ---------
External Inflow ..........         0.000         0.000
External Outflow .........         0.398         0.130
Initial Stored Volume ....         0.000         0.000
Final Stored Volume ......         0.000         0.000
Continuity Error (%) .....         0.000
```

```
*****************************************
Composite Curve Number Computations Report
*****************************************

-------------------------------------------
Subbasin Existing Project Catchment Area
-------------------------------------------
                                                          Area          Soil
Soil/Surface Description                                (acres)        Group          CN
-----------------------------------------------------------------------------------------
1/8 acre lots, 65% impervious                              1.44            C       90.00
North Country Neurology Roof                               0.09            C       98.00
North Country Neurology Parking                            0.19            C       98.00
50 - 75% grass cover, Fair                                 0.28            C       79.00
Composite Area & Weighted CN                               2.00                    89.61


**************************************************
SCS TR-55 Time of Concentration Computations Report
**************************************************

Sheet Flow Equation
-------------------

        Tc = (0.007 * ((n * Lf)^0.8)) / ((P^0.5) * (Sf^0.4))

        Where:

        Tc = Time of Concentration (hrs)
        n  = Manning's Roughness
        Lf = Flow Length (ft)
        P  = 2 yr, 24 hr Rainfall (inches)
        Sf = Slope (ft/ft)

Shallow Concentrated Flow Equation
----------------------------------

        V  = 16.1345 * (Sf^0.5) (unpaved surface)
        V  = 20.3282 * (Sf^0.5) (paved surface)
        V  = 15.0 * (Sf^0.5) (grassed waterway surface)
        V  = 10.0 * (Sf^0.5) (nearly bare & untilled surface)
        V  = 9.0 * (Sf^0.5) (cultivated straight rows surface)
        V  = 7.0 * (Sf^0.5) (short grass pasture surface)
        V  = 5.0 * (Sf^0.5) (woodland surface)
        V  = 2.5 * (Sf^0.5) (forest w/heavy litter surface)
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)

Channel Flow Equation
---------------------

        V  = (1.49 * (R^(2/3)) * (Sf^0.5)) / n
        R  = Aq / Wp
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
```

```
        R  = Hydraulic Radius (ft)
        Aq = Flow Area (ft²)
        Wp = Wetted Perimeter (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)
        n  = Manning's Roughness

-----------------------------------------
Subbasin Existing Project Catchment Area
-----------------------------------------

        User-Defined TOC override (minutes):     33.86

***********************
Subbasin Runoff Summary
***********************

-------------------------------------------------------------------------
Subbasin              Total     Total      Peak  Weighted           Time of
ID                   Precip    Runoff    Runoff     Curve     Concentration
                        in        in       cfs    Number    days  hh:mm:ss
-------------------------------------------------------------------------
Existing Project Catchment Area      3.50      2.41      3.93    89.610       0  00:33:51
-------------------------------------------------------------------------


Analysis began on:  Mon Jul 20 15:18:52 2020
Analysis ended on:  Mon Jul 20 15:18:54 2020
Total elapsed time: 00:00:02
```

10-Year Post Development Storm

```
Autodesk® Storm and Sanitary Analysis 2016 - Version 13.0.94 (Build 0)
----------------------------------------------------------------------------------------

*******************
Project Description
*******************
File Name ................. Post Development.SPF


****************
Analysis Options
****************
Flow Units ................ cfs
Subbasin Hydrograph Method. SCS TR-20
Time of Concentration...... SCS TR-55
Link Routing Method ....... Hydrodynamic
Storage Node Exfiltration.. Constant rate, wetted area
Starting Date ............. JUL-01-2020 00:00:00
Ending Date ............... JUL-02-2020 00:00:00
Report Time Step .......... 00:05:00


*************
Element Count
*************
Number of rain gages ...... 1
Number of subbasins ....... 2
Number of nodes ........... 4
Number of links ........... 3


****************
Subbasin Summary
****************
Subbasin                 Total
                          Area
ID                       acres
-----------------------------
New Building Catchment Area           0.90
Remaining Catchment To Sherman           1.10


************
Node Summary
************
Node                Element             Invert   Maximum    Ponded    External
ID                  Type             Elevation     Elev.      Area      Inflow
                                            ft        ft       ft²
-------------------------------------------------------------------------------
Outlet Control StructureJUNCTION            467.00    474.00      0.00
Sherman St. Storm   OUTFALL             465.00    465.00      0.00
Washington St. StormOUTFALL             466.97    468.97      0.00
Pipe Storage        STORAGE             467.00    470.00      0.00


************
Link Summary
************
Link            From Node       To Node         Element         Length     Slope   Manning's
ID                                              Type                ft         %   Roughness
-----------------------------------------------------------------------------------------
Link-01         Outlet Control StructureWashington St. StormCONDUIT           21.3    0.1409
0.0130
HighFlow        Pipe Storage    Outlet Control StructureORIFICE
LowFlowOrifice  Pipe Storage    Outlet Control StructureORIFICE
```

```
  *********************
  Cross Section Summary
  *********************
  Link             Shape            Depth/        Width        No. of        Cross    Full Flow
Design
  ID                              Diameter                   Barrels    Sectional    Hydraulic
Flow
                                                                             Area       Radius
Capacity
                                       ft           ft                        ft²           ft
cfs

-------------------------------------------------------------------------------------------------
---------
  Link-01          CIRCULAR           2.00         2.00             1         3.14         0.50
8.49


  **************************        Volume         Depth
  Runoff Quantity Continuity       acre-ft        inches
  **************************     ---------       -------
  Total Precipitation ......         0.591         3.543
  Surface Runoff ...........         0.040         0.242
  Continuity Error (%) .....        -0.004


  **************************        Volume        Volume
  Flow Routing Continuity          acre-ft      Mgallons
  **************************     ---------     ---------
  External Inflow ..........         0.000         0.000
  External Outflow .........         0.367         0.120
  Initial Stored Volume ....         0.000         0.000
  Final Stored Volume ......         0.036         0.012
  Continuity Error (%) .....         0.000


  ****************************************
  Composite Curve Number Computations Report
  ****************************************

  ---------------------------------------
  Subbasin New Building Catchment Area
  ---------------------------------------
                                                        Area           Soil
  Soil/Surface Description                            (acres)         Group          CN
  -----------------------------------------------------------------------------------------
  1/8 acre lots, 65% impervious                         0.18             C       90.00
  North Country Neurology Roof                          0.04             C       98.00
  North Country Neurology Parking                       0.01             C       98.00
  New Building                                          0.13             C       98.00
  New Parking                                           0.29             C       98.00
  > 75% grass cover, Good                               0.20             C       74.00
  Rain Garden                                           0.07             A       45.00
  Composite Area & Weighted CN                          0.91                     87.36

  ----------------------------------------
  Subbasin Remaining Catchment To Sherman
  ----------------------------------------
                                                        Area           Soil
  Soil/Surface Description                            (acres)         Group          CN
  -----------------------------------------------------------------------------------------
  1/8 acre lots, 65% impervious                         0.86             C       90.00
  North Country Neurology Parking                       0.19             C       98.00
  North Country Neurology Roof                          0.06             C       98.00
  Composite Area & Weighted CN                          1.10                     91.76
```

```
**************************************************
SCS TR-55 Time of Concentration Computations Report
**************************************************

Sheet Flow Equation
-------------------

        Tc = (0.007 * ((n * Lf)^0.8)) / ((P^0.5) * (Sf^0.4))

        Where:

        Tc = Time of Concentration (hrs)
        n  = Manning's Roughness
        Lf = Flow Length (ft)
        P  = 2 yr, 24 hr Rainfall (inches)
        Sf = Slope (ft/ft)

Shallow Concentrated Flow Equation
----------------------------------

        V  = 16.1345 * (Sf^0.5) (unpaved surface)
        V  = 20.3282 * (Sf^0.5) (paved surface)
        V  = 15.0 * (Sf^0.5) (grassed waterway surface)
        V  = 10.0 * (Sf^0.5) (nearly bare & untilled surface)
        V  = 9.0 * (Sf^0.5) (cultivated straight rows surface)
        V  = 7.0 * (Sf^0.5) (short grass pasture surface)
        V  = 5.0 * (Sf^0.5) (woodland surface)
        V  = 2.5 * (Sf^0.5) (forest w/heavy litter surface)
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)

Channel Flow Equation
---------------------

        V  = (1.49 * (R^(2/3)) * (Sf^0.5)) / n
        R  = Aq / Wp
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
        R  = Hydraulic Radius (ft)
        Aq = Flow Area (ft²)
        Wp = Wetted Perimeter (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)
        n  = Manning's Roughness

---------------------------------------
Subbasin New Building Catchment Area
---------------------------------------

        User-Defined TOC override (minutes):     33.86

-----------------------------------------
Subbasin Remaining Catchment To Sherman
-----------------------------------------

Sheet Flow Computations
```

```
  ----------------------
                                                Subarea A           Subarea B           Subarea
C
          Manning's Roughness:                       0.40                0.00
0.00
          Flow Length (ft):                        150.00                0.00
0.00
          Slope (%):                                 2.00                0.00
0.00
          2 yr, 24 hr Rainfall (in):                 2.50                2.50
2.50
          Velocity (ft/sec):                         0.07                0.00
0.00
          Computed Flow Time (minutes):             33.60                0.00
0.00

  Shallow Concentrated Flow Computations
  --------------------------------------
                                                Subarea A           Subarea B           Subarea
C
          Flow Length (ft):                         35.00                0.00
0.00
          Slope (%):                                 4.00                0.00
0.00
          Surface Type:                           Unpaved             Unpaved
Unpaved
          Velocity (ft/sec):                         3.23                0.00
0.00
          Computed Flow Time (minutes):              0.18                0.00
0.00

==============================================================================================
          Total TOC (minutes):                      33.78

==============================================================================================


  ***********************
  Subbasin Runoff Summary
  ***********************

  ---------------------------------------------------------------------------
  Subbasin             Total     Total      Peak  Weighted           Time of
  ID                  Precip    Runoff    Runoff     Curve     Concentration
                          in        in       cfs    Number    days  hh:mm:ss
  ---------------------------------------------------------------------------
  New Building Catchment Area      3.50      2.21      1.64    87.360       0  00:33:51
  Remaining Catchment To Sherman      3.50      2.61      2.33    91.760       0  00:33:46
  ---------------------------------------------------------------------------


  ******************
  Node Depth Summary
  ******************

  ------------------------------------------------------------------------------------------
  Node            Average   Maximum   Maximum   Time of Max     Total     Total   Retention
  ID                Depth     Depth       HGL    Occurrence   Flooded      Time        Time
                 Attained  Attained  Attained                  Volume   Flooded
                       ft        ft        ft   days  hh:mm   acre-in   minutes    hh:mm:ss
  ------------------------------------------------------------------------------------------
  Outlet Control Structure   0.15      0.52    467.52      0  12:33         0         0
0:00:00
  Sherman St. Storm   0.00      0.00    465.00      0  00:00         0         0     0:00:00
  Washington St. Storm   0.14      0.47    467.44      0  12:33         0         0     0:00:00
  Pipe Storage       0.93      1.99    468.99      0  12:33         0         0     0:00:00
```

****
Node Flow Summary
****

Node ID	Element Type	Maximum Lateral Inflow cfs	Peak Inflow cfs	Time of Peak Inflow Occurrence days	hh:mm	Maximum Flooding Overflow cfs	Time of Peak Flooding Occurrence days	hh:mm
Outlet Control Structure	JUNCTION	0.00	1.01	0	12:33	0.00		
Sherman St. Storm	OUTFALL	2.29	2.29	0	12:19	0.00		
Washington St. Storm	OUTFALL	0.00	1.01	0	12:33	0.00		
Pipe Storage	STORAGE	1.62	1.62	0	12:20	0.00		

****
Storage Node Summary
****

Storage Node ID	Maximum Ponded Volume 1000 ft³	Maximum Ponded Volume (%)	Time of Max Ponded Volume days hh:mm	Average Ponded Volume 1000 ft³	Average Ponded Volume (%)	Maximum Storage Node Outflow cfs	Maximum Exfiltration Rate cfm	Time of Max. Exfiltration Rate hh:mm:ss	Total Exfiltrated Volume 1000 ft³
Pipe Storage	2.733	76	0 12:33	1.327	37	1.01	0.00	0:00:00	0.000

****
Outfall Loading Summary
****

Outfall Node ID	Flow Frequency (%)	Average Flow cfs	Peak Inflow cfs
Sherman St. Storm	83.17	0.34	2.29
Washington St. Storm	70.21	0.27	1.01
System	76.69	0.60	2.65

****
Link Flow Summary
****

Link ID	Element Type	Time of Peak Flow Occurrence	Maximum Velocity Attained	Length Factor	Peak Flow during Analysis	Design Flow Capacity	Ratio of Maximum /Design Flow	Ratio of Total Reported Maximum Flow	Time Surcharged

```
                                  days hh:mm    ft/sec                 cfs         cfs      Flow
Depth     minutes

-----------------------------------------------------------------------------------------------
-------------------------------
  Link-01              CONDUIT      0  12:33      1.68    1.00        1.01        8.49      0.12
0.25           0  Calculated
  HighFlow             ORIFICE      0  12:33                           0.94
0.49
  LowFlowOrifice       ORIFICE      0  12:32                           0.07
1.00


  *********************************
  Highest Flow Instability Indexes
  *********************************
  All links are stable.



  Analysis began on:  Mon Jul 20 15:24:48 2020
  Analysis ended on:  Mon Jul 20 15:24:49 2020
  Total elapsed time: 00:00:01
```

100-Year Pre Development Storm

Autodesk® Storm and Sanitary Analysis 2016 - Version 13.0.94 (Build 0)

```
*******************
Project Description
*******************
File Name ................. Predevelopment.SPF


****************
Analysis Options
****************
Flow Units ................ cfs
Subbasin Hydrograph Method. SCS TR-20
Time of Concentration...... SCS TR-55
Storage Node Exfiltration.. Constant rate, wetted area
Starting Date ............. JUL-01-2020 00:00:00
Ending Date ............... JUL-02-2020 00:00:00
Report Time Step .......... 00:05:00


*************
Element Count
*************
Number of rain gages ...... 1
Number of subbasins ....... 1
Number of nodes ........... 1
Number of links ........... 0


****************
Subbasin Summary
****************
Subbasin                 Total
                          Area
ID                       acres
-----------------------------
Existing Project Catchment Area           2.00


************
Node Summary
************
Node                 Element             Invert   Maximum    Ponded    External
ID                   Type             Elevation     Elev.      Area      Inflow
                                             ft        ft       ft²
-----------------------------------------------------------------------------
Sherman St. Storm   OUTFALL             465.00    465.00      0.00


**************************        Volume         Depth
Runoff Quantity Continuity       acre-ft        inches
**************************     ---------       -------
Total Precipitation ......         0.969         5.821
Surface Runoff ...........         0.075         0.453
Continuity Error (%) .....        -0.003


**************************        Volume        Volume
Flow Routing Continuity          acre-ft      Mgallons
**************************     ---------     ---------
External Inflow ..........         0.000         0.000
External Outflow .........         0.753         0.245
Initial Stored Volume ....         0.000         0.000
Final Stored Volume ......         0.000         0.000
Continuity Error (%) .....         0.000
```

```
*****************************************
Composite Curve Number Computations Report
*****************************************

-------------------------------------------
Subbasin Existing Project Catchment Area
-------------------------------------------
                                                          Area          Soil
Soil/Surface Description                                (acres)        Group          CN
-----------------------------------------------------------------------------------------
1/8 acre lots, 65% impervious                              1.44            C       90.00
North Country Neurology Roof                               0.09            C       98.00
North Country Neurology Parking                            0.19            C       98.00
50 - 75% grass cover, Fair                                 0.28            C       79.00
Composite Area & Weighted CN                               2.00                    89.61


**************************************************
SCS TR-55 Time of Concentration Computations Report
**************************************************

Sheet Flow Equation
-------------------

        Tc = (0.007 * ((n * Lf)^0.8)) / ((P^0.5) * (Sf^0.4))

        Where:

        Tc = Time of Concentration (hrs)
        n  = Manning's Roughness
        Lf = Flow Length (ft)
        P  = 2 yr, 24 hr Rainfall (inches)
        Sf = Slope (ft/ft)

Shallow Concentrated Flow Equation
----------------------------------

        V  = 16.1345 * (Sf^0.5) (unpaved surface)
        V  = 20.3282 * (Sf^0.5) (paved surface)
        V  = 15.0 * (Sf^0.5) (grassed waterway surface)
        V  = 10.0 * (Sf^0.5) (nearly bare & untilled surface)
        V  = 9.0 * (Sf^0.5) (cultivated straight rows surface)
        V  = 7.0 * (Sf^0.5) (short grass pasture surface)
        V  = 5.0 * (Sf^0.5) (woodland surface)
        V  = 2.5 * (Sf^0.5) (forest w/heavy litter surface)
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)

Channel Flow Equation
---------------------

        V  = (1.49 * (R^(2/3)) * (Sf^0.5)) / n
        R  = Aq / Wp
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
```

```
        R  = Hydraulic Radius (ft)
        Aq = Flow Area (ft²)
        Wp = Wetted Perimeter (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)
        n  = Manning's Roughness

-----------------------------------------
Subbasin Existing Project Catchment Area
-----------------------------------------

        User-Defined TOC override (minutes):     33.86

**********************
Subbasin Runoff Summary
**********************

-------------------------------------------------------------------------
Subbasin              Total     Total      Peak  Weighted           Time of
ID                   Precip    Runoff    Runoff     Curve     Concentration
                        in        in       cfs    Number    days  hh:mm:ss
-------------------------------------------------------------------------
Existing Project Catchment Area      5.75      4.56      7.28    89.610       0  00:33:51
-------------------------------------------------------------------------


Analysis began on:  Mon Jul 20 15:21:09 2020
Analysis ended on:  Mon Jul 20 15:21:10 2020
Total elapsed time: 00:00:01
```

100-Year Post Development Storm

```
Autodesk® Storm and Sanitary Analysis 2016 - Version 13.0.94 (Build 0)
----------------------------------------------------------------------------------------

*******************
Project Description
*******************
File Name ................. Post Development.SPF


****************
Analysis Options
****************
Flow Units ................ cfs
Subbasin Hydrograph Method. SCS TR-20
Time of Concentration...... SCS TR-55
Link Routing Method ....... Hydrodynamic
Storage Node Exfiltration.. Constant rate, wetted area
Starting Date ............. JUL-01-2020 00:00:00
Ending Date ............... JUL-02-2020 00:00:00
Report Time Step .......... 00:05:00


*************
Element Count
*************
Number of rain gages ...... 1
Number of subbasins ....... 2
Number of nodes ........... 4
Number of links ........... 3


****************
Subbasin Summary
****************
Subbasin                 Total
                          Area
ID                       acres
-----------------------------
New Building Catchment Area           0.90
Remaining Catchment To Sherman           1.10


************
Node Summary
************
Node                Element             Invert   Maximum    Ponded    External
ID                  Type             Elevation     Elev.      Area      Inflow
                                            ft        ft       ft²
-------------------------------------------------------------------------------
Outlet Control StructureJUNCTION            467.00    474.00      0.00
Sherman St. Storm   OUTFALL             465.00    465.00      0.00
Washington St. StormOUTFALL             466.97    468.97      0.00
Pipe Storage        STORAGE             467.00    470.00      0.00


************
Link Summary
************
Link            From Node       To Node         Element         Length     Slope   Manning's
ID                                              Type                ft         %   Roughness
-----------------------------------------------------------------------------------------
Link-01         Outlet Control StructureWashington St. StormCONDUIT           21.3    0.1409
0.0130
HighFlow        Pipe Storage    Outlet Control StructureORIFICE
LowFlowOrifice  Pipe Storage    Outlet Control StructureORIFICE
```

```
  *********************
  Cross Section Summary
  *********************
  Link             Shape            Depth/        Width        No. of        Cross    Full Flow
Design
  ID                              Diameter                   Barrels    Sectional    Hydraulic
Flow
                                                                             Area       Radius
Capacity
                                       ft           ft                        ft²           ft
cfs

-------------------------------------------------------------------------------------------------
---------
  Link-01          CIRCULAR           2.00         2.00             1         3.14         0.50
8.49


  **************************        Volume         Depth
  Runoff Quantity Continuity       acre-ft        inches
  **************************     ---------       -------
  Total Precipitation ......         0.971         5.821
  Surface Runoff ...........         0.076         0.455
  Continuity Error (%) .....        -0.004


  **************************        Volume        Volume
  Flow Routing Continuity          acre-ft      Mgallons
  **************************     ---------     ---------
  External Inflow ..........         0.000         0.000
  External Outflow .........         0.712         0.232
  Initial Stored Volume ....         0.000         0.000
  Final Stored Volume ......         0.047         0.015
  Continuity Error (%) .....         0.000


  ****************************************
  Composite Curve Number Computations Report
  ****************************************

  ---------------------------------------
  Subbasin New Building Catchment Area
  ---------------------------------------
                                                        Area           Soil
  Soil/Surface Description                            (acres)         Group          CN
  -----------------------------------------------------------------------------------------
  1/8 acre lots, 65% impervious                         0.18             C       90.00
  North Country Neurology Roof                          0.04             C       98.00
  North Country Neurology Parking                       0.01             C       98.00
  New Building                                          0.13             C       98.00
  New Parking                                           0.29             C       98.00
  > 75% grass cover, Good                               0.20             C       74.00
  Rain Garden                                           0.07             A       45.00
  Composite Area & Weighted CN                          0.91                     87.36

  ----------------------------------------
  Subbasin Remaining Catchment To Sherman
  ----------------------------------------
                                                        Area           Soil
  Soil/Surface Description                            (acres)         Group          CN
  -----------------------------------------------------------------------------------------
  1/8 acre lots, 65% impervious                         0.86             C       90.00
  North Country Neurology Parking                       0.19             C       98.00
  North Country Neurology Roof                          0.06             C       98.00
  Composite Area & Weighted CN                          1.10                     91.76
```

```
**************************************************
SCS TR-55 Time of Concentration Computations Report
**************************************************

Sheet Flow Equation
-------------------

        Tc = (0.007 * ((n * Lf)^0.8)) / ((P^0.5) * (Sf^0.4))

        Where:

        Tc = Time of Concentration (hrs)
        n  = Manning's Roughness
        Lf = Flow Length (ft)
        P  = 2 yr, 24 hr Rainfall (inches)
        Sf = Slope (ft/ft)

