

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, December 16, 2019

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, December 16, 2019, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Reappointment to Board of Ethics,
Jean A. Bilow
- Resolution No. 2 - Reappointment to Board of Ethics,
Cary J. Parker
- Resolution No. 3 - Reappointment to Board of Ethics,
Yvonne F. Reff
- Resolution No. 4 - Reappointment to Board of Ethics,
Rande S. Richardson
- Resolution No. 5 - Reappointment to Board of Ethics,
Arthur C. Stever III
- Resolution No. 6 - Reappointment of City Constable,
Patricia J. Hennegan
- Resolution No. 7 - Reappointment of Deputy City Constable,
Michael J. Hennegan
- Resolution No. 8 - Reappointment to Community Action Planning Council,
Justin F. Brotherton

- Resolution No. 9 - Reappointment to Community Action Planning Council, Stanley Zaremba
- Resolution No. 10 - Approving Salary Structure and Annual Pay Increase for Watertown Housing Authority Employees
- Resolution No. 11 - Appointment to the Transportation Commission – Kyle Meehan
- Resolution No. 12 - Amendment No. 122 to the Management And Management Confidential Pay Plan for Fiscal Year 2019-20
- Resolution No. 13 - Approving the Community Development Block Grant (CDBG) Sub-recipient Grant Agreement with Neighbors of Watertown, Inc. for the 2019 Owner Occupied Rehabilitation Program
- Resolution No. 14 - Approving the Site Plan for the Construction of a Two-Story, 4,480 Square-Foot Building Addition, a 142-space Parking Lot and Associated Site Improvements at 155 Clinton Street, Parcel Number 10-07-109.000
- Resolution No. 15 - Adopting a Strategic Plan for the City of Watertown
- Resolution No. 16 - Approving Professional Services Agreement for City Court Expansion Project, Bernier, Carr & Associates, P.C.

ORDINANCES

LOCAL LAW

Proposed Local Law No. 1 of 2020 - A Local Law Imposing a Temporary Moratorium on the Issuance of Sign Permits for any Exterior/Digital/LED/Changeable Copy Sign or Billboard, of Whatever Size, in any of the City's Zoning Districts as Identified at Section 310-2(A) of the Code of the City of Watertown

PUBLIC HEARING

7:30 p.m. Ordinance Amending Chapter 310, Zoning, Article X, Administration and Enforcement, Sections 310-60 to 310-67, and Section 310-56 of the Code of the City of Watertown

OLD BUSINESS

STAFF REPORTS

1. Request for Abate – 335 South Meadow Street

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

ADJOURNMENT

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,
JANUARY 6, 2020.**

Res Nos. 1, 2, 3, 4, and 5

December 11, 2019

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager
Subject: Reappointments to the Board of Ethics



At the request of the City Council, the following members of the Board of Ethics were contacted and have agreed to serve another one-year term, such term expiring on December 31, 2020:

Jean A. Bilow
Fairway West – Unit C2
522 Weldon Drive
Watertown, NY 13601

Cary J. Parker
212 North Orchard Street
Watertown, New York 13601

Yvonne F. Reff
621 Frontenac Street
Watertown, NY 13601

Rande S. Richardson
269 Flower Avenue West
Watertown, NY 13601

Arthur C. Stever III
304 Paddock Street
Watertown, NY 13601

Resolutions are attached for City Council consideration.

RESOLUTION

Page 1 of 1

Reappointment to Board of Ethics,
Jean A. Bilow

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa A.
- Mayor BUTLER, Jr., Joseph M.

YEA	NAY

Introduced by

Total

BE IT RESOLVED that the following individual is hereby reappointed to the Board of Ethics for a one-year term expiring on December 31, 2020:

Jean A. Bilow
 Fairway West – Unit C2
 522 Weldon Drive
 Watertown, New York 13601

Seconded by

RESOLUTION

Page 1 of 1

Reappointment to Board of Ethics,
Cary J. Parker

Council Member COMPO, Sarah V.
 Council Member HENRY-WILKINSON, Ryan J.
 Council Member HORBACZ, Cody J.
 Council Member RUGGIERO, Lisa A.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

BE IT RESOLVED that the following individual is hereby reappointed to the Board of Ethics for a one-year term expiring on December 31, 2020:

Cary J. Parker
 212 North Orchard Street
 Watertown, New York 13601

Seconded by

RESOLUTION

Page 1 of 1

Reappointment to Board of Ethics,
Yvonne F. Reff

Council Member COMPO, Sarah V.
 Council Member HENRY-WILKINSON, Ryan J.
 Council Member HORBACZ, Cody J.
 Council Member RUGGIERO, Lisa A.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

BE IT RESOLVED that the following individual is hereby reappointed to the Board of Ethics for a one-year term expiring on December 31, 2020:

Yvonne F. Reff
 621 Frontenac Street
 Watertown, New York 13601

Seconded by

RESOLUTION

Page 1 of 1

Reappointment to Board of Ethics,
Rande S. Richardson

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa A.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

BE IT RESOLVED that the following individual is hereby reappointed to the Board of Ethics for a one-year term expiring on December 31, 2020:

Rande S. Richardson
 269 Flower Avenue West
 Watertown, New York 13601

Seconded by

RESOLUTION

Page 1 of 1

Reappointment to Board of Ethics,
Arthur C. Stever III

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Mayor BUTLER, Jr., Mark C.

Total

YEA	NAY

Introduced by

BE IT RESOLVED that the following individual is hereby reappointed to the Board of Ethics for a one-year term expiring on December 31, 2020:

Arthur C. Stever III
304 Paddock Street
Watertown, New York 13601

Seconded by

Res Nos. 6, 7

December 11, 2019

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Reappointment of City Constable and Deputy City Constable

At the request of the City Council, the City Constable, Patricia J. Hennegan, and Deputy City Constable, Michael J. Hennegan, have been contacted and both have agreed to serve another one-year term, such term expiring on December 31, 2020.

Resolutions are attached for City Council consideration.

RESOLUTION

Page 1 of 1

Reappointment of City Constable,
Patricia J. Hennegan

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

BE IT RESOLVED that the following individual is hereby reappointed as City Constable for the City of Watertown for a one-year term expiring on December 31, 2020:

Patricia J. Hennegan
16820 Dry Hill Road
Watertown, New York 13601

Seconded by

RESOLUTION

Page 1 of 1

Reappointment of Deputy City Constable,
Michael J. Hennegan

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa A.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

BE IT RESOLVED that the following individual is hereby reappointed as Deputy City Constable for the City of Watertown for a one-year term expiring on December 31, 2020:

Michael J. Hennegan
 16820 Dry Hill Road
 Watertown, New York 13601

Seconded by

Res Nos. 8, 9

December 11, 2019

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Reappointments to the Jefferson County Community
Action Planning Council

At the request of the City Council, the following members of the Jefferson County Community Action Planning Council (CAPC) were contacted and have agreed to serve another two-year term, such term expiring on December 31, 2021:

Justin F. Brotherton
200 Washington Street, Suite 401
Watertown, NY 13601

Stanley Zaremba
505 Franklin Street
Watertown, NY 13601

The attached resolutions have been prepared for City Council consideration with endorsements for the reappointments.

RESOLUTION

Page 1 of 1

Reappointment to Community Action
Planning Council, Justin F. Brotherton

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

RESOLVED that the following individual is hereby reappointed to the Jefferson County Community Action Planning Council for a two-year term expiring on December 31, 2021, and

BE IT FURTHER RESOLVED that the following individual is hereby the official designee of Council Member Ryan Henry-Wilkinson in his appointment to the Jefferson County Community Action Planning Council:

Justin F. Brotherton
200 Washington Street, Suite 401
Watertown, NY 13601

Seconded by

RESOLUTION

Page 1 of 1

Reappointment to Community Action
Planning Council, Stanley Zaremba

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

RESOLVED that the following individual is hereby reappointed to the Jefferson County Community Action Planning Council for a two-year term expiring on December 31, 2021, and

BE IT FURTHER RESOLVED that the following individual is hereby the official designee of Council Member Lisa A. Ruggiero in his appointment to the Jefferson County Community Action Planning Council:

Stanley Zaremba
505 Franklin Street
Watertown, NY 13601

Seconded by

Res No. 10

December 11, 2019

To: The Honorable Mayor and City Council

From: Richard M. Finn, City Manager 

Subject: Approving Salary Structure and Annual Increase for Watertown Housing Authority Employees

In conformity with the requirements of the New York State Housing Law and the United States Housing Act, the City Council of the City of Watertown is being asked to approve salary increases for the employees of the Watertown Housing Authority (WHA). By correspondence dated December 3, 2019, the City was notified that the Watertown Housing Authority Board adopted a resolution establishing the cost of living increase for all employees at one and one-half percent (1.5%) for calendar year 2020.

A resolution approving the recommended one and one-half percent (1.5%) cost of living increase for all employees of the Watertown Housing Authority is attached for City Council consideration. A copy of the 2020 salary structure for the WHA is attached for your review. Mr. Robare will be present at Monday's City Council meeting should the Council have any further questions regarding the WHA's recommendations.

RESOLUTION

Page 1 of 1

Approving Salary Structure and Annual Pay Increase for Watertown Housing Authority Employees

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa A.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS in conformity with the requirements of the New York State Public Housing Law § Section 32, Sub Division 1, compensation for Watertown Housing Authority employees can be fixed only upon the approval of the local legislative body, which is the City Council of the City of Watertown, and

WHEREAS the Watertown Housing Authority has reported that it is the desire of the Watertown Housing Authority Board to authorize a one and one-half percent (1.5%) cost of living increase for all employees effective January 1, 2020, and

WHEREAS by resolution adopted on November 22, 2019, the Watertown Housing Authority Board approved a one and one-half percent (1.5%) cost of living increase for all employees, effective January 1, 2020, by modification to its existing salary structure,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the 2020 salary structure for all employees of the Watertown Housing Authority which contains a one and one-half percent (1.5%) cost of living increase, effective January 1, 2020, with salary structures attached and made part of this resolution, and

BE IT FURTHER RESOLVED that City Manager is hereby authorized and directed to forward a certified copy of the resolution to the Watertown Housing Authority.

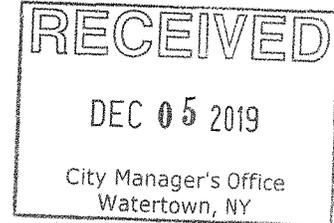
Seconded by

Watertown Housing



AUTHORITY

December 3, 2019



East Hills

Maywood
Terrace

Skyline
Apartments

Hilltop
Towers

Midtown
Towers

LeRay St.
Apartments

Meadowbrook
Apartments

Mr. Richard Finn
City Manager
Watertown Municipal Building
245 Washington Street
Watertown, New York 13601

Re: Annual Salary Comparability Approval by City Council

Dear Mr. Finn:

In conformity with the requirements of the New York State Public Housing Law Section 32, Sub Division 1, compensation for the Watertown Housing Authority (WHA) employees can be fixed only upon approval of the local legislative body, which is the City Council of the City of Watertown. Recently at its regular meeting that was held at Midtown Towers, 142 Mechanic Street, Watertown, New York on Thursday, November 21, 2019, the WHA Board of Commissioners approved a 1.5% cost of living adjustment effective January 1, 2020.

The WHA Board is requesting a resolution by the City Council of Watertown approving the 1.5% cost of living adjustment for all positions. These changes will be effective January 1, 2020. A copy of the WHA's Board resolution and salary structure are enclosed for your review.

If you have any questions, you can contact me at the address or number below.

Sincerely,

Michael Robare
Executive Director



Providing Decent, Safe and Affordable Housing

142 Mechanic St. • Watertown, NY 13601 • 315-782-1251
FAX: 315-782-9394 • www.WHANY.org

Step System (Administration) that will become effective January 1, 2020

Watertown Housing Authority

Each year the steps will be adjusted accordingly with the cost of living adjustment (COLA) approved by the WHA Board, then by the City Council.

2020 COLA = 1.50%

POSITION	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
MANAGEMENT EMPLOYEES								
Human Resources Manager								
Human Resources Manager (Salary)	\$51,438	\$53,238	\$55,101	\$57,030	\$59,026	\$61,092	\$63,230	\$65,443
Human Resources Manager (Hourly)	\$28.26	\$29.25	\$30.28	\$31.34	\$32.43	\$33.57	\$34.74	\$35.96
Modernization Manager								
Mod Manager (Salary)	\$54,479	\$56,386	\$58,360	\$60,402	\$62,516	\$64,704	\$66,969	\$69,313
Mod. Manager (Hourly)	\$29.93	\$30.98	\$32.07	\$33.19	\$34.35	\$35.55	\$36.80	\$38.08
Maintenance Supervisor								
Maint. Supervisor (Salary)	\$53,451	\$55,322	\$57,258	\$59,262	\$61,336	\$63,483	\$65,705	\$68,004
Maint. Supervisor (Hourly)	\$29.37	\$30.40	\$31.46	\$32.56	\$33.70	\$34.88	\$36.10	\$37.37
Occupancy Supervisor								
Occ. Supervisor (Salary)	\$52,402	\$54,236	\$56,135	\$58,099	\$60,133	\$62,237	\$64,418	\$66,672
Occ. Supervisor (Hourly)	\$28.79	\$29.80	\$30.84	\$31.92	\$33.04	\$34.20	\$35.39	\$36.63
Accounting Supervisor								
Accounting Supervisor (Salary)	\$57,590	\$59,606	\$61,692	\$63,851	\$66,086	\$68,399	\$70,792	\$73,271
Accounting Supervisor (Hourly)	\$31.64	\$32.75	\$33.90	\$35.08	\$36.31	\$37.58	\$38.90	\$40.26
NON - MANAGEMENT EMPLOYEES								
Public Housing Specialist								
Public Housing Specialist (Salary)	\$29,296	\$30,321	\$31,382	\$32,481	\$33,617	\$34,794	\$36,012	\$37,272
Public Housing Specialist (Hourly)	\$16.10	\$16.66	\$17.24	\$17.85	\$18.47	\$19.12	\$19.79	\$20.48
Senior Public Housing Specialist								
Sr. Public Housing Specialist (Salary)	\$32,407	\$33,542	\$34,716	\$35,931	\$37,188	\$38,490	\$39,837	\$41,231
Sr Public Housing Specialist (Hourly)	\$17.81	\$18.43	\$19.07	\$19.74	\$20.43	\$21.15	\$21.89	\$22.65
Account Clerk								
Acct. Clerk (Salary)	\$31,091	\$32,179	\$33,305	\$34,471	\$35,678	\$36,926	\$38,219	\$39,556
Acct. Clerk (Hourly)	\$17.08	\$17.68	\$18.30	\$18.94	\$19.60	\$20.29	\$21.00	\$21.73
Senior Account Clerk								
Senior Account Clerk (Salary)	\$36,031	\$37,292	\$38,597	\$39,948	\$41,346	\$42,793	\$44,291	\$45,841
Senior Account Clerk (Hourly)	\$19.80	\$20.49	\$21.21	\$21.95	\$22.72	\$23.51	\$24.34	\$25.19
Tenant Relations Coord.								
Ten. Rel. Coord. (Salary)	\$33,006	\$34,161	\$35,358	\$36,595	\$37,876	\$39,202	\$40,574	\$41,994
Ten. Rel. Coord. (Hourly)	\$18.14	\$18.77	\$19.43	\$20.11	\$20.81	\$21.54	\$22.29	\$23.07
Administrative Assistant								
Administrative Assistant (Salary)	\$33,678	\$34,856	\$36,076	\$37,339	\$38,646	\$39,999	\$41,399	\$42,847
Administrative Assistant (Hourly)	\$18.50	\$19.15	\$19.82	\$20.52	\$21.23	\$21.98	\$22.75	\$23.54
Information Tech. Specialist								
Info. Tech. Specialist (Salary)	\$41,655	\$43,112	\$44,621	\$46,183	\$47,801	\$49,474	\$51,205	\$52,996
Info. Tech. Specialist (Hourly)	\$22.89	\$23.69	\$24.52	\$25.38	\$26.26	\$27.18	\$28.13	\$29.12

Step System (Maintenance) that will become effective January 1, 2020

Watertown Housing Authority

2020 COLA = 1.50%

POSITION	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Maintenance Workers										
Maintenance Workers (Salary)	\$28,036	\$29,017	\$30,033	\$31,084	\$32,172	\$33,298	\$34,463	\$35,669	\$36,918	\$38,210
Maintenance Workers (Hourly)	\$13.48	\$13.95	\$14.44	\$14.94	\$15.47	\$16.01	\$16.57	\$17.15	\$17.75	\$18.37
Facility Maintenance Workers										
Facility Maintenance Worker (Salary)	\$30,816	\$31,894.77	\$33,011	\$34,162.48	\$35,359	\$36,597	\$37,879.62	\$39,206	\$40,579	\$41,998
Facility Maintenance Worker (Hourly)	\$14.82	\$15.33	\$15.87	\$16.42	\$17.00	\$17.59	\$18.21	\$18.85	\$19.51	\$20.19
Maintenance Mechanic										
Maintenance Mechanic (Salary)	\$36,598	\$37,879	\$39,205	\$40,577	\$41,997	\$43,467	\$44,988	\$46,563	\$48,192	\$49,879
Maintenance Mechanic (Hourly)	\$17.60	\$18.21	\$18.85	\$19.51	\$20.19	\$20.90	\$21.63	\$22.39	\$23.17	\$23.98
Crew Chief										
Crew Chief (Salary)	\$39,397	\$40,776	\$42,203	\$43,680	\$45,209	\$46,792	\$48,429	\$50,124	\$51,879	\$53,694
Crew Chief (Hourly)	\$18.94	\$19.60	\$20.29	\$21.00	\$21.74	\$22.50	\$23.28	\$24.10	\$24.94	\$25.81
Stock Attendant										
Stock Attendant (Salary)	32,810	33,959	35,147	36,377	37,651	38,971	40,335	41,748	43,209	44,721
Stock Attendant (Hourly)	\$15.77	\$16.33	\$16.90	\$17.49	\$18.10	\$18.74	\$19.39	\$20.07	\$20.77	\$21.50

WATERTOWN HOUSING AUTHORITY
ADMINISTRATIVE OFFICE
142 MECHANIC STREET
WATERTOWN, NY 13601

RESOLUTION 2019-32

The Board of Commissioners of the Watertown Housing Authority met at the regularly scheduled meeting on November 21, 2019, to discuss salaries as it relates to Cost of Living adjustments. On November 22, 2019, the Board of Commissioners of the Watertown Housing Authority was officially polled by email for the approval of a 1.50 % Cost of Living increase for all positions.

Ayes _____

Jason R. Burto
Joshua K. Coburn
Rev. Jeffrey E. Smith
Gerard J. Pacifici
Michael Pierce
Kelly Hamlin
Michelle Holder

Unavailable _____

BE IT RESOLVED that the Board of Commissioners of the Watertown Housing Authority hereby approve the following salary changes for the WHA that will become effective January 1, 2020:

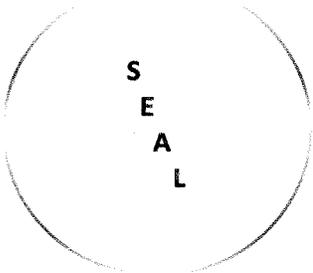
- 1.50 % Cost of Living increase for all positions.

I hereby certify that the foregoing is a true copy and the whole of said Resolution adopted by the Watertown Housing Authority as of November 22, 2019, as it will appear in the minutes of the next regular monthly meeting, to be held on December 19, 2019, and that said meeting will be regularly called and duly constituted.

Witness my hand and seal of the Watertown Housing Authority this 22nd day of November, 2019.



Michael Robare, Executive Director



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Res No. 11

December 9, 2019

To: Members of City Council
From: Joseph M. Butler, Jr., Mayor
Subject: Appointment to the Transportation Commission,
Kyle Meehan

Mr. Kyle Meehan would make an excellent addition to the Transportation Commission.

Attached for City Council consideration is a resolution appointing him to fill the unexpired term previously held by Jennie Adsit, such term expiring on April 30, 2021.

RESOLUTION

Page 1 of 1

Appointment to the Transportation
Commission – Kyle Meehan

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

RESOLVED that the following individual is appointed to the Transportation Commission to fill the unexpired term of Jennie Adsit, such term expiring on April 1, 2021:

Kyle Meehan
1020 Sherman Street
Watertown, NY 13601

Seconded by

Res No. 12

December 10, 2019

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Amendment No. 122 to the Management and
Management Confidential Pay Plan

With the retirement of City Code Enforcement Supervisor, Shawn McWayne, Carolyn Meunier will be appointed to this position.

The attached resolution provides for Amendment No. 122 to the Management and Management Confidential Pay Plan and establishes the salary for the position of Code Enforcement Supervisor at \$67,574 effective December 19, 2019.

RESOLUTION

Page 1 of 1

Amendment No. 122 to the Management
And Management Confidential Pay Plan
for Fiscal Year 2019-20

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa L.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves Amendment No. 122 to the Management and Management Confidential Pay Plan, in order to amend the annual compensation for the position listed below effective December 19, 2019

Position

Code Enforcement Supervisor

Salary

\$67,574

Seconded by

December 10, 2019

To: Richard M. Finn, City Manager
From: Jennifer L. Voss, Senior Planner
Subject: Approving the Community Development Block Grant (CDBG) Sub-recipient Grant Agreement with Neighbors of Watertown, Inc. for the 2019 Owner Occupied Rehabilitation Program

The Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2019 that was adopted by the City Council on May 20, 2019, included \$250,000 to pay for the rehabilitation of nine (9) substandard housing units in the City of Watertown. Financial assistance will be available to help low and moderate income home owners pay for the cost of home improvements in 1-4 unit homes.

A sub-recipient agreement between the City of Watertown and Neighbors of Watertown, Inc. for the 2019 Owner Occupied Rehabilitation Program has been drafted and is attached for Council's review. Neighbors of Watertown, Inc. will administer the project, complying with CDBG regulations and ensuring the units are occupied by low and moderate income persons. Eight percent of the total grant or \$20,250 is budgeted for administration and program delivery while the remainder of the budget will be used for rehabilitation of substandard homes within the City.

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.

ACTION: City Manager recommends approval.



RESOLUTION

Page 1 of 1

Approving the Community Development Block Grant (CDBG) Sub-recipient Grant Agreement with Neighbors of Watertown, Inc. for the 2019 Owner Occupied Rehabilitation Program

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa L.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown’s Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2019 includes the rehabilitation of nine (9) substandard housing units within the City of Watertown, and

WHEREAS the Annual Action Plan identifies the Owner Occupied Rehabilitation activity to be \$250,000 in funding for rehabilitation, administration and program delivery, and

WHEREAS Neighbors of Watertown, Inc. will serve as the Sub-Recipient of the funds for program administration, and

WHEREAS a Sub-Recipient Agreement between the City of Watertown and Neighbors of Watertown, Inc. for the CDBG funds has been prepared,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that it hereby approves the Sub-Recipient Agreement for program administration with the Neighbors of Watertown for the 2019 Owner Occupied Rehabilitation Program, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager, Richard M. Finn, is hereby authorized and directed to sign the Sub-Recipient Agreement and all contracts associated with implementing the award to Neighbors of Watertown, Inc. for the 2019 Owner Occupied Rehabilitation Program.

Seconded by:

**SUB-RECIPIENT AGREEMENT
BETWEEN
CITY OF WATERTOWN, NY
AND
NEIGHBORS OF WATERTOWN, INC.
FOR
2019 OWNER OCCUPIED REHABILITATION PROGRAM**

THIS AGREEMENT, entered this _____ day of _____, 20____ by and between the City of Watertown (herein called the “Grantee”) and Neighbors of Watertown, Inc. (herein called the “Sub-recipient”).

WHEREAS, the Grantee has received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; otherwise known as the Community Development Block Grant Program, and

WHEREAS, the Grantee wishes to engage the Sub-recipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

I. SCOPE OF SERVICES

A. Activities

The Sub-recipient is responsible for delivering the Grantee’s 2019 Community Development Block Grant Owner Occupied Rehabilitation Program. The Sub-recipient shall administer all tasks in connection with the aforesaid program in compliance with all applicable Federal, state, and local rules and regulations governing these funds, and in a manner satisfactory to the Grantee.

B. Principal Tasks

The major goal of the Sub-recipient’s efforts under this Agreement will be the completion of the rehabilitation of at least nine (9) eligible owner occupied housing units. All target areas and locations throughout the City of Watertown will be considered based on the need of the participating homeowners. Toward that goal, the major tasks that the Sub-recipient will perform include, but are not necessarily limited to, the following:

1. **Housing rehabilitation program guidelines, administrative procedures, plans and forms:** Subject to the review and approval by the Grantee, the Sub-recipient will establish, housing rehabilitation program guidelines, (including but not limited to applicant eligibility requirements, priorities among applicants and among rehabilitation measures, the limits and structure of financial assistance, and the recapture and affordability policies), as well as the administrative procedures

(including but not limited to the verification of eligibility, inspection, work write-up and contractor selection, construction administration and payments) and any other necessary forms, documents or sample contracts.

2. **Outreach:** The Sub-recipient will conduct sufficient advertisement of the housing rehabilitation program and other forms of outreach to ensure that eligible applicants are made aware of the program and how to participate in order to meet the housing rehabilitation goal stated in this agreement.
3. **Intake/assessment of eligibility:** The Sub-recipient will assist property owners in the completion of applications to permit eligibility determinations for rehabilitation assistance. The Sub-recipient will make provision for translation services to meet the needs of non-English-speaking applicants. In the event of applicants who have impaired mobility or other disabilities, the Sub-recipient will make provisions for completing the application at the applicant's residence or other acceptable procedures for ensuring equal access to services. Initial eligibility determination of households/structures will be made by the Sub-recipient on the basis of satisfaction of income requirements (single-unit structures must be owner occupied by a low- and moderate-income household; if a two-unit structure, at least one must be so occupied; and if three or four units in a structure, at least 51 percent of the units must be occupied by low- and moderate-income households [at affordable rents, where applicable] according to the most current income limits established by HUD), the apparent need for rehabilitation measures to correct relevant housing code or Housing Quality Standard (HQS) deficiencies, and any other pertinent criteria set forth in the approved program design.
4. **Environmental Review:** The Grantee will retain all environmental review responsibilities subject to 24 CFR Part 52, as stated explicitly in Section VII, and will bear all accountability for environmental compliance under HUD monitoring. Grantee staff will complete all HUD environmental review forms and procedures. For tiered reviews, this will include both the broad-level environmental review and all site-specific reviews that follow.

In the course of completing environmental reviews, the Grantee may require site specific information from the Sub-recipient. Such information may include, but is not limited to, proof of compliance with any statute, executive order or regulation where compliance was not achieved at the broad level of review. The Grantee may request any information necessary for the completion of an environmental review at any time, and the Sub-recipient is responsible for providing accurate and complete documentation. The Sub-recipient shall not authorize the start of construction on any project until notified by the Grantee that the environmental review of the project has been completed.

5. **Work write-ups:** For each eligible unit to be assisted, the Sub-recipient will complete a detailed work write-up of the rehabilitation to be performed, including

estimated costs of each activity, materials to be used, and industry or regulatory standards to be met. This write-up will be initialed and dated by the homeowner.

6. **Lead Based Paint:** For each eligible unit to be assisted that was built prior to 1978, the Sub-recipient will take steps to ensure compliance with Lead-Based Paint regulations, 24 CFR 570.608 and 24 CFR Part 35, Subpart B, including but not limited to testing of painted surfaces to identify lead based paint hazards, a plan for addressing any identified hazards in the work plan, assurance that work that disturbs painted surfaces where lead-based paint is identified is performed by contractors who are trained to use “safe work practices” and performance of a “clearance inspection” at the completion of the project to assure that no dust is present that is contaminated with lead based paint. Additionally, all owners and tenants of the properties of will be property notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken.
7. **Asbestos:** For each eligible unit to be assisted, the Sub-recipient will take steps to ensure compliance with the reporting requirements of the Clean Air Act as well as with all survey, reporting and removal requirements contained within 12 NYCRR Part 56.
8. **Bank financing:** For those applicants required to secure a portion of the financing for the rehabilitation work through private loans from a bank or other type of private financial institution, the Sub-recipient agrees to provide assistance to applicants when applying for such complementary financing.
9. **Solicitation and selection of contractors:** The Sub-recipient will assist approved applicants in the identification, solicitation, and selection of contractors qualified to perform the authorized rehabilitation of eligible housing units. The Sub-recipient will use the approved forms and contract formats and will ensure the description of the work contained in any contracts with contractors is accurate and complete. The Sub-recipient also agrees to ensure work-write ups are thorough and detailed in order for contractors to create a reasonable bid on the project.
10. **Periodic and final inspections:** The Sub-recipient will perform periodic site visits to ascertain that approved and contracted rehabilitation work is proceeding properly and satisfactorily, will authorize (with the owner’s written approval, including signature and date) appropriate change orders, and will mediate in the event of owner dissatisfaction with the work done by the contractor. A final inspection will be done by the Sub-recipient, and signed by the property owner prior to final payment to the contractor.

11. **Approval of contractor payments:** As rehabilitation progresses and invoices are submitted by contractors, the Sub-recipient will verify that the expenses are reasonable and the work has been completed properly (including a sign-off by the owner), and will authorize drawdown of funds from the Grantee, and disbursement to the contractors.
12. **Maintenance of case files and other records:** For each applicant, the Sub-recipient will maintain case files, including application and documentation of eligibility, work write-ups, the assistance agreement between the property owner and Sub-recipient (along with repayment/ recapture provisions), documentation of liens and any other forms of security, lead based paint reports and notifications, contractor selection criteria, copy of contract between owner and contractors, documentation on all necessary licenses and permits, site visit/inspection reports (including final inspection), change orders, and approved contractor invoices for payment (with owner sign-off). The Sub-recipient will also maintain appropriate information on persons residing in the property, including a list or lists identifying persons in a project immediately before the project, after project completion, and those moving in during the project, as well as information on those displaced or temporarily relocated (per 24 CFR 570.606 and 24 CFR part 24). The Sub-recipient will maintain these and other program and financial records in accordance with the general requirements for record keeping specified in Section VIII B2 of this Agreement.

C. National Objectives

All activities funded with CDBG funds must meet at least one of the CDBG program's National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The Sub-recipient certifies that the activity (ies) carried out under this Agreement will benefit low- and moderate-income persons by offering financing to support the rehabilitation of substandard homes and apartments that are occupied by low or moderate income households. For activities benefiting low- and moderate-income persons, the Sub-recipient must adopt and make public the grantee's standards for determining that for housing assisted under the program, the rents of units occupied by low- and moderate-income persons are "affordable."

The occupants of each home must qualify with household income not exceeding the HUD Section 8 Income Limits. Therefore, all assistance provided in the form of rehabilitation financing and all activity delivery expenses will directly benefit low or moderate income persons.

D. Levels of Accomplishment – Goals and Performance Measures

The Sub-recipient agrees to rehabilitate at least nine (9) housing units.

E. Staffing

Compliance with all CDBG regulations and requirements and implementation of the Owner- Occupied Rehabilitation Program will be carried out by the following staff that will be assigned as key personnel and will carry out and will be responsible for their assigned tasks:

Staff Member Title	General Program Duties
Reginald Schweitzer, Executive Director	Overall administration of the Program activities; General program oversight and administration;
Hollie Thesier, Housing Program Director	Assist with revision of forms and procedures; outreach; intake and eligibility determinations; direct the mailing of letters to potential clients, mailing of program handbooks and pre-applications; receive and review applications, interview and verify documentation for qualifying applicants, schedule inspection, supervision of Housing Rehab Coordinator; submission of approved contractor invoices; prepare reports and draws, revision of forms and procedures; qualify potential tenants upon completion, maintain all program records and required grant documentation; ensure compliance upon completion
Gene Bolton, Housing Rehab Coordinator	Stay abreast of rehabilitation costs, materials and best practices; qualify all contractors; inspect each property to determine the scope of rehabilitation required; work write-ups; assist owner in preparing bid packages, solicitation of contractors; assist owner in selecting contractor based on lowest, qualified bid, approval of contractor selection; monitor work in progress; inspect work for compliance with specifications, close out projects, submit progress and final payments; inspect property to ensure compliance throughout the compliance period;
Sarah Millard, Fiscal Director	Financial Records

Any changes in the key personnel assigned or their general responsibilities under this project are subject to the prior approval of the Grantee.

F. Performance Monitoring

The Grantee will monitor the performance of the Sub-recipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Sub-recipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

II. TIME OF PERFORMANCE

A. Contract Term.

Services of the Sub-recipient shall start on December 17, 2019 and end on December 31, 2021. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Sub-recipient remains in control of CDBG funds or other CDBG assets, including program income.

B. Project Schedule.

The Sub-recipient will perform the described housing rehabilitation tasks and complete the rehabilitation of eligible units in conformance with the schedule below.

Activity	Planned Finish Date
Forms and Procedures	March 2020
Marketing/Outreach	On-going
Applications/Eligibility Determination	On-going
Awards/Project Selection	On-going
Contracts	On-going
25% of Funds Committed	June 2020
50% of Funds Expended	December 2020
100% of Funds Expended	June 2021
Project Closeout	October 2021

III. BUDGET

A. Line Item Budget

The following is the budget for the housing rehabilitation program to be administered by the Sub-recipient.

Rehabilitation Loans and Grants	\$ 225,250.00
Lead Based Paint Fees	\$ 4,500.00
Administration and Program Delivery	\$ 20,250.00
TOTAL	\$250,000.00

B. Indirect Costs

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Sub-recipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee.

IV. PAYMENT

A. Subgrant Amount and Drawdowns

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed \$250,000. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Section III herein and in accordance with performance.

B. Direct Rehabilitation Expenses.

Payments to contractors should be made on the basis of work completed, with at least 10 percent retained until final inspection and sign-off of the completed rehabilitation by the Sub-recipient's staff and property owner.

*Payment schedules based on number of inspections throughout the process will work, but not an actual schedule as construction timelines can vary based on a number of factors encountered throughout the process.

C. Operation & Administration Expenses

Expenses for general administration shall also be paid against the line item budgets specified in Section III and in accordance with performance.

D. Financial Management Certification

Payments may be contingent upon certification of the Sub-recipient's financial management system in accordance with the standards specified in 24 CFR 84.21.

V. NOTICES

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee

Michael Lumbis, Planning & Community Development Director
City of Watertown
245 Washington Street
Watertown, NY 13601
Tel: (315) 785-7734
Fax: (315) 785-7829

Sub-recipient

Reg Schweitzer, CEO/Executive Director
Neighbors of Watertown, Inc.
112 Franklin Street
Watertown, NY 13601
(315) 782-8497
(315) 782-0102

VI. SPECIAL CONDITIONS

N/A

VII. GENERAL CONDITIONS

A. General Compliance

The Sub-recipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Sub-recipient does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) the Sub-recipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR Part 52. The Sub-recipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Sub-recipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

B. "Independent Contractor"

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Sub-recipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from

payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Sub-recipient is an independent contractor.

C. Hold Harmless

The Sub-recipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Sub-recipient's performance or nonperformance of the services or subject matter called for in this Agreement.

D. Workers' Compensation

The Sub-recipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

E. Insurance & Bonding

The Sub-recipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee.

The Sub-recipient shall provide the Grantee with proof of the above insurances and bond, reflecting that the City of Watertown is the loss payee for such coverages, and shall also provide a Certificate of Insurance which reflects that the City is an additional insured on its Commercial General liability (CGL) Insurance and that the City of Watertown will be provided with at least 30 days notice, by the insurer, of any intent to cancel or discontinue the Sub-recipient's coverage.

The Sub-recipient shall comply with the bonding and insurance requirements of 2 CFR 200.325 and 200.447, Bonding and Insurance.

F. Grantee Recognition

The Sub-recipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Sub-recipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

G. Amendments

The Grantee or Sub-recipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the

Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Sub-recipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Sub-recipient.

H. Suspension or Termination

In accordance with 2 CFR 200.339, the Grantee may suspend or terminate this Agreement if the Sub-recipient materially fails to comply with any terms of this Agreement, which include (but are not limited), to the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Sub-recipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Sub-recipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200.340, this Agreement may also be terminated for convenience by either the Grantee or the Sub-recipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

VIII. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

1. Accounting Standards

The Sub-recipient agrees to comply with 2 CFR 200.400-419 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

2. Cost Principles

The Sub-recipient shall administer its program in conformance with OMB Circulars A-122, "Cost Principles for Non-Profit Organizations," or A-21, "Cost Principles for Educational Institutions," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record Keeping

1. Records to be Maintained

The Sub-recipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- c. Records required determining the eligibility of activities;
- d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- f. Financial records as required by 24 CFR 570.502, and 24 CFR 84.21–28; and
- g. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

2. Retention

The Sub-recipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee's Consolidated Annual Performance and Evaluation Report (CAPER) to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

3. Client Data

The Sub-recipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees for review upon request.

4. Disclosure

The Sub-recipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Sub-recipient's responsibilities with respect to services provided under this contract, is prohibited by the Privacy Act unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

5. Close-outs

The Sub-recipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Sub-recipient has control over CDBG funds, including program income.

6. Audits & Inspections

All Sub-recipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Sub-recipient within 30 days after receipt by the Sub-recipient. Failure of the Sub-recipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Sub-recipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning Sub-recipient audits and OMB Circular A-133.

C. Reporting and Payment Procedures

1. Program Income

The Sub-recipient shall report as needed all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The Sub-recipient will not use any program income. All program income will be returned to the Grantee.

2. Indirect Costs

If indirect costs are charged, the Sub-recipient will develop an indirect cost allocation plan for determining the appropriate Sub-recipient's share of administrative costs and shall submit such plan to the Grantee for approval, in a form specified by the Grantee.

3. Payment Procedures

The Grantee will pay to the Sub-recipient funds available under this Agreement based upon information submitted by the Sub-recipient and consistent with any approved budget and Grantee policy concerning payments. Payments will be made for eligible expenses actually incurred by the Sub-recipient, and not to exceed actual cash requirements. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Sub-recipient.

4. Progress Reports

The Sub-recipient shall submit monthly Progress Reports to the Grantee in the form and with the content required by the Grantee.

D. Procurement

1. Compliance

The Sub-recipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

2. OMB Standards

Unless specified otherwise within this agreement, the Sub-recipient shall procure all materials, property, or services in accordance with the requirements of 2 CFR 200.317-326.

3. Travel

The Sub-recipient shall obtain written approval from the Grantee for any travel outside the greater Watertown area with funds provided under this Agreement.

E. Use and Reversion of Assets

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR Part 200.311-315 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Sub-recipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Sub-recipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Sub-recipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Sub-recipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the Grantee. The Sub-recipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Sub-recipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT

The Sub-recipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (c) the requirements in 24 CFR 570.606(d)

governing optional relocation policies. The Sub-recipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The Sub-recipient also agrees to comply with applicable Grantee ordinances, resolutions and policies concerning the displacement of persons from their residences.

X. PERSONNEL & PARTICIPANT CONDITIONS

A. Civil Rights

1. Compliance

The Sub-recipient agrees to comply with all local and state civil rights ordinances and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

2. Nondiscrimination

The Sub-recipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

3. Land Covenants

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this contract, the Sub-recipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Sub-recipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

4. Section 504

The Sub-recipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794),

which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Sub-recipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

B. Affirmative Action

1. Approved Plan

The Sub-recipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Sub-recipient to assist in the formulation of such program. The Sub-recipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

2. Women- and Minority-Owned Businesses (W/MBE)

The Sub-recipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Sub-recipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

3. Access to Records

The Sub-recipient shall furnish and cause each of its own Sub-recipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

4. Notifications

The Sub-recipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Sub-recipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement

The Sub-recipient will, in all solicitations or advertisements for employees placed by or on behalf of the Sub-recipient, state that it is an Equal Opportunity or Affirmative Action employer.

6. Subcontract Provisions

The Sub-recipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own Sub-recipients or subcontractors.

C. Employment Restrictions

1. Prohibited Activity

The Sub-recipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

2. Labor Standards

The Sub-recipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Sub-recipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 *et seq.*) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The Sub-recipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Sub-recipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all

contractors engaged under contracts in excess of \$2,000.00 for construction, renovation or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Sub-recipient of its obligation, if any, to require payment of the higher wage. The Sub-recipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

3. “Section 3” Clause

a. Compliance

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract, shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Sub-recipient and any of the Sub-recipient’s Sub-recipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Sub-recipient and any of the Sub-recipient’s Sub-recipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Sub-recipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Sub-recipient further agrees to comply with these “Section 3” requirements and to include the following language in all subcontracts executed under this Agreement:

“The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located.”

The Sub-recipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Sub-recipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

b. Notifications

The Sub-recipient agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c. Subcontracts

The Sub-recipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Sub-recipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

D. Conduct

1. Assignability

The Sub-recipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Sub-recipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

2. Subcontracts

a. Approvals

The Sub-recipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

b. Monitoring

The Sub-recipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

c. Content

The Sub-recipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

d. Selection Process

The Sub-recipient shall undertake to insure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

3. Hatch Act

The Sub-recipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

4. Conflict of Interest

The Sub-recipient agrees to abide by the provisions of 24 CFR 84.42 and 570.611, which include (but are not limited to) the following:

- a. The Sub-recipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
- b. No employee, officer or agent of the Sub-recipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a “covered person” includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Sub-recipient, or any designated public agency.

5. Lobbying

The Sub-recipient hereby certifies that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer

or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

c. It will require that the language of paragraph (d) of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Sub-recipients shall certify and disclose accordingly:

d. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

6. Copyright

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for governmental purposes.

7. Religious Activities

The Sub-recipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

XI. ENVIRONMENTAL CONDITIONS

A. Air and Water

The Sub-recipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, *et seq.*;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, *et seq.*, as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;

- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.

B. Flood Disaster Protection

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Sub-recipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

C. Lead-Based Paint

The Sub-recipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

D. Historic Preservation

The Sub-recipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

XII. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

XIII. SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

XIV. WAIVER

The Grantee's failure to act with respect to a breach by the Sub-recipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

XV. ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the Grantee and the Sub-recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Sub-recipient with respect to this Agreement.

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

City of Watertown, New York

By: _____
Richard M. Finn, City Manager

Neighbors of Watertown, Inc.

By: _____
Reginald J. Schweitzer, Executive Director

December 10, 2019

To: Richard M. Finn, City Manager

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

Subject: Approving the Site Plan for the Construction of a Two-Story, 4,480 Square-Foot Building Addition, a 142-space Parking Lot Expansion and Associated Site Improvements at 155 Clinton Street, Parcel Number 10-07-109.100

Patrick J. Scordo, P.E. of GYMO, DPC, on behalf of Michael E. Lundy of Clinton Center Development, LLC, has submitted a request for the above subject Site Plan Approval.

The City Planning Board reviewed the request at its meeting held on December 3, 2019, and voted to recommend that the City Council approve the site plan with the conditions listed in the resolution. Attached is an excerpt from their meeting minutes.

The Staff Report prepared for the Planning Board, the Site Plan application, original drawings and other related materials were all previously sent to Council as part of the Planning Board agenda package. The primary site plan drawing will be displayed on a board at the Council Meeting. The complete application package is also available in the online version of the City Council agenda.

The City Council must evaluate this site plan in accordance with the State Environmental Quality Review Act (SEQRA). Section 617.4(b)(9) of the SEQRA states that any Unlisted Action (unless the action is designed for the preservation of the facility or site) occurring wholly or partially within, or substantially contiguous to, any historic building, structure, facility, site or district or prehistoric site that is listed on the National Register of Historic Places is considered a Type 1 Action under SEQR. As this action occurs across Clinton Street from the Trinity Episcopal Church and Parish House, Staff is treating it as a Type 1 Action.

The applicant has completed Part 1 of the SEQR Full Environmental Assessment Form (EAF). The City Council must complete Part 2, and Part 3 if necessary, of the Full EAF before it may vote on the resolution.

The resolution prepared for City Council consideration approves the site plan submitted to the City Engineering Department on November 19, 2019 with the conditions listed in the resolution.

ACTION: City Manager recommends approval.



RESOLUTION

Page 1 of 3

Approving the Site Plan for the Construction of a Two-Story, 4,480 Square-Foot Building Addition, a 142-space Parking Lot and Associated Site Improvements at 155 Clinton Street, Parcel Number 10-07-109.000

Council Member COMPO, Sarah V.
 Council Member HENRY-WILKINSON, Ryan J.
 Council Member HORBACZ, Cody J.
 Council Member RUGGIERO, Lisa A.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

WHEREAS Patrick J. Scordo, P.E. of GYMO, DPC, on behalf of Michael E. Lundy of Clinton Center Development, LLC, has submitted an application for Site Plan Approval for the construction of a two-story 4,480 square-foot building addition, a 142-space parking lot and associated site improvements at 155 Clinton Street, Parcel Number 10-07-109.000, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on December 3, 2019 and voted to recommend that the City Council of the City of Watertown approve the site plan with the following conditions:

1. The applicant shall submit a Vehicle and Pedestrian Circulation Plan that shows the movements of a delivery or refuse vehicle as well as a City fire truck to the satisfaction of the City Code Enforcement Bureau prior to the issuance of any permits.
2. The applicant must widen the primary north-south drive aisle to 26 feet in width and provide additional room for a City fire truck to maneuver around the southeast corner of the building.
3. The applicant must clarify vehicular movements around the “Open Lawn Area (Future Building),” per the description in the “Parking and Vehicular Circulation” section of the Planning Department’s November 27, 2019 memorandum to the Planning Board.
4. The applicant shall add a striped crosswalk across the center east-west drive aisle that provides a pedestrian connection from the existing building to the “Open Lawn Area (Future Building).”

RESOLUTION

Page 2 of 3

Approving the Site Plan for the Construction of a Two-Story, 4,480 Square-Foot Building Addition, a 142-space Parking Lot and Associated Site Improvements at 155 Clinton Street, Parcel Number 10-07-109.000

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa A.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

5. The applicant shall identify and depict on the site plan the replacement of all deficient sidewalks along the perimeter of the property to the satisfaction of the City Engineering Department.
6. The applicant shall provide three additional street trees in the right-of-way along Sherman Street and/or Mullin Street for a total of sixteen to comply with the City’s tree ordinance relative to the replacement of removed trees.
7. The applicant shall plant perennials and dwarf trees with a future height of eight feet and under on each of the interior parking lot islands that does not contain a light pole.
8. The applicant shall provide a letter from the neighboring property owner that waives the required 15-foot dumpster setback.
9. The applicant must address all concerns listed in the “Engineering Comments” section of the November 27, 2019 Planning Department memorandum to the Planning Board to the satisfaction of the City Engineering Department prior to the issuance of any permits.
10. The applicant must address all concerns listed in the “Miscellaneous Comments” section of the November 27, 2019 Planning Department memorandum to the Planning Board to the satisfaction of the Planning Department prior to the issuance of any permits.
11. The applicant must obtain the following permits, minimally, prior to demolition and construction: MS4 Acceptance Permit, Demolition Permit, Building Permit, Sidewalk Permit, Fence Permit, General City Permit, Sanitary/Storm Sewer Connection Permit and Water Supply Permit.

And,

RESOLUTION

Page 3 of 3

Approving the Site Plan for the Construction of a Two-Story, 4,480 Square-Foot Building Addition, a 142-space Parking Lot and Associated Site Improvements at 155 Clinton Street, Parcel Number 10-07-109.000

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa A.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

WHEREAS the proposed site plan is classified as a Type I Action under SEQRA because it occurs substantially contiguous to a property that is listed on the National Register of Historic Places, and

WHEREAS the City Council has reviewed the Full Environmental Assessment Form, responding to each of the questions contained in Part 2 and Part 3, and has determined that the project, as submitted, will not result in a significant adverse environmental impact.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown makes a declaration of Negative Findings for the purposes of SEQRA and hereby determines that the project, as proposed, will not result in a significant adverse environmental impact, and

BE IT FURTHER 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 Patrick J. Scordo, P.E. of GYMO, DPC, on behalf of Michael E. Lundy of Clinton Center Development, LLC, for the construction of a two-story 4,480 square-foot building addition, a 142-space parking lot and associated site improvements at **155 Clinton Street**, Parcel Number 10-07-109.000, as depicted on the site plan submitted to the City Engineer on November 19, 2019, contingent upon the applicant meeting the conditions listed above.

Seconded by:

SITE PLAN APPROVAL
155 CLINTON STREET, PARCEL NUMBER 10-07-100.000

The Planning Board then considered a request submitted by Patrick J. Scordo, P.E. of GYMO, DPC on behalf of Michael E. Lundy of Clinton Center Development, LLC for a two-story 4,480 square-foot building addition, a 142-space parking lot and associated site improvements at 155 Clinton Street, Parcel Number 10-07-100.000.

Mr. Lundy attended to represent the request.

Mr. Lundy began by saying the easiest thing to do would probably be to run through Staff's comments in the memorandum that everyone had. He then said that one of the things he ought to talk about first was a change of access points. Mr. Lundy explained that unlike the preliminary concept drawing he presented to the Planning Board in October, there would be no vehicular access from Sherman Street and he was now proposing access points from Clinton and Mullin Streets with two-directional traffic from one street through to the other.

Mr. Lundy then said that the Fire Department would like to see the central drive aisle widened to 26 feet and that was no problem. He also noted that Staff wanted to see a striped crosswalk across the center east-west drive aisle to provide a pedestrian connection from the existing building to the open lawn area to ensure complete connectivity to Mullin Street. He said that made sense to him and was not a problem either.

Mr. Coburn then asked Mr. Lundy if he could go in order of the summary item numbers, referring to the list at the end of Staff's memorandum, rather than going through the paragraphs in the main text. Mr. Lundy agreed and noted that his comments so far addressed the first two summary items.

Mr. Lundy then addressed the third summary item, which required the applicant to clarify vehicular movements around the open lawn area. Mr. Lundy referred to his drawing and said that there would be two-directional traffic around three sides of the building, but one-way northbound traffic only to the east of the open lawn area adjacent to the eastern property line.

Mr. Lundy then said that the fourth summary item required a striped crosswalk across the center east-west drive aisle that provides a pedestrian connection from the existing building to the open lawn area, which he had just previously discussed and agreed to.

Mr. Lundy then addressed the fifth summary item, which required the applicant to identify and depict on the site plan the replacement of all deficient sidewalks along the perimeter of the property to the satisfaction of the City Engineering Department. Mr. Lundy said that he had no issue replacing sidewalks, and that his preference would be to walk the site together with the Engineering Department and agree together on what walks needed replacing.

Mr. Lundy then addressed the sixth summary item, which required the applicant to provide three additional street trees in the right-of-way along Sherman Street and/or Mullin Street for a total of sixteen to comply with the City's tree ordinance relative to the replacement

of removed trees. Mr. Lundy said that he wished to state for the record that he was not the one that removed the trees in question as stated in the report. He said that National Grid hired Nelson Tree Service to remove them. (Editor's Note: While Nelson Tree Service removed the trees on behalf of National Grid, they did so at the request of the developer) He added that with that said, he had no issue adding three additional trees on the street side.

Mr. Lundy then addressed the seventh summary item, which recommended that applicant provide one additional shade tree in each of the interior parking lot islands that does not contain a light pole to comply with the Planning Board's adopted Landscaping and Buffer Zone Guidelines. Mr. Lundy said that he did have an issue with this summary item and that he was not a fan of interior parking lot trees. Mr. Lundy cited bird droppings, sap droppings and root intrusion through the sub base as reasons for his position.

Mr. Lundy then said that he had no issue with the islands having perennials or dwarf trees, but he was against larger trees in the interior of the parking lot. He said that he did not want this looking like a forest when he was done and the City will have several trees around the perimeter. He added that what the City did with the J.B. Wise parking lot, he would never do with his own property.

Mr. Coburn then noted that the summary item read, "Should," when it came to interior trees. Mr. Lumbis then said that Staff reviewed the proposal against the Planning Board's adopted Landscaping and Buffer Zone Guidelines, and the guidelines recommend one shade tree for every 15 parking spaces. Mr. Coburn asked if any requirements existed for the specific size and future height of the trees. Mr. Lumbis answered in the negative.

Mr. Lundy then asked if the City would accept shrubs and dwarf trees in the interior islands. Mr. Lumbis replied that they could be smaller. Mr. Coburn then noted that the guidelines were not part of the official City Code. Mr. Lumbis elaborated that the guidelines were something that the Planning Board previously put together, and that the Code only required trees if the proposal abutted a residential district.

He further explained that the guidelines' purpose was to provide guidance and prevent the kind of back-and-forth that used to occur during Planning Board meetings about the appropriate number and specific locations of trees in previous proposals. Ms. Fields then said that dwarf trees were acceptable to her if the rest of the Planning Board agreed.

Mr. Lundy then addressed the eighth summary item, which required the applicant to provide a letter from the neighboring property owner that waives the required 15-foot dumpster setback. Mr. Lundy said that he was in discussions with the Watertown Savings Bank and he would be fine with obtaining a letter.

Mr. Lundy then addressed the ninth summary item, which required the applicant to address all concerns listed in the "Engineering Comments" section of Staff's memorandum. Mr. Lundy said that there was nothing in this section that he disagreed with. He then noted that Staff had a question whether he planned to install the new electric, water and sewer laterals that the drawing depicted extending to the future building as part of this project. Mr. Lundy said that

the answer was yes; his intention was to make that location shovel ready, so a future occupant would not have to tear up the parking lot.

Mr. Lundy then addressed the tenth summary item, which required the applicant to address all concerns listed in the "Miscellaneous Comments" section of Staff's memorandum. He said that he had no problem with any of them.

Mr. Lundy then addressed the eleventh summary item, which listed all the permits the applicant would need to obtain prior to demolition and construction. Mr. Lundy said that he acknowledged all permits.

Mr. Coburn then returned to the first summary item, which required the applicant to submit a Vehicle and Pedestrian Circulation Plan that shows the movements of a delivery or refuse vehicle as well as a City fire truck to the satisfaction of the City Code Enforcement Bureau.

Mr. Coburn asked Staff if the Fire Department had personally seen any of this. Mr. Urda and Mr. Lumbis explained that the Code Enforcement Bureau typically represents Fire Department concerns when they review site plans.

Mr. Urda then explained that the required circulation drawing would depict the movements of a fire truck throughout the site and asked Mr. Lundy to verify that he knew what type of drawing Codes was requesting. Mr. Lundy replied in the affirmative. Mr. Urda explained that when the Planning Board approved the site plan with that condition, that Code Enforcement would have the discretion to approve or disapprove of the drawing prior to issuing permits. Mr. Coburn said that was fine.

Discussion then returned to the need for a City fire truck to maneuver around the southeast corner of the building. Mr. Lumbis identified for the Planning Board exactly where Codes requested additional maneuverability. Mr. Lundy then said that he did not know why a City fire truck would want to enter the site via the one-way drive aisle behind the primary building, but said that he could scale the sidewalk back so that it no longer wrapped around the rear of the building.

Mr. Urda then asked if there was a rear door to the building where the sidewalk wrapped around, adding that he saw obvious value to the walk if there were a door there, and that a mountable curb would be a viable alternative. Mr. Lundy confirmed that there was no door there and he would scale back the walk.

Ms. Fields then asked Mr. Lundy when he planned to break ground. Mr. Lundy replied that there was rock there, so ideally, he would like to start work in the spring, but he still had a few asbestos issues, including items that did not pass. He noted that he still needed heat and water, and now was not the right time of year for that. He then added that he also had to figure out a demolition schedule, and while in theory, he could begin the proposed addition before demolishing the secondary building, he would like to finish another project first.

Ms. Fields then said that she did not want to see the project drag on any longer. Mr. Lundy said that he did not either, but circumstances happen.

Mr. Arquitt then asked Mr. Lundy to confirm he was not planning a sub base reconstruction in the parking lot. Mr. Lundy replied in the affirmative, acknowledging that while the existing pavement was in rough shape, he was leaning towards milling the surface and re-grading it, not taking the sub base out. He added that this meant the proposal would not be subject to Municipal Separate Storm Sewer System (MS4) or Stormwater Pollution Prevention Plan (SWPPP) requirements.

Mr. Lundy then said he wanted to make one clarification; it was not his intention for the building to be a conference center. He said that the proposed addition would have a small business center that would seat 20 people and a larger conference room on the second floor that would seat 60 people and be primarily for tenants. He then said that the rest of the building would be commercial and office with some retail, adding that he would like to keep his medical tenants at Washington Summit and have non-medical tenants here.

Ms. Fields then asked Mr. Lundy how many offices he planned. Mr. Lundy replied that there would be 12,000 feet per floor, and the addition is narrow and long, which allowed for a more efficient interior floor layout, noting that the elevator, stairs and bathrooms would all be in the addition.

Mr. Johnson then asked Mr. Lundy what kind of retail he planned. Mr. Lundy replied that he had talked to prospects with a retail component, not necessarily retail stores, but businesses with a retail component. Mr. Johnson asked if it would be all professional. Mr. Lundy replied that that was his hope.

Discussion then turned to the open lawn area, where Mr. Lundy proposed a future building. Mr. Lundy said he preferred that to be a regional eatery, and that he had discussions with a couple of prospects that he hoped would become more serious once he filled the primary building.

Ms. Fields then noted that Mr. Lundy did not submit exterior elevation drawings. Mr. Lundy said that it would be more restrained than his previous submission in 2017. He said that it would likely be stucco with accent stone.

Mr. Coburn then asked if any members of the Planning Board had additional questions. Hearing none, he asked Mr. Lumbis about the need to rewrite the seventh summary item. Mr. Lumbis replied that the Planning Board should be specific regarding what they wanted to require.

Mr. Johnson then asked if removing the sidewalk as previously discussed would provide enough room for a fire truck to maneuver around the southeast corner of the building. Mr. Urda replied that Staff had measured 23 feet from the corner of the building to the corner of the property line. Mr. Coburn added that he just wanted the Fire Department's blessing on that subject.

Mr. Lumbis then said that it is the Code Enforcement Bureau's responsibility to consult the Fire Department, and that the particular section that City Code Enforcement Supervisor, Shawn McWayne was citing was a general section of New York State Code that gave him latitude to determine what is appropriate. Mr. Lumbis also recommended leaving all 11 conditions, with proper edits made to the seventh.