Shallow Concentrated Flow Equation
----------------------------------

        V  = 16.1345 * (Sf^0.5) (unpaved surface)
        V  = 20.3282 * (Sf^0.5) (paved surface)
        V  = 15.0 * (Sf^0.5) (grassed waterway surface)
        V  = 10.0 * (Sf^0.5) (nearly bare & untilled surface)
        V  = 9.0 * (Sf^0.5) (cultivated straight rows surface)
        V  = 7.0 * (Sf^0.5) (short grass pasture surface)
        V  = 5.0 * (Sf^0.5) (woodland surface)
        V  = 2.5 * (Sf^0.5) (forest w/heavy litter surface)
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)

Channel Flow Equation
---------------------

        V  = (1.49 * (R^(2/3)) * (Sf^0.5)) / n
        R  = Aq / Wp
        Tc = (Lf / V) / (3600 sec/hr)

        Where:

        Tc = Time of Concentration (hrs)
        Lf = Flow Length (ft)
        R  = Hydraulic Radius (ft)
        Aq = Flow Area (ft²)
        Wp = Wetted Perimeter (ft)
        V  = Velocity (ft/sec)
        Sf = Slope (ft/ft)
        n  = Manning's Roughness

---------------------------------------
Subbasin New Building Catchment Area
---------------------------------------

        User-Defined TOC override (minutes):     33.86

-----------------------------------------
Subbasin Remaining Catchment To Sherman
-----------------------------------------

Sheet Flow Computations
```

```
  ----------------------
                                                Subarea A           Subarea B           Subarea
C
          Manning's Roughness:                       0.40                0.00
0.00
          Flow Length (ft):                        150.00                0.00
0.00
          Slope (%):                                 2.00                0.00
0.00
          2 yr, 24 hr Rainfall (in):                 2.50                2.50
2.50
          Velocity (ft/sec):                         0.07                0.00
0.00
          Computed Flow Time (minutes):             33.60                0.00
0.00

  Shallow Concentrated Flow Computations
  --------------------------------------
                                                Subarea A           Subarea B           Subarea
C
          Flow Length (ft):                         35.00                0.00
0.00
          Slope (%):                                 4.00                0.00
0.00
          Surface Type:                           Unpaved             Unpaved
Unpaved
          Velocity (ft/sec):                         3.23                0.00
0.00
          Computed Flow Time (minutes):              0.18                0.00
0.00

==============================================================================================
          Total TOC (minutes):                      33.78

==============================================================================================


  ***********************
  Subbasin Runoff Summary
  ***********************

  ---------------------------------------------------------------------------
  Subbasin             Total     Total      Peak  Weighted           Time of
  ID                  Precip    Runoff    Runoff     Curve     Concentration
                          in        in       cfs    Number    days  hh:mm:ss
  ---------------------------------------------------------------------------
  New Building Catchment Area      5.75      4.32      3.14    87.360       0  00:33:51
  Remaining Catchment To Sherman      5.75      4.80      4.17    91.760       0  00:33:46
  ---------------------------------------------------------------------------


  ******************
  Node Depth Summary
  ******************

  ------------------------------------------------------------------------------------------
  Node            Average   Maximum   Maximum   Time of Max     Total     Total   Retention
  ID                Depth     Depth       HGL    Occurrence   Flooded      Time        Time
                 Attained  Attained  Attained                  Volume   Flooded
                       ft        ft        ft   days  hh:mm   acre-in   minutes    hh:mm:ss
  ------------------------------------------------------------------------------------------
  Outlet Control Structure   0.30      0.91    467.91      0  12:22         0         0
0:00:00
  Sherman St. Storm   0.00      0.00    465.00      0  00:00         0         0     0:00:00
  Washington St. Storm   0.27      0.81    467.78      0  12:22         0         0     0:00:00
  Pipe Storage       1.30      2.55    469.55      0  12:22         0         0     0:00:00
```

****
Node Flow Summary
****

Node ID	Element Type	Maximum Lateral Inflow cfs	Peak Inflow cfs	Time of Peak Inflow days	Time of Peak Inflow hh:mm	Maximum Flooding Overflow cfs	Time of Peak Flooding Occurrence days	Time of Peak Flooding Occurrence hh:mm
Outlet Control Structure	JUNCTION	0.00	2.95	0	12:22	0.00		
Sherman St. Storm	OUTFALL	4.11	4.11	0	12:15	0.00		
Washington St. Storm	OUTFALL	0.00	2.95	0	12:22	0.00		
Pipe Storage	STORAGE	3.09	3.09	0	12:19	0.00		

****
Storage Node Summary
****

Storage Node ID	Maximum Ponded Volume 1000 ft³	Maximum Ponded Volume (%)	Time of Max Ponded days	Time of Max Ponded hh:mm	Average Ponded Volume 1000 ft³	Average Ponded Volume (%)	Maximum Storage Node Outflow cfs	Maximum Exfiltration Rate cfm	Time of Max. Exfiltration Rate hh:mm:ss	Total Exfiltrated Volume 1000 ft³
Pipe Storage	3.262	91	0	12:22	1.800	50	2.95	0.00	0:00:00	0.000

****
Outfall Loading Summary
****

Outfall Node ID	Flow Frequency (%)	Average Flow cfs	Peak Inflow cfs
Sherman St. Storm	90.92	0.93	4.11
Washington St. Storm	82.74	0.76	2.95
System	86.83	1.70	6.98

****
Link Flow Summary
****

Link ID	Element Type	Time of Peak Flow Occurrence	Maximum Velocity Attained	Length Factor	Peak Flow during Analysis	Design Flow Capacity	Ratio of Maximum /Design Flow	Ratio of Total Reported Maximum Flow	Time Surcharged

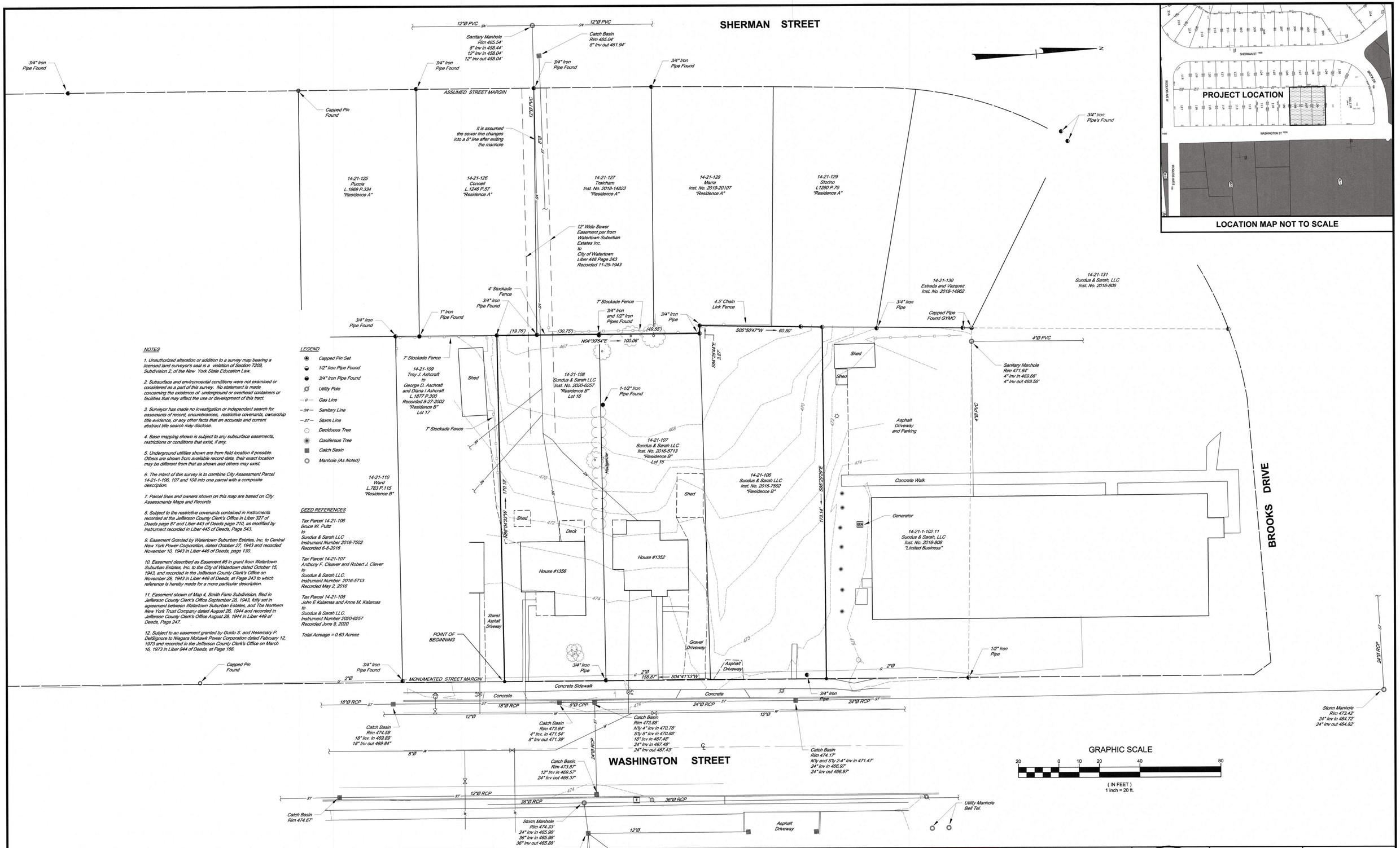
```
                                  days hh:mm    ft/sec                 cfs         cfs      Flow
Depth     minutes

-----------------------------------------------------------------------------------------------
-------------------------------
  Link-01              CONDUIT      0  12:22      2.27    1.00        2.95        8.49      0.35
0.43           0  Calculated
  HighFlow             ORIFICE      0  12:22                          2.87
1.00
  LowFlowOrifice       ORIFICE      0  12:21                          0.08
1.00


  *********************************
  Highest Flow Instability Indexes
  *********************************
  All links are stable.