Ms. Fields then moved to recommend that City Council approve the request for Site Plan Approval submitted by Patrick J. Scordo, P.E. of GYMO, DPC on behalf of Michael E. Lundy of Clinton Center Development, LLC for a two-story 4,480 square-foot building addition, a 142-space parking lot and associated site improvements at 155 Clinton Street, Parcel Number 10-07-100.000, as shown on the site plans submitted to the City on November 19, 2019, contingent upon the following:

1. The applicant shall submit a Vehicle and Pedestrian Circulation Plan that shows the movements of a delivery or refuse vehicle as well as a City fire truck to the satisfaction of the City Code Enforcement Bureau prior to the issuance of any permits.
2. The applicant must widen the primary north-south drive aisle to 26 feet in width and provide additional room for a City fire truck to maneuver around the southeast corner of the building.
3. The applicant must clarify vehicular movements around the "Open Lawn Area (Future Building)," per the description in the "Parking and Vehicular Circulation" section of the Planning Department's November 27, 2019 memorandum to the Planning Board.
4. The applicant shall add a striped crosswalk across the center east-west drive aisle that provides a pedestrian connection from the existing building to the "Open Lawn Area (Future Building)."
5. The applicant shall identify and depict on the site plan the replacement of all deficient sidewalks along the perimeter of the property to the satisfaction of the City Engineering Department.
6. The applicant shall provide three additional street trees in the right-of-way along Sherman Street and/or Mullin Street for a total of sixteen to comply with the City's tree ordinance relative to the replacement of removed trees.
7. The applicant shall plant perennials and dwarf trees with a future height of eight feet and under on each of the interior parking lot islands that does not contain a light pole.
8. The applicant shall provide a letter from the neighboring property owner that waives the required 15-foot dumpster setback.

9. The applicant must address all concerns listed in the “Engineering Comments” section of the November 27, 2019 Planning Department memorandum to the Planning Board to the satisfaction of the City Engineering Department prior to the issuance of any permits.
10. The applicant must address all concerns listed in the “Miscellaneous Comments” section of the November 27, 2019 Planning Department memorandum to the Planning Board to the satisfaction of the Planning Department prior to the issuance of any permits.
11. The applicant must obtain the following permits, minimally, prior to demolition and construction: MS4 Acceptance Permit, Demolition Permit, Building Permit, Sidewalk Permit, Fence Permit, General City Permit, Sanitary/Storm Sewer Connection Permit and Water Supply Permit.

Mr. Babcock seconded the motion and all voted in favor, with the exception of Mr. Katzman, who abstained.



ARCHITECTURE
ENGINEERING
ENVIRONMENTAL
LAND SURVEYING

19 November 2019

Mr. Michael Delaney, P.E.
City Engineer
Room 305 – City Hall
245 Washington St
Watertown, NY 13601

Re: Site Plan Submission
Clinton Center Development

File: 2012-230E.01

Dear Mr. Delaney:

On behalf of Clinton Center Development, LLC, and owner Michael E. Lundy, we are submitting the following materials for Site Plan review at the December 3, 2019, City Planning Board meeting:

- 3 – full-size sets of Site Plans for Departmental Review, including a wet stamped original (Cover, C101, C102, C103)
- 12 – 11"x17" sets of Site Plans;
- 4 –full-size Topographic Surveys
- 12 – 11"x17" copies of the Topographic Survey;
- 15 – Cover Letters and Site Plan Application Form;
- 3 – Engineering Reports;
- Long-Form EAF, and
- \$250 Application Fee.

The project is located on a single tax parcel; #10-07-109.000, in the City of Watertown on Clinton Street.

The following are responses to comments made during the Tuesday, October 1, 2019 Planning Board meeting that summarize your letter dating September 26, 2019:

1. City Comment: "The applicant should add a sidewalk connection from Mullin Street as well, with a hatched crosswalk across the southernmost interior drive aisle."
Response: The Owner has added an entrance drive from Mullin Street which included a sidewalk with a hatched crosswalk.
2. City Comment: "The drawing also depicts vehicular traffic as driving on the left side of the southernmost interior drive aisle. The applicant must indicate whether this is in error or if there is a rationale behind having vehicles drive on the left."
Response: This was a mistake and has been corrected on the drawings.
3. City Comment: "Those guidelines also recommend landscaped strips along street rights-of-ways a minimum of 15' in width. While the site plan depicts a landscaped setback consisting of grass and/or shrubs along Clinton, Sherman and Mullin Streets, the width of the setback is relatively narrow, ranging in size from approximately seven feet to one foot. The applicant should make an effort to increase the size of this setback."
Response: The drawing has been revised to enlarge setbacks on Clinton Street to 15', Sherman Street varies from 6' to 10' and Mullin Street varies from 10' to 13'.
4. City Comment: "As this project site approximates 2.8 acres and is substantially contiguous to the Trinity Episcopal Church and Parish House, Staff will treat this as a Type 1 Action and will require

Edward G. Olley, Jr., AIA
Patrick J. Scordo, PE
Ryan G. Churchill, PE
Scott W. Soules, AIA
Brandy W. Lucas, MBA
Howard P. Lyndaker III, PLS

Gregory F. Ashley, PLS
Brian K. Madigan, RLA, CPESC

In Consultation
Leo F. Gozalkowski, PLS
Stephen W. Yaussi, AIA

the applicant to submit a completed SEQR Full Environmental Assessment Form (EAF).”

Response: A revised Full EAF has been included in this submission.

5. City Comment: “The drawing depicts all storm sewer mains on surrounding streets as well as the sanitary sewer main on Sherman Street. It appears that the applicant proposes to disturb more than one acre, and as such, depending on the depth of the proposed excavation, the City Engineering Department may require the applicant to submit a Stormwater Pollution Prevention Plan (SWPPP).

The Owner does not intend on disturbing the gravel base to the parking lot thus we will not have to provide a SWPPP.

Response: The Owner will only be re-milling the existing asphalt parking and will not be going below the 6” threshold that will require a SWPPP.

6. City Comment: “The drawing depicts proposed work as well as future parking on Watertown Savings Bank property adjacent to the southwest corner of the site. The drawing references a cross-access easement with the bank”

Response: The future easement has been removed from the drawings.

7. City Comment: “The applicant submitted the application under the addresses of 161-171 Clinton Street. However, the City’s Assessment Rolls identify the property as 155 Clinton Street, and that will be the address under which the City will process any future site plan request.”

Response: The address has been changed.

The developer plans on beginning construction in the Summer of 2020.

If there are any questions or you require additional information, please feel free to contact our office.

Sincerely,
GYMO, Architecture, Engineering & Land Surveying, DPC



Patrick J. Scordo, P.E.
CEO/ President, Director of Engineering

Attachments

pc: Michael E. Lundy - Owner



1869

CITY OF WATERTOWN SITE PLAN APPLICATION

**** Provide responses for all sections. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Failure to submit required information by the submittal deadline will result in not making the agenda for the upcoming Planning Board meeting.**

PROPERTY LOCATION

Proposed Project Name: CLINTON CENTER DEVELOPMENT
Tax Parcel Number: 10-07-109.00
Property Address: 155 CLINTON STREET
Existing Zoning Classification: DOWNTOWN

OWNER OF PROPERTY

Name: CLINTON CENTER DEVELOPEMTN, LLC
Address: 18841 US ROUTE 11
WATERTOW, NY 13601
Telephone Number: 315-493-2493
Fax Number: _____

APPLICANT

Name: GYMO DPC
Address: 18969 US ROUTE 11
WATERTOWN, NY 13601
Telephone Number: 315-788-3900
Fax Number: 315-788-0668
Email Address: MLUMBIS@GYMODPC.COM

ENGINEER/ARCHITECT/SURVEYOR

Name: PATRICK J. SCORDO, PE - GYMO DPC
Address: 18969 US ROUTE 11
WATERTWON, NY 13601
Telephone Number: 315-788-3900
Fax Number: 315-7880668
Email Address: PSCORDO@GYMODPC.COM

OPTIONAL MATERIALS:

- 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.**

REQUIRED MATERIALS:

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

- COMPLETED 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>
- ELECTRONIC COPY OF ENTIRE SUBMISSION (PDF)** A single, combined PDF of the entire application, including cover letter, plans, reports, and all submitted material.
- BOUNDARY and TOPOGRAPHIC SURVEY**
(Depict existing features as of the date of the Site Plan Application. This Survey and Map must be performed and created by a Professional Land Surveyor licensed and currently registered to practice in the State of New York. This Survey and Map must be stamped and signed with an original seal and signature on at least one copy, the rest may be copies thereof.
- All elevations are North American Vertical Datum of 1988 (NAVD88).
- 1' contours are shown and labeled with appropriate spot elevations.
- All existing features on and within 50 feet of the subject property are shown and labeled.
- All existing utilities on and within 50 feet of the subject property are shown and labeled.
- All existing easements and/or right-of-ways are shown and labeled.
- Existing property lines (bearings and distances), margins, acreage, zoning, existing land use, reputed owner, adjacent reputed owners and tax parcel numbers are shown and labeled.
- The north arrow and graphic scale are shown.

DEMOLITION PLAN (If Applicable)

All existing features on and within 50 feet of the subject property are shown and labeled.

All items to be removed are labeled in darker text.

SITE PLAN

Include a reference to the coordinate system used(NYS NAD83-CF preferred).

All proposed above ground features are depicted and clearly labeled.

All proposed features are clearly labeled "proposed".

All proposed easements and right-of-ways are shown and labeled.

Land use, zoning, and tax parcel number are shown.

The Plan is adequately dimensioned including radii.

The line work and text for all proposed features is shown darker than existing features.

All vehicular and pedestrian traffic circulation is shown including a delivery or refuse vehicle entering and exiting the property.

Proposed parking and loading spaces including ADA accessible spaces are shown and labeled.

Sidewalks within the City Right-of-Way meet Public-Right-of-Way (PROWAG) standards.

Refuse Enclosure Area (Dumpster), if applicable, is shown. 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".

- Owner shall provide a letter at a later date.

Proposed snow storage areas are shown on the plans.

The north arrow and graphic scale are shown.

GRADING PLAN

All proposed below ground features including elevations and inverts are shown and labeled.

All proposed above ground features are shown and labeled.

- The line work and text for all proposed features is shown darker than existing features.
- All proposed easements and right-of-ways are shown and labeled.
- 1' existing contours are shown dashed and labeled with appropriate spot elevations.
- 1' proposed contours are shown and labeled with appropriate spot elevations.
- All elevations are North American Vertical Datum of 1988 (NAVD88).
- Sediment and Erosion control are shown and labeled on the grading plan unless separate drawings have been provided as part of a Stormwater Pollution Prevention Plan (SWPPP).

UTILITY PLAN

- All proposed above and below ground features are shown and labeled.
- All existing above and below ground utilities including sanitary, storm water, water, electric, gas, telephone, cable, fiber optic, etc. are shown and labeled.
- All proposed easements and right-of-ways are shown and labeled.
- The Plan is adequately dimensioned including radii.
- The line work and text for all proposed features is shown darker than existing features.
- The following note has been added to the drawings 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."

LANDSCAPING PLAN

- All proposed above ground features are shown and labeled.
- All proposed trees, shrubs, and other plantings are shown and labeled.
- All proposed landscaping and text are shown darker than existing features.
- All proposed landscaping is clearly depicted, labeled and keyed to a plant schedule that includes the scientific name, common name, size, quantity, etc.

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.

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

PHOTOMETRIC PLAN (If Applicable)

All proposed above ground features are shown.

Photometric spot elevations or labeled photometric contours of the property are clearly depicted. Light spillage across all property lines shall not exceed 0.5 foot-candles.

CONSTRUCTION DETAILS and NOTES

All details and notes necessary to adequately complete the project including, but not limited to, landscaping, curbing, catch basins, manholes, water line, pavement, sidewalks, trench, lighting, trash enclosure, etc. are provided.

Maintenance and protection and traffic plans and notes for all required work within City streets including driveways, water laterals, sanitary laterals, storm connections, etc. are provided.

The following note must be added to the drawings stating:
"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 ARCHITECTURAL PLANS (If Applicable)

Floor plan drawings, including finished floor elevations, for all buildings to be constructed are provided.

Exterior elevations including exterior materials and colors for all buildings to be constructed are provided.

Roof outline depicting shape, slope and direction is provided.

- Owner shall provide a letter at a later date.

ENGINEERING REPORT

**** The engineering report at a minimum includes the following:**

- Project location
- Project description
- Existing and proposed sanitary sewer flows and summary
- Water flows and pressure
- Storm Water Pre and Post Construction calculations and summary
- Traffic impacts
- Lighting summary
- Landscaping summary

GENERAL INFORMATION

ALL ITEMS ARE STAMPED AND SIGNED WITH AN ORIGINAL SIGNATURE BY A PROFESSIONAL ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, OR SURVEYOR LICENSED AND CURRENTLY REGISTERED TO PRACTICE IN THE STATE OF NEW YORK.

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.*

****** 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.

** 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.

Signage will not be 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.

Plans have been collated and properly folded.

If an applicant proposes a site plan with multiple buildings and any of those buildings front on a private drive, the City Council will name the private drive by resolution and the building(s) will be given an address number on that private drive by City staff. The applicant may propose a name for the private drive for the City Council's consideration.

Proposed Street Name: _____

- For non-residential uses, the proposed Hours of Operation shall be indicated.
8:00am to 5:00 pm
- Signature Authorization form or letter signed by the owner is submitted allowing the applicant to apply on behalf of the owner if the applicant is not the property owner.
- Owner shall provide a letter at a later date.
- Explanation for any item not checked in the Site Plan Checklist.

ENGINEERING REPORT

CLINTON CENTER DEVELOPMENT

**CITY OF WATERTOWN
JEFFERSON COUNTY, NEW YORK**



ENGINEERING REPORT

CLINTON CENTER DEVELOPMENT

CLINTON STREET
CITY OF WATERTOWN
JEFFERSON COUNTY
STATE OF NEW YORK

CLINTON CENTER DEVELOPMENT, LLC

18841 US ROUTE 11
WATERTOWN, NY 13601
PH: (315)493-2493
CONTACT: MR. MICHAEL LUNDY

PROJECT #2012-230E.01

19 November 2019



PATRICK J. SCORDO, PE
DIRECTOR OF ENGINEERING

The above Engineer states that to the best of his knowledge, information and belief, the plans and specifications are in accordance with the applicable requirements of New York State. It is a violation of New York State Law for any person, unless acting under the direction of a licensed professional engineer to alter this document in any way. If altered, such licensee shall affix his or her seal and the notation "altered by" followed by his or her signature, date, and a specific description of alteration.

**GYMO ARCHITECTURE, ENGINEERING
& LAND SURVEYING, D.P.C.**

18969 U.S. Route 11-WATERTOWN, NY 13601-TELE: (315)788-3900 FAX: (315)788-0668

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1.0 SITE AND PROJECT DESCRIPTIONS

1.1 Location

The project is located in the City of Watertown, Jefferson County, New York. The project area is located along Clinton, Mullin and Sherman Streets. The site is currently developed with two buildings and served with utilities. Ground cover consists of an asphalt parking lot along with two buildings located at 155 Clinton Street.

The project is located on the City of Watertown Tax parcel #10-07-109.000. The approximate project site limits can be seen on the orthoimagery in Appendix A.

1.2 Project Description

The project involves the rehabilitation of one existing building and the demolition of the other existing building. An addition will be placed on the existing building. The site will be served with several amenities, including water and sanitary/storm sewer service, lighting, landscaping, and parking facilities. These features are depicted on the Site Development Drawings. The utilities are discussed in greater detail in later sections of the report.

1.3 Zoning/Parking/Approvals

The project site is currently located in an area zoned as a Downtown District through a zone change previously approved by the City of Watertown. Setbacks are not required within the Downtown District.

The Downtown zoning designation does not require parking requirements to be met. However, the site offers substantial parking areas.

1.4 Site Topography

The site is a relatively flat surface, making for gentle slopes. The site elevation drops approximately 4 feet as you travel north from Mullin Street towards Clinton Street. For existing cover, see attached orthoimagery in Appendix A. For existing topography, see attached Utility and Grading Plan.

1.5 Soil Classification

According to the United States Department of Agriculture, Natural Resources Conservation Service (USDA NRCS), the site primarily consists of urban land. The majority of the parcel is asphalt parking and building area.

According to deep hole testing conducted by the owner, bedrock is between 5' and 8' deep. The soil structure is typically a sandy loam.

2.0 WATER FACILITIES

2.1 Water Distribution

An existing water main is located along the north side of the project site on Clinton Street. An existing hydrant (to the north of the site) will be utilized for fire protection to the site. It is proposed that a new 8-inch water line will be installed to serve the project. This line will connect into the existing main that runs along Clinton Street.

The projected flows for the lot were calculated based on the anticipated uses and the recommended rates used by the NYS DEC. As shown in the table below, the average daily water demand is 2,400 gallons/day (assuming the usage is at a rate of 0.1 gallons/day/sf). Using a peaking factor of nine, the maximum demand anticipated is 15 gallons/minute (gpm).

Anticipated Use	Anticipated Water Usage (GPD)
24,000 SF Office Space	2,400 GPD

The existing water service enters the building on the east side of the east building on the lot, as shown on the Civil Plans. The new water main will enter into the basement of the existing building on the north side.

3.0 SANITARY SEWER FACILITIES

3.1 Existing Sanitary Sewer Facilities

A municipal, gravity sanitary sewer system exists in the project area to the north of the proposed building. Sanitary sewer waste is ultimately conveyed to and treated at the City of Watertown Wastewater Treatment Facility.

3.2 Proposed Sanitary Sewer Facilities

The proposed facility will be served by an 8-inch sanitary sewer main. This proposed lateral will connect directly into the main that runs along Clinton Street. The proposed sanitary sewer lateral will emanate from the basement of the existing building on the north side.

Proposed sanitary sewer flows are the same as the above mentioned water demands.

4.0 HYDROLOGIC AND HYDRAULIC ANALYSES

4.1 Existing Drainage

The majority of the site generally drains via overland sheet flow in a northerly direction toward Clinton Street, eventually being collected by existing catch basins. The storm line also collects runoff from roof drains from both existing buildings on the lot. This infrastructure directs runoff to an existing storm water system on Clinton Street. For existing cover and grade conditions, see attached orthoimagery in Appendix A. For existing topography, see attached Utility and Grading Plan.

4.2 Proposed Drainage

The current slope of the property will be utilized to help with the drainage. Highpoints will be created in the parking aisles that will direct most flow in the northerly direction towards the swales located within the spaces between parking aisles. Catch basins will collect the flow in these aisles. 12-inch HDPE piping will convey the proposed storm water runoff to the existing storm sewers located on Sherman Street. This is shown on the Utility and Grading Plan.

5.0 LANDSCAPING

5.1 Existing Landscaping

Trees are located around the perimeter of the site (in the City Right-of-Way (ROW)). Little other landscaping located on site is desirable and will be removed.

5.2 Proposed Landscaping

Landscaping will be provided to comply with the City of Watertown requirements. Landscaping will be chosen that is native to the area, grows well in the soil conditions of the project, and fits in with the overall theme of the area.

Small trees are proposed to replace trees previously removed in the median along Sherman Street. These trees in place that will not require pruning under the overhead lines.

Landscaping will be focused on the main entrance to the building as shown on the civil plans that are attached.

6.0 LIGHTING

6.1 Site Lighting

The site parking will be illuminated by installed pole mounted luminaires (LED's) mounted at a height of 33 feet above finished grade (AFG). The perimeter light fixtures will be mounted at a height of 23 feet AFG. These light poles and fixtures will be placed as shown in the Civil Plans. Care was given to not spill light over the property line to adjacent property owners and the lights chosen are dark sky compliant. Cut Sheets can be seen in Appendix B.

7.0 TRAFFIC ANALYSIS

Proposed anticipated trips to the development were analyzed utilizing the ITE Trip Generation Rates – 8th Edition. The total trip ends predicted at the proposed development is 264 trips and in the AM peak hour 37 trips are anticipated. The spreadsheet is attached in Appendix C.

8.0 SUMMARY

The proposed development and high efficiency office space is a welcome addition to the downtown area of the City of Watertown. The project shall not cause the City of Watertown's infrastructure to be exceeded, provided the improvements discussed in this report are performed.



Patrick J. Scordo, PE
Director of Engineering

APPENDIX A

MAPPING



PROJECT LOCATION



APPENDIX B

LIGHTING CUT SHEETS

DESCRIPTION

The Galleon™ Pedestrian Companion LED luminaire's appearance is complementary with the Galleon area and site luminaire bringing a modern architectural style to lighting applications. Flexible mounting options accommodate a variety of pole configurations and mounting heights, allowing it to be offered as a pedestrian or site lighting solution. The Galleon family of LED products deliver exceptional performance with patented, high-efficiency AccuLED Optics™, providing uniform and energy conscious lighting for parking lots, building and security lighting applications.

SPECIFICATION FEATURES

Construction

Driver enclosure thermally isolated from optics for optimal thermal performance. Heavy wall aluminum housing die-cast with integral external heat sinks to provide superior structural rigidity and an IP66 rated housing. Overall construction passes a 1.5G vibration test to ensure mechanical integrity.

Optics

Choice of sixteen patented, high-efficiency AccuLED Optics. The optics are precisely designed to shape the distribution maximizing efficiency and application spacing. AccuLED Optics create consistent distributions with the scalability to meet customized application requirements. Offered standard in 4000K (+/- 275K) CCT and minimum 70 CRI. Optional 3000K, 5000K

and 6000K CCT. Greater than 90% lumen maintenance expected at 60,000 hours. Available in standard 1A drive current and optional 1200mA, 800mA, and 600mA drive currents.

Electrical

LED drivers are mounted for ease of maintenance. 120-277V 50/60Hz, 347V or 480V 60Hz operation. 480V is compatible for use with 480V Wye systems only. Drivers are provided standard with 0-10V dimming. An optional Eaton proprietary surge protection module is available and designed to withstand 10kV of transient line surge. The Galleon Pedestrian LED luminaire is suitable for operation in -40°C to 40°C ambient environments. For applications with ambient temperatures exceeding 40°C, specify the HA (High Ambient) option.

Mounting

The innovative quick mounting arm attaches to new or existing 4-5" round or square poles with 1-1/2" to 4-7/8" drilling patterns without re-drilling. The mast arm adapter fits horizontal 2-3/8" tenon.

Finish

Housing finished in super durable TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Standard colors include black, bronze, grey, white, dark platinum and graphite metallic. RAL and custom color matches available. Consult the McGraw-Edison Architectural Colors brochure for the complete selection.

Warranty

Five-year warranty.

Catalog #		Type	LB-IV
Project		Date	
Comments			
Prepared by			



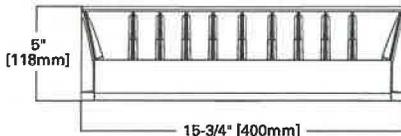
GPC GALLEON PEDESTRIAN COMPANION

1-2 Light Squares
Solid State LED

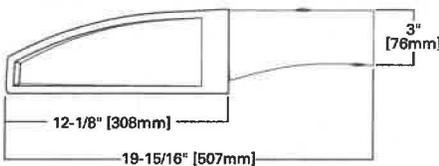
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WaveLinX

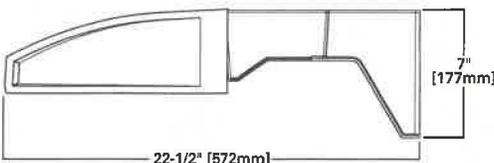
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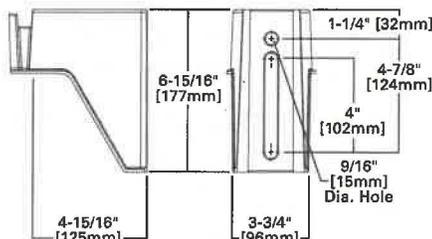
MAST ARM MOUNT



QUICK MOUNT ARM (OVERALL DIMENSIONS)



QUICK MOUNT ARM (POLE MOUNTING DETAILS)



CERTIFICATION DATA

UL/cUL Listed
LM79 / LM80 Compliant
IP66 Housing
ISO 9001
DesignLights Consortium® Qualified*

ENERGY DATA

Electronic LED Driver
>0.9 Power Factor
<20% Total Harmonic Distortion
120-277V 50/60Hz
347V, 480V 60Hz
-40°C Min. Temperature
40°C Max. Temperature
50°C Max. Temperature (HA Option)

EPA

Effective Projected Area (Sq. Ft.)
Quick Mount Arm: 0.73
Mast Arm: 0.62

SHIPPING DATA

Approximate Net Weight:
27 lbs. (12.2 kgs.)

POWER AND LUMENS

Number of Light Squares		1				2			
Drive Current	600mA	800mA	1.0A	1.2A	600mA	800mA	1.0A	1.2A	
Nominal Power (Watts)	34	44	59	67	66	86	113	129	
Input Current @ 120V (A)	0.3	0.39	0.51	0.58	0.58	0.77	1.02	1.16	
Input Current @ 208V (A)	0.17	0.22	0.29	0.33	0.34	0.44	0.56	0.63	
Input Current @ 240V (A)	0.15	0.19	0.25	0.29	0.3	0.38	0.48	0.55	
Input Current @ 277V (A)	0.14	0.17	0.23	0.25	0.28	0.36	0.42	0.48	
Input Current @ 347V (mA)	0.11	0.15	0.17	0.2	0.19	0.24	0.32	0.39	
Input Current @ 480V (mA)	0.08	0.11	0.14	0.15	0.15	0.18	0.24	0.3	
Optics									
T2	4000K/5000K Lumens	4,204	5,156	6,381	7,000	8,215	10,075	12,470	13,680
	3000K Lumens	3,975	4,874	6,033	6,618	7,767	9,525	11,790	12,934
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B2-U0-G2	B2-U0-G2	B2-U0-G2
T2R	4000K/5000K Lumens	4,464	5,474	6,775	7,431	8,723	10,696	13,239	14,523
	3000K Lumens	4,221	5,176	6,406	7,025	8,247	10,113	12,517	13,731
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B2-U0-G2	B2-U0-G2
T3	4000K/5000K Lumens	4,285	5,256	6,505	7,135	8,375	10,269	12,710	13,943
	3000K Lumens	4,051	4,969	6,150	6,746	7,918	9,710	12,017	13,182
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B2-U0-G2	B2-U0-G2	B2-U0-G2
T3R	4000K/5000K Lumens	4,380	5,372	6,648	7,294	8,561	10,498	12,993	14,253
	3000K Lumens	4,141	5,078	6,286	6,895	8,094	9,925	12,285	13,475
	BUG Rating	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B2-U0-G2	B2-U0-G2
T4FT	4000K/5000K Lumens	4,311	5,286	6,542	7,177	8,422	10,329	12,784	14,024
	3000K Lumens	4,075	4,998	6,185	6,786	7,963	9,766	12,086	13,259
	BUG Rating	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B2-U0-G2	B2-U0-G3
T4W	4000K/5000K Lumens	4,254	5,217	6,459	7,094	8,313	10,205	12,619	13,843
	3000K Lumens	4,023	4,933	6,105	6,698	7,860	9,639	11,931	13,088
	BUG Rating	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B2-U0-G2	B2-U0-G2	B2-U0-G3
SL2	4000K/5000K Lumens	4,196	5,147	6,370	6,988	8,202	10,058	12,449	13,656
	3000K Lumens	3,967	4,866	6,022	6,607	7,755	9,509	11,771	12,911
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B2-U0-G2	B2-U0-G3	B2-U0-G3
SL3	4000K/5000K Lumens	4,284	5,255	6,504	7,134	8,374	10,268	12,709	13,941
	3000K Lumens	3,849	4,720	5,842	6,408	7,520	9,224	11,415	12,523
	BUG Rating	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G3	B1-U0-G3	B1-U0-G3
SL4	4000K/5000K Lumens	4,071	4,992	6,179	6,778	7,954	9,756	12,074	13,246
	3000K Lumens	3,849	4,720	5,842	6,408	7,520	9,224	11,415	12,523
	BUG Rating	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G3	B1-U0-G3	B1-U0-G3
5N0	4000K/5000K Lumens	4,420	5,420	6,709	7,358	8,637	10,591	13,108	14,380
	3000K Lumens	4,179	5,124	6,343	6,957	8,166	10,013	12,393	13,595
	BUG Rating	B2-U0-G1	B2-U0-G1	B2-U0-G1	B3-U0-G1	B3-U0-G1	B3-U0-G1	B3-U0-G1	B3-U0-G2
5M0	4000K/5000K Lumens	4,501	5,520	6,831	7,494	8,795	10,786	13,350	14,644
	3000K Lumens	4,256	5,219	6,458	7,085	8,316	10,198	12,622	13,845
	BUG Rating	B3-U0-G1	B3-U0-G1	B3-U0-G1	B3-U0-G1	B3-U0-G2	B3-U0-G2	B4-U0-G2	B4-U0-G2
5W0	4000K/5000K Lumens	4,513	5,534	6,849	7,514	8,819	10,815	13,385	14,683
	3000K Lumens	4,268	5,232	6,475	7,104	8,338	10,224	12,656	13,882
	BUG Rating	B3-U0-G1	B3-U0-G1	B3-U0-G2	B3-U0-G2	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2
SLL/SLR	4000K/5000K Lumens	3,765	4,619	5,716	6,270	7,358	9,023	11,167	12,251
	3000K Lumens	3,560	4,367	5,404	5,927	6,957	8,531	10,559	11,583
	BUG Rating	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G3	B2-U0-G3
RW	4000K/5000K Lumens	4,379	5,370	6,647	7,293	8,558	10,494	12,989	14,250
	3000K Lumens	4,141	5,077	6,285	6,895	8,092	9,922	12,281	13,473
	BUG Rating	B2-U0-G1	B2-U0-G1	B3-U0-G1	B3-U0-G1	B3-U0-G1	B3-U0-G1	B3-U0-G2	B3-U0-G2
AFL	4000K/5000K Lumens	4,396	5,390	6,672	7,318	8,590	10,533	13,037	14,301
	3000K Lumens	4,156	5,096	6,308	6,919	8,121	9,959	12,326	13,521
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G1	B2-U0-G2	B2-U0-G2

* Nominal lumen data for 70 CRI. BUG rating for 4000K/5000K. Refer to IES files for 3000K BUG ratings.

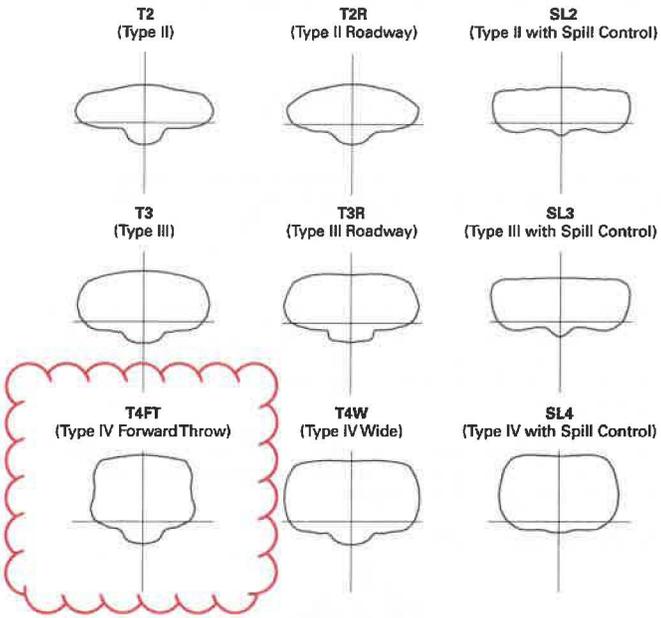


Eaton
1121 Highway 74 South
Peachtree City, GA 30269
P. 770-486-4800
www.eaton.com/lighting

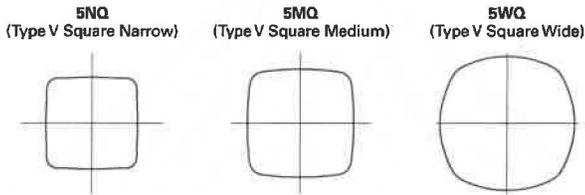
Specifications and
dimensions subject to
change without notice.

OPTICAL DISTRIBUTIONS

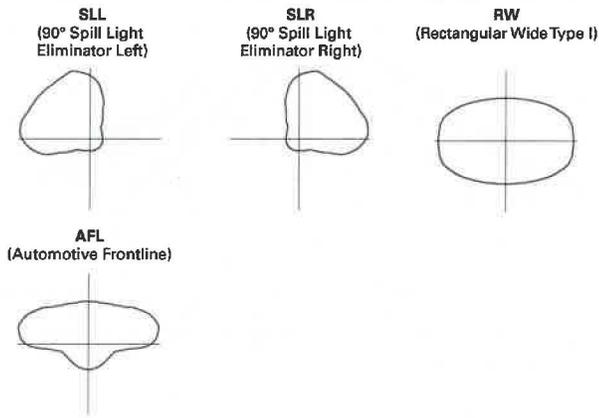
Asymmetric Area Distributions



Symmetric Distributions

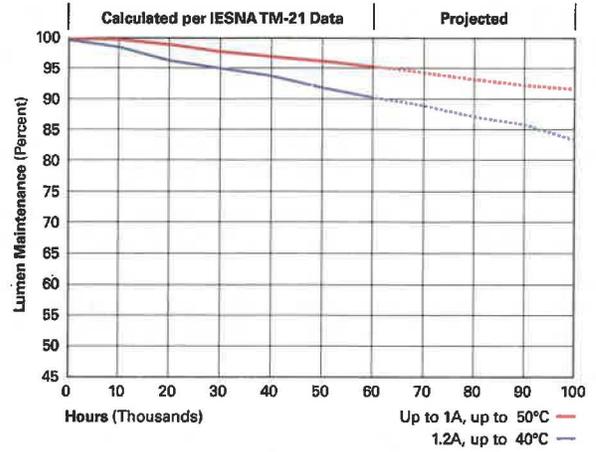


Specialized Distributions



LUMEN MAINTENANCE

Drive Current	Ambient Temperature	TM-21 Lumen Maintenance (60,000 Hours)	Projected L70 (Hours)
Up to 1A	Up to 50°C	> 95%	> 416,000
1.2A	Up to 40°C	> 90%	> 205,000



LUMEN MULTIPLIER

Ambient Temperature	Lumen Multiplier
0°C	1.02
10°C	1.01
25°C	1.00
40°C	0.99
50°C	0.97

CONTROL OPTIONS

0-10V (DIM)

This fixture is offered standard with 0-10V dimming driver(s). The DIM option provides 0-10V dimming wire leads for use with a lighting control panel or other control method.

Photocontrol (P, R and PER7)

Optional button-type photocontrol (P) and photocontrol receptacles (R and PER7) provide a flexible solution to enable “dusk-to-dawn” lighting by sensing light levels. Advanced control systems compatible with NEMA 7-pin standards can be utilized with the PER7 receptacle.

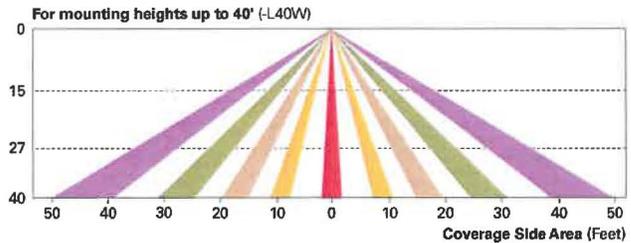
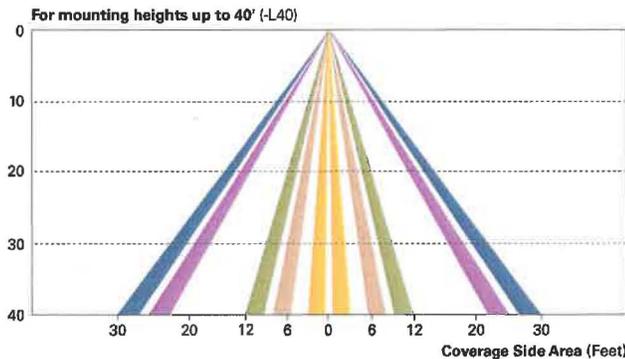
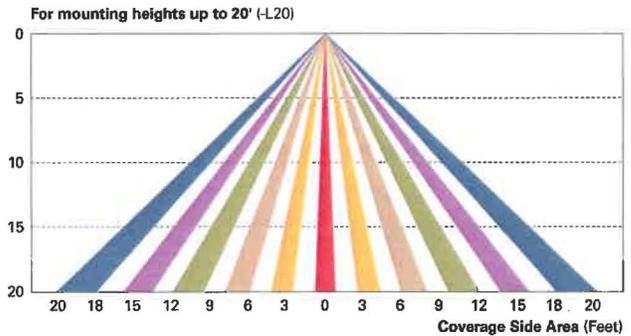
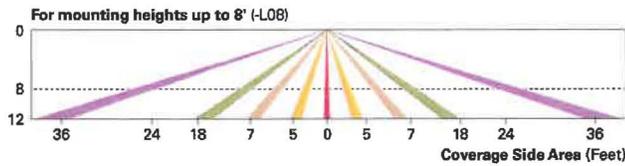
After Hours Dim (AHD)

This feature allows photocontrol-enabled luminaires to achieve additional energy savings by dimming during scheduled portions of the night. The dimming profile will automatically take effect after a “dusk-to-dawn” period has been calculated from the photocontrol input. Specify the desired dimming profile for a simple, factory-shipped dimming solution requiring no external control wiring. Reference the After Hours Dim supplemental guide for additional information.

Dimming Occupancy Sensor (MS/DIM-LXX and MS-LXX)

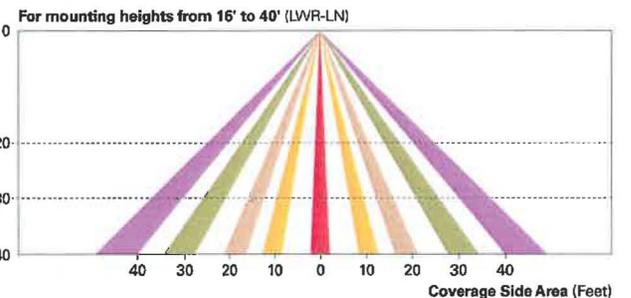
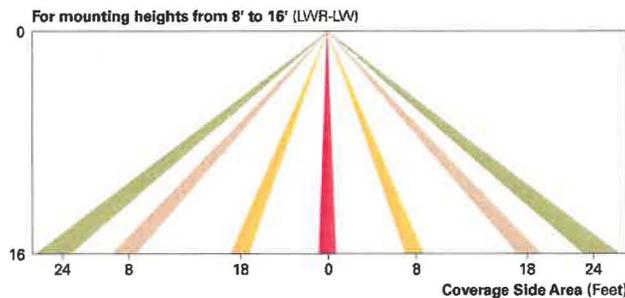
These sensors are factory installed in the luminaire housing. When the MS/DIM-LXX sensor option is selected, the occupancy sensor is connected to a dimming driver and the entire luminaire dims when there is no activity detected. When activity is detected, the luminaire returns to full light output. The MS/DIM sensor is factory preset to dim down to approximately 50 percent power with a time delay of five minutes. The MS-LXX sensor is factory preset to turn the luminaire off after five minutes of no activity. The MS/X-LXX is also preset for five minutes and only controls the specified number of light engines to maintain steady output from the remaining light engines.

These occupancy sensors includes an integral photocell that can be activated with the FSIR-100 accessory for “dusk-to-dawn” control or daylight harvesting - the factory preset is OFF. The FSIR-100 is a wireless tool utilized for changing the dimming level, time delay, sensitivity and other parameters. A variety of sensor lens are available to optimize the coverage pattern for mounting heights from 8'-40'.



LumaWatt Pro Wireless Control and Monitoring System (LWR-LW and LWR-LN)

The Eaton’s LumaWatt Pro powered by Enlighted is a connected lighting solution that combines a broad selection of energy-efficient LED luminaires with a powerful integrated wireless sensor system. The sensor controls the lighting system in compliance with the latest energy codes and collects valuable data about building performance and use. Software applications turn the granular data into information through energy dashboards and specialized apps that make it simple and help optimize the use of building resources, beyond lighting.



WaveLinX Wireless Outdoor Lighting Control Module (WOLC-7P-10A)

The 7-pin wireless outdoor lighting control module enables WaveLinX to control outdoor area, site and flood lighting. WaveLinX controls outdoor lighting using schedules to provide ON, OFF and dimming controls based on astronomic or time schedules based on a 7 day week.

ORDERING INFORMATION

Sample Number: GPC-AF-02-LED-E1-T3-GM

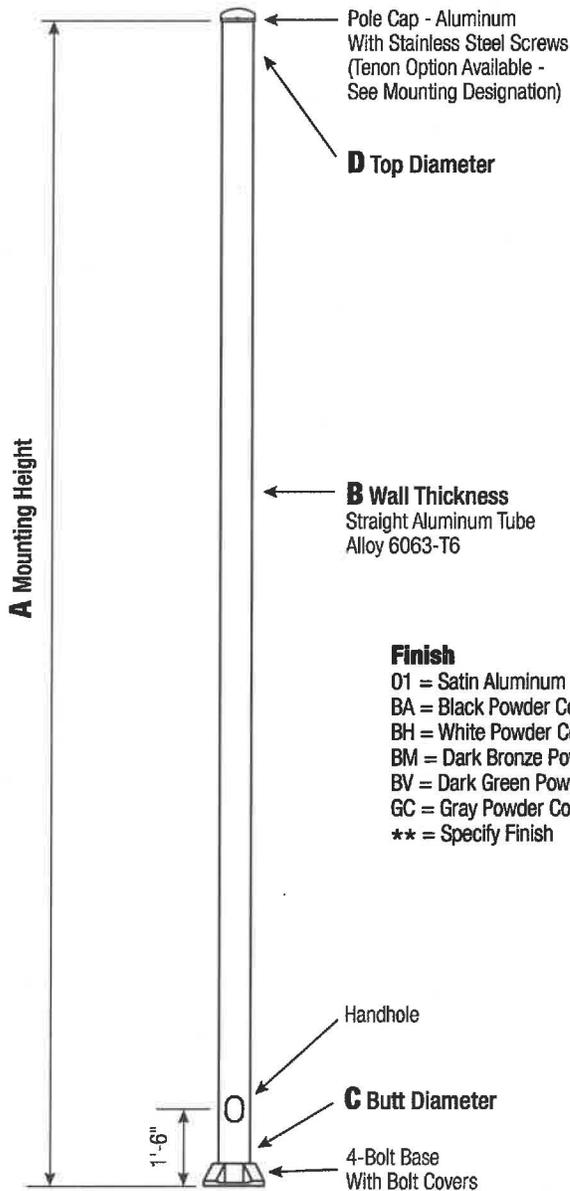
Product Family	Light Engine	Number of Light Squares ¹	Lamp Type	Voltage	Distribution	Color	Mounting Options
GPC=Galleon Pedestrian Companion	AF=1A Drive Current	01=1 02=2	LED=Solid State Light Emitting Diodes	E1=120-277V 347=347V ² 480=480V ^{2,3}	T2=Type II T2R= Type II Roadway T3=Type III T3R= Type III Roadway T4FT=Type IV Forward Throw T4W=Type IV Wide SL2=Type II w/Spill Control SL3=Type III w/Spill Control SL4=Type IV w/Spill Control SLL=90° Spill Light Eliminator Left SLR=90° Spill Light Eliminator Right RW=Rectangular Wide Type I 5NQ=Type V Square Narrow 5MQ=Type V Square Medium 5WQ=Type V Square Wide AFL=Automotive Frontline	AP=Grey BZ=Bronze BK=Black DP=Dark Platinum GM=Graphite Metallic WH=White CG=Custom Color ⁴	QM=Quick Mount Arm for Round or Square Pole ^{5,6} MA=2-3/8" Mast Arm ^{5,7}
Options (Add as Suffix)					Accessories (Order Separately)		
7027=70 CRI / 2700K ⁸ 7030=70 CRI / 3000K ⁸ 8030=80 CRI / 3000K ⁸ 7050=70 CRI / 5000K ⁸ 7060=70 CRI / 6000K ⁸ 600=Drive Current Factory Set to 600mA 800=Drive Current Factory Set to 800mA 1200=Drive Current Factory Set to 1200mA ⁹ F=Single Fused (120, 277 or 347V. Must Specify Voltage) FF=Double Fused (208, 240 or 480V. Must Specify Voltage) 10K=10kV Surge Module DIM=0-10V Dimming Leads ^{10,11} HA=50°C High Ambient ¹² P=Button Type Photocontrol (120, 208, 240 or 277V. Must Specify Voltage) R=NEMA Twistlock Photocontrol Receptacle PER7=NEMA 7-PIN Twistlock Photocontrol Receptacle ¹³ AHD145=After Hours Dim, 5 Hours ¹⁴ AHD245=After Hours Dim, 6 Hours ¹⁴ AHD255=After Hours Dim, 7 Hours ¹⁴ AHD355=After Hours Dim, 8 Hours ¹⁴ MS-LXX=Motion Sensor for On/Off Operation ^{15, 16, 17} MS/DIM-LXX=Motion Sensor for Dimming Operation ^{15, 16, 17} LWR-LW=LumaWatt Wireless Sensor, Wide Lens for 8' - 16' Mounting Height ^{17, 18, 19} LWR-LN=LumaWatt Wireless Sensor, Narrow Lens for 18' - 40' Mounting Height ^{17, 18, 19} LCF=Light Square Trim Plate Painted to Match Housing ²⁰ MT=Factory Installed Mesh Top L90=Optics Rotated 90° Left R90=Optics Rotated 90° Right HSS=Factory Installed House Side Shield ²¹ CE=CE Marking and Small Terminal Block ²² ZW=WaveLinx-enabled 4-PIN Twistlock Receptacle ^{26,27} ZW-SWPD4WH=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, White ^{26,27} ZW-SWPD4BZ=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, Bronze ^{26,27} ZW-SWPD5WH=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, White ^{26,27} ZW-SWPD5BZ=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, Bronze ^{26,27}					OA/RA1013=Photocontrol Shorting Cap OA/RA1016=NEMA Photocontrol - Multi-Tap 105-285V OA/RA1201=NEMA Photocontrol - 347V OA/RA1027=NEMA Photocontrol - 480V MA1252=10kV Circuit Module Replacement MA1036-XX=Single Tenon Adapter for 2-3/8" O.D. Tenon MA1037-XX=2@180° Tenon Adapter for 2-3/8" O.D. Tenon MA1197-XX=3@120° Tenon Adapter for 2-3/8" O.D. Tenon MA1188-XX=4@90° Tenon Adapter for 2-3/8" O.D. Tenon MA1189-XX=2@90° Tenon Adapter for 2-3/8" O.D. Tenon MA1190-XX=3@90° Tenon Adapter for 2-3/8" O.D. Tenon MA1191-XX=2@120° Tenon Adapter for 2-3/8" O.D. Tenon MA1038-XX=Single Tenon Adapter for 3-1/2" O.D. Tenon MA1039-XX=2@180° Tenon Adapter for 3-1/2" O.D. Tenon MA1192-XX=3@120° Tenon Adapter for 3-1/2" O.D. Tenon MA1193-XX=4@90° Tenon Adapter for 3-1/2" O.D. Tenon MA1194-XX=2@90° Tenon Adapter for 3-1/2" O.D. Tenon MA1195-XX=3@90° Tenon Adapter for 3-1/2" O.D. Tenon FSIR-100=Wireless Configuration Tool for Occupancy Sensor ¹⁸ LS/HSS=Field Installed House Side Shield ^{21,22} WOLC-7P-10A=WaveLinx Outdoor Control Module (7-pin) ^{24,26} SWPD4-WH=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, White ^{26, 27, 28} SWPD4-BZ=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, Bronze ^{26, 27, 28} SWPD5-WH=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, White ^{26, 27, 28} SWPD5-BZ=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, Bronze ^{26, 27, 28}		

NOTES:

- Standard 4000K CCT and minimum 70 CRI.
- Requires the use of a step down transformer. Not available in combination with sensor options at 1200mA.
- Only for use with 480V Wye systems. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems).
- Custom colors are available. Setup charges apply. Paint chip samples required. Extended lead times apply.
- Customer is responsible for engineering analysis to confirm pole and fixture compatibility for all applications. Refer to our white paper WP513001EN for additional support information.
- Quick mount arm adapter is factory installed. Pole mounting brackets shipped in box. Suitable for 1.5G. Fits square and round pole up to 6" O.D.
- Mast arm adapter factory installed (2-3/8" O.D. arm only). Suitable for 3G vibration.
- Extended lead times apply. Use dedicated IES files when performing layouts.
- Not available with HA option.
- Cannot be used with other control options.
- Low voltage control lead brought out 18" outside fixture.
- HA option available for single light square only. Not available with 1200mA drive current.
- Compatible with standard 3-PIN photocontrols, 5-PIN or 7-PIN ANSI controls.
- Requires the use of P photocontrol or the PER7 or R photocontrol receptacle with photocontrol accessory. See After Hours Dim supplemental guide for additional information.
- Replace LXX with mounting height in feet for proper lens selection (e.g., L8=8' mounting height). L8, L20, L40, and L40W are available options.
- The FSIR-100 configuration tool is required to adjust parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative at Eaton for more information.
- Includes integral photosensor.
- Bronze sensor is shipped with Bronze fixtures. White sensor shipped on all other housing color options.
- LumaWatt wireless sensors are factory installed requiring network components in appropriate quantities. See www.eaton.com/lighting for LumaWatt application information.
- Not available with HSS option.
- Only for use with SL2, SL3, SL4, and AFL distributions. The light square trim plate is painted black when the HSS option is selected.
- CE is not available with the LWR, MS, MS/DIM, P, R or PER7 options. Available in 120-277V only.
- One required for each light square.
- Requires PER7.
- Reserved.
- Cannot be used in conjunction with photocontrol or other controls systems (P, R, MS, LWRI).
- WAC Gateway required to enable field-configurability: Order WAC-PoE and WPOE-120 (10V to PoE injector) power supply if needed.
- Requires ZW.

RSA

Round Straight Aluminum Pole No Arm — 4-Bolt Base



- Finish**
 O1 = Satin Aluminum
 BA = Black Powder Coat
 BH = White Powder Coat
 BM = Dark Bronze Powder Coat
 BV = Dark Green Powder Coat
 GC = Gray Powder Coat
 ** = Specify Finish

WARNING:
Do not install light pole without luminaire.

Satin Aluminum or Powder Coated
Finish per Customer Specification.

A MTC. HGT.	B WALL THICKNESS	C BUTT DIAMETER	TOTAL LUM. WEIGHT	MAXIMUM EPA					OLD CAT. NUMBER	CATALOG NUMBER
				90	100	110	120	130		
12	0.125"	4	70	6.0	4.4	4.0	3.1	2.3	78S-004	RSA12B4-4-**

C BUTT DIA.	D TOP DIA.	F BOLT CIR. DIA.	G BASE SQ.	H BOLT PROJ.	I BOLT SIZE
4	4	6.5 - 8	7.5	2	.75 x 17 x 3

Dimensions in Inches

CUSTOMER NAME: _____

PROJECT: _____ **LOCATION:** _____

NOTES: LB-IV POLE **QUANTITY:** _____

LB-IV-P

RSA12B4-4

**

CATALOG NUMBER

FINISH

Pole

The pole shaft will be constructed of seamless extruded tube of 6063 Aluminum Alloy per the requirements of ASTM B221. The shaft assembly shall be full-length heat treated after base weld to produce a T6 temper.

Base Style

4-Bolt Cast Aluminum Base Flange of Alloy 356-T6 with Aluminum Bolt Covers (Alloy 356-F) and Stainless Steel Hex Head Attaching Screws.



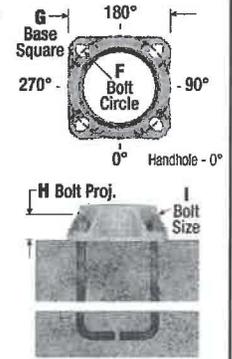
Handhole

2" x 4" Handhole with curved Lap Style Aluminum Door and two (2) SS Self-Tapping Attaching Screws. A Grounding Provision incorporating a tapped 1/4"-20NC hole is provided opposite the Handhole.

Anchorage

Anchorage Kit will include four (4) L-shaped Steel Anchor Bolts conforming to AASHTO M314-90 Grade 55. Ten inches (10") of threaded end will be galvanized per ASTM A153.

Kits will contain four (4) Hex Nuts, four (4) Lock Washers, and four (4) Flat Washers (all components Galvanized Steel). A bolt circle template will be provided.

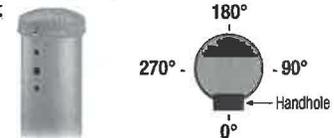


Vibration Damper

When determined necessary by Hapco, a Vibration Damper will be factory-installed inside the pole shaft. Customer specification of the damper is available.

Mounting Designation

Side Drill Mount - For Side Drill Mount applications specify luminaire type, quantity and orientation. A luminaire drilling template must be supplied at time of order.



Tenon Mount

For Tenon Mount applications specify both Tenon diameter (2.375", 2.875", 3.5", etc.) and length (3", 4", etc.).



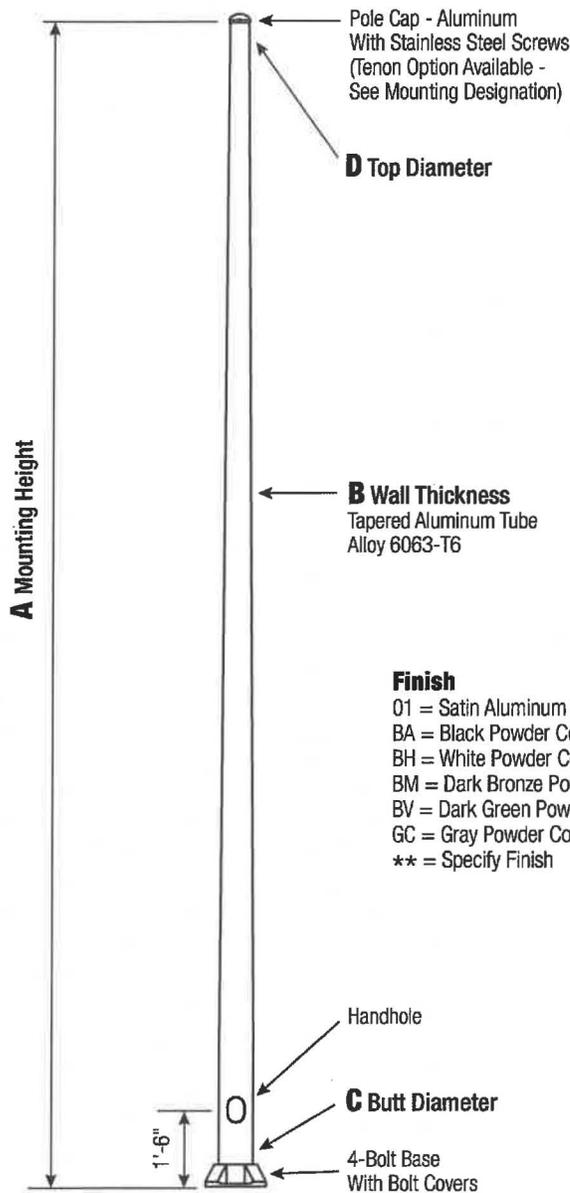
EPA Notes: Effective Projected Area (EPA) in square feet. EPA's calculated using wind velocity (mph) indicated in accordance with 2009 AASHTO LTS-5 using a 25 year design life. Maximum EPA is based on the luminaire weight shown. Increased luminaire weight may reduce the maximum EPA. If weight is exceeded, or if other design life or code is required, please consult the factory.



26252 Hillman Highway
Abingdon, VA 24210
800.368.7171
www.hapco.com

RTA

Round Tapered Aluminum Pole No Arm — 4-Bolt Base



Finish

- O1 = Satin Aluminum
- BA = Black Powder Coat
- BH = White Powder Coat
- BM = Dark Bronze Powder Coat
- BV = Dark Green Powder Coat
- GC = Gray Powder Coat
- ** = Specify Finish

WARNING:
Do not install light pole without luminaire.

Satin Aluminum or Powder Coated
Finish per Customer Specification.

A Mtg. Hgt.	B Wall Thickness	C Butt Diameter	TOTAL LUM. WEIGHT	MAXIMUM EPA					OLD CAT. NUMBER	CATALOG NUMBER
				90	100	110	120	130		
20	0.156"	5	40	6.6	4.8	4.2	3.2	2.2	78-033	RTA20C5A4-**

C BUTT DIA.	D TOP DIA.	F BOLT CIR. DIA.	G BASE SQ.	H BOLT PROJ.	I BOLT SIZE
5	3	7.5 - 8	7.5	2	.75 x 17 x 3

Dimensions in Inches

CUSTOMER NAME:	
PROJECT:	LOCATION:
NOTES:	QUANTITY:

LA-V-P

RTA20C5A4

CATALOG NUMBER

FINISH

Pole

The pole shaft will be constructed of seamless extruded tube of 6063 Aluminum Alloy per the requirements of ASTM B221. The shaft assembly shall be full-length heat treated after base weld to produce a T6 temper.

Base Style

4-Bolt Cast Aluminum
Base Flange of Alloy
356-T6 with Aluminum
Bolt Covers (Alloy 356-F)
and Stainless Steel Hex
Head Attaching Screws.



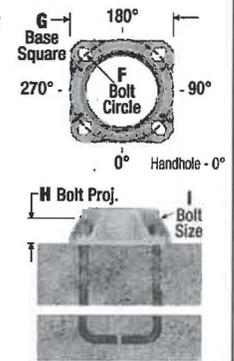
Handhole

2" x 4" Handhole with curved Lap Style Aluminum Door and two (2) SS Self-Tapping Attaching Screws. A Grounding Provision incorporating a tapped 1/4"-20NC hole is provided.

Anchorage

Anchorage Kit will include four (4) L-shaped Steel Anchor Bolts conforming to AASHTO M314-90 Grade 55. Ten inches (10") of threaded end will be galvanized per ASTM A153.

Kits will contain four (4) Hex Nuts, four (4) Lock Washers, and four (4) Flat Washers (all components Galvanized Steel). A bolt circle template will be provided.



Vibration Damper

When determined necessary by Hapco, a Vibration Damper will be factory-installed inside the pole shaft. Customer specification of the damper is available.

Mounting Designation

Side Drill Mount - For Side Drill Mount applications specify luminaire type, quantity and orientation. A luminaire drilling template must be supplied at time of order.