  Analysis began on:  Mon Jul 20 15:26:50 2020
  Analysis ended on:  Mon Jul 20 15:26:51 2020
  Total elapsed time: 00:00:01
```



NOTES

1. Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of Section 7209, Subdivision 2, of the New York State Education Law.

2. Subsurface and environmental conditions were not examined or considered as a part of this survey. No statement is made concerning the existence of underground or overhead containers or facilities that may affect the use or development of this tract.

3. Surveyor has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current abstract title search may disclose.

4. Base mapping shown is subject to any subsurface easements, restrictions or conditions that exist, if any.

5. Underground utilities shown are from field location if possible. Others are shown from available record data, their exact location may be different from that as shown and others may exist.

6. The intent of this survey is to combine City Assessment Parcel 14-21-1-106, 107 and 108 into one parcel with a composite description.

7. Parcel lines and owners shown on this map are based on City Assessments Maps and Records

8. Subject to the restrictive covenants contained in Instruments recorded at the Jefferson County Clerk's Office in Liber 327 of Deeds page 87 and Liber 443 of Deeds page 210, as modified by Instrument recorded in Liber 445 of Deeds, Page 543.

9. Easement Granted by Watertown Suburban Estates, Inc. to Central New York Power Corporation, dated October 27, 1943 and recorded November 10, 1943 in Liber 446 of Deeds, page 130.

10. Easement described as Easement #5 in grant from Watertown Suburban Estates, Inc. to the City of Watertown dated October 15, 1943, and recorded in the Jefferson County Clerk's Office on November 29, 1943 in Liber 446 of Deeds, at Page 243 to which reference is hereby made for a more particular description.

11. Easement shown of Map 4, Smith Farm Subdivision, filed in Jefferson County Clerk's Office September 28, 1943, fully set in agreement between Watertown Suburban Estates, and The Northern New York Trust Company dated August 28, 1944 and recorded in Jefferson County Clerk's Office August 28, 1944 in Liber 449 of Deeds, Page 247.

12. Subject to an easement granted by Guido S. and Rosemary P. DelSignore to Niagara Mohawk Power Corporation dated February 12, 1973 and recorded in the Jefferson County Clerk's Office on March 16, 1973 in Liber 844 of Deeds, at Page 166.

LEGEND

- Capped Pin Set
- 1/2" Iron Pipe Found
- 3/4" Iron Pipe Found
- Utility Pole
- Gas Line
- Sanitary Line
- Storm Line
- Deciduous Tree
- Coniferous Tree
- Catch Basin
- Manhole (As Noted)

DEED REFERENCES

Tax Parcel 14-21-106
Bruce W. Pultz
to
Sundus & Sarah LLC
Instrument Number 2016-7502
Recorded 6-8-2016

Tax Parcel 14-21-107
Anthony F. Cleaver and Robert J. Clever
to
Sundus & Sarah LLC
Instrument Number 2016-5713
Recorded May 2, 2016

Tax Parcel 14-21-108
John E Kalamas and Anne M. Kalamas
to
Sundus & Sarah LLC.
Instrument Number 2020-6257
Recorded June 9, 2020

Total Acreage = 0.63 Acress.

BOUNDARY AND TOPOGRAPHIC SURVEY

OF THE LAND OF SUNDUS AND SARAH LLC.
1348, 1352 and 1356 WASHINGTON STREET

CITY OF WATERTOWN - COUNTY OF JEFFERSON - STATE OF NEW YORK

BCA ARCHITECTS ENGINEERS

Bernier, Carr & Associates,
Engineers, Architects
and Land Surveyors, P.C.
327 Mullin Street, Watertown, NY 13601
(315) 782-8130 - WWW.THEBCGROUP.COM

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THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AT THE SITE & NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES.

STATE OF NEW YORK · MICHAEL J. MITCHELL · 50697 · LICENSED LAND SURVEYOR

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DRAWN BY:	MJM
DATE:	7-20-2020
LAST REVISION:	
SCALE:	1"=20'
PRINTED FOR:	X

SHEET NO.
1

PROJECT NO.
2019-110

Public Hearing – 7:15 p.m.

September 15, 2020

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Public Hearing for the Community Development Block Grant Program Consolidated Annual Performance and Evaluation Report

As part of the City's Community Development Block Grant (CDBG) Program, the City Council is required to hold at least two public hearings annually to obtain public input and comments on our program. The public hearing scheduled for September 21, 2020 coincides with the City submitting its Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD). The CAPER serves as the year-end summary report of the CDBG activities that the City undertook during the most recent program year which was July 1, 2019 through June 30, 2020. The public hearing is being held to give the public the opportunity to comment on the CAPER and the City's annual performance.

Some of the City's accomplishments during the 2019 Program Year included completing work on the multi-phased sidewalk reconstruction project on Huntington Street. Work completed this year included new sidewalks on the north side of the 1000-1100 blocks of Huntington St. while the overall multi-year project consisted of sidewalk reconstruction from North Colorado Avenue to Factory Street and the construction of a new trail from North Colorado Avenue to Waterworks Park.

Sidewalk reconstruction on the 100-300 Blocks of North Rutland Street was also completed this year. The project consisted of approximately 2,600 linear feet of new sidewalks on North Rutland Street between State Street and Huntington Street.

The City also installed a bus shelter adjacent to the Watertown Salvation Army on State Street and made significant progress on the Academy Street Playground Project. The playground project included the replacement of a new playground structure and approximately 340 linear feet of sidewalks long the property's street frontage. It also included 40 linear feet of new sidewalks that were constructed to create a direct, accessible connection from the street to the playground structure.

During the 2019 Program Year, the City also made significant progress on our various housing rehabilitation programs and the homebuyer program. Over the course of the year, Neighbors of Watertown rehabilitated two rental units, seven owner occupied units and assisted seven homebuyers in purchasing homes. Work is currently underway at twelve other properties throughout the City.

The City assisted the Points North Housing Coalition (PNHC) with implementing the Point-In-Time Count Outreach and Education Initiative and also completed the Fair Housing Education Project. The Fair Housing Project included Fair Housing training sessions geared toward tenants as well as landlords and service providers. The project, completed by CNY Fair Housing, also included a small marketing campaign and investigation of complaints of discrimination related to Fair Housing.

The City also supported the Watertown City School District's Food for Families Program by providing a grant to purchase food from the Central New York Food Bank that provided under-resourced children and their families with a backpack full of food for the weekend. The CDBG grant provided for the purchase of enough food to fill approximately 800 backpacks and feed 22 families per week for approximately 40 weeks.

On September 4, 2020, a draft of our Program Year 2019 CAPER was completed and made available for public viewing through the City's Planning and Community Development Department and the City Clerk's Office. It was also published on the City's website and can be viewed with the following link: https://www.watertown-ny.gov/DocumentView.asp?DID=1968 Attached for your review is a copy of the narrative portion of the CAPER that describes the various accomplishments in more detail.

A legal notice announcing the availability of the draft CAPER and the date and time of the public hearing was published in the *Watertown Daily Times* on September 4, 2020. The public hearing will take place both in-person in the City Council Chamber and virtually to allow for the widest range of public participation. Following the public hearing, Staff will incorporate any public comments that are received into the CAPER and will submit it to HUD prior to the September 28, 2020 deadline.

Tabled

September 15, 2020

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Finding That Changing the Approved Zoning Classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business Will Not Have a Significant Impact on the Environment

The attached Resolution has remained tabled since the June 1, 2020 meeting. Staff is recommending that this be removed from the Table and that Council motions for introduction and second be withdrawn, as a replacement resolution has been introduced earlier in tonight's agenda.

Resolution No. 12 June 1, 2020

RESOLUTION

Finding That Changing the Approved Zoning Classification of 1348, 1352, and 1356 Washington St., Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business Will Not Have a Significant Impact on the Environment

	YEA	NAY
Council Member COMPO, Sarah V.		
Council Member HENRY-WILKINSON, Ryan J.		
Council Member ROSHIA, Jesse C. P.		
Council Member RUGGIERO, Lisa A.		
Mayor SMITH, Jeffrey M.		
Total		

Introduced by

Council Member Ryan J. Henry-Wilkinson

WHEREAS the City Council of the City of Watertown, New York, has before it an Ordinance for the zone change application submitted by Michael Altieri, P.E., of BCA Architects & Engineers, on behalf of Sundus and Sarah, LLC, to change the approved zoning classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business, and

WHEREAS the applicant's clients wish to redevelop the subject parcels into a future mixed-use retail, professional services and apartment space, and

WHEREAS the City Council must evaluate all proposed actions submitted for its consideration in light of the State Environmental Review Act (SEQRA), and the regulations promulgated pursuant thereto, and

WHEREAS the approval of the Zone Change, as well as a Special Use Permit and Site Plan Approval for the proposed future mixed-use development, consisting of retail, professional services, apartment space and parking would all constitute such an "Action," and

WHEREAS the City Council has determined that changing the zoning classification of this property and the proposed future mixed-use retail, professional services and apartment space constitute an Unlisted Action as that term is defined by 6NYCRR Section 617.2 (ak), and

WHEREAS there are no other involved agencies for SEQRA review as that term is defined in 6NYCRR Section 617.2 (s), and

WHEREAS to aid the City Council in its determination as to whether the proposed zone change and proposed future development will have a significant impact on the environment, Part 1 of a Short Environmental Assessment Form has been prepared by the applicant, a copy of which is attached and made part of this Resolution,

RESOLUTION

Finding That Changing the Approved Zoning Classification of 1348, 1352, and 1356 Washington St., Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business Will Not Have a Significant Impact on the Environment

	YEA	NAY
Council Member COMPO, Sarah V.		
Council Member HENRY-WILKINSON, Ryan J.		
Council Member ROSHIA, Jesse C. P.		
Council Member RUGGIERO, Lisa A.		
Mayor SMITH, Jeffrey M.		
Total		

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that:

1. Based upon its examination of the Short Environmental Assessment Form and comparing the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant impact is known and the adoption of the zone change and the proposed future mixed-use development, consisting of mixed-use retail, professional services, apartment space and parking will not have a significant impact on the environment.

2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the effect that the City Council is issuing a Negative Declaration under SEQRA.

3. This Resolution shall take effect immediately.

Seconded by Council Member Jesse C.P. Roshia

Tabled

September 15, 2020

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Changing the Approved Zoning Classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business

A request has been submitted by Michael Altieri, P.E., of BCA Architects & Engineers for the above subject zone change request. The Planning Board reviewed the request at its May 5, 2020 meeting and adopted a motion recommending that City Council approve the zone change request as submitted.

The applicant's cover letter, the Staff Report prepared for the Planning Board, and an excerpt from their minutes are attached for City Council review. The full application is available as part of the online City Council Agenda.

The City Council held a public hearing on the request on Monday, June 1, 2020. At that meeting, the City Council tabled action on the zone change ordinance and the State Environmental Quality Review (SEQR) Resolution citing the need for additional information to determine the environmental impact of the entire project, which includes not only the zone change, but also a proposed site plan.

The applicant submitted a Site Plan application on July 21, 2020, which the Planning Board considered at its August 4, 2020 and September 1, 2020 meetings. The Planning Board voted 3-2 to defeat a motion recommending that City Council grant the Site Plan Approval.

The City Council must consider the corresponding SEQR Resolution prior to voting on the Zone Change Ordinance.

Ordinance No. 2

May 18, 2020

ORDINANCE

Changing the Approved Zoning Classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000 and 14-21-108.000 from Residence B to Neighborhood Business

	YEA	NAY
Council Member COMPO, Sarah V.		
Council Member HENRY-WILKINSON, Henry J.		
Council Member ROSHIA, Jesse C. P.		
Council Member RUGGIERO, Lisa A.		
Mayor SMITH, Jeffrey M.		
Total		

Introduced by

Council Member Ryan J. Henry-Wilkinson

BE IT ORDAINED where Michael Altieri, P.E., of BCA Architects & Engineers, has made an application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law, to change the approved zoning classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business, and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its May 5, 2020 meeting and adopted a motion recommending that City Council approve the zone change, and

WHEREAS a public hearing was held on the proposed zone change on June 1, 2020, after due public notice, and

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed zone change according to the requirements of SEQRA, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested zone change,

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 shall be changed from Residence B to Neighborhood Business, and

BE IT FURTHER ORDAINED that the Zoning Map of the City of Watertown shall be amended to reflect the zone change, and

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or otherwise printed as the City Manager directs.

Seconded by Council Member Lisa A. Ruggiero

BCA ARCHITECTS & ENGINEERS

April 15, 2020

Honorable Mayor and City Council
Engineering Department, Room 305
245 Washington Street
Watertown, NY 13601

Re: Sundus and Sarah LLC
Zone Change Application
BCA Project No. 2019-110

Dear Honorable Mayor and City Council:

The purpose of this letter is to describe the proposed zone change request made by the Owners of Sundus and Sarah LLC. Sundus and Sara LLC have acquired three properties along the west side of Washington street, specifically parcel numbers 14-21-106, 14-21-107 and 14-21-108. Please find attached the zone change application, short form environmental assessment form and site survey drawing for your use.

Currently these three parcels are zoned **'Residence C'**. We would request that these lots be combined and rezoned as **'Neighborhood Business'** for the purposes of development of a future mixed use retail, professional services and apartment space. For the purposes of SEQR, this zone change application does not propose to affect any environmental resources.

For your information, the applicant's contact information is as follows:

Dr. Sarah Latif, DDS
sarahlatif@hotmail.com
(315) 256-1035
1340 Washington Street
Watertown, New York 13601

Thank you for your consideration of this application. If you should have any questions, please feel free to contact me directly.

Very truly yours,

BCA ENGINEERS & ARCHITECTS

Michael D. Altieri, P.E.
Principal/Civil Engineer

Enclosure: Zone Change Application

RICHARDS DR
BUTTERFIELD AVE
BROOK DR
COSGROVE ST
KNOWLTON AVE
SHERMAN ST
WASHINGTON ST
IROQUOIS AVE W
IROQUOIS AVE E
14-19
14-20
14-26
14-27
14-28
13-11
13-12
13-22
14-22
102.110
1.00 ac
201
1.76 ac
Section 14 Block 21
Tax Map
City Of Watertown
Jefferson County, NY
Printed Date: 1/2/2020
1 Inch = 50 Feet *
0 50 100 200 Feet
Property Line
Historic Property Line
Building Outline
Railroad
City Boundary
School District Boundary
Coordinate Grid
Parcel ID
Assessment ID (indicates informally combined parcels)
Prepared by
City of Watertown GIS
For
City of Watertown
Assessment Department
For Tax Purposes Only
Not to be Used for Conveyance

MEMORANDUM

CITY OF WATERTOWN, NEW YORK
OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7740 – FAX: 315-785-7829

TO: Planning Board Members

FROM: Michael A. Lumbis, Planning and Community Development Director

SUBJECT: Zone Change – 1348, 1352 and 1356 Washington Street

DATE: April 30, 2020

Request: To change the approved zoning classification of, 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business

Applicant: Michael Altieri, P.E. of the Bernier, Carr & Associates, Engineers and Land Surveyors, P.C. on behalf of Sundus and Sarah, LLC

Owner(s): 1348 and 1352 Washington Street: Sundus and Sarah, LLC
1356 Washington Street: John Kalamas

SEQRA: Unlisted

County review: No

Comments: The applicant is presenting this zone change request as the first necessary step in a proposal to redevelop the three subject parcels. The applicant's cover letter states that the applicant's client, Sundus & Sarah, LLC, would like to develop a "future mixed use retail, professional services and apartment space."

The applicant anticipates submitting a subsequent Special Use Permit request for the proposed apartments, pending the outcome of this zone change request. Apartments are legal in a Neighborhood Business District only with a Special Use Permit. If approved for the zone change and Special Use Permit, the applicant would also need to obtain Site Plan Approval at a future date for the proposed redevelopment.

A map of the proposed zone change, prepared by City GIS Staff, is attached for your review.

Comprehensive Plan: The City's adopted Comprehensive Plan recommends the west side of this segment of Washington Street for Urban Mixed Use.

Ownership/Permissions: City records identify John Kalamas as the owner of 1356 Washington Street. The applicant's survey identifies the owner of this parcel only as "Kalanas," with an "n." The applicant shall either submit proof of ownership of this parcel or submit written permission from the property owner to apply for a zone change on the owner's behalf.

Miscellaneous: The applicant's cover letter and survey drawing both identify all three subject parcels as presently being in a Residence C District. This is inaccurate as, all three are presently zoned Residence B. The applicant must correct this error.

SEQR: The applicant has submitted a State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF) as part of the application for the zone change. The City Council, as the lead agency, will complete Part 2 of the EAF. To avoid segmenting the review, the Council must consider the environmental effects of not only the zone change, but also the proposed redevelopment as a "whole action."

As the New York State Department of Environmental Conservation's SEQR Handbook references, 6 CRR-NY 617.2(ah) defines segmentation as "the division of the environmental review of an action so that various activities or stages are addressed as though they were independent, unrelated activities needing individual determinations of significance." The Handbook goes on to state that "Proposals or parts of proposals that are related to each other closely enough to be, in effect, a single course of action have to be evaluated as one whole action."

The applicant writes in his cover letter, "For the purposes of SEQR, this zone change application does not propose to affect any environmental resources." However, the rezoning is a means to an end of redeveloping the site, and as such, constitutes a whole action. The applicant must submit a new Short EAF that identifies all project phases as part of the proposed action, and answers all questions on the form as such.

cc: City Council Members
Michael Altieri, P.E., Bernier, Carr & Associates, 327 Mullin Street, Watertown, NY 13601
Dr. Sarah Latif, DDS, 1340 Washington Street, Watertown, NY 13601
Ben Arquitt, Civil Engineer I

May, 5, 2020

ZONE CHANGE

1348, 1352 and 1356 WASHINGTON STREET
PARCEL NUMBERS 14-21-106.000, 14-21-107.000, and 14-21-108.000
RESIDENCE B TO NEIGHBORHOOD BUSINESS

The Planning Board then considered a request submitted by Michael Altieri, P.E. of Bernier, Carr & Associates, Engineers and Land Surveyors, P.C. on behalf of Sundus and Sarah, LLC to change the approved zoning classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business.

Mr. Altieri attended the virtual meeting to represent the request, and said that he had the property owners in his office with him.

Mr. Altieri began by saying that his clients had recently acquired the three subject parcels and sought to rezone them to facilitate developing a mixed-use site with offices, retail and apartments. He then noted that his submission included a very conceptual drawing, and asked if there were questions.

Stephanie Russell, a neighbor living at 1347 Sherman Street, asked to address the Board. Ms. Russell expressed concern about flooding, as well as dust and odors resulting from construction. Following some discussion between Ms. Russell and Mr. Altieri about those issues, Mr. Urda noted that the applicants would need additional approvals before any construction could occur. Mr. Arquitt noted that the process would be identical to what the Gaffney Drive site just went through and it would be just as thorough.

George Ashcraft, a neighbor living at 1358 Washington Street, then said that he would like to keep the shared driveway he had with the 1356 property, but with a fence to divide it in half. He then stated that he did not oppose redeveloping the site.

Tiffany Marra, a neighbor living at 1351 Sherman Street, then said that she also had drainage and privacy concerns. Mr. Altieri noted that drainage was a common theme, and that this input from the neighbors would be valuable when designing a site plan. Mr. Coburn then asked if the Planning Board Members had questions.