Tenon Mount - Welded or Spun

For Tenon Mount applications specify both Tenon diameter (2.375", 2.875", 3.5", etc.) and length (3", 4", etc.). Tenon style is factory option. Welded Tenon can be specified.



EPA Notes: Effective Projected Area (EPA) in square feet. EPA's calculated using wind velocity (mph) indicated in accordance with 2009 AASHTO LTS-5 using a 25 year design life. Maximum EPA is based on the luminaire weight shown. Increased luminaire weight may reduce the maximum EPA. If weight is exceeded, or if other design life or code is required, please consult the factory.



26252 Hillman Highway
Abingdon, VA 24210
800.368.7171
www.hapco.com

DESCRIPTION

The Galleon™ LED luminaire delivers exceptional performance in a highly scalable, low-profile design. Patented, high-efficiency AccuLED Optics™ system provides uniform and energy conscious illumination to walkways, parking lots, roadways, building areas and security lighting applications. IP66 rated and UL/cUL Listed for wet locations.

Catalog #		Type	
Project		LA-V	
Comments		Date	
Prepared by			

SPECIFICATION FEATURES

Construction

Extruded aluminum driver enclosure thermally isolated from Light Squares for optimal thermal performance. Heavy-wall, die-cast aluminum end caps enclose housing and die-cast aluminum heat sinks. A unique, patent pending interlocking housing and heat sink provides scalability with superior structural rigidity. 3G vibration tested and rated. Optional tool-less hardware available for ease of entry into electrical chamber. Housing is IP66 rated.

Optics

Patented, high-efficiency injection-molded AccuLED Optics technology. Optics are precisely designed to shape the distribution maximizing efficiency and application spacing. AccuLED Optics create consistent distributions with the scalability to meet customized application requirements. Offered standard in 4000K (+/- 275K) CCT 70 CRI. Optional 3000K, 5000K and 6000K CCT.

Electrical

LED drivers are mounted to removable tray assembly for ease of maintenance. 120-277V 50/60Hz, 347V 60Hz or 480V 60Hz operation. 480V is compatible for use with 480V Wye systems only. Standard with 0-10V dimming. Shipped standard with Eaton proprietary circuit module designed to withstand 10kV of transient line surge. The Galleon LED luminaire is suitable for operation in -40°C to 40°C ambient environments. For applications with ambient temperatures exceeding 40°C, specify the HA (High Ambient) option. Light Squares are IP66 rated. Greater than 90% lumen maintenance expected at 60,000 hours. Available in standard 1A drive current and optional 600mA, 800mA and 1200mA drive currents (nominal).

Mounting

STANDARD ARM MOUNT: Extruded aluminum arm includes internal bolt guides allowing for easy positioning of fixture during mounting. When mounting two or more luminaires at 90° and 120° apart, the EA extended arm may be required. Refer to the

arm mounting requirement table. Round pole adapter included. For wall mounting, specify wall mount bracket option. **QUICK MOUNT ARM:** Adapter is bolted directly to the pole. Quick mount arm slide into place on the adapter and is secured via two screws, facilitating quick and easy installation. The versatile, patent pending, quick mount arm accommodates multiple drill patterns ranging from 1-1/2" to 4-7/8". Removal of the door on the quick mount arm enables wiring of the fixture without having to access the driver compartment. A knock-out enables round pole mounting.

Finish

Housing finished in super durable TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Heat sink is powder coated black. Standard housing colors include black, bronze, grey, white, dark platinum and graphite metallic. RAL and custom color matches available.

Warranty

Five-year warranty.



GLEON GALLEON LED

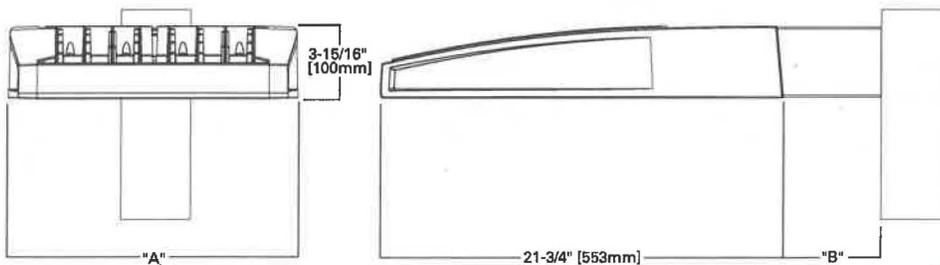
1-10 Light Squares
Solid State LED

AREA/SITE LUMINAIRE



WaveLinX

DIMENSIONS

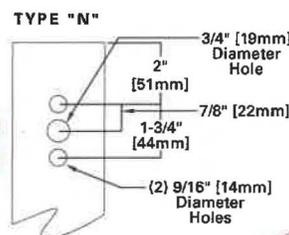


DIMENSION DATA

Number of Light Squares	"A" Width	"B" Standard Arm Length	"B" Optional Arm Length ¹	Weight with Arm (lbs.)	EPA with Arm ² (Sq. Ft.)
1-4	15-1/2" (394mm)	7" (178mm)	10" (254mm)	33 (15.0 kgs.)	0.96
5-6	21-5/8" (549mm)	7" (178mm)	10" (254mm)	44 (20.0 kgs.)	1.00
7-8	27-5/8" (702mm)	7" (178mm)	16" (406mm)	54 (24.5 kgs.)	1.07
9-10	33-3/4" (857mm)	7" (178mm)	16" (406mm)	63 (28.6 kgs.)	1.12

NOTES: 1. Optional arm length to be used when mounting two fixtures at 90° on a single pole. 2. EPA calculated with optional arm length.

DRILLING PATTERN



CERTIFICATION DATA

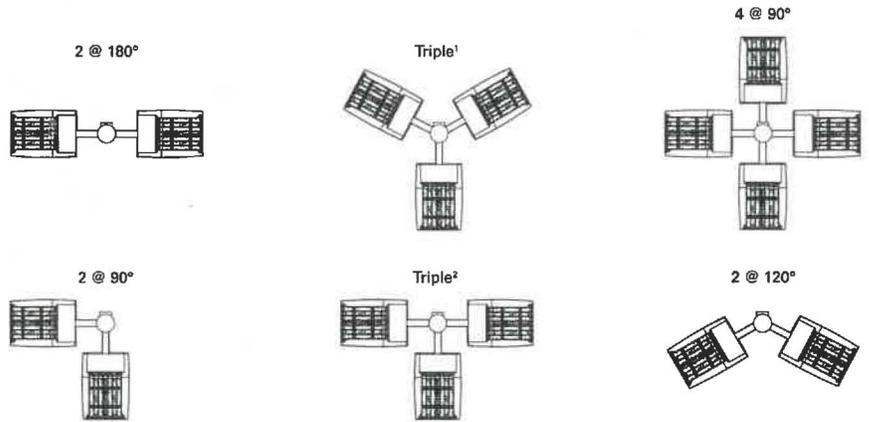
3G Vibration Rated
DesignLights Consortium® Qualified*
IP66 Rated
ISO 9001
LM79 / LM80 Compliant
UL/cUL Wet Location Listed

ENERGY DATA

Electronic LED Driver
>0.9 Power Factor
<20% Total Harmonic Distortion
120V-277V 50/60Hz
347V, 480V 60Hz
-40°C Min. Temperature
40°C Max. Temperature
50°C Max. Temperature (HA Option)

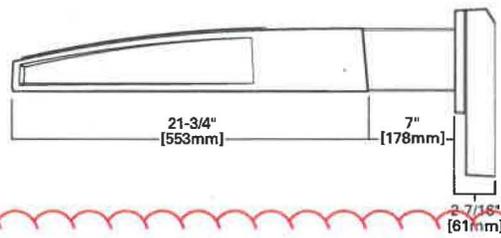
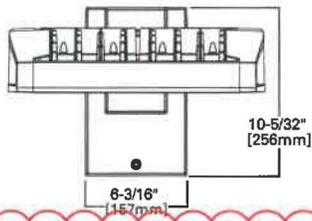
ARM MOUNTING REQUIREMENTS

Configuration	90° Apart	120° Apart
GLEON-AF-01	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-02	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-03	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-04	7" Arm (Standard)	7" Arm (Standard)
GLEON-AF-05	10" Extended Arm (Required)	7" Arm (Standard)
GLEON-AF-06	10" Extended Arm (Required)	7" Arm (Standard)
GLEON-AF-07	13" Extended Arm (Required)	13" Extended Arm (Required)
GLEON-AF-08	13" Extended Arm (Required)	13" Extended Arm (Required)
GLEON-AF-09	16" Extended Arm (Required)	16" Extended Arm (Required)
GLEON-AF-10	16" Extended Arm (Required)	16" Extended Arm (Required)

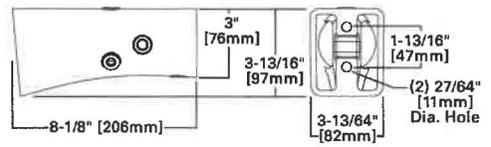


NOTES: 1 Round poles are 3 @ 120°. Square poles are 3 @ 90°. 2 Round poles are 3 @ 90°.

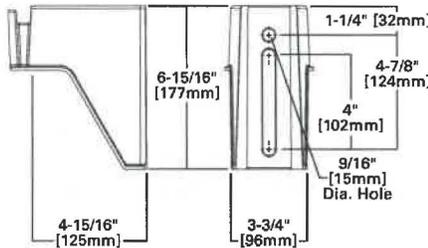
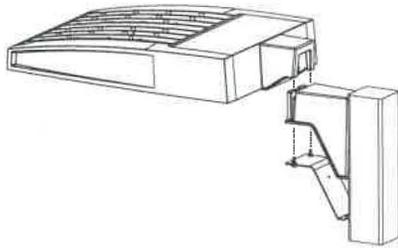
STANDARD WALL MOUNT



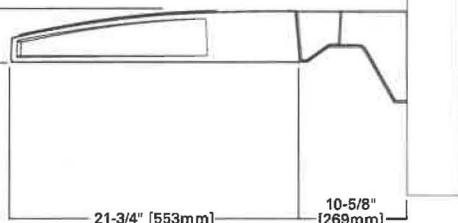
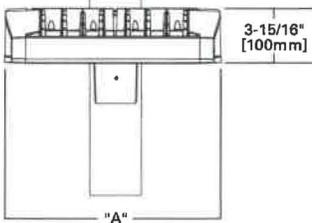
MAST ARM MOUNT



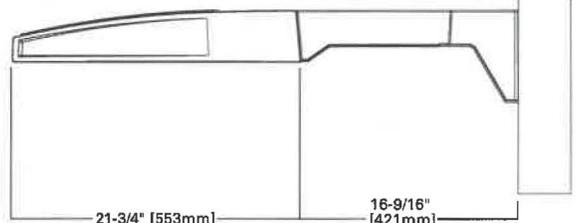
QUICK MOUNT ARM (INCLUDES FIXTURE ADAPTER)



QM Quick Mount Arm (Standard)



QMEA Quick Mount Arm (Extended)

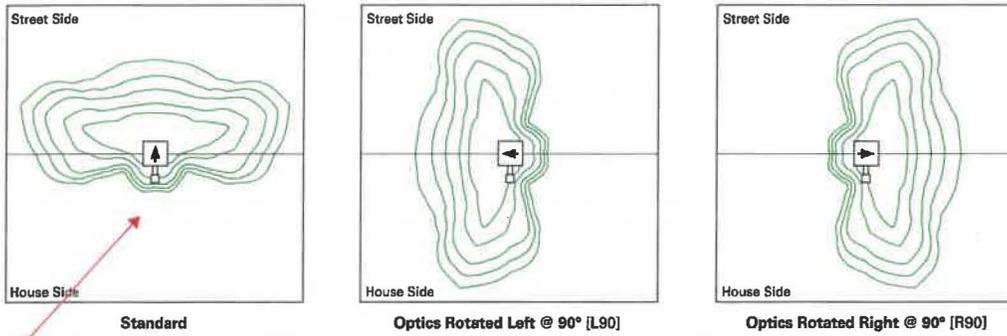


QUICK MOUNT ARM DATA

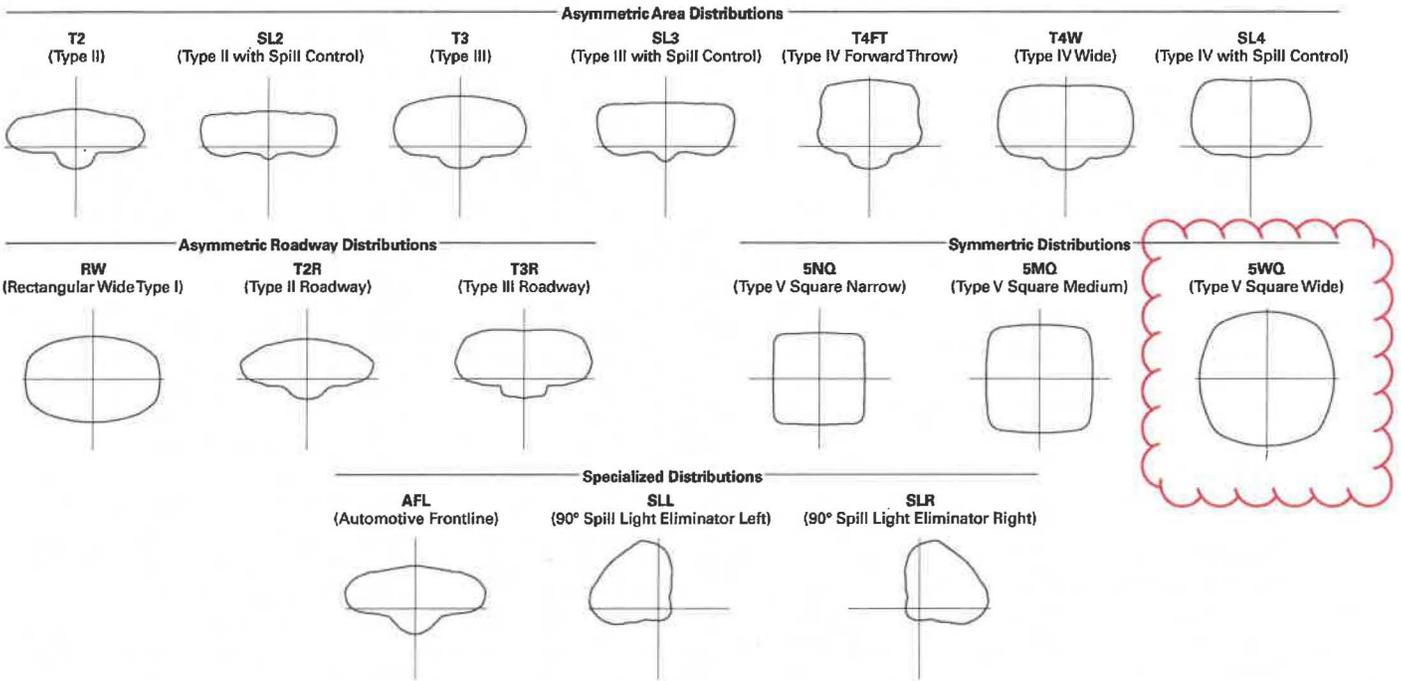
Number of Light Squares ^{1,2}	"A" Width	Weight with QM Arm (lbs.)	Weight with QMEA Arm (lbs.)	EPA (Sq. Ft.)
4	17-1/2" (394mm)	35 (15.9 kgs.)	38 (17.27 kgs.)	1.11
5-6 ²	21-5/8" (549mm)	46 (20.91 kgs.)	49 (22.27 kgs.)	
7-8	27-5/8" (702mm)	56 (25.45 kgs.)	N/A	

NOTES: 1 QM option available with 1-8 light square configurations. 2 QMEA option available with 1-6 light square configurations. 3 QMEA arm to be used when mounting two fixtures at 90° on a single pole.

OPTIC ORIENTATION



OPTICAL DISTRIBUTIONS

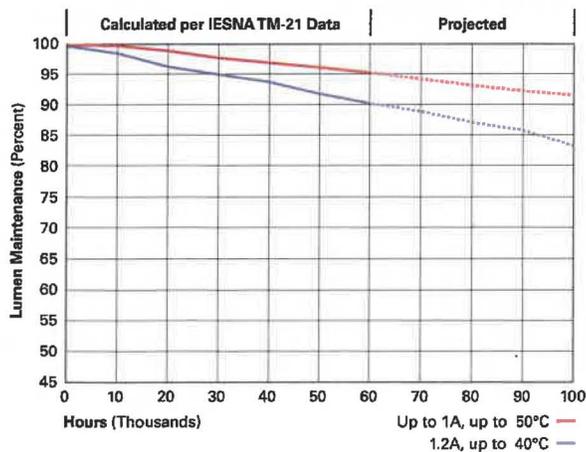


LUMEN MAINTENANCE

Drive Current	Ambient Temperature	TM-21 Lumen Maintenance (60,000 Hours)	Projected L70 (Hours)
Up to 1A	Up to 50°C	> 95%	416,000
1.2A	Up to 40°C	> 90%	205,000

LUMEN MULTIPLIER

Ambient Temperature	Lumen Multiplier
0°C	1.02
10°C	1.01
25°C	1.00
40°C	0.99
50°C	0.97



NOMINAL POWER LUMENS (1.2A)

Number of Light Squares		1	2	3	4	5	6	7	8	9	10
Nominal Power (Watts)		67	129	191	258	320	382	448	511	575	640
Input Current @ 120V (A)		0.58	1.16	1.78	2.31	2.94	3.56	4.09	4.71	5.34	5.87
Input Current @ 208V (A)		0.33	0.63	0.93	1.27	1.57	1.87	2.22	2.52	2.8	3.14
Input Current @ 240V (A)		0.29	0.55	0.80	1.10	1.35	1.61	1.93	2.18	2.41	2.71
Input Current @ 277V (A)		0.25	0.48	0.70	0.96	1.18	1.39	1.69	1.90	2.09	2.36
Input Current @ 347V (A)		0.20	0.39	0.57	0.78	0.96	1.15	1.36	1.54	1.72	1.92
Input Current @ 480V (A)		0.15	0.30	0.43	0.60	0.73	0.85	1.03	1.16	1.28	1.45
Optics											
T2	4000K/5000K Lumens	6,863	13,412	20,011	26,441	32,761	39,205	46,364	52,534	58,601	64,880
	3000K Lumens	6,489	12,681	18,919	25,000	30,974	37,066	43,836	49,668	55,405	61,341
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
T2R	4000K/5000K Lumens	7,285	14,238	21,246	28,072	34,780	41,621	49,221	55,770	62,212	68,878
	3000K Lumens	6,888	13,462	20,087	26,541	32,884	39,351	46,537	52,729	58,819	65,122
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5
T3	4000K/5000K Lumens	6,995	13,670	20,397	26,951	33,391	39,959	47,256	53,544	59,728	66,130
	3000K Lumens	6,613	12,924	19,284	25,480	31,570	37,780	44,679	50,824	56,471	62,524
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
T3R	4000K/5000K Lumens	7,150	13,973	20,850	27,549	34,134	40,846	48,307	54,734	61,056	67,598
	3000K Lumens	6,761	13,212	19,713	26,046	32,272	38,619	45,673	51,750	57,726	63,911
	BUG Rating	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
T4FT	4000K/5000K Lumens	7,036	13,748	20,515	27,107	33,586	40,191	47,530	53,854	60,074	66,512
	3000K Lumens	6,652	12,999	19,397	25,629	31,754	37,999	44,938	50,917	56,797	62,885
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
T4W	4000K/5000K Lumens	6,945	13,571	20,249	26,756	33,152	39,671	46,917	53,160	59,298	65,653
	3000K Lumens	6,566	12,831	19,146	25,207	31,344	37,508	44,358	50,260	56,064	62,072
	BUG Rating	B1-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
SL2	4000K/5000K Lumens	6,851	13,388	19,977	26,396	32,704	39,137	46,283	52,444	58,498	64,768
	3000K Lumens	6,477	12,658	18,888	24,957	30,920	37,003	43,759	49,584	55,308	61,235
	BUG Rating	B1-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
SL3	4000K/5000K Lumens	6,994	13,668	20,394	26,947	33,388	39,953	47,249	53,537	59,720	66,119
	3000K Lumens	6,612	12,922	19,281	25,477	31,567	37,774	44,673	50,818	56,463	62,514
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
SL4	4000K/5000K Lumens	6,645	12,986	19,378	25,603	31,723	37,962	44,893	50,868	56,743	62,824
	3000K Lumens	6,282	12,279	18,321	24,207	29,993	35,822	42,445	48,094	53,648	59,398
	BUG Rating	B1-U0-G2	B1-U0-G3	B2-U0-G4	B2-U0-G4	B2-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
5NQ	4000K/5000K Lumens	7,214	14,097	21,036	27,795	34,437	41,210	48,734	55,220	61,597	68,199
	3000K Lumens	6,820	13,329	19,888	26,279	32,558	38,962	46,077	52,208	58,237	64,479
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4
5MQ	4000K/5000K Lumens	7,347	14,356	21,423	28,306	35,071	41,969	49,632	56,237	62,730	69,454
	3000K Lumens	6,947	13,573	20,254	26,762	33,158	39,680	46,925	53,170	59,309	65,667
	BUG Rating	B3-U0-G1	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5
5WQ	4000K/5000K Lumens	7,366	14,396	21,480	28,381	35,164	42,080	49,765	56,386	62,898	69,639
	3000K Lumens	6,964	13,610	20,308	26,833	33,247	39,786	47,050	53,311	59,468	65,842
	BUG Rating	B3-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5	B5-U0-G5
SLL/SLR	4000K/5000K Lumens	6,147	12,010	17,921	23,679	29,339	35,109	41,521	47,046	52,478	58,102
	3000K Lumens	5,811	11,355	16,944	22,388	27,739	33,194	39,256	44,479	49,617	54,933
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
RW	4000K/5000K Lumens	7,149	13,970	20,846	27,543	34,126	40,837	48,295	54,722	61,042	67,582
	3000K Lumens	6,760	13,208	19,709	26,041	32,264	38,610	45,661	51,738	57,713	63,897
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G4
AFI	4000K/5000K Lumens	7,175	14,021	20,921	27,643	34,249	40,986	48,470	54,920	61,262	67,828
	3000K Lumens	6,784	13,256	19,780	26,136	32,381	38,750	45,827	51,925	57,922	64,129
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3	B4-U0-G4	B4-U0-G4

* Nominal data for 70 CRI.

NOMINAL POWER LUMENS (1A)

Number of Light Squares	1	2	3	4	5	6	7	8	9	10	
Nominal Power (Watts)	59	113	166	225	279	333	391	445	501	558	
Input Current @ 120V (A)	0.51	1.02	1.53	2.03	2.55	3.06	3.56	4.08	4.60	5.07	
Input Current @ 208V (A)	0.29	0.56	0.82	1.11	1.37	1.64	1.93	2.19	2.46	2.75	
Input Current @ 240V (A)	0.26	0.48	0.71	0.96	1.19	1.41	1.67	1.89	2.12	2.39	
Input Current @ 277V (A)	0.23	0.42	0.61	0.83	1.03	1.23	1.45	1.65	1.84	2.09	
Input Current @ 347V (A)	0.17	0.32	0.50	0.64	0.82	1.00	1.14	1.32	1.50	1.68	
Input Current @ 480V (A)	0.14	0.24	0.37	0.48	0.61	0.75	0.91	0.99	1.12	1.28	
Optics											
T2	4000K/5000K Lumens	6,256	12,225	18,242	24,104	29,865	35,739	42,265	47,888	53,420	59,144
	3000K Lumens	5,915	11,559	17,248	22,789	28,236	33,790	39,960	45,277	50,506	55,919
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
T2R	4000K/5000K Lumens	6,642	12,979	19,366	25,589	31,705	37,941	44,870	50,840	56,711	62,789
	3000K Lumens	6,280	12,271	18,311	24,193	29,976	35,872	42,423	48,068	53,619	59,365
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5
T3	4000K/5000K Lumens	6,377	12,461	18,593	24,568	30,439	36,426	43,077	48,810	54,447	60,282
	3000K Lumens	6,029	11,781	17,580	23,229	28,781	34,441	40,731	46,150	51,480	56,997
	BUG Rating	B1-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
T3R	4000K/5000K Lumens	6,518	12,739	19,006	25,113	31,116	37,235	44,036	49,895	55,658	61,622
	3000K Lumens	6,029	11,781	17,579	23,229	28,779	34,440	40,729	46,148	51,478	56,995
	BUG Rating	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
T4FT	4000K/5000K Lumens	6,414	12,533	18,702	24,710	30,616	36,637	43,328	49,093	54,763	60,631
	3000K Lumens	6,064	11,849	17,681	23,363	28,946	34,638	40,966	46,417	51,776	57,325
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
T4W	4000K/5000K Lumens	6,331	12,372	18,459	24,391	30,221	36,163	42,769	48,459	54,056	59,849
	3000K Lumens	5,986	11,697	17,452	23,061	28,572	34,192	40,436	45,817	51,108	56,585
	BUG Rating	B1-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
SL2	4000K/5000K Lumens	6,245	12,205	18,212	24,062	29,813	35,677	42,192	47,807	53,326	59,042
	3000K Lumens	5,904	11,539	17,218	22,750	28,187	33,732	39,891	45,199	50,418	55,822
	BUG Rating	B1-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
SL3	4000K/5000K Lumens	6,376	12,460	18,591	24,564	30,436	36,421	43,072	48,803	54,439	60,273
	3000K Lumens	6,028	11,780	17,578	23,224	28,776	34,435	40,723	46,141	51,471	56,986
	BUG Rating	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
SL4	4000K/5000K Lumens	6,058	11,838	17,664	23,340	28,918	34,605	40,924	46,370	51,727	57,269
	3000K Lumens	5,727	11,193	16,701	22,067	27,341	32,718	38,692	43,841	48,906	54,146
	BUG Rating	B1-U0-G2	B1-U0-G3	B2-U0-G4	B2-U0-G4	B2-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
5NQ	4000K/5000K Lumens	6,577	12,851	19,176	25,336	31,392	37,566	44,426	50,337	56,151	62,170
	3000K Lumens	6,218	12,151	18,131	23,955	29,680	35,517	42,003	47,592	53,089	58,779
	BUG Rating	B2-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4
5MQ	4000K/5000K Lumens	6,697	13,088	19,528	25,803	31,970	38,258	45,243	51,264	57,185	63,313
	3000K Lumens	6,332	12,374	18,463	24,395	30,227	36,171	42,776	48,468	54,066	59,861
	BUG Rating	B3-U0-G1	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5
5WQ	4000K/5000K Lumens	6,715	13,122	19,580	25,871	32,055	38,360	45,365	51,401	57,337	63,482
	3000K Lumens	6,348	12,406	18,513	24,461	30,307	36,268	42,891	48,599	54,210	60,021
	BUG Rating	B3-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5	B5-U0-G5
SL/SLR	4000K/5000K Lumens	6,601	12,940	18,337	24,586	30,745	36,904	42,856	48,886	54,838	60,965
	3000K Lumens	5,298	10,351	15,446	20,409	25,287	30,258	35,786	40,547	45,229	50,077
	BUG Rating	B1-U0-G2	B1-U0-G3	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
RW	4000K/5000K Lumens	6,517	12,735	19,002	25,107	31,109	37,227	44,025	49,883	55,644	61,607
	3000K Lumens	6,162	12,040	17,965	23,738	29,413	35,197	41,623	47,163	52,609	58,247
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4
AFL	4000K/5000K Lumens	6,541	12,781	19,072	25,199	31,221	37,362	44,185	50,065	55,846	61,831
	3000K Lumens	6,184	12,084	18,032	23,825	29,519	35,325	41,775	47,334	52,801	58,459
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3	B4-U0-G4	B4-U0-G4

* Nominal data for 70 CRI.

NOMINAL POWER LUMENS (800MA)

Number of Light Squares	1	2	3	4	5	6	7	8	9	10	
Nominal Power (Watts)	44	85	124	171	210	249	295	334	374	419	
Input Current @ 120V (A)	0.39	0.77	1.13	1.54	1.90	2.26	2.67	3.03	3.39	3.80	
Input Current @ 208V (A)	0.22	0.44	0.62	0.88	1.06	1.24	1.50	1.68	1.87	2.12	
Input Current @ 240V (A)	0.19	0.38	0.54	0.76	0.92	1.08	1.30	1.46	1.65	1.84	
Input Current @ 277V (A)	0.17	0.36	0.47	0.72	0.83	0.95	1.19	1.31	1.42	1.67	
Input Current @ 347V (A)	0.15	0.24	0.38	0.49	0.63	0.77	0.87	1.01	1.15	1.52	
Input Current @ 480V (A)	0.11	0.18	0.29	0.37	0.48	0.59	0.66	0.77	0.88	0.96	
Optics											
T2	4000K/5000K Lumens	5,054	9,878	14,739	19,475	24,129	28,875	34,148	38,691	43,159	47,785
	3000K Lumens	4,779	9,338	13,935	18,412	22,813	27,301	32,286	36,581	40,805	45,179
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B4-U0-G5	B4-U0-G5
T2R	4000K/5000K Lumens	5,386	10,486	15,647	20,675	25,616	30,654	36,252	41,076	45,819	50,730
	3000K Lumens	5,074	9,914	14,794	19,548	24,218	28,982	34,276	38,835	43,320	47,964
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5
T3	4000K/5000K Lumens	5,153	10,068	15,022	19,849	24,593	29,430	34,805	39,436	43,990	48,705
	3000K Lumens	4,872	9,519	14,203	18,766	23,251	27,825	32,907	37,285	41,591	46,048
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B4-U0-G5	B4-U0-G5
T3R	4000K/5000K Lumens	5,266	10,292	15,356	20,290	25,140	30,084	35,578	40,312	44,968	49,786
	3000K Lumens	4,979	9,731	14,518	19,184	23,769	28,443	33,638	38,114	42,516	47,071
	BUG Rating	B1-U0-G2	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
T4FT	4000K/5000K Lumens	5,182	10,126	15,109	19,964	24,736	29,600	35,006	39,664	44,245	48,987
	3000K Lumens	4,899	9,574	14,285	18,876	23,387	27,986	33,097	37,501	41,832	46,315
	BUG Rating	B1-U0-G2	B1-U0-G2	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
T4W	4000K/5000K Lumens	5,115	9,995	14,914	19,706	24,417	29,218	34,554	39,152	43,674	48,354
	3000K Lumens	4,836	9,450	14,100	18,631	23,085	27,624	32,670	37,017	41,292	45,717
	BUG Rating	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5
SL2	4000K/5000K Lumens	5,046	9,860	14,713	19,441	24,087	28,825	34,089	38,625	43,085	47,702
	3000K Lumens	4,771	9,322	13,911	18,381	22,774	27,253	32,229	36,518	40,735	45,101
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5
SL3	4000K/5000K Lumens	5,152	10,067	15,020	19,846	24,591	29,426	34,800	39,431	43,984	48,698
	3000K Lumens	4,871	9,518	14,200	18,764	23,249	27,822	32,902	37,280	41,585	46,042
	BUG Rating	B1-U0-G2	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
SL4	4000K/5000K Lumens	4,894	9,565	14,271	18,857	23,364	27,959	33,065	37,465	41,792	46,270
	3000K Lumens	4,627	9,043	13,492	17,829	22,090	26,434	31,261	35,422	39,513	43,746
	BUG Rating	B1-U0-G2	B1-U0-G3	B1-U0-G3	B2-U0-G4	B2-U0-G4	B2-U0-G4	B2-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
5NQ	4000K/5000K Lumens	5,313	10,383	15,493	20,470	25,363	30,351	35,893	40,669	45,367	50,229
	3000K Lumens	5,024	9,817	14,647	19,354	23,980	28,696	33,936	38,452	42,893	47,490
	BUG Rating	B2-U0-G1	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3	B5-U0-G3
5MQ	4000K/5000K Lumens	5,411	10,574	15,778	20,848	25,830	30,911	36,554	41,418	46,202	51,154
	3000K Lumens	5,117	9,997	14,917	19,710	24,421	29,225	34,561	39,160	43,682	48,364
	BUG Rating	B1-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G4
5WQ	4000K/5000K Lumens	5,426	10,603	15,820	20,903	25,899	30,992	36,652	41,629	46,325	51,290
	3000K Lumens	5,130	10,025	14,958	19,763	24,486	29,302	34,654	39,263	43,799	48,493
	BUG Rating	B3-U0-G1	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G5	B5-U0-G5
SLL/SLR	4000K/5000K Lumens	4,528	8,846	13,199	17,440	21,609	25,858	30,580	34,649	38,651	42,792
	3000K Lumens	4,281	8,364	12,480	16,489	20,430	24,448	28,912	32,759	36,543	40,459
	BUG Rating	B1-U0-G2	B1-U0-G2	B2-U0-G3	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
RW	4000K/5000K Lumens	5,265	10,289	15,353	20,285	25,134	30,077	35,569	40,303	44,958	49,775
	3000K Lumens	4,978	9,727	14,516	19,179	23,763	28,437	33,629	38,105	42,506	47,060
	BUG Rating	B2-U0-G1	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3	B5-U0-G4
AFL	4000K/5000K Lumens	5,285	10,327	15,409	20,360	25,225	30,186	35,699	40,450	45,120	49,956
	3000K Lumens	4,996	9,763	14,569	19,249	23,849	28,540	33,752	38,244	42,659	47,232
	BUG Rating	B1-U0-G1	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3

Nominal data for 70 CRI.



Eaton
1121 Highway 74 South
Peachtree City, GA 30269
P: 770-486-4800
www.eaton.com/lighting

Specifications and dimensions subject to change without notice.

NOMINAL POWER LUMENS (600MA)

Number of Light Squares	1	2	3	4	5	6	7	8	9	10	
Nominal Power (Watts)	34	66	96	129	162	193	226	257	290	323	
Input Current @ 120V (A)	0.30	0.58	0.86	1.16	1.44	1.73	2.03	2.33	2.59	2.89	
Input Current @ 208V (A)	0.17	0.34	0.49	0.65	0.84	0.99	1.14	1.30	1.48	1.63	
Input Current @ 240V (A)	0.15	0.30	0.43	0.56	0.74	0.87	1.00	1.13	1.20	1.43	
Input Current @ 277V (A)	0.14	0.28	0.41	0.52	0.69	0.81	0.93	1.04	1.22	1.33	
Input Current @ 347V (A)	0.11	0.19	0.30	0.39	0.49	0.60	0.69	0.77	0.90	0.99	
Input Current @ 480V (A)	0.08	0.15	0.24	0.30	0.38	0.48	0.53	0.59	0.71	0.77	
Optics											
T2	4000K/5000K Lumens	4,121	8,055	12,019	15,881	19,676	23,547	27,847	31,552	35,196	38,967
	3000K Lumens	3,896	7,615	11,363	15,015	18,604	22,263	26,328	29,831	33,276	36,842
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4
T2R	4000K/5000K Lumens	4,276	8,552	12,760	16,860	20,890	24,998	29,563	33,497	37,365	41,369
	3000K Lumens	4,138	8,085	12,064	15,941	19,751	23,635	27,551	31,670	35,328	39,113
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G2	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4
T3	4000K/5000K Lumens	4,201	8,210	12,251	16,187	20,055	23,999	28,383	32,159	35,873	39,718
	3000K Lumens	3,973	7,763	11,583	15,304	18,961	22,691	26,835	30,406	33,916	37,552
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5
T3R	4000K/5000K Lumens	4,294	8,393	12,523	16,546	20,501	24,532	29,014	32,875	36,671	40,600
	3000K Lumens	4,060	7,936	11,840	15,644	19,383	23,195	27,432	31,082	34,671	38,386
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5
T4FT	4000K/5000K Lumens	4,226	8,257	12,321	16,280	20,172	24,139	28,547	32,346	36,082	39,948
	3000K Lumens	3,996	7,807	11,640	15,392	19,071	22,822	26,990	30,582	34,114	37,770
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5
T4W	4000K/5000K Lumens	4,171	8,151	12,162	16,071	19,912	23,827	28,178	31,928	35,615	39,432
	3000K Lumens	3,943	7,706	11,498	15,194	18,825	22,527	26,642	30,187	33,673	37,281
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5
SL2	4000K/5000K Lumens	4,114	8,041	11,998	15,854	19,643	23,506	27,799	31,498	35,135	38,901
	3000K Lumens	3,890	7,603	11,344	14,989	18,572	22,224	26,282	29,780	33,219	36,779
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5
SL3	4000K/5000K Lumens	4,200	8,209	12,249	16,184	20,053	23,996	28,379	32,154	35,869	39,712
	3000K Lumens	3,972	7,762	11,580	15,302	18,960	22,688	26,831	30,400	33,913	37,546
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G3	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5
SL4	4000K/5000K Lumens	3,992	7,799	11,638	15,378	19,053	22,801	26,964	30,552	34,081	37,733
	3000K Lumens	3,774	7,374	11,003	14,539	18,015	21,557	25,493	28,886	32,222	35,674
	BUG Rating	B1-U0-G2	B1-U0-G2	B1-U0-G3	B1-U0-G3	B2-U0-G4	B2-U0-G4	B2-U0-G4	B2-U0-G4	B2-U0-G5	B3-U0-G5
5NQ	4000K/5000K Lumens	4,333	8,467	12,634	16,694	20,683	24,751	29,271	33,166	36,996	40,961
	3000K Lumens	4,097	8,005	11,945	15,784	19,555	23,401	27,674	31,357	34,978	38,727
	BUG Rating	B2-U0-G1	B3-U0-G1	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G2	B5-U0-G3	B5-U0-G3
5MQ	4000K/5000K Lumens	4,413	8,622	12,867	17,000	21,064	25,207	29,810	33,777	37,677	41,715
	3000K Lumens	4,173	8,152	12,165	16,073	19,915	23,832	28,165	31,934	35,623	39,440
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4
5WQ	4000K/5000K Lumens	4,424	8,646	12,900	17,046	21,120	25,274	29,890	33,866	37,778	41,826
	3000K Lumens	4,182	8,175	12,197	16,117	19,968	23,896	28,260	32,018	35,717	39,545
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G4	B5-U0-G4	B5-U0-G4
SLL/SLR	4000K/5000K Lumens	3,692	7,214	10,763	14,222	17,621	21,086	24,937	28,256	31,519	34,897
	3000K Lumens	3,491	6,820	10,176	13,447	16,660	19,937	23,577	26,715	29,800	32,994
	BUG Rating	B1-U0-G1	B1-U0-G2	B1-U0-G3	B2-U0-G3	B2-U0-G3	B2-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5
RW	4000K/5000K Lumens	4,293	8,390	12,520	16,542	20,496	24,527	29,007	32,866	36,662	40,591
	3000K Lumens	4,059	7,932	11,837	15,640	19,378	23,189	27,425	31,074	34,662	38,377
	BUG Rating	B2-U0-G1	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B4-U0-G2	B5-U0-G3	B5-U0-G3	B5-U0-G3
AFL	4000K/5000K Lumens	4,310	8,421	12,566	16,602	20,571	24,616	29,112	32,986	36,795	40,738
	3000K Lumens	4,074	7,962	11,881	15,697	19,448	23,273	27,525	31,187	34,788	38,516
	BUG Rating	B1-U0-G1	B1-U0-G1	B2-U0-G2	B2-U0-G2	B2-U0-G2	B3-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G3

Nominal data for 70 CRI.



Eaton
1121 Highway 74 South
Peachtree City, GA 30269
P: 770-486-4800
www.eaton.com/lighting

Specifications and dimensions subject to change without notice.

CONTROL OPTIONS

0-10V (DIM)

This fixture is offered standard with 0-10V dimming driver(s). The DIM option provides 0-10V dimming wire leads for use with a lighting control panel or other control method.

Photocontrol (P, R and PER7)

Optional button-type photocontrol (P) and photocontrol receptacles (R and PER7) provide a flexible solution to enable "dusk-to-dawn" lighting by sensing light levels. Advanced control systems compatible with NEMA 7-pin standards can be utilized with the PER7 receptacle.

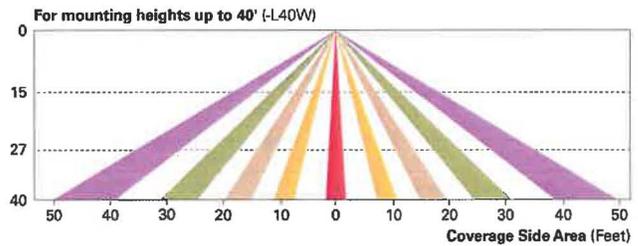
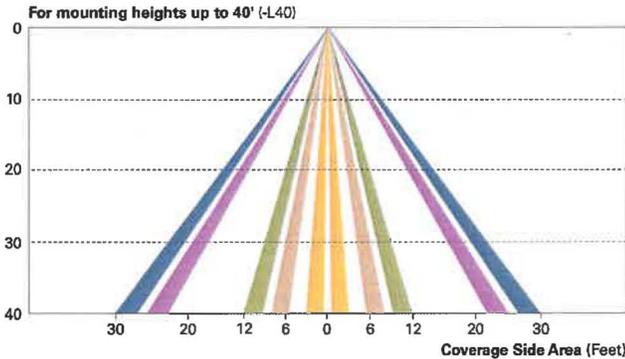
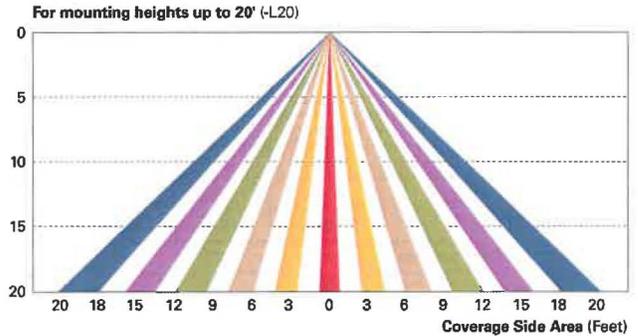
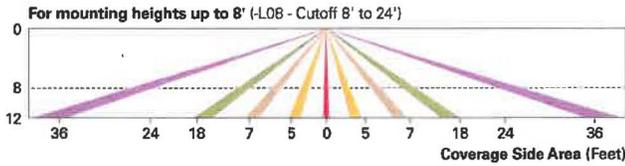
After Hours Dim (AHD)

This feature allows photocontrol-enabled luminaires to achieve additional energy savings by dimming during scheduled portions of the night. The dimming profile will automatically take effect after a "dusk-to-dawn" period has been calculated from the photocontrol input. Specify the desired dimming profile for a simple, factory-shipped dimming solution requiring no external control wiring. Reference the After Hours Dim supplemental guide for additional information.

Dimming Occupancy Sensor (MS/DIM-LXX, MS/X-LXX and MS-LXX)

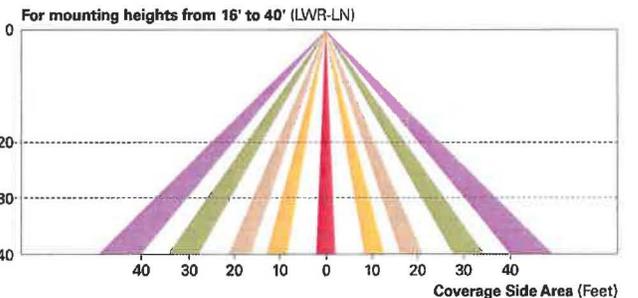
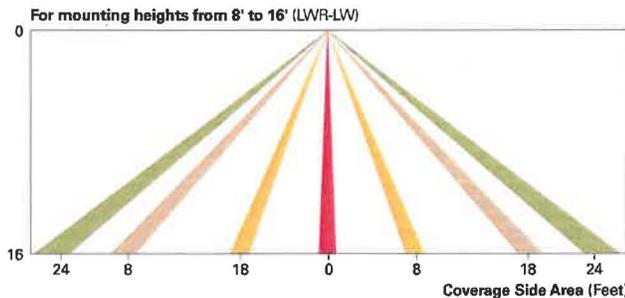
These sensors are factory installed in the luminaire housing. When the MS/DIM-LXX sensor option is selected, the occupancy sensor is connected to a dimming driver and the entire luminaire dims when there is no activity detected. When activity is detected, the luminaire returns to full light output. The MS/DIM sensor is factory preset to dim down to approximately 50 percent power with a time delay of five minutes. The MS-LXX sensor is factory preset to turn the luminaire off after five minutes of no activity. The MS/X-LXX is also preset for five minutes and only controls the specified number of light engines to maintain steady output from the remaining light engines.

These occupancy sensors includes an integral photocell that can be activated with the FSIR-100 accessory for "dusk-to-dawn" control or daylight harvesting - the factory preset is OFF. The FSIR-100 is a wireless tool utilized for changing the dimming level, time delay, sensitivity and other parameters. A variety of sensor lens are available to optimize the coverage pattern for mounting heights from 8'-40'.



LumaWatt Pro Wireless Control and Monitoring System (LWR-LW and LWR-LN)

The Eaton's LumaWatt Pro powered by Enlighted is a connected lighting solution that combines a broad selection of energy-efficient LED luminaires with a powerful integrated wireless sensor system. The sensor controls the lighting system in compliance with the latest energy codes and collects valuable data about building performance and use. Software applications turn the granular data into information through energy dashboards and specialized apps that make it simple and help optimize the use of building resources, beyond lighting.



WaveLinx Wireless Outdoor Lighting Control Module (WOLC-7P-10A)

The 7-pin wireless outdoor lighting control module enables WaveLinx to control outdoor area, site and flood lighting. WaveLinx controls outdoor lighting using schedules to provide ON, OFF and dimming controls based on astronomic or time schedules based on a 7 day week.

LumenSafe Integrated Network Security Camera (LD)

Eaton brings ease of camera deployment to a whole new level. No additional wiring is needed beyond providing line power to the luminaire. A variety of networking options allows security integrators to design the optimal solution for active surveillance. As the ideal solution to meet the needs for active surveillance, the LumenSafe integrated network camera is a streamlined, outdoor-ready fixed dome that provides HDTV 1080p video. This IP camera is optimally designed for deployment in the video management system or security software platform of choice.

ORDERING INFORMATION

Sample Number: GLEON-AF-04-LED-E1-T3-GM-QM

Product Family ^{1,2}	Light Engine	Number of Light Squares ³	Lamp Type	Voltage	Distribution	Color	Mounting
GLEON=Galleon	AF=1A Drive Current	01=1 02=2 03=3 04=4 05=5 ⁴ 06=6 07=7 ⁵ 08=8 ⁵ 09=9 ⁶ 10=10 ⁶	LED=Solid State Light Emitting Diodes	E1=120-277V 347=347V ⁷ 480=480V ¹⁰	T2=Type II T2R=Type II Roadway T3=Type III T3R=Type III Roadway T4F1=Type IV Forward Throw T4W=Type IV Wide 5N0=Type V Narrow 5M0=Type V Square Medium 5W0=Type V Square Wide SL2=Type II w/Spill Control SL3=Type III w/Spill Control SL4=Type IV w/Spill Control SLL=90° Spill Light Eliminator Left SLR=90° Spill Light Eliminator Right RW=Rectangular Wide Type I AFL=Automotive Frontline	AP=Grey BZ=Bronze BK=Black DP=Dark Platinum GM=Graphite Metallic WH=White	[Blank]=Arm for Round or Square Pole EA=Extended Arm ⁹ MA=Mast Arm Adapter ¹⁰ WM=Wall Mount QM=Quick Mount Arm (Standard Length) ¹¹ QMEA=Quick Mount Arm (Extended Length) ¹²
Options (Add as Suffix)				Accessories (Order Separately)			
7027=70 CRI 2700K ¹³ 7030=70 CRI 3000K ¹³ 8030=80 CRI 3000K ¹³ 7050=70 CRI 5000K ¹³ 7060=70 CRI 6000K ¹³ 600=Drive Current Set to Nominal 600mA ¹⁴ 800=Drive Current Set to Nominal 800mA ¹⁵ 1200=Drive Current Set to Nominal 1200mA ^{15,16} F=Single Fuse (120, 277 or 347V. Specify Voltage) FF=Double Fuse (208, 240 or 480V. Specify Voltage) 2L=Two Circuits ^{17,18} DIM=External 0-10V Dimming Leads ^{19,20} AHD145=After Hours Dim, 5 Hours ²² AHD245=After Hours Dim, 6 Hours ²² AHD355=After Hours Dim, 7 Hours ²² AHD555=After Hours Dim, 8 Hours ²² HA=50°C High Ambient ²³ L90=Optics Rotated 90° Left R90=Optics Rotated 90° Right MT=Installed Mesh Top TH=Tool-less Door Hardware HSS=Installed House Side Shield ²⁸ CE=CE Marking ²⁹ LCF=Light Square Trim Painted to Match Housing ²⁷				P=Button Type Photocontrol (120, 208, 240 or 277V. Must Specify Voltage) ²¹ PER7=NEMA 7-PIN Photocontrol Receptacle ²¹ R=NEMA Photocontrol Receptacle ²¹ MS-L20=Motion Sensor for ON/OFF Operation, 9' - 20' Mounting Height ²⁴ MS-L40W=Motion Sensor for ON/OFF Operation, 21' - 40' Mounting Height ²⁴ MS/DIM-L08=Motion Sensor for Dimming Operation, Maximum 8' Mounting Height ²⁴ MS/DIM-L20=Motion Sensor for Dimming Operation, 9' - 20' Mounting Height ²⁴ MS/DIM-L40W=Motion Sensor for Dimming Operation, 21' - 40' Mounting Height ²⁴ MS/X-L08=Bi-Level Motion Sensor, Maximum 8' Mounting Height ^{24,25} MS/X-L20=Bi-Level Motion Sensor, 9' - 20' Mounting Height ^{24,25} MS/X-L40W=Bi-Level Motion Sensor, 21' - 40' Mounting Height ^{24,25} MS-L08=Motion Sensor for ON/OFF Operation, Maximum 8' Mounting Height ²⁴ LWR-LW=LumaWatt Pro Wireless Sensor, Wide Lens for 8' - 15' Mounting Height ²⁶ LWR-LN=LumaWatt Pro Wireless Sensor, Narrow Lens for 15' - 40' Mounting Height ²⁶ ZW=WaveLinx-enabled 4-PIN Twistlock Receptacle ^{19,33} ZW-SWPD4WH=WaveLinx Wireless Sensor, 7' - 15' Mounting Height, White ^{19,33,34} ZW-SWPD4BZ=WaveLinx Wireless Sensor, 7' - 15' Mounting Height, Bronze ^{19,33,34} ZW-SWPD5WH=WaveLinx Wireless Sensor, 15' - 40' Mounting Height, White ^{19,33,34} ZW-SWPD5BZ=WaveLinx Wireless Sensor, 15' - 40' Mounting Height, Bronze ^{19,33,34}			

NOTES:

1 Customer is responsible for engineering analysis to confirm pole and fixture compatibility for all applications. Refer to our white paper WP513001EN for additional support information. 2 DesignLights Consortium® Qualified. Refer to www.designlights.org Qualified Products List under Family Models for details. 3 Standard 4000K CCT and minimum 70 CRI. 4 Not compatible with MS/4-LXX or MS/1-LXX sensors. 5 Not compatible with extended quick mount arm (QMEA). 6 Not compatible with standard quick mount arm (QM) or extended quick mount arm (QMEA). 7 Requires the use of an internal step down transformer when combined with sensor options. Not available with sensor at 1200mA. Not available in combination with the HA high ambient and sensor options at 1A. 8 Only for use with 480V Wye systems. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems). 9 May be required when two or more luminaires are oriented on a 90° or 120° drilling pattern. Refer to arm mounting requirement table. 10 Factory installed. 11 Maximum 8 light squares. 12 Maximum 6 light squares. 13 Extended lead times apply. Use dedicated IES files for 2700K, 3000K, 5000K and 6000K when performing layouts. 14 Reserved 15 1 Amp standard. Use dedicated IES files for 600mA, 800mA and 1200mA when performing layouts. 16 Not available with HA option. 17 2L is not available with MS, MS/X or MS/DIM at 347V or 480V. 2L in AF-02 through AF-04 requires a larger housing, normally used for AF-05 or AF-06. Extended arm option may be required when mounting two or more fixtures per pole at 90° or 120°. Refer to arm mounting requirement table. 18 Not available with LumaWatt Pro wireless sensors. 19 Cannot be used with other control options. 20 Low voltage control lead brought out 18" outside fixture. 21 Not available if any "MS" sensor is selected. Motion sensor has an integral photocell. 22 Requires the use of P photocontrol or the PER7 or R photocontrol receptacle with photocontrol accessory. See After Hours Dim supplemental guide for additional information. 23 50°C lumen maintenance data applies to 600mA, 800mA and 1A drive currents. 24 The FSIR-100 configuration tool is required to adjust parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative at Eaton for more information. 25 Replace X with number of Light Squares operating in low output mode. 26 LumaWatt Pro wireless sensors are factory installed only requiring network components LWP-EM-1, LWP-GW-1 and LWP-PE8 in appropriate quantities. See www.eaton.com/lighting for LumaWatt Pro application information. 27 Not available with house side shield (HSS). 28 Only for use with SL2, SL3, SL4 and AFL distributions. The Light Square trim plate is painted black when the HSS option is selected. 29 CE is not available with the LWR, MS, MS/X, MS/DIM, R or PER7 options. Available in 120-277V only. 30 One required for each Light Square. 31 Requires PER7. 32 Reserved. 33 WAC Gateway required to enable field-configurability; Order WAC-PoE and WPOE-120 (10V to PoE injector) power supply if needed. 34 Requires ZW. 35 Reserved.

LumenSafe Integrated Network Security Camera Technology Options (Add as Suffix)

Product Family	Camera Type	Data Backhaul
L=LumenSafe Technology* 	D=Dome Camera, Standard H=Dome Camera, Hi-Res Z=Dome Camera, Remote PTZ	C=Cellular, Customer Installed SIM Card A=Cellular, Factory Installed AT&T SIM Card V=Cellular, Factory Installed Verizon SIM Card S=Cellular, Factory Installed Sprint SIM Card W=Wi-Fi Networking w/ Omni-Directional Antenna E=Ethernet Networking

*Consult LumenSafe system pages for additional details and compatibility.

DESCRIPTION

The Impact Elite family of wall luminaires is the ideal complement to site design. Incorporating modular LightSquares technology, the Impact Elite luminaire provides outstanding uniformity and energy-conscious illumination. Combined with a rugged construction, the Impact Elite luminaire is the ideal facade and security luminaire for zones surrounding schools, office complexes, apartments and recreational facilities. UL/cUL listed for wet locations.

Catalog #		Type	
Project		WLA-IV	
Comments		Date	
Prepared by			

SPECIFICATION FEATURES

Construction

Heavy-wall, die-cast aluminum housing and removable hinged door frame for precise tolerance control and repeatability. Hinged door inset for clean mating with housing surface and secured via two captive fasteners. Optional tamper-resistant Torx™ head fasteners offer vandal resistant access to the electrical chamber.

Optics

Choice of 10 patented, high-efficiency AccuLED Optics™ distributions. Optics are precisely designed to shape the light output, maximizing efficiency and application spacing. AccuLED Optics technology creates consistent distributions with the scalability to meet customized application requirements. Offered Standard in 4000K (+/- 275K) CCT and minimum 70 CRI. Optional 3000K, 5000K and 5700K CCT.

Electrical

LED drivers mount to die-cast aluminum back housing for optimal heat sinking, operation efficacy, and prolonged life. Standard drivers feature electronic universal voltage (120-277V 50/60Hz), 347V 60Hz or 480V 60Hz operation, greater than 0.9 power factor, less than 20% harmonic distortion, and are suitable for operation in -40°C to 40°C ambient environments. All fixtures are shipped standard with 10kV/10kA common – and differential – mode surge protection. LightSquares feature an IP66 enclosure rating and maintain greater than 90% lumen maintenance at 60,000 hours per IESNA TM-21. Emergency egress options for -20°C ambient environments and occupancy sensor available.

Mounting

Gasketed and zinc plated rigid steel mounting attachment fits directly to 4" j-box or wall with the Impact Elite "Hook-N-Lock" mechanism for quick installation. Secured with two captive corrosion resistant black oxide coated allen head set screws concealed but accessible from bottom of fixture.

Finish

Cast components finished in a five-stage super TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Standard colors include black, bronze, grey, white, dark platinum and graphite metallic. RAL and custom color matches available. Consult the McGraw-Edison Architectural Colors brochure for the complete selection.

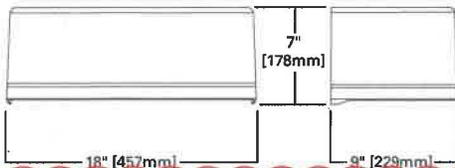
Warranty

Five-year warranty.

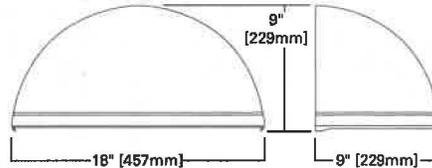


DIMENSIONS

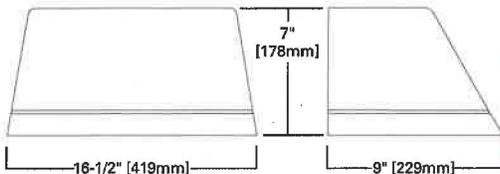
Cylinder



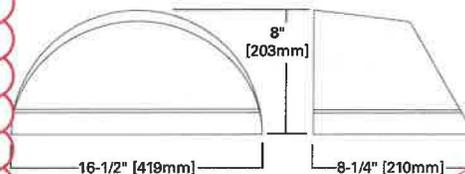
Quarter Sphere



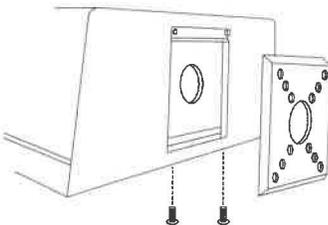
Trapezoid



Wedge



HOOK-N-LOCK MOUNTING



ISC/ISS/IST/ISW IMPACT ELITE LED

1 LightSquare
Solid State LED

WALL MOUNT LUMINAIRE

CERTIFICATION DATA

UL/cUL Listed
LM79 / LM80 Compliant
IP66 LightSquare
DesignLights Consortium® Qualified*
ISO 9001

ENERGY DATA

Electronic LED Driver
>0.9 Power Factor
<20% Total Harmonic Distortion
120-277V/50 & 60Hz, 347V/60Hz,
480V/60Hz
-40°C Minimum Temperature
40°C Ambient Temperature Rating

SHIPPING DATA

Approximate Net Weight:
18 lbs. (8 kgs.)