Mr. Babcock asked if the subject properties were currently zoned Residence B or C. Mr. Urda replied that it was Residence B. Mr. Altieri asked if Staff could confirm that the request was consistent with the Comprehensive Plan. Mr. Urda confirmed that it was consistent, stating that the plan recommended that area for Urban Mixed-Use (UMU), and read aloud the section from the Comprehensive plan that described the UMU land use character area.

Discussion then ensued about avoiding SEQR segmentation and the need to describe the proposed development in greater detail in a resubmitted Short EAF.

Ms. Fields then said that she opposed the zone change request because she was afraid of fair market value changes to nearby properties and she also feared that it would set a precedent encouraging future purchases of adjacent properties and subsequent requests to rezone those parcels. She added that she would also like to see more details of the proposed development.

Mr. Katzman then said that he objected as well, and cited what he said was previous dishonesty on the part of the property owners regarding the use of an adjacent property for which they previously sought and obtained a Site Plan Approval in 2012. Discussion then ensued about how that was a separate issue than what was before the Planning Board now and how it is not the Planning Board's role to act as enforcers.

Following that discussion, Mr. Babcock then moved to recommend that City Council approve the request submitted by Michael Altieri, P.E. of the Bernier, Carr & Associates, Engineers and Land Surveyors, P.C. on behalf of Sundus and Sarah, LLC to change the approved zoning classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business.

Mr. Johnson seconded the motion and it carried, 4-1, with Ms. Fields casting the dissenting vote.

Mr. Urda then said that the City Council would schedule a public hearing on the request for June 1, 2020, at which point the Council would be free to act on the request.

Mr. Katzman then asked if it would be smart to consider rezoning the entire block now, rather than just three houses. Mr. Urda advised against any proactive rezonings until the Zoning Ordinance rewrite process had run its course. Mr. Lumbis echoed that sentiment.

April 15, 2020

Honorable Mayor and City Council
Engineering Department, Room 305
245 Washington Street
Watertown, NY 13601

Re: Sundus and Sarah LLC
Zone Change Application
BCA Project No. 2019-110

Dear Honorable Mayor and City Council:

The purpose of this letter is to describe the proposed zone change request made by the Owners of Sundus and Sarah LLC. Sundus and Sara LLC have acquired three properties along the west side of Washington street, specifically parcel numbers 14-21-106, 14-21-107 and 14-21-108. Please find attached the zone change application, short form environmental assessment form and site survey drawing for your use.

Currently these three parcels are zoned **'Residence C'**. We would request that these lots be combined and rezoned as **'Neighborhood Business'** for the purposes of development of a future mixed use retail, professional services and apartment space. For the purposes of SEQR, this zone change application does not propose to affect any environmental resources.

For your information, the applicant's contact information is as follows:

Dr. Sarah Latif, DDS
sarahlatif@hotmail.com
(315) 256-1035
1340 Washington Street
Watertown, New York 13601

Thank you for your consideration of this application. If you should have any questions, please feel free to contact me directly.

Very truly yours,

BCA ENGINEERS & ARCHITECTS

Michael D. Altieri, P.E.
Principal/Civil Engineer

Enclosure: Zone Change Application

CITY OF WATERTOWN, NEW YORK

245 Washington Street, Watertown, NY 13601
Office: (315) 785-7740 – Fax: (315) 785-7829

Zone Change Application Instructions

Applications should be addressed to the "Honorable Mayor and City Council," and submitted to the following address:

Engineering Department, Room 305
245 Washington Street
Watertown, NY 13601

And submitted electronically in PDF format on a CD or by email:

planning@watertown-ny.gov

Applicants must submit **15 hard copy application sets**, plus a **16th hard copy** if County review is required. Each set must contain each of the following:

- A detailed cover letter describing what the applicant seeks to establish (i.e. the proposed zoning district, the proposed future use of the property, and any other information that will aid the Planning Board and the City Council in comprehending the petition).
- Written support of the adjoining property owners and/or residents, if possible.
- The applicant's contact information, including a phone number and email address if available.
- A schematic drawing, if applicable, of the proposed development.
- If available, the metes and bounds description of the property or properties proposed for change. This can typically be found in the property deed.
- A copy of the tax map showing the proposed change area, with the area highlighted in bold marker.
- A completed State Environmental Quality Review Act assessment form (attached). Most changes will require just the attached short form. Larger projects may require a longer assessment form—contact the Planning Office for more information.

At the time of submittal, applicants must remit a **non-refundable $100.00 fee**, in the form of cash or check payable to the City of Watertown.

Zone change requests will be heard by the Planning Board and the City Council. The Planning Board makes a recommendation, and City Council makes the final decision. Prior to the final vote, the Council is required by law to hold a public hearing.

The Planning Board meets the first Tuesday of the month at 3:00 pm. All requests must be submitted **two weeks before the scheduled meeting**, and only those requests included on the prepared meeting agenda will be considered.

Starting from the submittal deadline, the process usually takes 6 to 8 weeks.

In the case of a request for a Planned Development District, the request shall contain all the additional data stipulated in Section 310-12 of the Zoning Ordinance.

A zone change by the City Council will not be considered complete and established until copies of the resolution affecting the change have been filed with the City Clerk and the City Engineer, and the official zoning map is marked to show the approved change.

JEFFERSON COUNTY - STATE OF NEW YORK
GIZELLE J. MEEKS, JEFFERSON COUNTY CLERK
175 ARSENAL STREET
WATERTOWN, NEW YORK 13601

COUNTY CLERK'S RECORDING PAGE

THIS PAGE IS PART OF THE DOCUMENT – DO NOT DETACH

INSTRUMENT #: 2016-00005713

Receipt#: 2016008753
Clerk: LV
Rec Date: 05/02/2016 11:20:34 AM
Doc Grp: DEE
Descrip: DEED
Num Pgs: 4
Rec'd Frm: SLYE LAW OFFICES

Party1: CLEAVER ANTHONY F
Party2: SUNDUS & SARAH LLC
Town: WATERTOWN-CITY OF

Recording:

Cover Page	5.00
Recording Fee	35.00
Cultural Ed	14.25
Records Management - Coun	1.00
Records Management - Stat	4.75
TP584	5.00
RP5217 Residential/Agricu	116.00
RP5217 - County	9.00
Sub Total:	190.00
Transfer Tax	
Transfer Tax - State	320.00
Sub Total:	320.00
Total:	510.00

**** NOTICE: THIS IS NOT A BILL ****

***** Transfer Tax *****
Transfer Tax #: 2589
Transfer Tax
Consideration: 80000.00

Transfer Tax - State	320.00
Total:	320.00

Record and Return To:

SLYE LAW OFFICES
104 WASHINGTON ST
WATERTOWN NY 13601
OFFICE MAILBOX

Gizelle J. Meeks
Jefferson County Clerk

Deed - Warranty with Lien Covenant

THIS INDENTURE

Made the 29th day of Apr. 7, Two Thousand Sixteen (2016).

BETWEEN

ANTHONY F. CLEAVER
1352 Washington Street
Watertown, NY 13601

and

ROBERT J. CLEAVER
1011 Salina Street
Watertown, NY 13601

grantor(s),

-and-

SUNDUS & SARAH, LLC
16288 Deer Run
Watertown, NY 13601

grantee(s).

WITNESSETH that the grantor(s) in consideration of One ($1.00) Dollar, lawful money of the United States, and other good and valuable consideration, paid by the grantee(s), hereby grant(s) and release(s) unto the grantee(s), their distributees, successors or assigns forever,

> **ALL THAT TRACT OR PARCEL OF LAND** situate in the City of Watertown, County of Jefferson and State of New York, as described in the attached Schedule "A" which is hereby incorporated herein by reference (referred to as the "Premises"), together with interest, if any, of the Grantor(s) in and to any streets and roads abutting the Premises to the centerlines thereof.

TOGETHER with the appurtenances and all the estate and rights of the grantor(s) in and to said premises.

TO HAVE AND TO HOLD the premises herein granted unto the grantee(s), their distributees, successors and assigns forever.

And the grantor(s) covenant(s) as follows:

FIRST. That the grantee(s) shall quietly enjoy the said premises:

SECOND. That the grantor(s) will forever **WARRANT** the title to said premises.

This deed is subject to the trust provisions of Section 13 of the Lien Law. The words "grantor(s)" and "grantee(s)" shall be construed to read in the plural whenever the sense of this deed so requires.

IN WITNESS WHEREOF, the grantor(s) has/have executed this deed the day and year first above written. In presence of:

Anthony F. Cleaver L.S.
Anthony F. Cleaver

Robert J. Cleaver L.S.
Robert J. Cleaver

STATE OF NEW YORK)
ss.:
COUNTY OF JEFFERSON)

On the 29th day of April in the year 2016, before me, the undersigned, personally appeared **Anthony F. Cleaver and Robert J. Cleaver,** personally known to me or proved to me on the basis of satisfactory evidence to be the individuals whose names are subscribed to the within instrument and acknowledged to me that they executed the same in their capacities, and that by their signatures on the instrument, the individuals or the person upon behalf of which the individuals acted, executed the instrument.

Catherine Burns Quencer
Notary Public

CATHERINE BURNS QUENCER
Notary Public, State of New York
Qualified in Jefferson County No. 4858591
Commission Expires April 14, 2018

SCHEDULE "A"

ALL THAT TRACT OR PARCEL OF LAND situate in the City of Watertown, County of Jefferson and State of New York, designated and known as Lot No. 15 in Block "B" as shown on a map of lands made by Field, Emerson & Morgan, Inc. dated September 8, 1943 and filed as Map No. 4, Smith Farms Subdivision in Jefferson County Clerk's Office on September 28, 1943 and on a later map made by Field, Emerson & Morgan, Inc. dated August 24, 1944 and filed in the Jefferson County Clerk's Office on the 28th day of August, 1944.

SUBJECT to an Agreement made between Watertown Suburban Estates, Inc. and The Northern New York Trust Company, dated August 26, 1944 and recorded in the Jefferson County Clerk's Office August 28, 1944 in Liber 449 of Deeds at Page 247.

SUBJECT to an Easement to Central New York Power Corporation, dated October 27, 1943 and recorded in the Jefferson County Clerk's Office November 10, 1943 in Liber 446 of Deeds, at Page 130.

This conveyance is also made subject to the restrictive covenants and references running with the land.

Being the premises known as 1352 Washington Street.

BEING and intending to describe the same premises conveyed by William J. Cleaver Jr., Robert J. Cleaver, Anthony F. Cleaver and Maurice S. Cleaver to William J. Cleaver Jr., Robert J. Cleaver, Anthony F. Cleaver and Maurice S. Cleaver by deed dated March 18, 2011 and recorded on March 28, 2011 as Instrument # 2011-4311; ALSO interest conveyed by Maurice S. Cleaver to Anthony F. Cleaver by deed dated June 1, 2015 and recorded in the Jefferson County Clerk's office on June 2, 2015 as Instrument #2015-7732.

William J. Cleaver Sr.(William R. Cleaver) died October 19, 2014.

William J. Cleaver died January 3, 2016. A copy of the death certificate is attached as Schedule "B."

Schedule B

CERTIFICATION OF DEATH RECORD

EFFINGHAM COUNTY CLERK
EFFINGHAM, ILLINOIS
MEDICAL EXAMINER/CORONER CERTIFICATE OF DEATH

STATE FILE NUMBER 2016 0000286 — DATE ISSUED 1/5/2016

DECEDENT'S LEGAL NAME: WILLIAM J CLEAVER		SEX: MALE	DATE OF DEATH: JANUARY 03, 2016
COUNTY OF DEATH: EFFINGHAM	AGE AT LAST BIRTHDAY: 71 YEARS	DATE OF BIRTH: [redacted] 1944	
CITY OR TOWN: EFFINGHAM	HOSPITAL OR OTHER INSTITUTION NAME: 1108 NORTH MARTIN		
PLACE OF DEATH: DECEDENT'S HOME			
BIRTHPLACE: WATERTOWN, NY	SOCIAL SECURITY NUMBER: [redacted]	STATUS AT TIME OF DEATH: WIDOWED	SURVIVING SPOUSE/CIVIL UNION PARTNER'S MAIDEN NAME:
EVER IN U.S. ARMED FORCES? YES			
RESIDENCE: 1108 NORTH MARTIN	APT. NO:	CITY OR TOWN: EFFINGHAM	INSIDE CITY LIMITS? YES
COUNTY: EFFINGHAM	STATE: IL	ZIP CODE: 62401	FATHER/CO-PARENT'S NAME PRIOR TO FIRST MARRIAGE/CIVIL UNION: WILLIAM R CLEAVER
MOTHER/CO-PARENT'S NAME PRIOR TO FIRST MARRIAGE/CIVIL UNION: FRANCES LORELLO			
INFORMANT'S NAME: RUSSELL CLEAVER	RELATIONSHIP: SON	MAILING ADDRESS: 257 NW 80TH STREET, OKLAHOMA CITY, OK, 73114	
METHOD OF DISPOSITION: BURIAL	PLACE OF DISPOSITION: FELTS MILLS CEMETERY	LOCATION - CITY OR TOWN AND STATE: BLACK RIVER, NY	DATE OF DISPOSITION: JANUARY 11, 2016
FUNERAL HOME: BAUER FUNERAL HOME, 1212 W EVERGREEN AVE, EFFINGHAM, IL, 62401			
FUNERAL DIRECTOR'S NAME: MALLORY JANE LOKER		FUNERAL DIRECTOR'S ILLINOIS LICENSE NUMBER: 034016433	
LOCAL REGISTRAR'S NAME: KERRY J HIRTZEL		DATE FILED WITH LOCAL REGISTRAR: JANUARY 5, 2016	

[redacted]

DATE OF INJURY:	TIME OF INJURY:	PLACE OF INJURY:	INJURY AT WORK?
LOCATION OF INJURY:			
DESCRIBE HOW INJURY OCCURRED:		IF TRANSPORTATION INJURY, SPECIFY:	
ATTEND THE DECEASED?	DATE LAST SEEN ALIVE:	WAS MEDICAL EXAMINER OR CORONER CONTACTED?	DATE PRONOUNCED: JANUARY 03, 2016 — TIME OF DEATH: 10:39 AM
CERTIFIER: MEDICAL EXAMINER/CORONER			DATE CERTIFIED: JANUARY 04, 2016
NAME, ADDRESS AND ZIP CODE OF PERSON COMPLETING CAUSE OF DEATH: DUANE L GUFFEY, 101 N FOURTH STREET STE 401, PO BOX 1244, EFFINGHAM, IL, 62401			PHYSICIAN'S LICENSE NUMBER:

This is to certify that this is a true and correct copy from the official death record filed with the Illinois Department of Public Health.

Kerry J. Hirtzel
Effingham County Clerk and Local Registrar

COUNTY CLERK SEAL EFFINGHAM COUNTY, ILLINOIS

COUNTY CLERK SEAL EFFINGHAM COUNTY, ILLINOIS

ANY ALTERATION OR ERASURE VOIDS THIS CERTIFICATE

JEFFERSON COUNTY - STATE OF NEW YORK
GIZELLE J. MEEKS, JEFFERSON COUNTY CLERK
175 ARSENAL STREET
WATERTOWN, NEW YORK 13601

COUNTY CLERK'S RECORDING PAGE

THIS PAGE IS PART OF THE DOCUMENT – DO NOT DETACH

INSTRUMENT #: 2016-00007502

Receipt#: 2016011378
Clerk: AS
Rec Date: 06/08/2016 11:45:07 AM
Doc Grp: DEE
Descrip: DEED
Num Pgs: 5
Rec'd Frm: SLYE LAW OFFICES

Party1: PULZ BRUCE W
Party2: SUNDUS & SARAH LLC
Town: WATERTOWN-CITY OF

Recording:

Cover Page	5.00
Recording Fee	40.00
Cultural Ed	14.25
Records Management - Coun	1.00
Records Management - Stat	4.75
TP584	5.00
RP5217 Residential/Agricu	116.00
RP5217 - County	9.00
Sub Total:	195.00
Transfer Tax	
Transfer Tax - State	480.00
Sub Total:	480.00
Total:	675.00

**** NOTICE: THIS IS NOT A BILL ****

***** Transfer Tax *****
Transfer Tax #: 2934
Transfer Tax
Consideration: 120000.00

Transfer Tax - State	480.00
Total:	480.00

Record and Return To:

SLYE LAW OFFICES
104 WASHINGTON ST
WATERTOWN NY 13601
OFFICE MAILBOX

Gizelle J. Meeks
Jefferson County Clerk

THIS INDENTURE, made this 31st day of May, Two Thousand Sixteen (2016)

BETWEEN

BRUCE W. PULTZ, 1375 Washington Street, Watertown, NY 13601, Grantor,
and

SUNDUS & SARAH LLC, 16288 Deer Run, Watertown, NY 13601, Grantee,

WITNESSETH that Grantor, in consideration of ONE Dollar ($1.00) lawful money of the United States, and less than One Hundred, does hereby grant and release to the grantees, their heirs, successors and assigns forever,

ALL THAT TRACT OR PARCEL OF LAND situate in the City of Watertown, County of Jefferson and State of New York, as described on Schedule "A" annexed hereto and made a part hereof.

TOGETHER with all right, title and interest, if any, of Grantor in and to any streets and roads abutting the above described premises to the center lines thereof,

TOGETHER with the appurtenances and all the estate and rights of Grantor in and to the said premises,

TO HAVE AND HOLD the premises herein granted unto Grantee its executors, administrators, legal representatives, successors and assigns forever.

AND said Grantor covenants as follows:

FIRST: That the Grantee shall quietly enjoy the said premises;

SECOND: That the said Grantor shall forever warrant title to the said premises;

THIRD: That in compliance with Section 13 of the Lien Law, Grantor will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the cost of the improvements and will apply the same first to the payment of the cost of improvement before using any part of the total of the same for any purpose.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and seal the day and year first above written.

IN PRESENCE OF

Bruce W. Pultz L.S.
BRUCE W. PULTZ

Notary Public
Stuart A. McCreary
Jefferson County, NY
02MC4902145
Commission Expires July 6, 20__

STATE OF NEW YORK)
: SS.:
COUNTY OF JEFFERSON)

On the 31st day of May, 2016, before me, the undersigned a notary public in and for said state, personally appeared BRUCE W. PULTZ personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Stuart A. McCreary
Notary Public

Notary Public
Stuart A. McCreary
Jefferson County, NY
02MC4902145
Commission Expires July 6, 2018

Return to: Slye Law Offices, PC.

Schedule "A"
Pultz to Sundus and Sarah, LLC

ALL THAT TRACT OR PARCEL OF LAND situate in the City of Watertown, County of Jefferson and State of New York and further described as follows:

BEGINNING at an iron pipe set in the assumed westerly street margin of Washington Street, said iron pipe being the most northeasterly corner of the parcel of land conveyed by William R. Cleaver to William R. & Frances I. Cleaver by deed recorded in the Jefferson County Clerk's Office in Liber 680 at Page 539 on 8/3/59, said iron pipe also being N. 4°-15' E. along the assumed westerly street margin of Washington Street a distance of 620.2 feet from the intersection of the assumed westerly street margin of Washington Street and the northerly street margin of Iroquois Avenue West;

THENCE N. 86°-33' W. along the Cleaver northerly property line a distance of 174.4 feet to an iron pipe found;

THENCE N. 5°-51' E. a distance of 50.0 feet to an iron pipe found in the most southwesterly corner of the parcel of land conveyed by George LaLone to Harry Garrood by deed recorded in the Jefferson County Clerk's Office in Liber 365 at Page 385 on 10/11/21;

THENCE S. 86°-33' E. along the Garrood southerly property line a distance of 173.0 feet to an iron pipe set in the assumed westerly street margin of Washington Street;

THENCE S. 4°-15' W. along the assumed westerly street margin of Washington Street a distance of 50.0 feet to the point of beginning.

CONTAINING 0.20 acres of land more or less.

SUBJECT to all rights or restrictions of record.

IT being the intent to describe the parcel of land conveyed by Kathryn H. Fairchild to Kathryn H. Fairchild, Hazel U. Kirkland and Leland F. Kirkland by deed recorded in the Jefferson County-Clerk's Office in Liber 710 at Page 300 on 7/26/61, said parcel being at 1348 Washington Street, Watertown, New York.

BEING the same premises conveyed by Administrator's Deed dated March 5, 1980 from Edward Kirkland and Margaret McGarry as Administrators of the Estate of Kathryn M. Fairchild to Bruce W. Pultz and recorded in the Jefferson County Clerk's Office on March 7, 1980 in Liber 906 of Deeds, page 261.

ALSO ALL THAT TRACT OR PARCEL OF LAND situate in the City of Watertown, County of Jefferson and State of New York and further described as follows:

BEGINNING at a point in the assumed westerly street margin of Washington Street, at the southeasterly corner of that parcel of land conveyed by George LaLone to Harry Garrood by deed dated October 10, 1921 and recorded in the Office of the Jefferson County Clerk on October 11, 1921 in Liber 365 of Deeds at page 385, N. 4°-15' E., along the assumed westerly street margin of Washington Street, a distance of 670.2 feet from the intersection of the westerly street margin of Washington Street and the northerly street margin of Iroquois Avenue West;

THENCE along the southerly boundary of said parcel conveyed by George LaLone to Harry Garrood as aforesaid N. 86°-33' W. a distance of 173.0 feet to an iron pin set;

THENCE N. 5°-51' E. a distance of 10.0 feet to an iron pin set;

THENCE S. 86°-33' E. passing through an iron pin set at 172.5 feet aid continuing a total distance of 172.7 feet to a point in the assumed westerly street margin of Washington Street;

THENCE S. 4°-15' W. along the assumed westerly street margin of Washington Street a distance of 10.0 feet to the point of beginning.

CONTAINING 0.04 acres of land more or less and being a part of the premises conveyed to Harry Garrood by George LaLone as aforesaid.

SUBJECT to any rights or restrictions of record.

BEING the same premises conveyed by Executor's Deed dated February 14, 1980 from Harriette G. Provost as Executor of the Estate of Margaret N. Garrood to Bruce W. Pultz and recorded in the Jefferson County Clerk's Office on March 7, 1980 in Liber 906 of Deeds, page 259.

Jefferson County - New York
Jo Ann M. Wilder

7666

RECORDING CERTIFICATE

Transaction Number: 000823275180

Type of Instrument: DEED RECORD

Received From: CHECK ---> BLACK RIVER ABST
CHECKS --> CONBOY LAW FIRM
[RE: DELSIGNORE AND KALAMAS]
CITY OF WATERTOWN

Recording Charge: 57.50 Recording Pages: 5

** EXAMINED AND CHARGED AS FOLLOWS : **

** TRANSFER TAX ** 246.00

** MTG/DEED AMOUNT ** 61,250.00

RS#: 269

Mortgage#:

Received Tax on Above Mortgage

Basic:	.00
Special Addl:	.00
Additional:	.00
Mortgage Tax Total:	.00

Town:

Total Recording Fees: 303.50

** THIS PAGE IS PART OF THE INSTRUMENT **

I HEREBY CERTIFY THAT THE WITHIN AND FOREGOING WAS RECORDED IN THE CLERK'S OFFICE FOR Jefferson County - New York

IN (Book/Page): LIBER 1750 PAGE 55

ON (Recorded Date): 08/23/00

AT (Time): 02:28 Terminal ID: 113

COUNTY OF JEFFERSON NEW YORK

Jo Ann M. Wilder

Mail-Kalamas
1356 Washington St.
Watertown, NY 13601

EXECUTOR'S DEED

THIS INDENTURE, made the 22nd day of August, 2000, between Martin A. DelSignore as executor of the last will and testament of Rosemary P. DelSignore, late of 1356 Washington Street, Watertown, New York, deceased, party of the first part, and John E. Kalamas and Anne M. Kalamas, his wife, of P. O. Box 11, Croghan, New York, 13327, as Tenants by the Entirety, parties of the second part.