*www.designlights.org

POWER AND LUMENS

1 LightSquare (AF)		Cylinder (ISC) and Quarter Sphere (ISS)						Trapezoid (IST) and Wedge (ISW)					
Drive Current (mA)		350	450	600	800	1000	1200	350	450	600	800	1000	1200
Power (Watts)	120-277V	20.3	25.5	33.4	43.9	55.1	66.2	20.3	25.5	33.4	43.9	55.1	66.2
	Current (A)	0.17	0.22	0.29	0.38	0.48	0.56	0.17	0.22	0.29	0.38	0.48	0.56
Current (A)	120V	0.17	0.22	0.29	0.38	0.48	0.56	0.17	0.22	0.29	0.38	0.48	0.56
	277V	0.09	0.10	0.13	0.17	0.21	0.25	0.09	0.10	0.13	0.17	0.21	0.25
Power (Watts)	347V or 480V	23.3	28.7	36.6	49.5	60.7	70.1	23.3	28.7	36.6	49.5	60.7	70.1
	Current (A)	347V	0.07	0.08	0.11	0.15	0.18	0.21	0.07	0.08	0.11	0.15	0.18
480V		0.05	0.06	0.08	0.11	0.13	0.16	0.05	0.06	0.08	0.11	0.13	0.16
Optics													
T2	Lumens	2,390	3,001	3,915	4,901	5,793	6,592	2,555	3,208	4,185	5,239	6,193	7,047
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2
T3	Lumens	2,440	3,063	3,996	5,001	5,912	6,728	2,561	3,216	4,195	5,251	6,207	7,063
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2
T4FT	Lumens	2,414	3,031	3,955	4,950	5,851	6,658	2,589	3,250	4,240	5,308	6,274	7,139
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2
T4W	Lumens	2,441	3,065	3,998	5,004	5,916	6,732	2,557	3,211	4,189	5,244	6,198	7,053
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2	B1-U1-G2
SL2	Lumens	2,309	2,899	3,782	4,734	5,596	6,368	2,469	3,100	4,044	5,062	5,983	6,809
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2
SL3	Lumens	2,271	2,851	3,719	4,656	5,503	6,262	2,419	3,038	3,963	4,961	5,864	6,673
	BUG Rating	B0-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B0-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2
SL4	Lumens	2,158	2,710	3,535	4,425	5,230	5,951	2,286	2,870	3,744	4,686	5,539	6,303
	BUG Rating	B0-U0-G1	B0-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B0-U1-G1	B0-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2	B1-U1-G2
SLI/SLR	Lumens	2,036	2,555	3,334	4,174	4,934	5,614	2,264	2,767	3,610	4,515	5,341	6,076
	BUG Rating	B0-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2	B1-U1-G2	B1-U1-G2
RW	Lumens	2,435	3,057	3,987	4,992	5,900	6,715	2,521	3,166	4,130	5,170	6,111	6,954
	BUG Rating	B1-U0-G0	B2-U0-G0	B2-U0-G1	B2-U0-G1	B2-U0-G1	B3-U0-G1	B1-U1-G1	B2-U1-G1	B2-U1-G1	B2-U1-G1	B2-U1-G1	B3-U1-G1

LUMEN MAINTENANCE

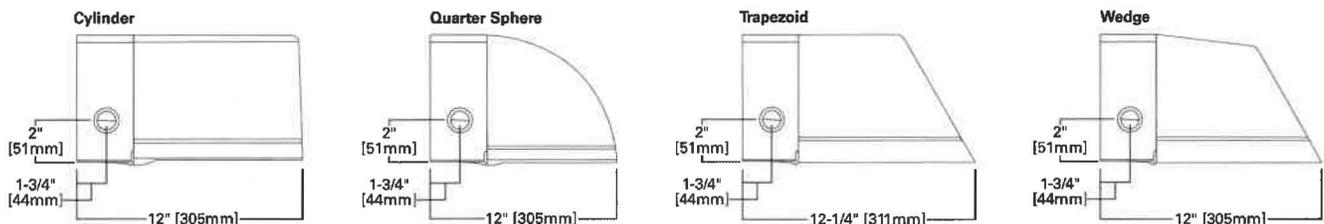
Current	Ambient Temperature	25000 Hours*	50000 Hours*	60000 Hours*	100000 Hours*	Theoretical L70 (Hours)*
Up to 1.2A	Up to 40°C	>95%	>91%	>90%	>83%	20,4000

*Data calculated based on TM-21 calculator.

LUMEN MULTIPLIER

Ambient Temperature	Lumen Multiplier
10°C	1.02
15°C	1.01
25°C	1.00
40°C	0.99

THRUWAY BACK BOX



CONTROL OPTIONS

0-10V

This fixture is offered standard with 0-10V dimming driver.

Photocontrol (PC1, PC2 and PER7)

Optional button-type photocontrol provides a flexible solution to enable "dusk-to-dawn" lighting by sensing light levels.

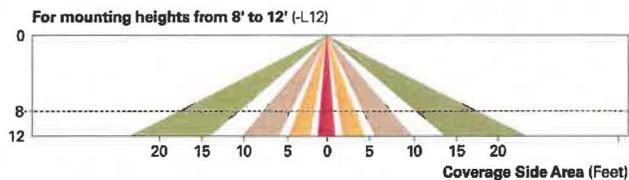
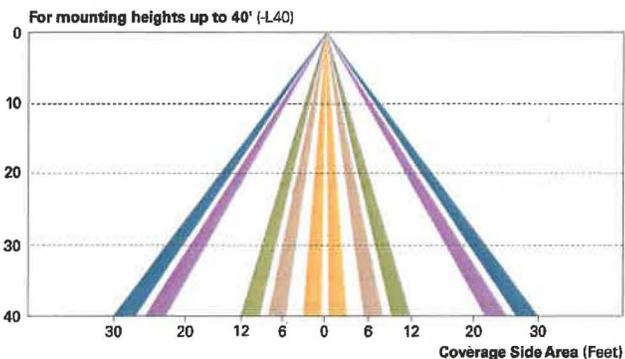
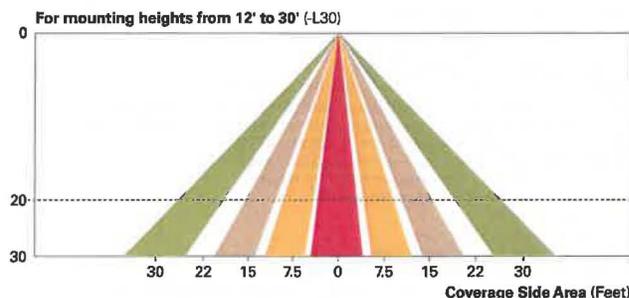
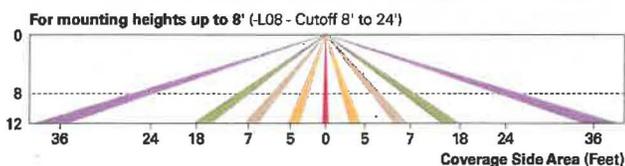
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Dimming Occupancy Sensor (MS/DIM-LXX)

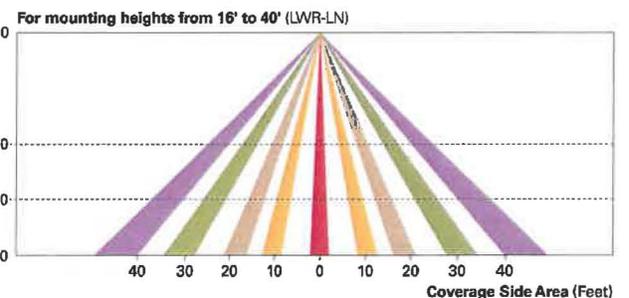
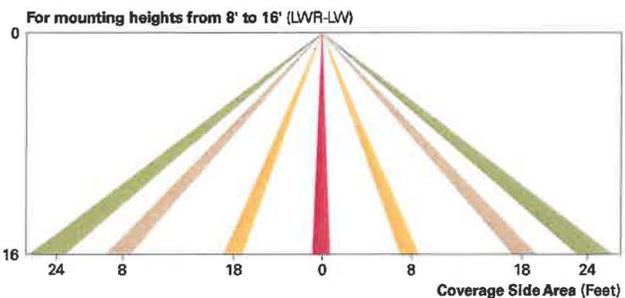
These sensors are factory installed in the luminaire housing. When the MS/DIM-LXX sensor option is selected, the occupancy sensor is connected to a dimming driver and the entire luminaire dims when there is no activity detected. When activity is detected, the luminaire returns to full light output. The MS/DIM sensor is factory preset to dim down to approximately 50 percent power with a time delay of five minutes.

These occupancy sensors includes an integral photocell that can be activated with the FSIR-100 accessory for "dusk-to-dawn" control or daylight harvesting -- the factory preset is OFF. The FSIR-100 is a wireless tool utilized for changing the dimming level, time delay, sensitivity and other parameters. A variety of sensor lens are available to optimize the coverage pattern for mounting heights from 8'-40'.



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The Eaton's LumaWatt Pro powered by Enlighted is a connected lighting solution that combines a broad selection of energy-efficient LED luminaires with a powerful integrated wireless sensor system. The sensor controls the lighting system in compliance with the latest energy codes and collects valuable data about building performance and use. Software applications turn the granular data into information through energy dashboards and specialized apps that make it simple and help optimize the use of building resources, beyond lighting.



WaveLinx Wireless Outdoor Lighting Control Module (WOLC-7P-10A)

The 7-pin wireless outdoor lighting control module enables WaveLinx to control outdoor area, site and flood lighting. WaveLinx controls outdoor lighting using schedules to provide ON, OFF and dimming controls based on astronomic or time schedules based on a 7 day week.

ORDERING INFORMATION

Sample Number: ISC-AF-1200-LED-E1-T3-BZ

Product Family ¹	Light Engine	Drive Current	Lamp Type	Voltage	Distribution	Color
ISC=Impact Elite LED Small Cylinder ISS=Impact Elite LED Small Quarter Sphere IST=Impact Elite LED Small Trapezoid ISW=Impact Elite LED Small Wedge	AF=(1) LightSquare	350=Drive Current Factory Set to 350mA 450=Drive Current Factory Set to 450mA 600=Drive Current Factory Set to 600mA 800=Drive Current Factory Set to 800mA 1000=Drive Current Factory Set to 1000mA 1200=Drive Current Factory Set to 1200mA ²	LED=Solid State Light Emitting Diodes	E1=Electronic (120-277V) 347=347V ² 480=480V ^{2,3}	T2=Type II T3=Type III T4FT=Type IV Forward Throw T4W=Type IV Wide SL2=Type II w/Spill Control SL3=Type III w/Spill Control SL4=Type IV w/Spill Control SLL=90° Spill Light Eliminator Left SLR=90° Spill Light Eliminator Right RW=Rectangular Wide Type I	AP=Grey BZ=Bronze BK=Black DP=Dark Platinum GM=Graphite Metallic WH=White
Options (Add as Suffix) 7027=70 CRI / 2700K CCT ⁴ 7030=70 CRI / 3000K CCT ⁴ 7050=70 CRI / 5000K CCT ⁴ 7060=70 CRI / 5700K CCT ⁴ 8030=80 CRI / 3000K CCT ⁴ PER7=NEMA 7-PIN Twistlock Photocontrol Receptacle ^{2,5,6} P=Button Type Photocontrol (Available in 120, 208, 240 or 277V. Must Specify Voltage) ^{2,6} HA=50°C High Ambient ⁷ AHD145=After Hours Dim, 5 Hours, 50% ⁸ AHD245=After Hours Dim, 6 Hours, 50% ⁸ AHD255=After Hours Dim, 7 Hours, 50% ⁸ AHD355=After Hours Dim, 8 Hours, 50% ⁸ MS/DIM-LXX=Motion Sensor for Dimming Operation ^{9,10,11} LWR-LW=LumaWatt Pro Wireless Sensor, Wide Lens for 8' - 16' Mounting Height ^{6,11,12} LWR-LN=LumaWatt Pro Wireless Sensor, Narrow Lens for 16' - 40' Mounting Height ^{6,11,12} BBB=Battery Pack with Back Box (Specify 120V or 277V) ¹³ CWB=Cold Weather Battery Pack with Back Box (Specify 120V or 277V) ¹⁴ LCF=LightSquare Trim Plate Matches Housing Finish HSS=Factory Installed House Side Shield ¹⁵ ULG=Uplight Glow ^{5,6} TR=Tamper Resistant Hardware X=Driver Surge Protection (6kV) Only ¹⁶ ZW=WaveLinx-enabled 4-PIN Twistlock Receptacle ^{19,20} ZW-SWPD4WH=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, White ^{18,20} ZW-SWPD4BZ=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, Bronze ^{18,20} ZW-SWPD5WH=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, White ^{18,20} ZW-SWPD5BZ=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, Bronze ^{18,20}			Accessories (Order Separately) ¹⁷ MA1253=10kV Circuit Module Replacement MA1254-XX=Thruway Back Box - Impact Elite Trapezoid MA1255-XX=Thruway Back Box - Impact Elite Cylinder MA1256-XX=Thruway Back Box - Impact Elite Quarter Sphere MA1257-XX=Thruway Back Box - Impact Elite Wedge FSIR-100=Wireless Configuration Tool for Occupancy Sensor WOLC-7P-10A=WaveLinx Outdoor Control Module (7-pin) ^{18,19} SWPD4-WH=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, White ^{18,20,21} SWPD4-BZ=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, Bronze ^{18,20,21} SWPD5-WH=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, White ^{18,20,21} SWPD5-BZ=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, Bronze ^{18,20,21}			

NOTES:

- Standard 4000K CCT and greater than 70 CRI.
- Not available with ULG option.
- Only for use with 480V Wye systems. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems).
- Extended lead times apply.
- Not available with ISS or ISW.
- Not available with LWR-XX or MS/DIM-LXX.
- Suitable for 50°C provided no options other than motion sensor are included and driver output set to 1.A or less.
- Requires the use of P photocontrol or the PER7 photocontrol receptacle with photocontrol accessory. Not available with 350mA drive current. See After Hours Dim supplemental guide for additional information.
- Specify lens in place of XX. Round to next highest option based on mounting height. Available options are 08, 20 and 40W.
- The FSIR-100 configuration tool is required to adjust parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative at Eaton for more information.
- Includes integral photocell.
- LumaWatt Pro wireless sensors are factory installed and requiring network components in appropriate quantities. See www.eaton.com/lighting for LumaWatt Pro application information.
- LED standard integral battery pack is rated for minimum operating temperature 32°F (0°C). Operates downlight for 90-minutes.
- LED cold weather integral battery pack is rated for minimum operating temperature -4°F (-20°C). Operates downlight for 90-minutes.
- Only for use with SL2, SL3 and SL4 distributions. The LightSquare trim plate is painted black when the HSS option is selected.
- Removes additional surge module.
- Specify color in place of XX.
- Requires PER7.
- Cannot be used in conjunction with photocontrol or other controls systems (P, R, MS, LWR).
- WAC Gateway required to enable field-configurability: Order WAC-PoE and WPOE-120 (10V to PoE injector) power supply if needed.
- Requires ZW.

DESCRIPTION

The Impact Elite family of wall luminaires is the ideal complement to site design. Incorporating modular LightSquares technology, the Impact Elite luminaire provides outstanding uniformity and energy-conscious illumination. Combined with a rugged construction, the Impact Elite luminaire is the ideal facade and security luminaire for zones surrounding schools, office complexes, apartments and recreational facilities. UL/cUL listed for wet locations.

Catalog #		Type	
Project		WLA-III	
Comments		Date	
Prepared by			

SPECIFICATION FEATURES

Construction

Heavy-wall, die-cast aluminum housing and removable hinged door frame for precise tolerance control and repeatability. Hinged door inset for clean mating with housing surface and secured via two captive fasteners. Optional tamper-resistant Torx™ head fasteners offer vandal resistant access to the electrical chamber.

Optics

Choice of 10 patented, high-efficiency AccuLED Optics™ distributions. Optics are precisely designed to shape the light output, maximizing efficiency and application spacing. AccuLED Optics technology creates consistent distributions with the scalability to meet customized application requirements. Offered Standard in 4000K (+/- 275K) CCT and minimum 70 CRI. Optional 3000K, 5000K and 5700K CCT.

Electrical

LED drivers mount to die-cast aluminum back housing for optimal heat sinking, operation efficacy, and prolonged life. Standard drivers feature electronic universal voltage (120-277V 50/60Hz), 347V 60Hz or 480V 60Hz operation, greater than 0.9 power factor, less than 20% harmonic distortion, and are suitable for operation in -40°C to 40°C ambient environments. All fixtures are shipped standard with 10kV/10kA common – and differential – mode surge protection. LightSquares feature an IP66 enclosure rating and maintain greater than 90% lumen maintenance at 60,000 hours per IESNA TM-21. Emergency egress options for -20°C ambient environments and occupancy sensor available.

Mounting

Gasketed and zinc plated rigid steel mounting attachment fits directly to 4" j-box or wall with the Impact Elite "Hook-N-Lock" mechanism for quick installation. Secured with two captive corrosion resistant black oxide coated allen head set screws concealed but accessible from bottom of fixture.

Finish

Cast components finished in a five-stage super TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. Standard colors include black, bronze, grey, white, dark platinum and graphitic metallic. RAL and custom color matches available. Consult the McGraw-Edison Architectural Colors brochure for the complete selection.

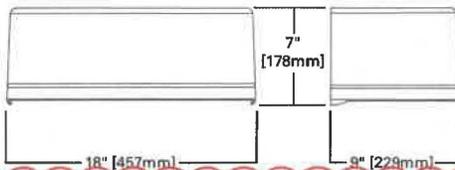
Warranty

Five-year warranty.

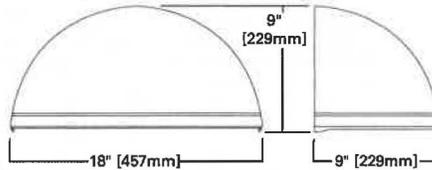


DIMENSIONS

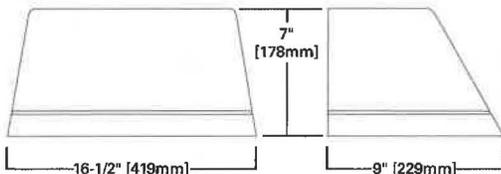
Cylinder



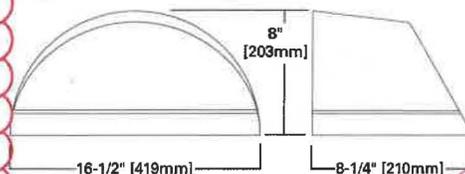
Quarter Sphere



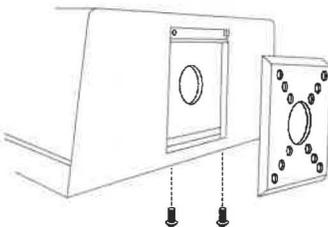
Trapezoid



Wedge



HOOK-N-LOCK MOUNTING



ISC/ISS/IST/ISW IMPACT ELITE LED

1 LightSquare
Solid State LED

WALL MOUNT LUMINAIRE

CERTIFICATION DATA

UL/cUL Listed
LM79 / LM80 Compliant
IP66 LightSquare
DesignLights Consortium® Qualified*
ISO 9001

ENERGY DATA

Electronic LED Driver
>0.9 Power Factor
<20% Total Harmonic Distortion
120-277V/50 & 60Hz, 347V/60Hz,
480V/60Hz
-40°C Minimum Temperature
40°C Ambient Temperature Rating

SHIPPING DATA

Approximate Net Weight:
18 lbs. (8 kgs.)



*www.designlights.org



POWER AND LUMENS

1 LightSquare (AF)		Cylinder (ISC) and Quarter Sphere (ISS)						Trapezoid (IST) and Wedge (ISW)					
Drive Current (mA)		350	450	600	800	1000	1200	350	450	600	800	1000	1200
Power (Watts)	120-277V	20.3	25.5	33.4	43.9	55.1	66.2	20.3	25.5	33.4	43.9	55.1	66.2
Current (A)	120V	0.17	0.22	0.29	0.38	0.48	0.56	0.17	0.22	0.29	0.38	0.48	0.56
	277V	0.09	0.10	0.13	0.17	0.21	0.25	0.09	0.10	0.13	0.17	0.21	0.25
Power (Watts)	347V or 480V	23.3	28.7	36.6	49.5	60.7	70.1	23.3	28.7	36.6	49.5	60.7	70.1
Current (A)	347V	0.07	0.08	0.11	0.15	0.18	0.21	0.07	0.08	0.11	0.15	0.18	0.21
	480V	0.05	0.06	0.08	0.11	0.13	0.16	0.05	0.06	0.08	0.11	0.13	0.16
Optics													
T2	Lumens	2,390	3,001	3,915	4,901	5,793	6,592	2,555	3,208	4,185	5,239	6,193	7,047
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2
T3	Lumens	2,440	3,063	3,996	5,001	5,912	6,728	2,581	3,216	4,195	5,251	6,207	7,063
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2
T4FT	Lumens	2,414	3,031	3,955	4,950	5,851	6,658	2,589	3,250	4,240	5,308	6,274	7,139
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2	B1-U1-G2
T4W	Lumens	2,441	3,065	3,998	5,004	5,916	6,732	2,557	3,211	4,189	5,244	6,198	7,053
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2	B1-U1-G2
SL2	Lumens	2,309	2,899	3,782	4,734	5,596	6,368	2,469	3,100	4,044	5,062	5,983	6,809
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2
SL3	Lumens	2,271	2,851	3,719	4,656	5,503	6,262	2,419	3,038	3,963	4,961	5,864	6,673
	BUG Rating	B0-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B0-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2
SL4	Lumens	2,156	2,710	3,595	4,475	5,290	5,951	2,285	2,870	3,744	4,686	5,526	6,303
	BUG Rating	B0-U0-G1	B0-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B0-U1-G1	B0-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2	B1-U1-G2
SLL/SLR	Lumens	2,036	2,555	3,334	4,174	4,934	5,614	2,204	2,767	3,610	4,519	5,341	6,078
	BUG Rating	B0-U0-G1	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U1-G1	B1-U1-G1	B1-U1-G2	B1-U1-G2	B1-U1-G2	B1-U1-G2
RW	Lumens	2,435	3,057	3,987	4,992	5,900	6,715	2,521	3,166	4,130	5,170	6,111	6,954
	BUG Rating	B1-U0-G0	B2-U0-G0	B2-U0-G1	B2-U0-G1	B2-U0-G1	B3-U0-G1	B1-U1-G1	B2-U1-G1	B2-U1-G1	B2-U1-G1	B2-U1-G1	B3-U1-G1

LUMEN MAINTENANCE

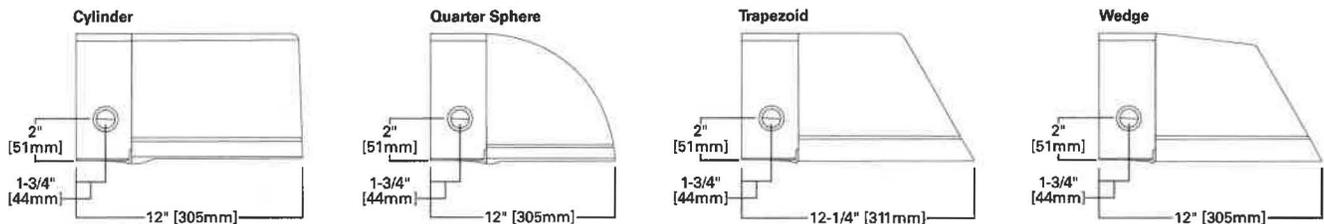
Current	Ambient Temperature	25000 Hours*	50000 Hours*	60000 Hours*	100000 Hours*	Theoretical L70 (Hours)*
Up to 1.2A	Up to 40°C	>95%	>91%	>90%	>83%	20,4000

*Data calculated based on TM-21 calculator.

LUMEN MULTIPLIER

Ambient Temperature	Lumen Multiplier
10°C	1.02
15°C	1.01
25°C	1.00
40°C	0.99

THRUWAY BACK BOX



CONTROL OPTIONS

0-10V

This fixture is offered standard with 0-10V dimming driver.

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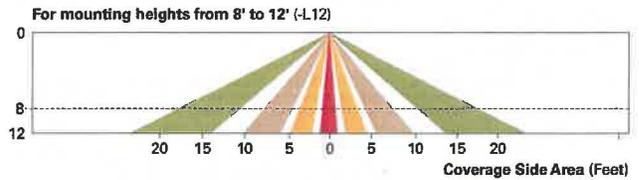
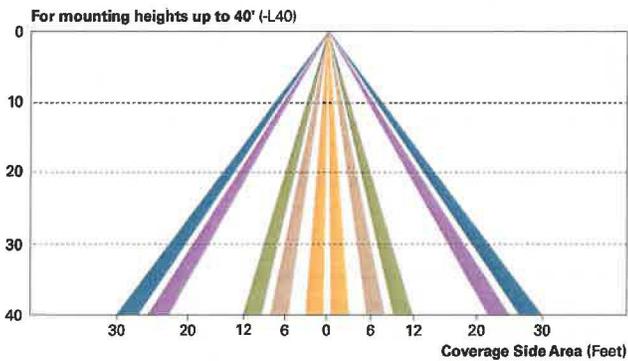
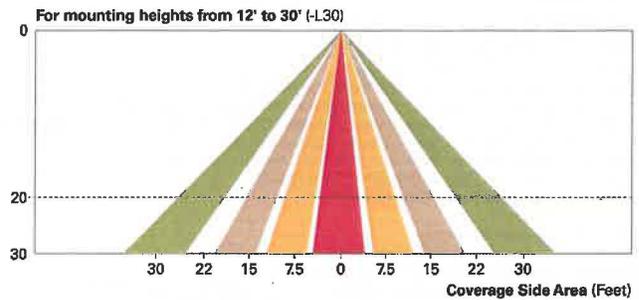
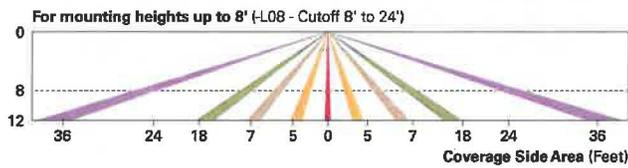
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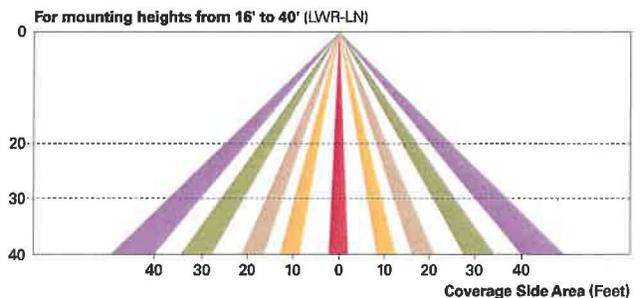
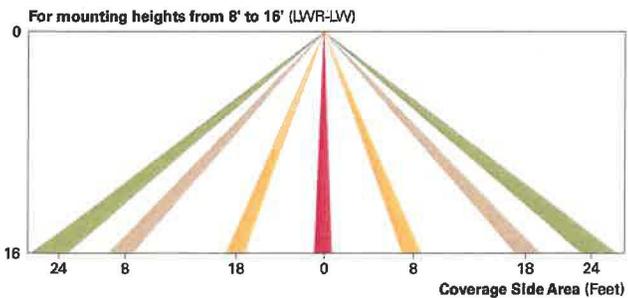
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ISC=Impact Elite LED Small Cylinder ISS=Impact Elite LED Small Quarter Sphere IST=Impact Elite LED Small Trapezoid ISW=Impact Elite LED Small Wedge	AF=(1) LightSquare	350=Drive Current Factory Set to 350mA 450=Drive Current Factory Set to 450mA 600=Drive Current Factory Set to 600mA 800=Drive Current Factory Set to 800mA 1000=Drive Current Factory Set to 1000mA 1200=Drive Current Factory Set to 1200mA ²	LED=Solid State Light Emitting Diodes	E1=Electronic (120-277V) 347=347V ² 480=480V ^{2,3}	T2=Type II T3=Type III T4FT=Type IV Forward Throw T4W=Type IV Wide SL2=Type II w/Spill Control SL3=Type III w/Spill Control SL4=Type IV w/Spill Control SLL=90° Spill Light Eliminator Left SLR=90° Spill Light Eliminator Right RW=Rectangular Wide Type I	AP=Grey BZ=Bronze BK=Black DP=Dark Platinum GM=Graphite Metallic WH=White
Options (Add as Suffix)			Accessories (Order Separately) ¹⁷			
7027=70 CRI / 2700K CCT ⁴ 7030=70 CRI / 3000K CCT ⁴ 7050=70 CRI / 5000K CCT ⁴ 7060=70 CRI / 5700K CCT ⁴ 8030=80 CRI / 3000K CCT ⁴ PER7=NEMA 7-PIN Twistlock Photocontrol Receptacle ^{2,5,8} P=Button Type Photocontrol (Available in 120, 208, 240 or 277V. Must Specify Voltage) ^{2,5} HA=50°C High Ambient ⁷ AHD145=After Hours Dim, 5 Hours, 50% ⁸ AHD245=After Hours Dim, 6 Hours, 50% ⁸ AHD255=After Hours Dim, 7 Hours, 50% ⁸ AHD355=After Hours Dim, 8 Hours, 50% ⁸ MS/DIM-LXX=Motion Sensor for Dimming Operation ^{9,10,11} LWR-LW=LumaWatt Pro Wireless Sensor, Wide Lens for 8' - 16' Mounting Height ^{6,11,12} LWR-LN=LumaWatt Pro Wireless Sensor, Narrow Lens for 16' - 40' Mounting Height ^{6,11,12} BBB=Battery Pack with Back Box (Specify 120V or 277V) ¹³ CWB=Cold Weather Battery Pack with Back Box (Specify 120V or 277V) ¹⁴ LCF=LightSquare Trim Plate Matches Housing Finish HSS=Factory Installed House Side Shield ¹⁵ ULG=Uplight Glow ^{5,6} TR=Tamper Resistant Hardware X=Driver Surge Protection (6kV) Only ¹⁶ ZW=Wavelinx-enabled 4-PIN Twistlock Receptacle ^{18,20} ZW-SWPD4WH=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, White ^{18,20} ZW-SWPD4BZ=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, Bronze ^{18,20} ZW-SWPD5WH=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, White ^{18,20} ZW-SWPD5BZ=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, Bronze ^{18,20,21}			MA1253=10kV Circuit Module Replacement MA1254-XX=Thruway Back Box - Impact Elite Trapezoid MA1255-XX=Thruway Back Box - Impact Elite Cylinder MA1256-XX=Thruway Back Box - Impact Elite Quarter Sphere MA1257-XX=Thruway Back Box - Impact Elite Wedge FSIR-100=Wireless Configuration Tool for Occupancy Sensor WOLC-7P-10A=WaveLinx Outdoor Control Module (7-pin) ^{18,19} SWPD4-WH=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, White ^{18,20,21} SWPD4-BZ=Wavelinx Wireless Sensor, 7' - 15' Mounting Height, Bronze ^{18,20,21} SWPD5-WH=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, White ^{18,20,21} SWPD5-BZ=Wavelinx Wireless Sensor, 15' - 40' Mounting Height, Bronze ^{18,20,21}			

NOTES:

- Standard 4000K CCT and greater than 70 CRI.
- Not available with ULG option.
- Only for use with 480V Wye systems. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems).
- Extended lead times apply.
- Not available with ISS or ISW.
- Not available with LWR-XX or MS/DIM-LXX.
- Suitable for 50°C provided no options other than motion sensor are included and driver output set to 1.A or less.
- Requires the use of P photocontrol or the PER7 photocontrol receptacle with photocontrol accessory. Not available with 350mA drive current. See After Hours Dim supplemental guide for additional information.
- Specify lens in place of XX. Round to next highest option based on mounting height. Available options are 08, 20 and 40W.
- The FSIR-100 configuration tool is required to adjust parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative at Eaton for more information.
- Includes integral photocell.
- LumaWatt Pro wireless sensors are factory installed and requiring network components in appropriate quantities. See www.eaton.com/lighting for LumaWatt Pro application information.
- LED standard integral battery pack is rated for minimum operating temperature 32°F (0°C). Operates downlight for 90-minutes.
- LED cold weather integral battery pack is rated for minimum operating temperature -4°F (-20°C). Operates downlight for 90-minutes.
- Only for use with SL2, SL3 and SL4 distributions. The LightSquare trim plate is painted black when the HSS option is selected.
- Removes additional surge module.
- Specify color in place of XX.
- Requires PER7.
- Cannot be used in conjunction with photocontrol or other controls systems (P, R, MS, LWR).
- WAC Gateway required to enable field-configurability: Order WAC-PoE and WPOE-120 (10V to PoE injector) power supply if needed.
- Requires ZW.