WITNESSETH, that the party of the first part, by virtue of the power and authority to him given in and by the above-described last will and testament, and in consideration of Sixty One Thousand Two Hundred Fifty & no/100 ($61,250.00) lawful money of the United States, paid by the parties of the second part, does grant and release unto the parties of the second part, their heirs and assigns forever,

ALL of that certain real property located in the City of Watertown, County of Jefferson, and State of New York, and more particularly described as follows: SEE SCHEDULE "A" ATTACHED HERETO

TOGETHER with the appurtenances and also all the estate that the above-named Testatrix had at the time of her death in the above-described premises, and also the estate therein that the party of the first part has or has power to convey or dispose of; whether individually, or by virtue of the above-described will or otherwise.

TO HAVE AND TO HOLD the premises herein granted unto the parties of the second part, their heirs and assigns forever.

And the party of the first part covenants that he has not done or suffered anything where the above described premises have been encumbered in any way.

AND the party of the first part, in compliance with Section 13 of the Lien Law, covenants that the party of the first part will receive the consideration for this conveyance and will hold the right to receive such consideration as a trust fund to be applied first for the purpose of paying the costs of the improvement and will apply the same first to the payment of the cost of the improvement before using any part of the total of the same for any other purpose.

The word "party" shall be construed as if it read "parties" whenever the sense of this indenture so requires.

IN WITNESS WHEREOF, the party of the first part has duly executed this deed the day and year first above written.

Martin A. DelSignore

ESTATE OF ROSEMARY P. DELSIGNORE
by: MARTIN A. DELSIGNORE

00 AUG 23 PM 2:28
JEFFERSON COUNTY CLERK
ENTERED
CLERK

STATE OF NEW YORK, COUNTY OF JEFFERSON, ss.

On the 22nd day of August, 2000, before me, the undersigned, personally appeared MARTIN A. DELSIGNORE, As Executor of the ESTATE OF ROSEMARY P. DELSIGNORE, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public
My commission expires on

LANCE C. MARZANO
NOTARY PUBLIC, STATE OF NEW YORK
REGISTRATION NO. 02MA5068327
QUALIFIED IN JEFFERSON COUNTY
COMMISSION EXPIRES 09/03/20

Martin A. DelSignore was appointed as Executor of the Estate of Rosemary P. DelSignore on April 11, 2000 by the Surrogate's Court of Jefferson County under File No. 2000-084.

LIBER 1750 PAGE 57

SCHEDULE A
Property Description

CONVEYS ALL THAT CERTAIN LOT, PIECE OR PARCEL OF LAND with the buildings and improvements thereon erected, situate,lying and being in the City of Watertown, County of Jefferson and State of New York, bounded and described as follows:

BEING A part of the Smith Farm Subdivision as shown on a map thereof made by Field, Emerson & Morgan, Inc. for Watertown Suburban Estates, Inc., dated September 8th, 1943, and filed as "Map No. 4, Smith Farm Subdivision", in Jefferson County Clerk's Office on September 28th, 1943, and being known and designated on said map as Lot No. 16 in Block B.

This conveyance is also made subject to:

1. Restrictive covenants contained in instruments recorded in Liber 327 of Deeds, page 87 and Liber 443 of Deeds, page 210, as modified by instrument recorded in Liber 445 of Deeds, page 543, but this Corporation insures that such covenants contain no reversionary clause and have not been violated.

2. Easement granted by Watertown Suburban Estates, Inc. to Central New York Power Corporation, dated October 27th, 1943, and recorded November 10th, 1943 in Liber 446 of Deeds, page 130.

3. Easement described as Easement #5 in grant from Watertown Suburban Estates, Inc. to the City of Watertown dated October 15, 1943, and recorded in Jefferson County Clerk's Office on November 29, 1943, in Liber 446 of Deeds, at Page 243, to which reference is hereby made for a more particular description.

4. Easement as shown on Map 4, Smith Farm Subdivision, filed in Jefferson County Clerk's Office September 28, 1943, fully set forth in agreement between Watertown Suburban Estates, and The Northern New York Trust Company dated August 26, 1944 and recorded in Jefferson County Clerk's Office August 28, 1944, in Liber 449 of Deeds, Page 247, to which reference is hereby made for a particular description thereof.

BEING THE SAME PREMISES conveyed by G. Harold Merry, Jr. to Guido S. Del Signore and Rosemary P. Del Signore, his wife, by Warranty Deed dated September 29, 1953 and recorded in the Jefferson County Clerk's office September 29, 1953 in Liber 591 of Deeds at Page 82.

ALSO SUBJECT TO an Easement granted by Guido S. and Rosemary P. DelSignore to Niagara Mohawk Power Corporation dated February 12, 1973 and recorded in the Jefferson County Clerk's Office on March 16, 1973 in Liber 844 of Deeds, at Page 166.

By virtue of a recent survey description undertaken by Stanford J. Zeccolo, P.E.,L.S., the premises being conveyed is more accurately described as follows:

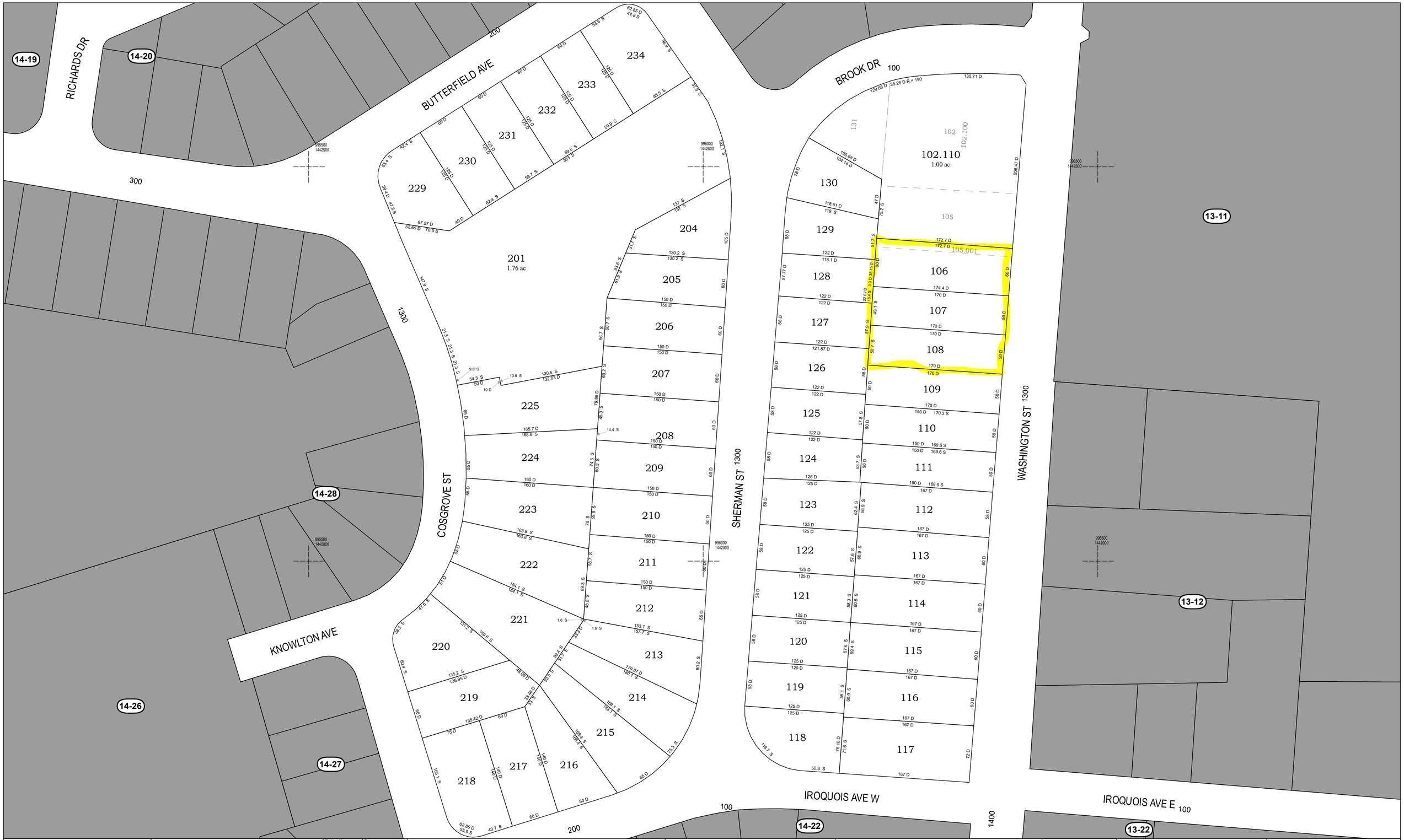
ALL THAT TRACT OR PARCEL OF LAND situate in the C)ty of Watertown, County of Jefferson and State of New York, bounded and described as follows:

Beginning at a nail set in the westerly monumented margin of Washington Street said point being North 4 degrees 15 minutes East a distance of 520.00 from the intersection of the westerly monumented margin of Washington Street and the northerly margin of Iroquois Avenue West, said beginning point also being 0.95 feet east of a railroad spike found; thence North 86 degrees 33 Minutes West along the lands of Ascraft (Bk 1731, Pg 349) on the south, a distance of 170.00 feet to a point being 0.48 feet southeast of an iron pipe found; thence North 4 degrees 15 minutes East along the lands of Connell (Bk 1246, Pg 57) and Clark (Bk 888 Pg. 1079) on the west a distance of 50.00 feet to an iron pipe set, thence South 86 degrees 33 minutes East along the lands of Cleaver (Bk 680, Pg 539) on the north, a distance of 170.00 feet to an iron pipe set; thence South 4 degrees 15 Minutes West along the westerly margin of Washington Street, a distance of 50.00 to the point and place of beginng.

Contains 0.20 acres of land.

The above parcel is shown as lot #16 of the Smith Farm Subdivision dated September 28, 1943 and filed in the Office of the County Clerk, known as 1356 Washington Street, and further identified by Tax Map ID#14-21-108.

NOTE: Guido S. Del Signore died in Watertown, New York on February 21, 1994; and Rosemary P. Del Signore died in Watertown, New York on April 11, 2000. Martin A. DelSignore was appointed as Executor of the Estate of Rosemary P. DelSignore on April 11, 2000 by the Surrogate's Court of Jefferson County under File No. 2000-084.



Prepared by
City of Watertown GIS
For
City of Watertown Assessment Department

For Tax Purposes Only
Not to be Used for Conveyance

NAD 83 STATE PLANE
CENTRAL ZONE, US FEET

Print Key	Date
14-21-102.000	05/01/2013
14-21-102.100	01/20/2016
14-21-105.000	05/01/2013
14-21-105.001	12/01/2016
14-21-131.000	01/20/2016

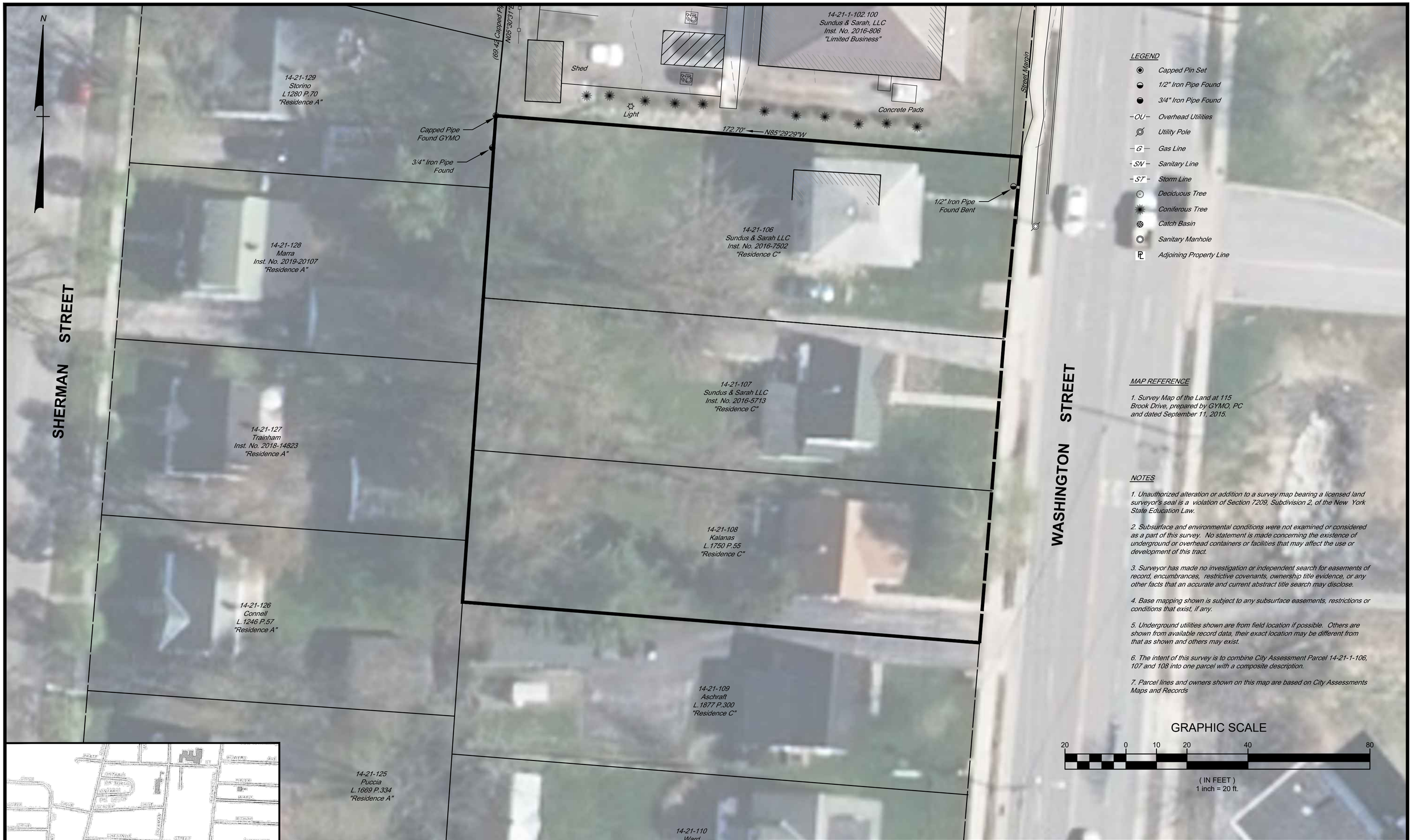
Property Line
Historic Property Line
Building Outline
Railroad
City Boundary
School District Boundary
995000 1448500 Coordinate Grid
123 Parcel ID
(124.000) Assessment ID (indicates informally combined parcels)

1 Inch = 50 Feet *
0 50 100 200 Feet
* when printed on 24" x 36" paper

Tax Map
City Of Watertown
Jefferson County, NY

Section 14 Block 21

Printed Date: 1/2/2020



LEGEND

- Capped Pin Set
- 1/2" Iron Pipe Found
- 3/4" Iron Pipe Found
- OU — Overhead Utilities
- Utility Pole
- G — Gas Line
- SN — Sanitary Line
- ST — Storm Line
- Deciduous Tree
- Coniferous Tree
- Catch Basin
- Sanitary Manhole
- PL Adjoining Property Line

MAP REFERENCE

1. Survey Map of the Land at 115 Brook Drive, prepared by GYMO, PC and dated September 11, 2015.

NOTES

1. Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of Section 7209, Subdivision 2, of the New York State Education Law.

2. Subsurface and environmental conditions were not examined or considered as a part of this survey. No statement is made concerning the existence of underground or overhead containers or facilities that may affect the use or development of this tract.

3. Surveyor has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current abstract title search may disclose.

4. Base mapping shown is subject to any subsurface easements, restrictions or conditions that exist, if any.

5. Underground utilities shown are from field location if possible. Others are shown from available record data, their exact location may be different from that as shown and others may exist.

6. The intent of this survey is to combine City Assessment Parcel 14-21-1-106, 107 and 108 into one parcel with a composite description.

7. Parcel lines and owners shown on this map are based on City Assessments Maps and Records

GRAPHIC SCALE

20 0 10 20 40 80

(IN FEET)
1 inch = 20 ft.

BOUNDARY AND TOPOGRAPHIC SURVEY OF THE LAND OF 1348, 1352 AND 1356 WASHINGTON STREET

ZONING CHANGE REVIEW DRAFT

CITY OF WATERTOWN COUNTY OF JEFFERSON STATE OF NEW YORK

BCA ENGINEERS ARCHITECTS

Bernier, Carr & Associates,
Engineers, Architects
and Land Surveyors, P.C.
327 Mullin Street, Watertown, NY 13601
(315) 782-8130 - WWW.THEBCGROUP.COM

COPYRIGHT 2020 - BERNIER, CARR & ASSOCIATES, ENGINEERS, ARCHITECTS AND LAND SURVEYORS, P.C. IT IS A VIOLATION UNDER THE NEW YORK STATE EDUCATION LAW FOR ANY UNAUTHORIZED ALTERATIONS TO THIS DOCUMENT AS PER ARTICLE 145 AND 147.

THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AT THE SITE & NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES.

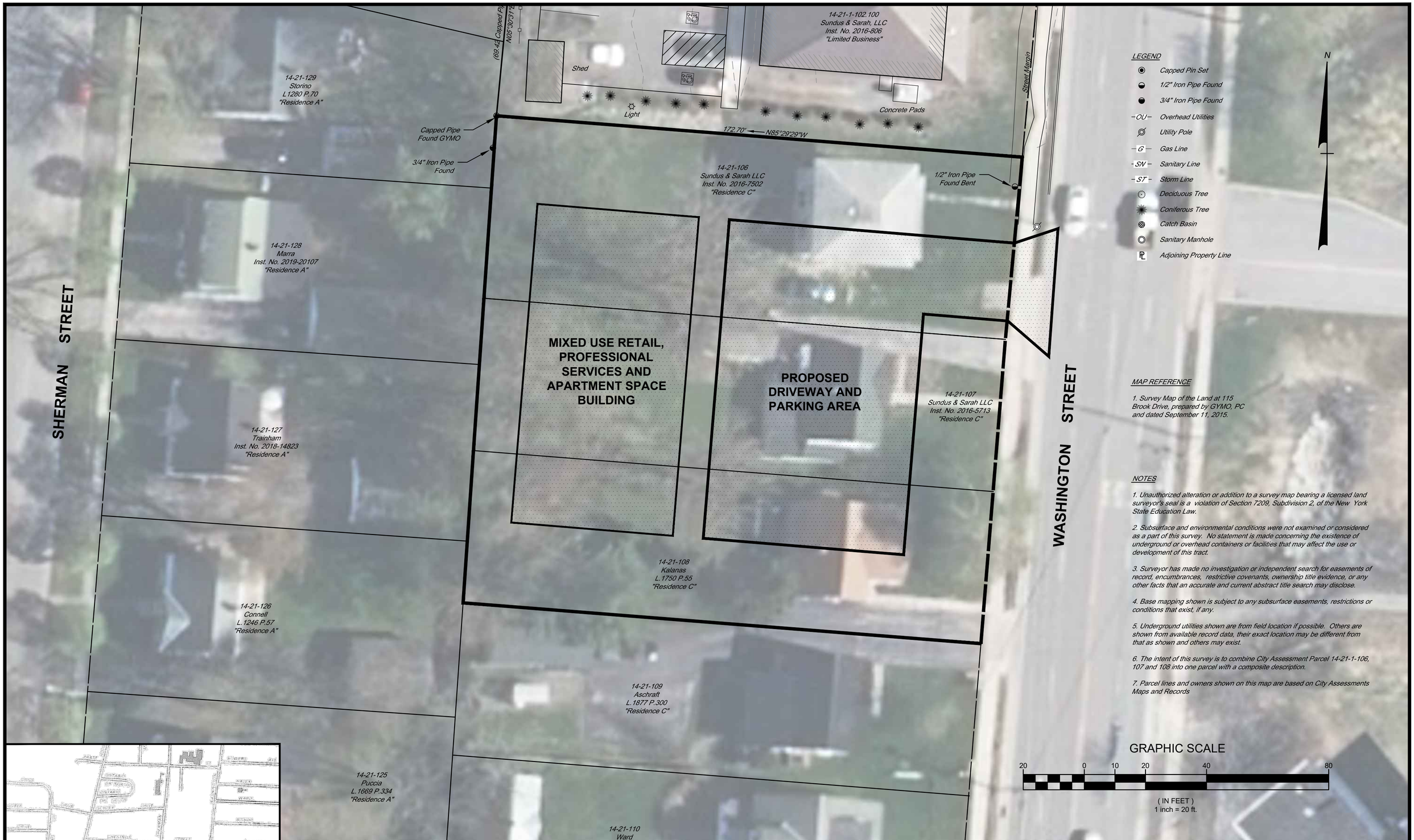
SURVEY DATE:	10-14-2016
CHECKED BY:	MDA
DRAWN BY:	MJM
DATE:	3/16/2020
LAST REVISION:	
SCALE:	1" = 20'

SHEET NO.

1

PROJECT NO.

2019-110



LEGEND

- Capped Pin Set
- 1/2" Iron Pipe Found
- 3/4" Iron Pipe Found
- OU — Overhead Utilities
- Utility Pole
- G — Gas Line
- SN — Sanitary Line
- ST — Storm Line
- Deciduous Tree
- Coniferous Tree
- Catch Basin
- Sanitary Manhole
- PL Adjoining Property Line

MAP REFERENCE

1. Survey Map of the Land at 115 Brook Drive, prepared by GYMO, PC and dated September 11, 2015.

NOTES

1. Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of Section 7209, Subdivision 2, of the New York State Education Law.

2. Subsurface and environmental conditions were not examined or considered as a part of this survey. No statement is made concerning the existence of underground or overhead containers or facilities that may affect the use or development of this tract.

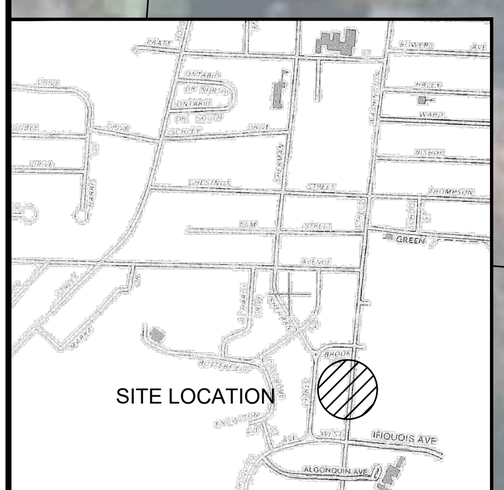
3. Surveyor has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current abstract title search may disclose.

4. Base mapping shown is subject to any subsurface easements, restrictions or conditions that exist, if any.

5. Underground utilities shown are from field location if possible. Others are shown from available record data, their exact location may be different from that as shown and others may exist.

6. The intent of this survey is to combine City Assessment Parcel 14-21-1-106, 107 and 108 into one parcel with a composite description.

7. Parcel lines and owners shown on this map are based on City Assessments Maps and Records



LOCATION MAP NOT TO SCALE

MIXED USE RETAIL, PROFESSIONAL SERVICES AND APARTMENT SPACE BUILDING
1348, 1352 AND 1356 WASHINGTON STREET
ZONING CHANGE REVIEW

CITY OF WATERTOWN COUNTY OF JEFFERSON STATE OF NEW YORK

BCA ENGINEERS ARCHITECTS

Bernier, Carr & Associates,
Engineers, Architects
and Land Surveyors, P.C.
327 Mullin Street, Watertown, NY 13601
(315) 782-8130 - WWW.THEBCGROUP.COM

COPYRIGHT 2020 - BERNIER, CARR & ASSOCIATES, ENGINEERS, ARCHITECTS AND LAND SURVEYORS, P.C. IT IS A VIOLATION UNDER THE NEW YORK STATE EDUCATION LAW FOR ANY UNAUTHORIZED ALTERATIONS TO THIS DOCUMENT AS PER ARTICLE 145 AND 147.

THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AT THE SITE & NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES.

SURVEY DATE:	10-14-2016
CHECKED BY:	MDA
DRAWN BY:	MJM
DATE:	4/29/2020
LAST REVISION:	
SCALE:	1" = 20'

SHEET NO. 1

PROJECT NO. 2019-110

MEMORANDUM

CITY OF WATERTOWN, NEW YORK
OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7740 – FAX: 315-785-7829

TO: Planning Board Members

FROM: Michael A. Lumbis, Planning and Community Development Director

SUBJECT: Zone Change – 1348, 1352 and 1356 Washington Street

DATE: April 30, 2020

Request: To change the approved zoning classification of, 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business

Applicant: Michael Altieri, P.E. of the Bernier, Carr & Associates, Engineers and Land Surveyors, P.C. on behalf of Sundus and Sarah, LLC

Owner(s): 1348 and 1352 Washington Street: Sundus and Sarah, LLC
1356 Washington Street: John Kalamas

SEQRA: Unlisted

County review: No

Comments: The applicant is presenting this zone change request as the first necessary step in a proposal to redevelop the three subject parcels. The applicant's cover letter states that the applicant's client, Sundus & Sarah, LLC, would like to develop a "future mixed use retail, professional services and apartment space."

The applicant anticipates submitting a subsequent Special Use Permit request for the proposed apartments, pending the outcome of this zone change request. Apartments are legal in a Neighborhood Business District only with a Special Use Permit. If approved for the zone change and Special Use Permit, the applicant would also need to obtain Site Plan Approval at a future date for the proposed redevelopment.

A map of the proposed zone change, prepared by City GIS Staff, is attached for your review.

Comprehensive Plan: The City's adopted Comprehensive Plan recommends the west side of this segment of Washington Street for Urban Mixed Use.

Ownership/Permissions: City records identify John Kalamas as the owner of 1356 Washington Street. The applicant's survey identifies the owner of this parcel only as "Kalanas," with an "n." The applicant shall either submit proof of ownership of this parcel or submit written permission from the property owner to apply for a zone change on the owner's behalf.

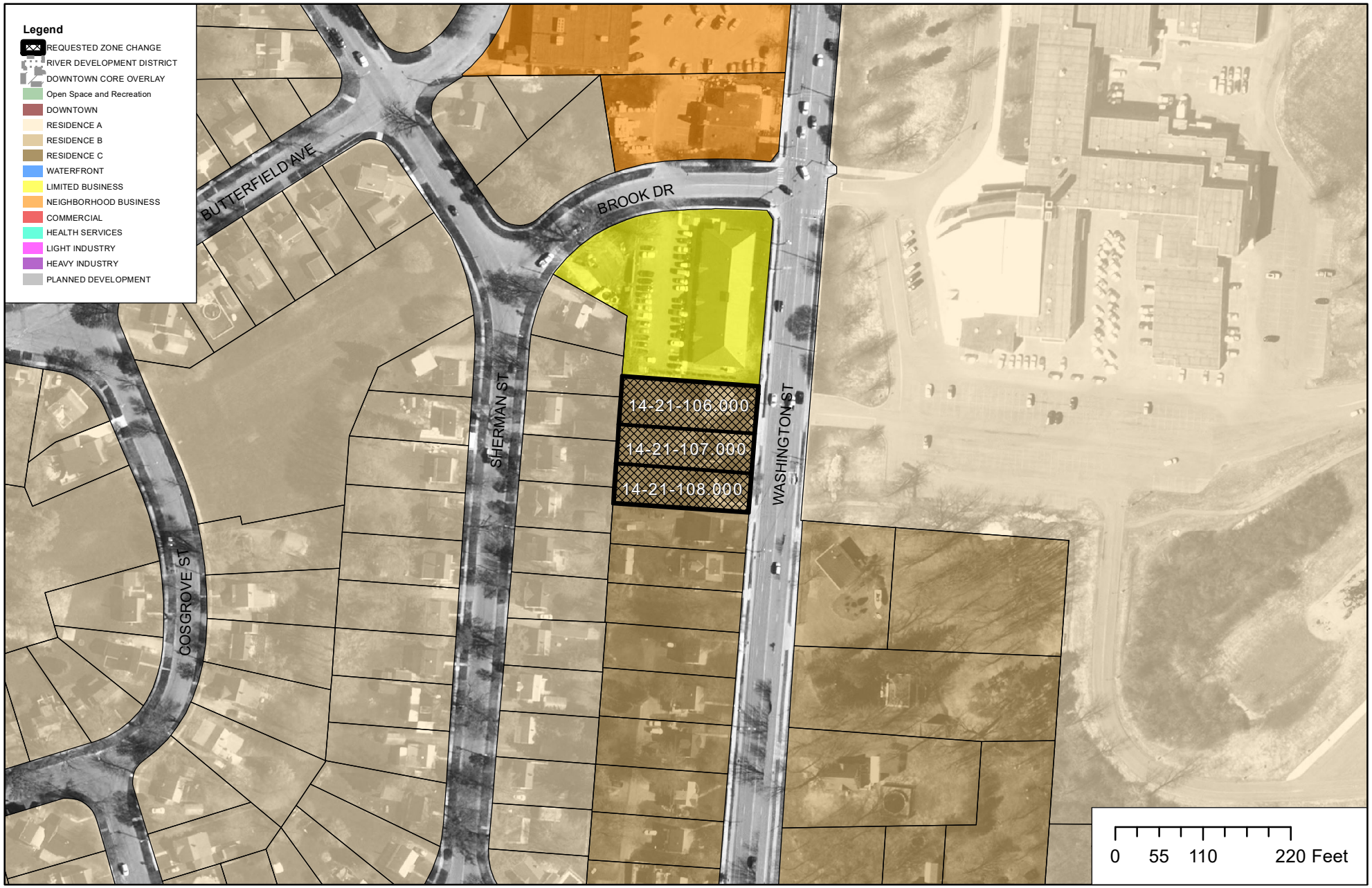
Miscellaneous: The applicant's cover letter and survey drawing both identify all three subject parcels as presently being in a Residence C District. This is inaccurate as, all three are presently zoned Residence B. The applicant must correct this error.

SEQR: The applicant has submitted a State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF) as part of the application for the zone change. The City Council, as the lead agency, will complete Part 2 of the EAF. To avoid segmenting the review, the Council must consider the environmental effects of not only the zone change, but also the proposed redevelopment as a "whole action."

As the New York State Department of Environmental Conservation's SEQR Handbook references, 6 CRR-NY 617.2(ah) defines segmentation as "the division of the environmental review of an action so that various activities or stages are addressed as though they were independent, unrelated activities needing individual determinations of significance." The Handbook goes on to state that "Proposals or parts of proposals that are related to each other closely enough to be, in effect, a single course of action have to be evaluated as one whole action."

The applicant writes in his cover letter, "For the purposes of SEQR, this zone change application does not propose to affect any environmental resources." However, the rezoning is a means to an end of redeveloping the site, and as such, constitutes a whole action. The applicant must submit a new Short EAF that identifies all project phases as part of the proposed action, and answers all questions on the form as such.

cc: City Council Members
Michael Altieri, P.E., Bernier, Carr & Associates, 327 Mullin Street, Watertown, NY 13601
Dr. Sarah Latif, DDS, 1340 Washington Street, Watertown, NY 13601
Ben Arquitt, Civil Engineer I



CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT

ROOM 305B, MUNICIPAL BUILDING
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601

TEL: (315) 785-7793

Drawn By: V. Robenski				
Date: 4/29/2020				
Requested By: G. Urda				
Date:				
Scale: As Noted				
Map Number:				
	Revision:	Description of Revision:	Date:	By:

Project:
ZONE CHANGE MAP
(Residence B to Neighborhood Business)

Title: 1348, 1352 and 1356 Washington Street

(14-21-106.000, 14-21-107.000, 14-21-108.000)

May, 5, 2020

ZONE CHANGE

1348, 1352 and 1356 WASHINGTON STREET
PARCEL NUMBERS 14-21-106.000, 14-21-107.000, and 14-21-108.000
RESIDENCE B TO NEIGHBORHOOD BUSINESS

The Planning Board then considered a request submitted by Michael Altieri, P.E. of Bernier, Carr & Associates, Engineers and Land Surveyors, P.C. on behalf of Sundus and Sarah, LLC to change the approved zoning classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business.

Mr. Altieri attended the virtual meeting to represent the request, and said that he had the property owners in his office with him.

Mr. Altieri began by saying that his clients had recently acquired the three subject parcels and sought to rezone them to facilitate developing a mixed-use site with offices, retail and apartments. He then noted that his submission included a very conceptual drawing, and asked if there were questions.

Stephanie Russell, a neighbor living at 1347 Sherman Street, asked to address the Board. Ms. Russell expressed concern about flooding, as well as dust and odors resulting from construction. Following some discussion between Ms. Russell and Mr. Altieri about those issues, Mr. Urda noted that the applicants would need additional approvals before any construction could occur. Mr. Arquitt noted that the process would be identical to what the Gaffney Drive site just went through and it would be just as thorough.

George Ashcraft, a neighbor living at 1358 Washington Street, then said that he would like to keep the shared driveway he had with the 1356 property, but with a fence to divide it in half. He then stated that he did not oppose redeveloping the site.

Tiffany Marra, a neighbor living at 1351 Sherman Street, then said that she also had drainage and privacy concerns. Mr. Altieri noted that drainage was a common theme, and that this input from the neighbors would be valuable when designing a site plan. Mr. Coburn then asked if the Planning Board Members had questions.

Mr. Babcock asked if the subject properties were currently zoned Residence B or C. Mr. Urda replied that it was Residence B. Mr. Altieri asked if Staff could confirm that the request was consistent with the Comprehensive Plan. Mr. Urda confirmed that it was consistent, stating that the plan recommended that area for Urban Mixed-Use (UMU), and read aloud the section from the Comprehensive plan that described the UMU land use character area.

Discussion then ensued about avoiding SEQR segmentation and the need to describe the proposed development in greater detail in a resubmitted Short EAF.

Ms. Fields then said that she opposed the zone change request because she was afraid of fair market value changes to nearby properties and she also feared that it would set a precedent encouraging future purchases of adjacent properties and subsequent requests to rezone those parcels. She added that she would also like to see more details of the proposed development.

Mr. Katzman then said that he objected as well, and cited what he said was previous dishonesty on the part of the property owners regarding the use of an adjacent property for which they previously sought and obtained a Site Plan Approval in 2012. Discussion then ensued about how that was a separate issue than what was before the Planning Board now and how it is not the Planning Board's role to act as enforcers.

Following that discussion, Mr. Babcock then moved to recommend that City Council approve the request submitted by Michael Altieri, P.E. of the Bernier, Carr & Associates, Engineers and Land Surveyors, P.C. on behalf of Sundus and Sarah, LLC to change the approved zoning classification of 1348, 1352 and 1356 Washington Street, Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000 from Residence B to Neighborhood Business.

Mr. Johnson seconded the motion and it carried, 4-1, with Ms. Fields casting the dissenting vote.

Mr. Urda then said that the City Council would schedule a public hearing on the request for June 1, 2020, at which point the Council would be free to act on the request.

Mr. Katzman then asked if it would be smart to consider rezoning the entire block now, rather than just three houses. Mr. Urda advised against any proactive rezonings until the Zoning Ordinance rewrite process had run its course. Mr. Lumbis echoed that sentiment.

May 5, 2020 Planning Board Transcript – 1348-1356 Washington Street Zone Change

Larry Coburn: OK, last but not least, we have a Zone Change Request submitted by Mike… Michael Altieri, P.E., of Bernier, Carr and Associates, on behalf of Sundus and Sarah, LLC to change the approve zoning classification of 1348, 1352 and 1356 Washington Street from Residence B to Neighborhood Business. And a footnote on this is this also has to be reviewed by Jefferson County Planning Board.

Geoffrey Urda: No, this one is not subject to county review. The two Gaffney Street requests were, but this one is not. It's not within the buffer.

Larry Coburn: Oh, correct you are, I misread that. All right. Mike. Mike, can you hear me.

Michael Altieri: I can hear you.

Larry Coburn: All right, do you wanna do a little summary for us on what the plan is here?

Michael Altieri: Sure. I'm Mike Altieri with BCA Architects and Engineers. I have both Dr. Latifs with me in the room today. We're safely separated with the commensurate amount of feet we need to be here.

This is a Zone Change Request for three parcels adjacent to the Latif's North Country Neurology building. This is on the corner of Washington Street across from the high school, just to give you a picture where… (inaudible) …named off the parcel numbers and the addresses. Essentially, what we're trying to do if I were to talk about the kind of plan of development is to take these three parcels, change their zone to Neighborhood Business. Um, I think it's talked about in the Planning memo, we would also need to go through the Special Use Permit process on this. And the final step, of course, would be to come back to you at a later date for a Site Plan Approval when that is submitted.

So this is the first step. The intended use here. We have provided as a supplement to the application what I would call some on a very conceptual rectangular boxes showing a building and a parking area. I can assure the Latifs that these will be much more detailed when we do our site plan submission. These were just to show in concepts, generally speaking, what we would like to do with the property should the Zone Change Request be received. I guess at this point, I'll take any questions.

Larry Coburn: Stephanie

Stephanie Russell: Yeah, Hi. I live at 1347 Sherman Street. When you guys had done the first initial expansion, we were told that the sloping of the parking lots and everything wouldn't create more flooding… any flooding in our yard? I have… I sent earlier today some pictures via email to, is it Joff or Geoff?

Geoffrey Urda: It's Geoff.

Stephanie Russell: We had, oh, sorry. We've had terrible, terrible flooding since they had done the initial expansion, and I know that part of that is, not only is the sloping obviously ineffective. But, also the… we already are in a swamp area, and the absorption that would be taken, or the absorption that there would be into the ground is taken away with laying even more concrete.

So, he probably… I can send it to whoever else needs to see the pictures. But two days ago, when it rained, you could… you'd be able to see from our back fence all the way to our back walkway, almost our house, it's full of water. So what we need to know is that something's gonna be done. As far as if, Something should have been done for the draining prior, but obviously draining needs to be done. Also, I sent pictures because the area gets so saturated, and I believe it there is, um, issues with the swale, it and we've had some health issues. I would like the soil to be looked at to make sure that if they're going to be disturbing more land, we're not going to be breathing in all the stuff that is there. I sent some of those pictures also.

Michael Altieri: OK, I can address those two questions that I've heard. As far is the drainage issue is concerned, that's good information. I think what we want to do is work with City Planning and Engineering Staff and see what we could do to drain towards Washington Street and take advantage of the close drainage there. We may have to do some drainage calculations and evaluate that with this new development to see and make sure we're not increasing flows to a detrimental amount, either to you or to the City streets.

As far as construction related, I think it was, uh, dust and odors, to the second question. In the contract documents we use to prescribe the construction, we can, and if it's a condition, that wants to be considered as a part of approval, we can make sure that the contractor uses dust control measures. This probably won't come to the size of needing a Stormwater Pollution Prevention Plan. When we've done developments in the City before, though, we have provided what I'd call like a mini-SWPPP to address erosion control and drainage during construction as well. And if you have… if you would be able to provide those photos of the flooding on your property, that would help us in developing the design appropriately.

Geoffrey Urda: Mike, I could forward you everything that she sent me. I got them about two… like an hour and a half before the meeting. I'll forward them all to you.

Michael Altieri: Excellent.

Stephanie Russell: What had happened is I had had a lot of different health issues, and they found out that it was Geotrichum, and was, um, (I) took some medicine, you know, medicine. I'm feeling much better now. But, that's why I had taken pictures of the soil and then, with science for my son. Well, he's at home. We have um, done some sampling, so I want to send that out because I took pictures of that also.

We've had stuff done before, but Geotrichum apparently takes 30 days. Whereas the stuff that we've had sent out before, it's only been, like, over six days. So that's part of what I'm talking about is if, you know, if you're gonna be disturbing all that land, there's Geotrichum in all soil, I understand. But if there's a higher amount, I just, you know, I want to make sure that everything's being addressed because we'll be breathing it in for a while.

Michael Altieri: OK. I think that I understand. Sorry, you came in kind of loud there. So we will be doing soil borings as a part of the design of the new building. So as part of that evaluation, we could make a determination on an appropriate dust control and construction control the soil.

Stephanie Russell: OK it, but nothing… no construction will begin until we are aware of the exact drainage system that's going to be taking place and everything like… that's what I'm wondering?

Geoffrey Urda: Mike, I'll jump in there for a second. They would have to apply for a Site Plan Approval before they can do any of the development they're proposing. Even if they get their Zone Change, they would still need to apply for Site Plan Approval in order to begin developing and building on the site. And my colleague, Mr. Ben Arquitt, who is still in this call, would do an engineering review as a part of that. And Ben, I don't know if you want to say anything about soils, drainage, etc., everything that goes into your engineering review of a site plan.

Ben Arquitt: Yeah, can you hear me?

Stephanie Russell: Yeah.

Ben Arquitt: Everything you just saw that we did for the ARC situation down on Gaffney Drive and Glenn. It goes through that whole process and we go through that all again on this. A few things I look at is like the drainage, which way it's going, we have a whole host of properties that have drainage problems. But, before the site is actually done, I review it, the City Engineer also looks at it and we put comments together, and sometimes (inaudible) and Planning sends them to the architect, and they revise, resubmit the whole thing again. So it's quite the process.

Stephanie Russell: OK, do we get any of those?

Ben Arquitt: Uh, yes.

Geoffrey Urda: So you received a letter for this because it's a Zone Change Requests and every Zone Change Request automatically… anyone that owns property within 100 feet gets a letter. The same thing happens with Special Use Permits. So if they want to do apartments, they would have to request that, and you'd get a letter there, too.

As far as just an ordinary site plan, there is no trigger which says that a neighbor automatically gets a letter when somebody applies for a site plan. But, given that you've just now on the record indicated your interest in it, you know, I personally would be able to say, you know, we'd let you know if and when they applied for a Site Plan Approval.

Stephanie Russell: Thank you very much. I appreciate that.

Larry Coburn: All right, with the contentment here, we're still talking about a Zone Change, which is step one in the big picture. Anyone from the board have any… ?

Geoffrey Urda: I think there might be more public, Larry.

George Ashcraft: Hello. This is George Ashcraft calling. I'm…

Geoffrey Urda: Mr. Ashcraft, could you give your name, your address for the record?

George Ashcraft: My name is George Ashcraft. I live at 1358 Washington Street. I'm right next door to (13)56, we have a shared driveway. And I am require… and I'm asking if there's any way that this driveway could just be stay the same as it is, and a fence get put up between the dwellings moving in that would be getting built, cause I've already got a stockade fence up at the end of the driveway almost. The only thing that's separated is the house that's there now that I would say would be gone. If they reconstruct this area, that will be gone. I just needed to know if we could get a stockade fence or whatever, just to separate the two because of… I have grandchildren that come and go and whatnot. That's the reason I have a fence put up on my own property now so. That's my only… I'm not gonna oppose anything that's going on. I think it's great that what the people want to do, but I just was enquiring on those

Larry Coburn: Again, that will be part of any future site plan.

George Ashcraft: Yeah, I get, I understand that now with what was just said. I just wanted to chime in so I'd be on the record too just saying that I was inquiring about the value of our homes (inaudible). So that's all.

Geoffrey Urda: Mr. Ashcraft, would you like us to also notify you at a future date if and when a Site Plan Approval request is made?

George Ashcraft: Sure, that'd be great. I'm interested, yes.

Larry Coburn: All right. Any questions from anyone on the board? We didn't talk, there was a couple of items here. Ownership, uh, proof of ownership?

Michael Altieri: You're going down the Staff memo items now?

Larry Coburn: Staff? Yes.

Geoffrey Urda: Larry, do we wanna make sure, because we still have a lot of callers on… do you want to give one more opportunity for public just in case there's more people?

Larry Coburn: Well, sure we can. Anybody?

Geoffrey Urda: Because I count, still five callers.

Tiffany Marra: Um, can somebody hear me?

Larry Coburn: Yes.

Tiffany Marra: We own property at 1351 Sherman Street, which backs up to the Zone Change Request lot.

Geoffrey Urda: A name for the record?

Tiffany Marra: Um, it's Marra, m-a-r-r-a.

Geoffrey Urda: First name?

Tiffany Marra: And I just share the same concerns as the neighbors, mostly the water drainage issues and the privacy issues as well.

Larry Coburn: Could we have your first name, please?

Tiffany Marra: Yes. Tiffany and Mark.

Geoffrey Urda: Thank you.

Tiffany Marra: Um, so my concern is the water, which I agree there are, um, they're issues that that were here before this, but the way that it's going to be probably graded and built upon I just think that it's gonna create more of an issue. We actually purchased this property in December, and there were already some trees cut down, lots of trees that are, that have been cut down and are pushing, um, the fence that goes across our carriage inn. We've already replaced a section of it, but there's a whole area there that the fence is pushed in and then untucked because of what has already been taken down on the property, so I would just be, you know, maybe at a later date. Maybe it's a little early now, but, um, wondering what what's going to become of that.

Larry Coburn: Mike?

Michael Altieri: Yes, well it sounds like the issue of the drainage is a common theme. Um, I think that that's good information to have on ground conditions. Through the site plan development process, we are required to provide buffers. For the second item brought up, and screening, especially from a residential property, I think those are both things will need to take into consideration in development of the site plans.

Tiffany Marra: Thank you.

Michael Altieri: Absolutely.

Larry Coburn: Was there anybody else calling in here? I only see three, four. T.J.?

T.J. Babcock: Just a quick question. On the big print out of the picture of the site area, it shows as Residence C. On our paperwork, it shows as Residence B. Which one is it? Is it B or C?

Geoffrey Urda: It is B.

T.J. Babcock: It is? OK.

Michael Altieri: Residence B. We will correct in the application. I think that was one of the items noted by Planning Staff. My eyes are getting too old to tell the difference in the colors there. I think we both made the same interpretation, me and my surveyor, so we'll get that corrected in the application. Did we want to go through the other Staff comments?

Larry Coburn: Yeah, please do, Mike. Go ahead so we're on the same page, here.

Michael Altieri: Um, I think there's just some general comments. The… at the beginning there. A good note from the… in working with Geoff and other Planning Staff, it was noted that this use is supported, I guess, by the city's adopted Comprehensive Plan and future zoning. Is that a fair statement to say Geoff and Mike?

Geoffrey Urda: The future land use component of the comprehensive plan does envision this part of Washington Street as urban mixed use.

Michael Altieri: So going down further… oh yeah.

Geoffrey Urda: Mike, if you could give me just a second, I'll read the description, just for… for the record and for everybody on the call. The urban mixed-use areas are historic areas generally located between the central business district and residential neighborhoods where land use transitions from intense urban business to lesser intense residential and compatible non-residential uses. These transitional areas begin to have obvious changes in building types, architectural styles, lot sizes and pedestrian activity. Buildings are generally lower in height and parking may be on site, preferably behind or at the side of the building to avoid a suburban look. Buildings are designed to be visually appealing, with shorter setbacks to address the sidewalk and help reinforce positive pedestrian experience.

Michael Altieri: Thank you. Further guidelines we can use in developing the architectural plans and site plans. Going through some of the other items in Staff's memo, ownership and permission. We have recently (inaudible) some documentation to substantiate the ownership, and we will submit that to… add it to the application. As noted on, the correction from Residential B to Residence C. That correction will be made in the application. There's a few paragraphs on the SEQR here. I can completely understand, the segmentation of SEQR concern. I think we can provide an amended SEQR to address that, with the common plan of development. We're including all the future plans that the Latifs have in mind. Um, I… one question I had. Once we complete that SEQR, will that be appropriate to use for the site plan review portion? Will that help us during that application process as well?

Geoffrey Urda: Short answer, I would say, is yes. Try your best to describe the vision for developing the site as best as you can. Our caveat what I just said is that if there is a huge or substantial change between what you describe on this SEQR and then what you ultimately end up applying for when you apply for site plan approval, then you would… I would advise you to submit another one at that time that describes the proposed development. But, that would only be if you end up doing something much, much different than what you end up describing here.

So do your very best to describe what the vision is for the site. I don't know if Mr. Lumbis wants to add anything.

Michael Lumbis: I guess my comment would be that it's going to be tough to do an environmental review without more detailed plans than what you've got here. You know there, especially if there's drainage issues and things like that… knowing how you're going to address some of the drainage and some of the other items related to SEQR is important in assisting with that SEQR review, so... I know you're probably looking to have the zone change considered first, prior to putting a lot of time and effort into the site plan, but every time the projects are all related, and the more information we have in terms of the site plan, the easier it would be… the better it would be for reviewing the environmental quality review.

Michael Altieri: Absolutely, so I think it was good to hear the neighbors' input today to understand a kind of a local environment. So, I think between that and what we know the Latifs' vision to be for the project, I think we have enough information to take a good stab at having that SEQR documentation further updated.

Larry Coburn: Lin? Mike, can you un-mute Lin?

Linda Fields: Can you hear me?

Larry Coburn: Yes.

Linda Fields: Great, thank you. I need to… OK. Hello?

Larry Coburn: You've got a real delay going there. Lin.

Linda Fields: I don't know what to tell you. I'm doing the best I can. I just… I just need to let you know that I'm against this project for a couple of reasons. I am very much afraid of what's going to happen if we change the zoning in this.

Geoffrey Urda: Maybe have her call in?

Linda Fields: I am calling in… Hello?

Larry Coburn: Yes. Lin?

Linda Fields: I'm sorry, I am calling in, and, yes. I just don't, I'm not, I'm not in favor of this all. I don't know about feedback, I apologize for this. I'm just expressing my opinion. I'm afraid of fair market value changes because of this. There is the possibility, of course, that they could open a retail establishment, and I… I don't know what's going to happen in the future, so I would like a little bit of clarification before we go on.

Larry Coburn: What are you looking for clarification on?

Linda Fields: What I'm trying to find out Larry is whether or not the owners of the property are intending (inaudible)… or will they do professional (inaudible)?

Male voice: They changed their mind.

Michael DeMarco: Hey, Lin?

Linda Fields: Yes.

Michael DeMarco: Lin, are you, are you calling in and using the videoconferencing?

Linda Fields: No, I am not

Michael DeMarco: OK.

Linda Fields: I'm… I'm sorry folks, I just I don't know what to do about how to change this.

Geoffrey Urda: It sounds, I was leaning in really close to my monitor, and it sounded like Lin wanted a little bit more detail on exactly what the proposal was, as far as apartments, retail, professional office space, uh, she was asking for some more detail on the vision.

Michael Altieri: So specifically like types of tenants or... more detail on the plans?

Geoffrey Urda: You know what, I was able to, I was able to hear "retail, apartments and professional," after… after she asked about, or mentioned fair market value. Um, and I… I can't ask her now to clarify cause I… it looks like we might have lost her.

Linda Fields: Can you hear me now, guys?

Geoffrey Urda: Yes.

Larry Coburn: Yes.

Linda Fields: OK. I don't know what I did, but it got a little bit better here. My concern is what's going to happen to that particular property? My concern is if we set a precedent by changing the zoning from Res B to Limited Business, or to Neighborhood Business, excuse me, if we're not setting a precedent to change the rest of the zoning eventually on Washington Street, because I can foresee someone coming in and saying, Oh, let me buy up two or three houses and change the zoning. That's my concern.

Larry Coburn: Isn't that allowable in our Comprehensive Plan?

Linda Fields: Uh, considering I haven't got, I do not have the comprehensive plan in front of me, Larry, I don't know.

Larry Coburn: Well…

Linda Fields: But my… Yeah, I don't know.

Larry Coburn: Geoff?

Geoffrey Urda: The description I read at the outset of the um… the urban mixed-use description that describes it as a transition zone that allows compatible non-residential uses to kind of form that transition to residential districts. That is the vision for that part of Washington Street into the future, is to have an area where you can combine, um, residential with compatible non-residential in sort of that transition.

Linda Fields: All right, that may be all fair and good. But then you have the people on the street behind and what's going to happen to the fair market value of their property? It's a rhetorical question. I can't answer that. But those are my concerns, so I just wanted to express them. I'm not in favor of this, and I wanted to just let you know.

Larry Coburn: All right.

Linda Fields: OK.

Larry Coburn: You do get a vote.

Linda Fields: I know.

Larry Coburn: But, just keep it, keep it in light in… on the bright side of it, is it follows our approved Comprehensive Plan, and all the questions have been answered. This is phase one of a planned change of some sort, and today we're strictly talking zone change with the information impact that, what Mike's talked about. Mike, you got kind of cut off there. You said, uh, some… what the narrative of what your future plan is. Can you fill… do that again?

Michael Altieri: Well, I guess that the question is that we need to have more detail on what the nature of the mixed use would be. We tried to get as descriptive as possible with those, and the use of professional services, retail and apartments. Is there any further detail we need to go in on that to satisfy the board?

Larry Coburn: We just lost Lin in there. She didn't hear your whole narrative.

Linda Fields: I'm here.

Larry Coburn: OK. Did you just hear what Mike said?

Linda Fields: I heard what Mike said. I would like to see a little bit more of what the plan is, what they plan to do.

Larry Coburn: Well, that will be in the next phase, when… when they request a site plan approval.

Linda Fields: OK, thank you, Larry. Thank you, Mike.

Geoffrey Urda: I just want, I just want to jump in and say that if apartments are part of the vision, there is another step. Apartments would require a Special Use Permit, which is an intermediate step between this and the site plan. I just wanted to get that out on the record.

Linda Fields: Thank you, Geoff.

Neil Katzman: Larry, can I speak?

Larry Coburn: Yes. Is that Neil?

Neil Katzman: OK, I have some reasons I'm objecting to this also. Number one, when the doctors brought… before they were putting a sleep lab in their present building, and I asked if they were putting a dental office in, and they said no, and there would only be a couple cars parking at night. Well, during the day now, there's no adequate handicap parking. The parking places are not according to the plans that we, that they gave us on their original proposal.

I wanna know everything, the other thing I heard through the grapevine, that the building they tore down did not meet other the proper asbestos abatement requirements. I'm not saying they did anything wrong, but I feel this all should be, just addressed before we even do anything. Do you consider the zone change for him until all their matters on the president building pictured adjoining this property are addressed. Handicapped parking, proper size parking places and the drainage problem that it's also created for the neighbors.

And what is, and also being a licensed real estate broker, I do feel this is gonna have an adverse effect on the real estate behind and adjoining the property. But you also have to look at progress, you can't keep everything residential forever. But it is definitely gonna have a major effect on the people that live behind on, uh, I believe it's called Sherman Street there. It's gonna make a major effect to them. So my recommendation is to table this or not vote on the zone until all these other matters are corrected and they get clarification from the Department of Labor that the proper asbestos procedures were used in taking down the previous houses. You're shaking your head Larry.

Larry Coburn: Well, that's a mouthful for a Planning Board.

Michael Lumbis: I can chime in on the demolition and asbestos concerns. Larry had asked me about this, and I did check with our Code Enforcement Department. It was one home that was torn down. It was done so with a permit from the Code Enforcement Department, and all the required asbestos testing prior to the demolition was completed. The second building, which they're planning to tear down, they're in the process, and looking to the, Code Enforcement is waiting on some abatement information prior to issuing that permit. So, the first building was torn down legally, and no permits have been issued for the second building as of yet. We 're waiting for some additional information from the owners prior to the issuance of that permit.

Neil Katzman: They also put a dental lab, uh, a dental office in where they said it was gonna be a sleep lab and one-to-two cars at night. And you go by there, their parking lot. Well, I really think that should be tabled till we know exactly what their total plans are. And I don't have a good feeling, because when I asked at the meeting, and Mike, you looked it up for me the other day. When they came before the Planning Board last time, they said a sleep lab. Then all of a sudden, we got a dental office in there, and they did not tell us any of this ahead of time. I really feel that should be tabled till we know everything that's planned before we do anything.

Linda Fields: Neil, Neil excuse me this is Lin. Mike, would you not need to have a motion to table? Question mark.

Larry Coburn: Kerry?

Kerry Johnson: Yeah, but isn't all this relative to the site plan approval rather than the zoning recommendation for the zoning change?

Larry Coburn: Mostly, yes. Neil's talking about a change in the use of the building that exists now in some handicap requirements…

Kerry Johnson: That's a completely separate issue.

Larry Coburn: Right, (inaudible) I'm trying to be polite about this, but that were not the enforcers.

Neil Katzman: I know we're not the enforcers, and I questioned if I should bring it up or not? But they did not comply with what we approved last time for them, so I just can't see doing anything, because if we approve something and they don't do what they say, why should we help them out now? And it's… and we're doing it just for them. I want to know what all the neighbors say about zoning boarding changes. I want all the neighbors surveyed etc. to see how it's gonna affect, with their houses. I realize that I went off overboard on what were the issues on the zone change, but I feel it's all interconnected.

Kerry Johnson: I don't think we're in a position to do favors anyway, see, it's not our business. It is just (inaudible) do our job.

Larry Coburn: Right.

T.J. Babcock: I tend to agree with Kerry there. This wasn't about what, what's in the past. If the City wants to go back and look at the past property and take care of it. This is strictly about the current properties that we're looking at that… Neil, you've brought up some great points, but that needs to be taken care of in a different department, different board, different area. That's not part of the Planning Board at this point, cause that's a done and completed project.

Linda Fields: And if I can add, if I can add as well, you're absolutely right, gentlemen. We need to vote on the zone change only… if I'm not correct.

Larry Coburn: You are correct.

Neil Katzman: You are somewhat, yeah.

Linda Fields: Thank you.

T.J. Babcock: So I'll make a motion on that, recommending that City Council approved this Zone Change Request submitted by Michael Altieri, P.E. of the Bernier, Carr & Associates, Engineers and Land Surveyors, P.C. on behalf of Sundus and Sarah, LLC to change the approved zoning classification of 1548, 1552 and 1556 Washington Street, Parcel Numbers 14-21-106.000, 107.000, and 108.000 from Residence B to Neighborhood Business.

Kerry Johnson: Those are 13s, not 15s.

Larry Coburn: They what Kerry?

Geoffrey Urda: Kerry is correct, it is 13. The original memo that went out physically last Thursday had 15. I subsequently sent everyone a revised one on Friday with 13. Likewise, I hand delivered notification to neighbors on Friday that had 13. You are moving 1348…

T.J. Babcock: OK, so I'll correct myself: …of 1348, 1352 and 1356 Washington Street.

Kerry Johnson: I'll second the motion.

Larry Coburn: All in favor?

Geoffrey Urda: I thing we might need a roll call on this, Larry. I think with… So Larry, let's start with you.

Larry Coburn: I say yes.

Geoffrey Urda: Aye. T.J.?

T.J. Babcock: Aye.

Geoffrey Urda: Kerry?

Kerry Johnson: Aye.

Geoffrey Urda: Neil?

Neil Katzman: Yes.

Geoffrey Urda: Lin?

Linda Fields: No.

Geoffrey Urda: So I've got four to... Neil, you said yes, so I've got four to one, correct? Everybody agrees with that tally?

Larry Coburn: Yes.

Linda Fields: Correct.

Geoffrey Urda: So the next step is this will go to the City Council. At their next meeting, which will be on Monday, the 18th of May, they will set a public hearing for Monday June 1st. At this point, we don't know whether that June 1st meeting will be in-person or virtual, but nonetheless, all property owners within 100 feet will also receive a letter inviting them to that meeting. So regardless if it's virtual or in-person at City Hall, everybody that owns property within 100 feet will get a letter. They'll get that as soon as the City Council sets the hearing on the 18th. So that will be 7:30 p.m. on June 1st.

Neil Katzman: May I ask one question before we adjourn?

Larry Coburn: Yes.

Neil Katzman: Would it be smart to consider zoning that whole block on Washington Street Rather than just doing the three houses?

Geoffrey Urda: Neil, the City is in the process of writing a new zoning ordinance. So every parcel in the City within 24 months will carry a zoning designation that is, even if a little bit different than it is now, it will be in new zoning districts. So I would… my… Mr. Lumbis and Ms. Voss and Mr. DeMarco can all weigh in on this as well, but, my recommendation towards any proactive rezonings would be to allow the zone change, or the zoning ordinance rewrite to run its course.

Neil Katzman: OK.

Michael Lumbis: Yes, as Geoff mentioned, we're gonna be looking at the entire City in the next year or so. So this… the new zoning. Different areas will be based on the Comprehensive Plan, so I think we, I would recommend as well that you let process run its course, and all these areas, including this one will be looked at as we go through.

Larry Coburn: Good with that, Neil?

Neil Katzman: Yep. Would someone like me make my favorite motion?

Larry Coburn: Yes, please.

Neil Katzman: I'd like to make a motion that we adjourn.

T.J. Babcock: I'll second.

Linda Fields: OK, second.

Larry Coburn: All in favor?

Multiple Voices: Aye.

Michael Lumbis: Thank you, everyone.

Multiple Voices: Thank you.

Multiple Voices: Bye.

September 14, 2020

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, City Manager

Subject: Pandemic Operations Plan

The Governor signed the "Pandemic Operations Plan" legislation into law on September 7, 2020. This new law requires public employers to develop a plan for operations in the event of a declared public health emergency involving a communicable disease. The plans are required to be completed by April 1, 2021.

The required plan elements include, but are not limited to:

- A list and description of positions considered essential;
- Protocols for non-essential employees to follow to work remotely;
- A description of how staggered work shifts would be implemented;
- The process for procurement and distribution of personal protective equipment (PPE) for employees;
- The process outlining what to do when an employee is exposed to the communicable disease;
- The policy on leave in the event employees require testing, treatment, quarantine, etc.;
- Protocols to document specific hours and work locations including off-site visits for essential employees and contractors;
- Protocols on emergency housing for essential employees impacted by the disease subject of the public health emergency; and
- Any other requirement determined by the New York State Department of Health, such as testing and contact tracing.

Plans must be presented by the employer to union representatives for their review and recommendations. Staff will work on the plan with the expectation of finishing it by the end of January.

September 14, 2020

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Sales Tax Revenue – August 2020

Sales tax revenue was down $248,066 or 14.06% compared to last August. In comparison to the original budget projection for the month, sales tax was up $334,019 or 28.26%. The year-to-date actual receipts are down $518,712 or 14.70%, while the year-to-date receipts on a budget basis are up $645,446 or 27.31%.

From the County's sales tax distribution the State will withhold $314,650 from November's distribution and $176,027 from May's distribution to cover the State's appropriation of $490,677 for AIM related payments to Jefferson County towns and villages that was cut from the State's budget. Therefore the, the City is now shorted $117,762 annually ($75,516 in November and $42,246 in May) to fund these State AIM payments. Additionally, the State imposed with their budget a sales tax inceptor for distressed hospitals and nursing homes which is estimated to reduce the City's sales tax revenue by $167,000.

	Actual 2017-18	Actual 2018-19	Actual 2019-20	Actual 2020-21	Variance	Monthly % Inc/(Dec)to Prior Year	Quarterly % Inc/(Dec)to Prior Year
July	$ 1,573,554	$ 1,606,413	$ 1,763,856	$ 1,493,210	$ (270,646)	(15.34%)	
August	$ 1,498,230	$ 1,573,047	$ 1,763,893	$ 1,515,827	$ (248,066)	(14.06%)	
September	$ 1,918,505	$ 2,226,468	$ 2,129,882	$	$	%	%
October	$ 1,381,534	$ 1,423,970	$ 1,499,868	$	$	%	
November	$ 1,435,650	$ 1,466,279	$ 1,410,364	$	$	%	
December	$ 1,754,106	$ 1,718,512	$ 1,868,004	$	$	%	%
January	$ 1,360,442	$ 1,384,533	$ 1,436,294	$	$	%	
February	$ 1,163,558	$ 1,149,846	$ 1,203,572	$	$	%	
March	$ 1,511,911	$ 1,420,276	$ 1,750,746	$	$	%	%
April	$ 1,392,815	$ 1,410,924	$ 988,797	$	$	%	
May	$ 1,383,659	$ 1,501,095	$ 925,025	$	$	%	
June	$ 2,051,011	$ 1,864,710	$ 2,258,456	$	$	%	%
YTD	$ 18,424,974	$ 18,746,071	$ 18,998,780	$ 3,009,037	$ (518,712)	(14.70%)	

	Original Budget 2020-21	Actual 2020-21	Variance	%	%
July (Budget # = 67% of QE 9/30/19)	$ 1,175,806	$ 1,493,210	$ 311,427	26.35%	
August (Budget # = 67% of QE 9/30/19)	$ 1,175,831	$ 1,515,827	$ 334,019	28.26%	
September (Budget # = 67% of QE 9/30/19)	$ 1,421,044	$	$	%	%
October (Budget # = 90% of QE 12/31/19)	$ 1,343,904	$	$	%	
November (Budget # = 90% of QE 12/31/19)	$ 1,263,351	$	$	%	
December (Budget # = 90% of QE 12/31/19)	$ 1,675,227	$	$	%	%
January (Budget # = 95% of QE 3/31/20)	$ 1,358,502	$	$	%	
February (Budget # = 95% of QE 3/31/20)	$ 1,137,416	$	$	%	
March (Budget # = 95% of QE 3/31/20)	$ 1,657,232	$	$	%	%
April (Budget # = 105% of QE 6/30/20)	$ 1,334,401	$	$	%	
May (Budget # = 105% of QE 6/30/20)	$ 1,339,795	$	$	%	
June (Budget # = 105% of QE 6/30/20)	$ 1,765,491	$	$	%	%
YTD	$ 16,648,000	$ 3,009,037	$ 645,446	27.31%	

September 16, 2020

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Sale of Surplus Hydro-electricity – August 2020

The City has received the monthly hydro-electricity production and consumption data from National Grid. In comparison to last August, the sale of surplus hydro-electric power on an actual to actual basis was down $11,511 or 86.35%. The hydro-electric facility was initially planned to be shut down in August and September for the planned capital improvements but the work was pushed forward due to the dry conditions.

	Actual 2017-18	Actual 2018-19	Actual 2019-20	Actual 2020-21	Variance	% Inc/(Dec)to Prior Year
July	$ 644,519	$ 4,063	$ 265,466	$ 1,937	($263,528)	(99.27%)
August	$ 308,911	$ 1,201	$ 13,330	$ 1,819	($275,039)	(98.65%)
September	$ 129,629	$ 46,149	$ 125,102	$	$	
October	$ 219,082	$ 323,260	$ 222,218	$	$	
November	$ 610,656	$ 572,955	$ 554,930	$	$	
December	$ 332,344	$ 249,645	$ 406,126	$	$	
January	$ 243,768	$ 171,405	$ 416,391	$	$	
February	$ 353,929	$ 311,149	$ 217,222	$	$	
March	$ 587,558	$ 403,524	$ 745,936	$	$	
April	$ 728,661	$ 673,362	$ 752,511	$	$	
May	$ 584,892	$ 809,967	$ 383,085	$	$	
June	$ 59,631	$ 787,591	$ 53,641	$	$	
YTD	$4,803,579	$4,354,270	$4,155,958	$ 3,757	($275,039)	(98.65%)

	Original Budget 2020-21	Actual 2020-21	Variance	%
July	$ 230,105	$ 1,937	($228,168)	(99.16%)
August	$ -	$ 1,819	$ 1,819	-
September	$ -	$	$	
October	$ 344,806	$	$	
November	$ 527,395	$	$	
December	$ 425,379	$	$	
January	$ 348,910	$	$	
February	$ 260,835	$	$	
March	$ 458,205	$	$	
April	$ 710,561	$	$	
May	$ 637,679	$	$	
June	$ 443,125	$	$	
YTD	$4,387,000	$ 3,757	($226,348)	(98.37%)

September 14, 2020

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Bond Refunding Bid Results

On August 3rd City Council adopted a bond refunding ordinance to refinance certain outstanding serial bonds as current interest rates for municipal debt had created an opportunity for the City to lower some of its future debt service costs. On September 9th the City received five bids for the debt issue with the winning bid being submitted by BNY Mellon with the net interest cost being **0.38%.** Due to this lower than expected interest rate the savings for this refunding project have increased from $70,522 to $86,863.

As part of the refunding process the City was required to be reviewed by Moody's which maintained the City's rating of Aa3 and removed the "negative outlook" from their previous rating.

City of Watertown, New York

$1,855,000 Public Improvement Refunding (Serial) Bonds, 2020

Refunding of 2008, 2010 and 2011A

TIC BID RANKINGS

BID	TIC	NIC	PAR	Premium	Total Interest
BNY Mellon	0.3496699%	0.3809226%	1,855,000.00	231,338.10	19,105.65
Robert W. Baird	0.4237833%	0.4610193%	1,855,000.00	227,658.25	23,123.00
Roosevelt & Cross	0.6193142%	0.6712294%	1,855,000.00	217,114.90	33,666.35
Bernardi Securities	0.8204816%	0.8545535%	1,855,000.00	107,607.55	42,861.20
Bank of Greene County	1.1680732%	1.1710965%	1,855,000.00	-	58,737.81

Sources Of Funds

Total Sources	-

Uses Of Funds

Total Uses	-

MOODY'S
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CREDIT OPINION
1 September 2020

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Watertown (City of) NY

Update to credit analysis following removal of negative outlook

Summary

Watertown, NY (Aa3) benefits from strong financial reserves that provide stability due to volatile revenue sources. The rating also incorporates the city's elevated but manageable long-term liabilities, and a modestly sized tax base that benefits from the proximity of the Fort Drum United States military base.

We regard the coronavirus outbreak as a social risk under our ESG framework, given the substantial implications for public health and safety. The coronavirus crisis is not a key driver for this rating action. We do not see any material immediate credit risks for the city. However, the situation surrounding coronavirus is rapidly evolving and the longer term impact will depend on both the severity and duration of the crisis. If our view of the credit quality of the city changes, we will update the rating and/or outlook at that time.

On September 1, the city's issuer and general obligation limited tax ratings were affirmed and the negative outlook was removed.

Credit strengths

» Solid cash levels and financial reserves

» U.S. Army base at Fort Drum provides stability to economy and tax base

Credit challenges

» Exposure to volatile revenue sources

» Below average socio-economic characteristics

» Elevated debt burden

» Large OPEB liability

Rating outlook

Outlooks are usually not assigned to local government credits with this amount of debt outstanding. The removal of the negative outlook reflects management's conservative budgeting which has led to ample reserves and liquidity

Factors that could lead to an upgrade

» Significant growth in tax base

» Material improvement in socio-economic profile

Factors that could lead to a downgrade

» Declines in reserves deeper than what is currently projected

» Material increase in long-term liabilities

Key indicators

Exhibit 1

Watertown (City of), NY	2015	2016	2017	2018	2019
Economy/Tax Base					
Total Full Value ($000)	$1,174,735	$1,178,797	$1,155,107	$1,161,254	$1,133,398
Population	27,250	26,997	26,437	26,057	-
Full Value Per Capita	$43,110	$43,664	$43,693	$44,566	N/A
Median Family Income (% of US Median)	75.9%	71.8%	67.2%	64.2%	0.0%
Finances					
Operating Revenue ($000)	$40,258	$41,690	$43,844	$46,141	$46,678
Fund Balance ($000)	$14,319	$13,863	$13,887	$14,157	$16,400
Cash Balance ($000)	$16,197	$14,721	$15,267	$15,255	$17,137
Fund Balance as a % of Revenues	35.6%	33.3%	31.7%	30.7%	35.1%
Cash Balance as a % of Revenues	40.2%	35.3%	34.8%	33.1%	36.7%
Debt/Pensions					
Net Direct Debt ($000)	$32,522	$35,755	$35,925	$34,160	$33,866
3-Year Average of Moody's ANPL ($000)	$66,579	$76,011	$80,400	$74,794	$70,706
Net Direct Debt / Full Value (%)	2.8%	3.0%	3.1%	2.9%	3.0%
Net Direct Debt / Operating Revenues (x)	0.8x	0.9x	0.8x	0.7x	0.7x
Moody's - adjusted Net Pension Liability (3-yr average) to Full Value (%)	5.7%	6.4%	7.0%	6.4%	6.2%
Moody's - adjusted Net Pension Liability (3-yr average) to Revenues (x)	1.7x	1.8x	1.8x	1.6x	1.5x

Source: audited financial statements; US Census Bureau; Moody's Investors Service

Profile

Watertown, NY is located 11 miles east of Lake Ontario and 22 miles south of the St. Lawrence River and Canadian border. The city has a population of about 26,000.

Detailed credit considerations

Economy and Tax Base: Moderately sized tax base supported by Fort Drum army base

The city's $1.2 billion tax base will remain stable as its significant government and military presence help offset lower resident wealth and incomes. Over the past five years, full value has grown by a compound annual rate of 0.3%.

The city benefits from the stabilizing presence of the Fort Drum military base, which has grown to over 30,500 people since being established in 1984. Although not located within the city limits, Fort Drum is located 7 miles from the city center, acting as a major employer and major customer for the city's water and sewer operations.

As the county seat, Watertown benefits from being the region's government and legal center. Over 23% of county-wide jobs are in the government sector. The largest taxpayers – mostly utilities, apartments, and shopping centers – make up 12.4% of 2020 assessed valuation.

This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the ratings tab on the issuer/entity page on www.moodys.com for the most updated credit rating action information and rating history.

Wealth levels in the city are below average. Median family income represents 62% of state and 67% of national levels, while median home values represent 45% of state and 68% of national levels. Full value per capita of $45,129 is about half the state average.

The coronavirus is driving an unprecedented economic slowdown. We currently forecast US GDP to decline significantly during 2020 with a gradual recovery commencing toward the end of the year. Local governments with the highest exposure to the tourism, healthcare, retail, oil and gas and international trade sectors could suffer particularly severe impacts.

Financial Operations and Reserves: Strong reserve levels provide buffer against volatile revenues
City finances will be challenged in the short-term given ongoing pressure on sales tax revenues and state aid. However, management has positioned the city well to mitigate these revenue losses with conservative budgeting and ample reserves. Following a significant surplus in 2019, Available Fund Balance improved to $16.4 million (35.1% of revenues). Fiscal year 2020 ended on June 30, 2020 and management is currently working through a number of accruals. However, given the state withheld 20% of state aid, which amounted to approximately $924,000, management projects reserves to decline between $750,000 and $1 million. Sales tax revenues were approximately $350,000 below budget. Given how late in the fiscal year the pandemic hit, management was particularly challenged to make too many changes to it's fiscal 2020 budget to offset the revenue losses.

However, going into 2021, management reduced sales tax projections for the year by $2.4 million. We see this as conservative given sales taxes would need to decline substantially in fiscal 2021 for this budget number to be hit. However, the city kept state aid flat, which poses a budget risk to 2021 if the governor continues to withhold (or officially cut) 20% state aid to the city. To offset the revenue declines in sales taxes, management reduced expenses and needed to cut a number of positions to do so. As a result of the expense reduction, management was able to keep appropriated fund balance at a reasonable level ($435,000) and keep the property tax increase below the cap.

Also included in our analysts is the Water Fund and Sewer Fund. Unlike the General Fund, both of these funds do serve Fort Drum. Reserves and liquidity remain strong in both funds. Management notes that coronavirus has had no impact on either fund and the 2021 budget is conservative.

LIQUIDITY
Liquidity remains strong and will likely track closely to reserves.

Debt and Pensions: Elevated but manageable debt burden
The net direct debt burden, at 2.7% of full value, is relatively high for the rating category and is expected to remain elevated due to ongoing capital needs. The city is very active in receiving grants for the majority of its capital needs. Of the $13.5 million in unissued but authorized debt, the vast majority will not need to be issued. Management may need to do a $3 million borrowing for some bridge repair.

DEBT STRUCTURE
The city is not party to any interest rate swaps or derivative agreements.

DEBT-RELATED DERIVATIVES
The entire debt portfolio is fixed rate with 76% of principal retired in ten years. Fiscal 2018 debt service represented $3.0 million or 6.5% of expenditures.

PENSIONS AND OPEB
The city's OPEB liability is much higher than it's debt and pension liability and does pose a potential future credit pressure.

Exhibit 2

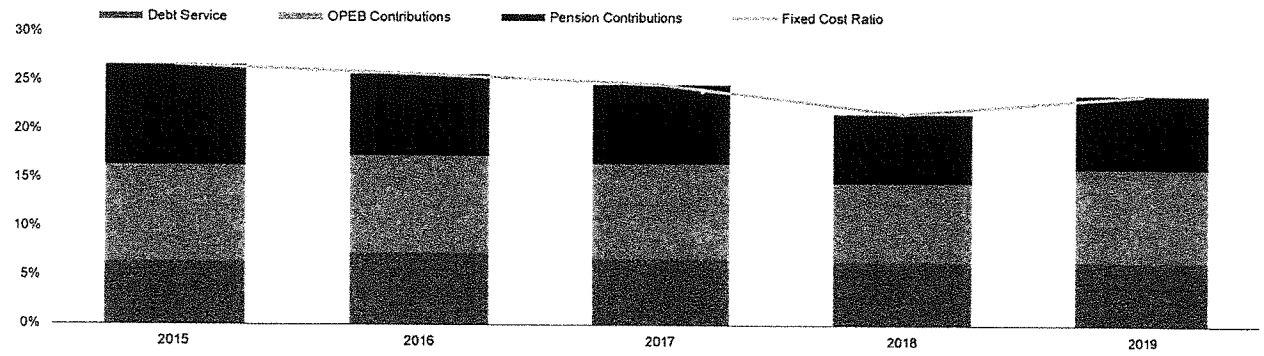
2019	$$$ (000)	% of Operating Revenues	Discount Rate
Operating Revenue	46,678	n/a	n/a
Reported Unfunded Pension Liability	7,191	15%	7.00%
Moody's Adjusted Net Pension Liability	82,691	177%	3.83%
Reported Net OPEB Liability	133,350	286%	3.96%
Moody's Adjusted Net OPEB Liability	131,465	282%	4.07%
Net Direct Debt	33,866	73%	n/a
Debt & unfunded retirement benefits (Moody's adjusted)	248,022	531.34%	
Pension Contribution	3,561	7.63%	n/a
OPEB Contribution	4,458	9.55%	n/a
Debt Service	3,035	6.50%	n/a
Total Fixed Costs	11,053	23.68%	n/a
Tread Water Gap	(230)	-0.49%	n/a
Moody's Adjusted Fixed Costs	10,824	23.19%	n/a

Source: audited financial statements; Moody's Investors Service

While the liability is much higher than peers at the Aa3 rating category, management has noted it continues to look for ways to stabilize the liability and have it decline in the future. Failure to contain the growth on the liability will put pressure on the city's long-term liability profile.

The city's pension burden remains manageable though recent losses in the beginning of the year will result in increased contributions over the next three years. That being said, management continues to budget and make the full pension payment each year and pays it in December to get the discount offered by New York State.

Exhibit 3



Source: audited financial statements; Moody's Investors Service

Fixed costs are elevated but manageable. OPEB (10%) and pension (8%) remain the largest pieces of the fixed costs.

ESG considerations

Environmental

Environmental considerations are not material to the rating.

Social

As noted earlier, coronavirus is considered a risk. However, social considerations were not material to the rating outside of what was already noted in the economy and tax base.

Governance

Management is strong as evidenced by their maintenance of reserves at ample levels. Additionally, their 2021 budget lowered sales tax projections to a very conservative level which will help to offset any potential state aid losses for the year.

New York cities have an Institutional Framework score of "Aa", which is strong. New York Cities operate within a state-imposed property tax cap, which limits the ability to increase their operating levy by the lesser of 2% or CPI. However, this cap can be overridden at the local level, without voter approval and many local governments have done so when necessary. Unpredictable expense fluctuations tend to be low, reflected in expense growth being under 5% on average across the whole sector. Fixed and mandated costs are generally below 25% of expenditures. New York State has the additional constraint of the Triborough Amendment, which limits the ability to cut expenditures. Unpredictable expenditure fluctuations tend to be low, however, reflective in expense growth being under 5% on average across the whole sector.

Rating methodology and scorecard factors

The US Local Government General Obligation Rating Methodology includes a scorecard, a tool providing a composite score of a local government's credit profile based on the weighted factors we consider most important, universal and measurable, as well as possible notching factors dependent on individual credit strengths and weaknesses. Its purpose is not to determine the final rating, but rather to provide a standard platform from which to analyze and compare local government credits.

Exhibit 4

Watertown (City of), NY		
Scorecard Factors	**Measure**	**Score**
Economy/Tax Base (30%) [1]		
Tax Base Size: Full Value (in 000s)	$1,175,914	A
Full Value Per Capita	$45,129	A
Median Family Income (% of US Median)	64.2%	Baa
Notching Adjustments:[2]		
Institutional Presence		Up
Finances (30%)		
Fund Balance as a % of Revenues	35.1%	Aaa
5-Year Dollar Change in Fund Balance as % of Revenues	5.7%	A
Cash Balance as a % of Revenues	36.7%	Aaa
5-Year Dollar Change in Cash Balance as % of Revenues	0.5%	A
Management (20%)		
Institutional Framework	Aa	Aa
Operating History: 5-Year Average of Operating Revenues / Operating Expenditures (x)	1.0x	A
Debt and Pensions (20%)		
Net Direct Debt / Full Value (%)	2.7%	A
Net Direct Debt / Operating Revenues (x)	0.7x	A
3-Year Average of Moody's Adjusted Net Pension Liability / Full Value (%)	6.0%	Baa
3-Year Average of Moody's Adjusted Net Pension Liability / Operating Revenues (x)	1.5x	A
	Scorecard-Indicated Outcome	Aa3
	Assigned Rating	Aa3

[1] Economy measures are based on data from the most recent year available.

[2] Notching Factors are specifically defined in the US Local Government General Obligation Debt methodology.

[3] Standardized adjustments are outlined in the GO Methodology Scorecard Inputs publication

Source: audited financial statements; US Census Bureau; Moody's Investors Service

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REPORT NUMBER 1243960

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MOODY'S
INVESTORS SERVICE

September 14, 2020

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: NYS Retirement System 2022 Employer Contribution Rates

The New York State Retirement System has issued the final 2022 contribution rates for the Employees Retirement System (ERS) and the Police and Fire Retirement System (PFRS). For the tiers/plan options applicable to the City employees the 2022 ERS and PFRS rates increased significantly over the 2021 rates.

Employees Retirement System (ERS)	% of City's Payroll in Tier	2021 Rates	2022 Rates	% Increase to the Rate
Tier 2	1%	19.70%	23.00%	16.75%
Tiers 3 and 4	59%	16.10%	18.10%	12.42%
Tier 5	6%	13.40%	15.10%	12.69%
Tier 6	34%	9.60%	10.60%	10.42%

Police and Fire Retirement System (PFRS)	% of City's Payroll in Tier	2021 Rates	2022 Rates	% Increase to the Rate
Tier 2	76%	25.60%	30.40%	18.75%
Tier 5 (Non-contributory)	8%	24.50%	28.90%	17.96%
Tier 5 (Contributory)	3%	21.00%	25.50%	21.43%
Tier 6 (Contributory)	13%	15.70%	19.80%	26.11%

The 2022 rates cover the salary period of April 1, 2021 through March 31, 2022. For Fiscal Year 2020-21's budget development the City used a blended retirement rate based on 75% of the known rates for 2021 and 25% of estimated rates for 2022 to match the City's fiscal year. The estimated rate for 2022 was established after discussions were held with an actuary of the NYS Retirement System. The final 2022 retirement rates were in line with the actuary's forecasted rates so there will be no significant FY 20/21 budgetary impacts.

The following tables represent a ten year history of the system rates and the applicable City contribution. Also attached is the press release from the NYS Office of the State Comptroller and rate tables.

Employees Retirement System	Tier 2	Tiers 3 and 4	Tier 5	Tier 6	Amount Paid to Retirement System
% of Payroll in Tier	1%	59%	6%	34%	
2022 Rates	23.0%	18.1%	15.1%	10.6%	
2021 Rates	19.7%	16.1%	13.4%	9.6%	$1,234,669
2020 Rates	19.5%	15.8%	13.2%	9.3%	$1,265,209
2019 Rates	19.6%	15.8%	13.0%	9.3%	$1,255,657
2018 Rates	19.7%	16.0%	13.1%	9.3%	$1,268,232
2017 Rates	19.8%	16.0%	13.1%	9.3%	$1,305,395
2016 Rates	23.1%	18.8%	15.5%	10.6%	$1,343,922
2015 Rates	25.3%	20.3%	16.6%	11.0%	$1,657,173
2014 Rates	26.2%	21.0%	16.9%	11.5%	$1,748,158
2013 Rates	23.2%	18.6%	15.1%	N/A	$1,535,739

Police and Fire Retirement System	Tier 2	Tier 5 (Non-contributory)	Tier 5 (Contributory)	Tier 6 (Contributory)	Amount Paid to Retirement System
% of Payroll in Tier	76%	8%	3%	13%	
2022 Rates	30.4%	28.9%	25.5%	19.8%	
2021 Rates	25.6%	24.5%	21.0%	15.7%	$2,720,057
2020 Rates	24.3%	23.2%	19.8%	14.6%	$2,370,618
2019 Rates	24.0%	22.9%	19.4%	14.4%	$2,305,182
2018 Rates	24.6%	23.4%	19.9%	14.8%	$2,354,924
2017 Rates	24.1%	22.9%	19.5%	14.5%	$2,276,464
2016 Rates	24.7%	23.6%	20.1%	14.3%	$2,136,795
2015 Rates	27.3%	26.1%	22.0%	15.4%	$2,494,595
2014 Rates	28.4%	27.1%	24.1%	16.0%	$2,516,571
2013 Rates	25.1%	24.1%	20.1%	N/A	$2,423,515

NEWS from the Office of the New York State Comptroller

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Contact: Press Office 518-474-4015

NYSLRS Announces Employer Contribution Rates for Retirement System for 2021-22

September 3, 2020

The New York State and Local Retirement System (NYSLRS) today announced employer contribution rates for the State Fiscal Year 2021-22 will increase from 14.6 percent to 16.2 percent of payroll for the Employees' Retirement System (ERS) and from 24.4 percent to 28.3 percent of payroll for the Police and Fire Retirement System (PFRS).

NYSLRS is made up of these two systems, which pay service and disability retirement benefits to public employees and death benefits to their survivors.

"Employer contribution rates have gone down or remained relatively flat for several years, but demographic changes, such as longer lifespans, and market volatility are nudging up rates," New York State Comptroller Thomas P. DiNapoli said. "As the COVID-19 pandemic continues to create uncertainty in the financial markets and hurt Main Street, we are fortunate that our state pension fund entered this uncertain time as one of the strongest and best funded in the nation. We manage the fund to withstand tough challenges so that our public workforce can be confident their retirement benefits are secure. Keeping the plan well-funded has helped improve New York's credit rating and avoided the budget problems faced by states with poorly-funded pensions."

Employer rates for NYSLRS are determined based on investment performance and actuarial assumptions recommended by NYSLRS's actuary, who is required to complete an annual report. The recommendations are reviewed by the independent Actuarial Advisory Committee and approved by DiNapoli. Rates for ERS and PFRS will increase 11 percent and 16 percent, respectively.

The actuary found that retirees and beneficiaries were living longer and that members are retiring at a higher percentage than projected. These demographic factors, combined with slightly lower than expected investment results averaged over the last five years, were the primary factors that led to an increase in the rates. The actuary cautioned that economic turmoil and extraordinary uncertainty in 2020 could further impact assumptions and rates in the future.

The assumed rate of return will remain at 6.8 percent, with the actuary recommending a review of this assumption next year. In 2019, DiNapoli lowered the state pension fund's assumed rate from 7 percent to 6.8 percent. This is the third time he has lowered this rate since becoming State Comptroller. In 2010, DiNapoli decreased the rate from 8 percent to 7.5 percent, and in 2015 to 7 percent. The median assumed rate of return among state public pension funds is 7.25 percent as of July 2020, according to the National Association of State Retirement Administrators. Only 24 of 130 major public funds are currently below 7 percent for their investment return assumptions.

DiNapoli also announced the funded ratio of the state pension fund is 86.2 percent. In June, the Pew Charitable Trusts ranked it the second best-funded pension fund in the nation. A strong funding ratio means NYSLRS has the funds available to pay out retirement benefits to its more than one million active state and local government employees, retirees and their beneficiaries.

In 2012, DiNapoli began providing employers with access to a two-year projection of their annual pension bill. Employers can use this projection in the preparation of their budgets. Projections of required contributions vary by employer depending on factors such as the types of retirement plans they adopt, salaries and the distribution of their employees among the six retirement tiers.

Payments based on the new rates are due by Feb. 1, 2022, but employers receive a discount if payment is made by Dec. 15, 2021.

There are more than 3,000 participating employers in ERS and PFRS, and more than 300 different retirement plan combinations. Last fiscal year, $13.25 billion were paid out in benefits. About 79 percent of retirees and beneficiaries live in New York.

Report
Annual Report to the Comptroller on Actuarial Assumptions

First Quarter Investment Returns for 2020-21
Pension Fund Releases First Quarter Investments Results

Fiscal Year End Investment Returns for 2019-20
Pension Fund Releases End of Year Investment Results

About the New York State Common Retirement Fund

The New York State Common Retirement Fund is the third largest public pension fund in the United States. The Fund holds and invests the assets of the New York State and Local Retirement System on behalf of more than one million state and local government employees and retirees and their beneficiaries. The Fund has consistently been ranked as one of the best managed and best funded plans in the nation. The Fund's fiscal year ends March 31.

Find out how your government money is spent at Open Book New York. Track municipal spending, the state's 170,000 contracts, billions in state payments and public authority data. Visit the Reading Room for contract FOIL requests, bid protest decisions and commonly requested data.

Office of the New York State Comptroller
Thomas P. DiNapoli

NYSLRS
New York State and Local Retirement System
110 State Street, Albany, New York 12244-0001

Employees' Retirement System

Comparison of Expected Long-Term Rates with Fiscal Year End 2021 and 2022 Final Rates
(all rates are expressed as a %)

Retirement Plan	Plan ID	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates
			Tier 1			**Tier 2**	
Basic Contributory	71-a	12.2	10.6	8.9	11.3	9.8	8.3
Non-Contributory/Guaranteed	75-c/75-e	22.5	19.4	16.2	20.3	17.5	14.6
Career	75-g	24.0	20.6	17.3	21.9	18.7	15.7
New Career	75-i/75-h	25.0	21.4	18.0	22.8	19.5	16.4
Sheriff & Deputy 25 Year	89-a	28.2	24.3	20.1	26.6	22.8	19.0
Sheriff & Deputy 20 Year	89-b	32.4	27.6	23.1	25.4	22.5	18.2
with Additional 1/60ths	89-b(m)	32.6	27.8	23.3	27.1	23.8	19.3
Detective Investigator 20 Year	89-d	31.9	27.0	22.7	31.7	26.8	22.6
with Additional 1/60ths	89-d(m)	32.0	27.1	22.8	31.8	26.9	22.7
County Law Enforcement	89-e-ts, 89-vr	29.3	24.8	20.9	29.2	24.5	20.8
14B 25 Year Plan	551	26.6	22.8	19.0	26.4	22.5	18.8
25 Year Plan Additional 1/60ths	551e	27.8	24.1	19.8	27.7	23.9	19.8
25 Year Plan Additional 1/60ths All Service	551ee	28.9	25.0	20.6	28.8	24.8	20.5
20 Year Plan	552	32.6	28.1	23.2	32.5	27.9	23.1
20 Year Plan Additional 1/60ths	553	32.6	28.1	23.2	32.5	27.9	23.1
20 Year Plan Additional 1/60ths All Service	553b	33.8	29.2	24.1	33.7	29.0	24.0
25 Yr Add'l 1/60ths Nassau County Ambulance Med Techs, Peace Officers & Fire Marshalls, and Town Of Tonawanda Paramedics	89-sa,89-sp,89-w,89-v	29.7	25.1	21.2	29.8	25.0	21.2
Options (rates are in addition to plan rates)							
5% Increased Take Home Pay	71-a(5)	3.5	3.5	3.5	3.5	3.5	3.5
8% Increased Take Home Pay	71-a(8)	5.6	5.6	5.6	4.9	4.9	4.9
School Service	CCSV/SCHSV	N/A	N/A	N/A	0.1	0.1	0.1
Sick Leave	41-j	0.2	0.2	0.2	0.2	0.2	0.2

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Employees' Retirement System

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Retirement Plan	Plan ID	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates
		Tiers 3 & 4			**Tier 5**		
Article 14 & Article 15	A14 & A15	18.0	16.0	13.0	15.0	13.3	10.9
County Law Enforcement	89-e-ts,603h3,603h4 89-vr,89-sp,603r3,604s4	22.8	18.7	16.3	19.8	16.2	14.2
25 Yr Nassau County Fire Marshalls	89-w	23.3	19.4	16.7	20.4	16.9	14.6
14B 25 Year Plan	551	24.3	20.6	17.3	21.4	18.2	15.3
25 Year Plan Additional 1/60ths	551e	25.5	22.0	18.2	23.0	19.8	16.4
25 Year Plan Additional 1/60ths All Service	551ee	26.5	22.8	18.9	23.9	20.5	17.1
20 Year Plan	552	30.1	25.5	21.4	27.4	23.1	19.6
20 Year Plan Additional 1/60ths	553	30.4	26.1	21.7	28.1	24.0	20.0
20 Year Plan Additional 1/60ths All Service	553b	31.6	27.1	22.5	29.1	24.9	20.8
25 Yr Add'l 1/60ths Nassau Cnty Amb Med Techs	89-sa	24.6	20.7	17.5	22.0	18.5	15.8
25 Yr Add'l 1/60ths Town of Tonawanda Paramedics	89-v	23.6	19.5	16.9	21.1	17.3	15.1
20 Yr Add'l 1/60ths Rockland & Suffolk County Investigators	603or, 604pr, 603qs, 604rs	28.8	23.9	20.5	26.4	21.9	18.8
20 Yr Westchester County Investigators	WCI03, WCI04	29.9	25.2	21.3	27.3	23.0	19.5
Options (rates are in addition to plan rates)							
School Service	CCSV/SCHSV	0.1	0.1	0.1	0.1	0.1	0.1
Sick Leave	41-j	0.2	0.1	0.1	0.2	0.1	0.1
County 75% POD without heart	607-c	1.6	1.9	1.1	1.6	1.9	1.1
County 75% POD with heart	607-c & 607-d	1.8	2.1	1.3	1.8	2.1	1.3
County 75% POD act of a civilian	607-c(f)	0.2	0.2	0.2	0.2	0.2	0.2

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Employees' Retirement System

Comparison of Expected Long-Term Rates with Fiscal Year End 2021 and 2022 Final Rates
(all rates are expressed as a %)

Retirement Plan	Plan ID	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates
			Tier 6	
Article 14 & Article 15	A14 & A15	10.5	9.5	7.7
County Law Enforcement	89-e-ts,603h3,603h4 89-vr,89-sp,603r3,604s4	14.4	11.6	10.4
25 Yr Nassau County Fire Marshalls	89-w	14.9	12.3	10.8
14B 25 Year Plan	551	15.9	13.4	11.4
25 Year Plan Additional 1/60ths	551e	17.5	15.0	12.6
25 Year Plan Additional 1/60ths All Service	551ee	18.2	15.6	13.1
20 Year Plan	552	21.8	18.2	15.6
20 Year Plan Additional 1/60ths	553	22.7	19.4	16.2
20 Year Plan Additional 1/60ths All Service	553b	23.5	20.1	16.8
25 Yr Add'l 1/60ths Nassau Cnty Amb Med Techs	89-sa	16.8	14.0	12.1
25 Yr Add'l 1/60ths Town of Tonawanda Paramedics	89-v	16.0	13.0	11.5
20 Yr Add'l 1/60ths Rockland & Suffolk County Investigators	603or, 604pr, 603qs, 604rs	21.6	17.9	15.4
20 Yr Westchester County Investigators	WCI03, WCI04	22.0	18.5	15.7
Options (rates are in addition to plan rates)				
School Service	CCSV/SCHSV	0.1	0.1	0.1
Sick Leave	41-j	0.2	0.1	0.1
	100 day limit	0.1	0.1	0.1
County 75% POD without heart	607-c	1.5	1.8	1.0
County 75% POD with heart	607-c & 607-d	1.7	2.0	1.2
County 75% POD act of a civilian	607-c(f)	0.2	0.2	0.2

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Police and Fire Retirement System

Comparison of Expected Long-Term Rates with Fiscal Year End 2021 and 2022 Final Rates
(all rates are expressed as a %)

Retirement Plan	Plan ID	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates
			Tier 1			Tier 2	
Basic Contributory	371-a	13.5	12.7	9.9	11.4	11.1	8.4
Non-Contributory/Guaranteed	375-c/375-e	22.4	20.0	16.3	17.9	16.5	13.1
Career	375-g	24.8	21.9	18.0	19.8	18.1	14.4
New/Improved Career	375-i/375-j	25.7	22.6	18.7	20.4	18.6	14.9
25 Year Non-Contributory	384	26.0	22.5	19.0	25.2	21.6	18.4
25 Year, Additional 1/60ths	384-f	26.9	23.6	19.6	26.6	23.4	19.4
20 Year Non-Contributory	384-d	31.2	26.4	22.7	30.4	25.6	22.1
20 Year Non-Contributory, Additional 1/60ths	384-e	31.6	26.7	23.0	31.1	26.6	22.6
Options (rates are in addition to plan rates)							
5% Increased Take Home Pay	371-a(5)	3.5	3.5	3.5	2.8	2.8	2.8
8% Increased Take Home Pay	371-a(8)	4.1	4.1	4.1	2.8	2.8	2.8
Sick Leave	341-j	0.3	0.2	0.2	0.3	0.2	0.2
One Year Final Average Salary	302-9(d)	4.5	4.5	4.5	N/A	N/A	N/A
Age 55 Plans	443-f1	N/A	N/A	N/A	3.5	3.2	2.6
25 Year Plans	443-f2	N/A	N/A	N/A	4.4	3.7	3.2
25 Year with Additional 1/60ths Plans	443-f3	N/A	N/A	N/A	4.7	4.0	3.4
20 Year Plans	443-f4	N/A	N/A	N/A	5.3	4.4	3.9
20 Year with Additional 1/60ths Plans	443-f5	N/A	N/A	N/A	5.5	4.6	4.0
20 Yr Non-Contrib, Add'l 1/60ths, credit for Non-Mbr Service	443-f6	N/A	N/A	N/A	5.6	4.7	4.0
Credit for Non-Member Service (Additional 1/60ths)	384-ex	0.3	0.6	0.2	0.6	0.5	0.4
Allows Tier 2 former 384d or 384e members to retire under a regular plan at age 55 without age reduction	375-i or j	N/A	N/A	N/A	0.5	0.4	0.3
	384-d	N/A	N/A	N/A	0.5	0.4	0.3
	384-e	N/A	N/A	N/A	0.1	0.1	0.1

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New York State and Local Retirement System
110 State Street, Albany, New York 12244-0001

Police and Fire Retirement System

Comparison of Expected Long-Term Rates with Fiscal Year End 2021 and 2022 Final Rates
(all rates are expressed as a %)

Retirement Plan	Plan ID	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates
			Tier 3	
Basic	371-a	11.4	11.1	8.4
Non-Contributory/Guaranteed	375-c/375-e	17.9	16.5	13.1
Career	375-g	19.8	18.1	14.4
New/Improved Career	375-i/375-j	20.4	18.6	14.9
25 Year	384	25.2	21.6	18.4
25 Year, Additional 1/60ths	384-f	26.6	23.4	19.4
20 Year	384-d	29.9	25.7	21.8
20 Year, Additional 1/60ths	384-e	29.9	25.7	21.8
25 Year, 1 year FAS option	384,1	29.9	25.7	21.8
25 Year, Additional 1/60ths, 1 year FAS option	384-f1	29.9	25.7	21.8
20 Year, Additional 1/60ths, credit for Non-Mbr Service	384-ex	29.9	25.7	21.8
Police and Fire Article 14	A14PF	29.9	25.7	21.8
Options (rates are in addition to plan rates)				
Sick Leave	341-j	0.3	0.2	0.2
One Year Final Average Salary - Age 55 plans	443-f1	3.5	3.2	2.6
Article 14 - with IP or JP	PA14P	0.1	0.1	0.1

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Retirement Plan	Plan ID	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates
		Tier 5 Non-Contributory			**Tier 5 Contributory**		
Basic	371-a	N/A	N/A	N/A	7.1	7.5	5.3
Non-Contributory/Guaranteed	375-c/375-e	N/A	N/A	N/A	13.2	12.6	9.7
Career	375-g	N/A	N/A	N/A	15.0	14.0	11.0
New/Improved Career	375-i/375-j	N/A	N/A	N/A	15.6	14.5	11.4
25 Year	384	24.0	20.7	17.5	20.2	17.3	14.8
25 Year, Additional 1/60ths	384-f	25.3	22.3	18.4	21.3	18.8	15.5
20 Year	384-d	28.9	24.5	21.1	25.5	21.0	18.6
20 Year, Additional 1/60ths	384-e	29.6	25.3	21.5	25.9	21.9	18.9
Options (rates are in addition to plan rates)							
Sick Leave	341-j	0.3	0.2	0.2	0.3	0.2	0.2
One Year Final Average Salary							
Age 55 Plans	443-f1	N/A	N/A	N/A	1.7	1.5	1.2
25 Year Plans	443-f2	2.1	1.8	1.5	2.1	1.8	1.5
25 Year With Additional 1/60ths Plans	443-f3	2.2	1.9	1.6	2.2	1.9	1.6
20 Year Plans	443-f4	2.5	2.1	1.8	2.5	2.1	1.8
20 Year With Additional 1/60ths Plans	443-f5	2.6	2.2	1.9	2.6	2.2	1.9
20 Yr Non-Contrib, Add'l 1/60ths, credit for Non-Mbr Service	443-f6	2.7	2.2	1.9	2.7	2.2	1.9
Credit for Non-Member Service (Additional 1/60ths)	384-ex	0.6	0.5	0.4	0.5	0.4	0.4
Allows Tier 5 former 384d or 384e members to retire under a regular plan at age 55 without age reduction	375-i or j	N/A	N/A	N/A	0.5	0.4	0.3
	384-d	0.5	0.3	0.3	0.4	0.4	0.3
	384-e	0.1	0.1	0.1	0.1	0.1	0.1

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Retirement Plan	Plan ID	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates	2/1/2022 Rates	2/1/2021 Rates	Expected Long-Term Rates
		Tier 6 Non-Contributory			**Tier 6 Contributory**		
Basic	371-a	N/A	N/A	N/A	2.7	3.4	2.0
Non-Contributory/Guaranteed	375-c/375-e	N/A	N/A	N/A	8.4	8.0	6.2
Career	375-g	N/A	N/A	N/A	10.1	9.3	7.4
New/Improved Career	375-i/375-j	N/A	N/A	N/A	10.6	9.6	7.8
25 Year	384	21.9	18.7	16.0	14.7	12.2	10.8
25 Year, Additional 1/60ths	384-f	23.1	20.2	16.9	15.3	13.6	11.2
20 Year	384-d	26.4	22.2	19.2	19.8	15.7	14.5
20 Year, Additional 1/60ths	384-e	27.0	23.0	19.7	20.2	16.4	14.8
Options (rates are in addition to plan rates)							
Sick Leave	341-j	0.3	0.2	0.2	0.3	0.2	0.2
Credit for Non-Member Service (Additional 1/60ths)	384-ex	0.6	0.4	0.4	0.4	0.3	0.3
Allows Tier 6 former 384d or 384e members to retire under a regular plan at age 55 without age reduction	375-i or j	N/A	N/A	N/A	0.3	0.3	0.2
	384-d	0.4	0.3	0.3	0.4	0.3	0.2
	384-e	0.1	0.1	0.1	0.1	0.1	0.1