APPENDIX C

TRAFFIC SPREADSHEET

**Full Environmental Assessment Form
Part 1 - Project and Setting**

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. 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; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Sponsor Information.

Name of Action or Project: CLINTON CENTER DEVELOPMENT		
Project Location (describe, and attach a general location map): 155 CLINTON STREET, TAX MAP PARCEL #10-07-109.000		
Brief Description of Proposed Action (include purpose or need): The project involves the rehabilitation of one existing building and the demolition of the other existing building. An addition will be placed on the existing building. The site will be served with several amenities, including water and sanitary/storm sewer service, lighting, landscaping, and parking facilities.		
Name of Applicant/Sponsor: CLINTON CENTER DEVELOPMENT, LLC		Telephone: 315-493-2493
		E-Mail: mlundy@mlundygroup.com
Address: 18841 US ROUTE 11		
City/PO: WATERTOWN	State: NY	Zip Code: 13601
Project Contact (if not same as sponsor; give name and title/role): PAT SCORDO - GYMO		Telephone: 315-788-3900
		E-Mail: PSCORDO@GYMODPC.COM
Address: 18969 US ROUTE 11		
City/PO: WATERTOWN	State: NY	Zip Code: 13601
Property Owner (if not same as sponsor):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)		
Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	City Council	Dec 19
b. City, Town or Village <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission	City of Watertown Planning Board	Nov 19
c. City Council, Town or <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals	ZBA - Building Setback	March 2017
d. Other local agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
e. County agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
f. Regional agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	NYS DOH, NYS DEC	Feb 19
h. Federal agencies <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

C. Planning and Zoning

C.1. Planning and zoning actions.	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<ul style="list-style-type: none"> • If Yes, complete sections C, F and G. • If No, proceed to question C.2 and complete all remaining sections and questions in Part 1 	
C.2. Adopted land use plans.	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes, identify the plan(s):	

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes, identify the plan(s):	

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. Yes No
 If Yes, what is the zoning classification(s) including any applicable overlay district?
 DOWNTOWN

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No
 If Yes,
 i. What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? WATERTOWN CITY SCHOOLS

b. What police or other public protection forces serve the project site?
 WATERTOWN CITY POLICE DEPARTMENT; JEFFERSON COUNTY SHERRIF

c. Which fire protection and emergency medical services serve the project site?
 WATERTOWN FIRE DEPARTMENT

d. What parks serve the project site?
 N/A

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? COMMERCIAL/OFFICE SPACE

b. a. Total acreage of the site of the proposed action? _____ 2.684 acres
 b. Total acreage to be physically disturbed? _____ 2.4 acres
 c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 2.684 acres

c. Is the proposed action an expansion of an existing project or use? Yes No
 i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % 18% Building Footprint Units: 2240 SF

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No
 If Yes,
 i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) _____
 ii. Is a cluster/conservation layout proposed? Yes No
 iii. Number of lots proposed? _____
 iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will proposed action be constructed in multiple phases? Yes No
 i. If No, anticipated period of construction: _____ 12 months
 ii. If Yes:
 • Total number of phases anticipated _____
 • Anticipated commencement date of phase 1 (including demolition) _____ month _____ year
 • Anticipated completion date of final phase _____ month _____ year
 • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? Yes No

If Yes, show numbers of units proposed.

One Family Two Family Three Family Multiple Family (four or more)

Initial Phase

At completion

of all phases

g. Does the proposed action include new non-residential construction (including expansions)? Yes No

If Yes,

- i. Total number of structures 1
- ii. Dimensions (in feet) of largest proposed structure: 30 height; 28 width; and 80 length
- iii. Approximate extent of building space to be heated or cooled: 4,480 square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? Yes No

If Yes,

- i. Purpose of the impoundment: _____
- ii. If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____
- iii. If other than water, identify the type of impounded/contained liquids and their source. _____

- iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres
- v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length
- vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) Yes No

If Yes:

- i. What is the purpose of the excavation or dredging? _____
- ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?
 - Volume (specify tons or cubic yards): _____
 - Over what duration of time? _____
- iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____

iv. Will there be onsite dewatering or processing of excavated materials? Yes No
If yes, describe. _____

- v. What is the total area to be dredged or excavated? _____ acres
- vi. What is the maximum area to be worked at any one time? _____ acres
- vii. What would be the maximum depth of excavation or dredging? _____ feet

viii. Will the excavation require blasting? Yes No

ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? Yes No

If Yes:

- i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will proposed action cause or result in disturbance to bottom sediments? Yes No
 If Yes, describe: _____

iv. Will proposed action cause or result in the destruction or removal of aquatic vegetation? Yes No
 If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? Yes No
 If Yes:

i. Total anticipated water usage/demand per day: _____ 2,400 gallons/day

ii. Will the proposed action obtain water from an existing public water supply? Yes No
 If Yes:

- Name of district or service area: CITY OF WATERTOWN
- Does the existing public water supply have capacity to serve the proposal? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No
- Do existing lines serve the project site? Yes No

iii. Will line extension within an existing district be necessary to supply the project? Yes No
 If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? Yes No
 If, Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? Yes No
 If Yes:

i. Total anticipated liquid waste generation per day: _____ 2,400 gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____
 SANITARY WASTEWATER

iii. Will the proposed action use any existing public wastewater treatment facilities? Yes No
 If Yes:

- Name of wastewater treatment plant to be used: CITY OF WATERTOWN WASTEWATER FACILITY
- Name of district: CITY OF WATERTOWN
- Does the existing wastewater treatment plant have capacity to serve the project? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No

Yes No
 Yes No

• Do existing sewer lines serve the project site?
 • Will line extension within an existing district be necessary to serve the project?
 If Yes:
 • Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No
 If Yes:
 • Applicant/sponsor for new district: _____
 • Date application submitted or anticipated: _____
 • What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge, or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? Yes No
 If Yes:
 i. How much impervious surface will the project create in relation to total size of project parcel?
 _____ Square feet or 0.05 acres (impervious surface)
 _____ Square feet or 2.684 acres (parcel size)

ii. Describe types of new point sources. STORMWATER WILL BE DIRECTED TO A NEW CATCH BASIN ON CLINTON STREET AS SHOWN ON THE CIVIL PLANS.

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?
ONSITE SWALES AND CATCH BASINS WILL DISCHARGE TO THE CITY OF WATERTOWN STORM SEWER SYSTEM.

• If to surface waters, identify receiving water bodies or wetlands: _____

• Will stormwater runoff flow to adjacent properties? Yes No

iv. Does proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? Yes No
 If Yes, identify:
 i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)
CONSTRUCTION PROCESS OPERATIONS

ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? Yes No
 If Yes:
 i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) Yes No

ii. In addition to emissions as calculated in the application, the project will generate:

- _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
- _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
- _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
- _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
- _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
- _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? Yes No

If Yes:

i. Estimate methane generation in tons/year (metric): _____

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? Yes No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? Yes No

If Yes:

i. When is the peak traffic expected (Check all that apply): Morning Evening Weekend
 Randomly between hours of _____ to _____

ii. For commercial activities only, projected number of semi-trailer truck trips/day: _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

iv. Does the proposed action include any shared use parking? Yes No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site? Yes No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? Yes No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? Yes No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? Yes No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: _____

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____

iii. Will the proposed action require a new, or an upgrade to, an existing substation? Yes No

l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ 8-5 _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ 	<p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ 8-5 _____ • Saturday: _____ • Sunday: _____ • Holidays: _____
--	---

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? Yes No
 If yes:
 i. Provide details including sources, time of day and duration:
 CONSTRUCTION ACTIVITIES WILL BE FROM 8-5 MONDAY - FRIDAY

ii. Will proposed action remove existing natural barriers that could act as a noise barrier or screen? Yes No
 Describe: _____

n.. Will the proposed action have outdoor lighting? Yes No
 If yes:
 i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:
 POLE MOUNTED SIDE LIGHTING AND BUILDING LIGHTING ARE PROPOSED. SEE ATTACHED PHOTOMETRICS PLAN.

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? Yes No
 Describe: _____

o. Does the proposed action have the potential to produce odors for more than one hour per day? Yes No
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? Yes No
 If Yes:
 i. Product(s) to be stored _____
 ii. Volume(s) _____ per unit time _____ (e.g., month, year)
 iii. Generally describe proposed storage facilities: _____

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? Yes No
 If Yes:
 i. Describe proposed treatment(s):

ii. Will the proposed action use Integrated Pest Management Practices? Yes No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? Yes No
 If Yes:
 i. Describe any solid waste(s) to be generated during construction or operation of the facility:
 • Construction: _____ 10 tons per _____ WEEK (unit of time)
 • Operation : _____ 1 tons per _____ WEEK (unit of time)
 ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:
 • Construction: N/A

 • Operation: THE FACILITY WILL RECYCLE AS EFFICIENTLY AS POSSIBLE

 iii. Proposed disposal methods/facilities for solid waste generated on-site:
 • Construction: OFFSITE REMOVAL

 • Operation: OFFSITE REMOVAL

s. Does the proposed action include construction or modification of a solid waste management facility? Yes No
 If Yes:
 i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____
 ii. Anticipated rate of disposal/processing:
 • _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
 • _____ Tons/hour, if combustion or thermal treatment
 iii. If landfill, anticipated site life: _____ years

t. Will proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? Yes No
 If Yes:
 i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____

 ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

 iii. Specify amount to be handled or generated _____ tons/month
 iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____

 v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? Yes No
 If Yes: provide name and location of facility: _____

 If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility:

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.
 i. Check all uses that occur on, adjoining and near the project site.
 Urban Industrial Commercial Residential (suburban) Rural (non-farm)
 Forest Agriculture Aquatic Other (specify): _____
 ii. If mix of uses, generally describe:
 PRIMARILY ALL COMMERCIAL ENTITIES IN THIS AREA WITH RESIDENTIAL HOMES BEING ACROSS THE STREET ON BOTH MULLIN AND CLINTON

b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	2.34	2.0	-.34
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: <u>LAWN & DECORATIVE STONE</u>	.34	.68	+ .19

c. Is the project site presently used by members of the community for public recreation? Yes No
i. If Yes: explain: _____

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? Yes No
If Yes,
i. Identify Facilities:
JEFFERSON COUNTY HUMAN SERVICES; DULLES STATE OFFICE BUILDING DAYCARE CENTER; 2 GROUP HOMES LOCATED ON CLINTON STREET; YMCA DAYCARE

e. Does the project site contain an existing dam? Yes No
If Yes:
i. Dimensions of the dam and impoundment:
• Dam height: _____ feet
• Dam length: _____ feet
• Surface area: _____ acres
• Volume impounded: _____ gallons OR acre-feet
ii. Dam's existing hazard classification: _____
iii. Provide date and summarize results of last inspection: _____

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? Yes No
If Yes:
i. Has the facility been formally closed? Yes No
• If yes, cite sources/documentation: _____
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____
iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? Yes No
If Yes:
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? Yes No
If Yes:
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: Yes No
 Yes – Spills Incidents database Provide DEC ID number(s): _____
 Yes – Environmental Site Remediation database Provide DEC ID number(s): _____
 Neither database
ii. If site has been subject of RCRA corrective activities, describe control measures: _____
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? Yes No
If yes, provide DEC ID number(s): V00473
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s):
THE SITE MENTIONED IS CURRENTLY THE EMPSALL BUILDING. THE REMEDIATION SEEMS INACTIVE AT THIS TIME.

v. Is the project site subject to an institutional control limiting property uses? Yes No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? Yes No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? GREATER THAN 5 feet

b. Are there bedrock outcroppings on the project site? Yes No
 If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site: URBAN LAND 100 %
 _____ %
 _____ %

d. What is the average depth to the water table on the project site? Average: >5 feet

e. Drainage status of project site soils: Well Drained: 100 % of site
 Moderately Well Drained: _____ % of site
 Poorly Drained _____ % of site

f. Approximate proportion of proposed action site with slopes: 0-10%: 100 % of site
 10-15%: _____ % of site
 15% or greater: _____ % of site

g. Are there any unique geologic features on the project site? Yes No
 If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? Yes No

ii. Do any wetlands or other waterbodies adjoin the project site? Yes No
 If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? Yes No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name _____ Classification _____
- Lakes or Ponds: Name _____ Classification _____
- Wetlands: Name _____ Approximate Size _____
- Wetland No. (if regulated by DEC) _____

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? Yes No
 If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? Yes No

j. Is the project site in the 100 year Floodplain? Yes No

k. Is the project site in the 500 year Floodplain? Yes No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? Yes No
 If Yes:
 i. Name of aquifer: _____

<p>m. Identify the predominant wildlife species that occupy or use the project site: _____</p> <p>_____</p> <p>_____</p>	
<p>n. Does the project site contain a designated significant natural community? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Describe the habitat/community (composition, function, and basis for designation): _____</p> <p style="margin-left: 20px;">ii. Source(s) of description or evaluation: _____</p> <p style="margin-left: 20px;">iii. Extent of community/habitat:</p> <ul style="list-style-type: none"> • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres 	
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p>_____</p>	
E.3. Designated Public Resources On or Near Project Site	
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, provide county plus district name/number: _____</p>	
<p>b. Are agricultural lands consisting of highly productive soils present? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p style="margin-left: 20px;">i. If Yes: acreage(s) on project site? _____</p> <p style="margin-left: 20px;">ii. Source(s) of soil rating(s): _____</p>	
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature</p> <p style="margin-left: 20px;">ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____</p> <p>_____</p>	
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes:</p> <p style="margin-left: 20px;">i. CEA name: _____</p> <p style="margin-left: 20px;">ii. Basis for designation: _____</p> <p style="margin-left: 20px;">iii. Designating agency and date: _____</p>	

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on, or has been nominated by the NYS Board of Historic Preservation for inclusion on, the State or National Register of Historic Places?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input checked="" type="checkbox"/> Historic Building or District	
<i>ii.</i> Name: Trinity Episcopal Church and Parish House, Taylor, Emma Flower, Mansion, Paddock Mansion, Watertown Masonic Temple	
<i>iii.</i> Brief description of attributes on which listing is based: _____	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	
If Yes:	
<i>i.</i> Describe possible resource(s): _____	
<i>ii.</i> Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify resource: BLACK RIVER TRAIL, OLYMPIC TRAIL	
<i>ii.</i> Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): SCENIC BYWAY	
<i>iii.</i> Distance between project and resource: _____ 3 miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes:	
<i>i.</i> Identify the name of the river and its designation: _____	
<i>ii.</i> Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

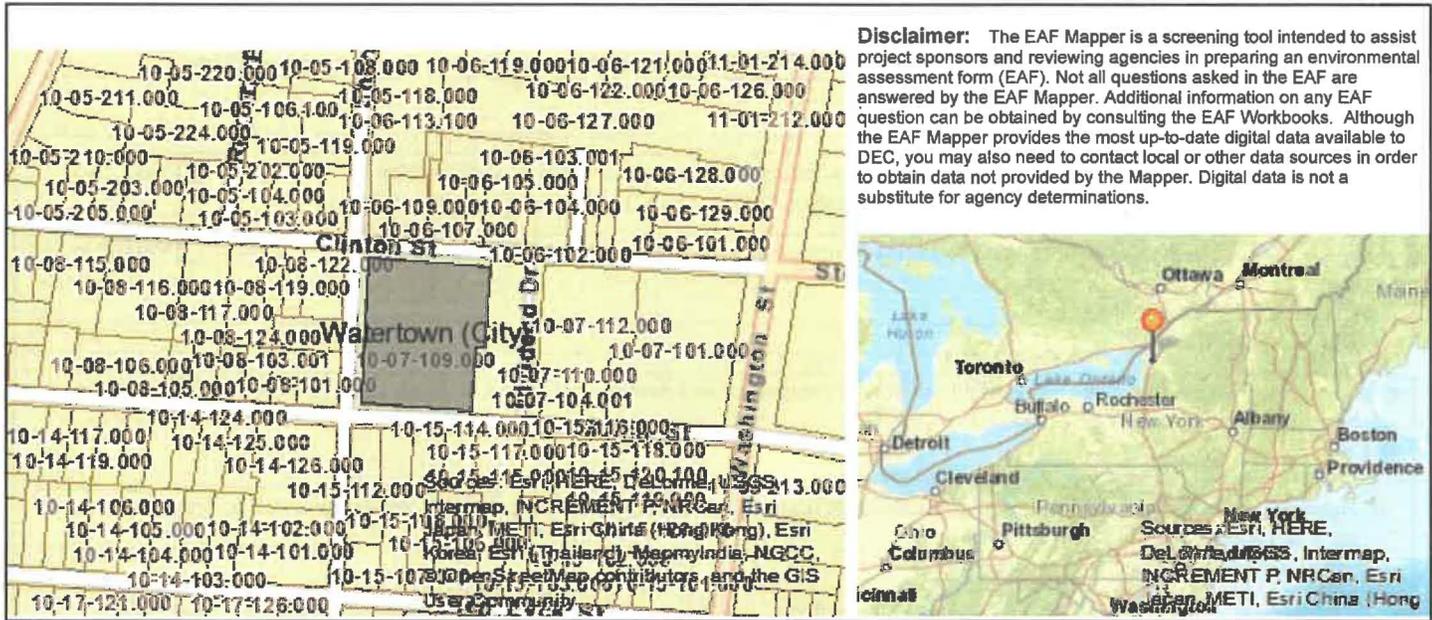
G. Verification

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

Applicant/Sponsor Name MICHAEL E. LUNDY Date 4/18/2017

Signature  ENGINEER CIVIL FOR Title _____

PRINT FORM



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]	V00473
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.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 Register of Historic Places]	Yes - Digital mapping data for archaeological site boundaries are not available. Refer to EAF Workbook.
E.3.e.ii [National Register of Historic Places - Name]	Trinity Episcopal Church and Parish House, Taylor, Emma Flower, Mansion, Paddock Mansion, Watertown Masonic Temple
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No



CLINTON CENTER DEVELOPMENT

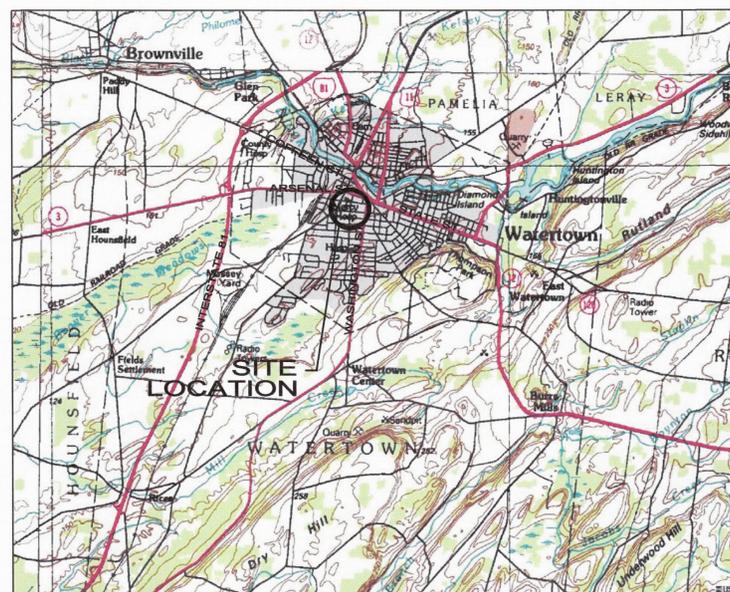
155 CLINTON STREET, CITY OF WATERTOWN
JEFFERSON COUNTY, NEW YORK

SITE DEVELOPMENT PLANS

19 NOVEMBER 2019

INDEX OF DRAWINGS:

- C101 - SITE AND LANDSCAPING PLAN
- C102 - UTILITY AND GRADING PLAN
- C103 - PHOTOMETRIC PLAN



LOCATION MAP
APPROXIMATE SCALE 1" = 2000'

PREPARED BY:



Architecture
Engineering
Environmental
Land Surveying
Land Planning



PATRICK J. SCORDO, P.E.
New York State Reg. No. 068965-1

PREPARED FOR:

CLINTON CENTER DEVELOPMENT, LLC
18841 US ROUTE 11
WATERTOWN, NY 13601
CONTACT: MR. MICHAEL LUNDY
(315) 493-2493



2012-230E
CLINTON CENTER DEVELOPMENT - SITE DEVELOPMENT PLANS
155 CLINTON STREET - CITY OF WATERTOWN, NEW YORK

PLANNING DATA		
CURRENT ZONING CLASSIFICATION - DOWNTOWN USE: PROFESSIONAL OFFICE		
AREA AND BULK CALCULATIONS		
ITEM	REQUIRED/ALLOWED	PROPOSED
LOT SIZE	NA	NA
FRONT YARD SETBACK	0	9.7' (SAME AS EXISTING)
SIDE YARD SETBACK	0	19.9', 49'
REAR YARD SETBACK	0	164'
MAX % BUILDING	100%	NA
PARKING SPACES	NA	131 SPACES

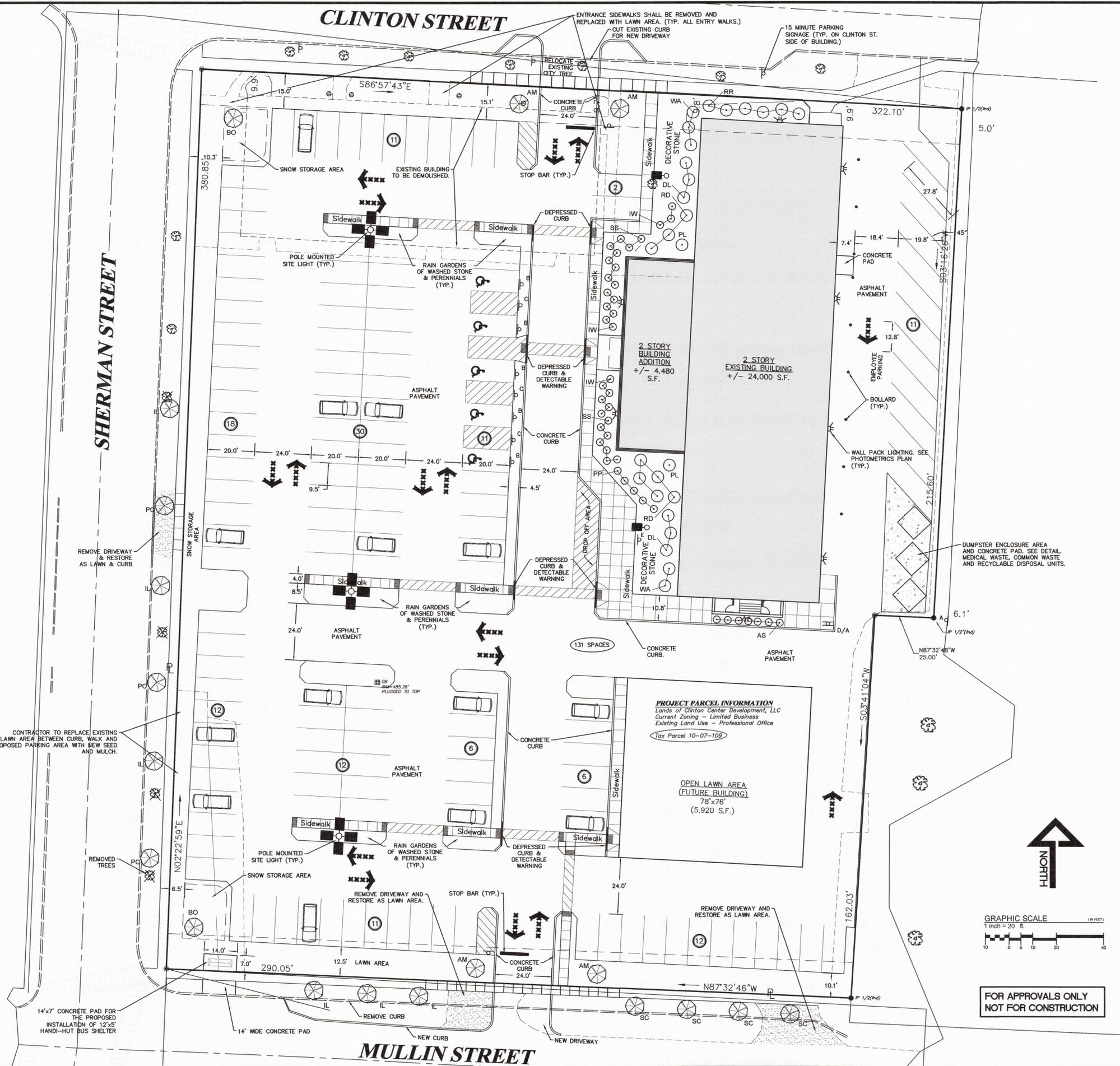
SIGN SCHEDULE					
LABEL	SIGNS	LABEL	SIGNS	LABEL	SIGNS
A		C		E	
B		D			

- ALL OUTSIDE SIGNS ARE TO BE CONSTRUCTED IN ACCORDANCE WITH ALL DETAILS WITHIN THE STATE OF NEW YORK DEPARTMENT OF TRANSPORTATION - US CUSTOMARY STANDARD SHEETS 645-01 THROUGH 645-14. THIS INCLUDES BUT IS NOT LIMITED TO: STANDARD SIGN BLANK DETAILS (645-01); POSITIONING OF TRAFFIC SIGNS (645-03); SIGN PANEL DETAILS FOR GUIDE, INFORMATION AND OTHER SIGNS (645-09); BI-DIRECTIONAL BREAKAWAY BASE AND HINGE ASSEMBLY (645-11).
- ALL SIGNS AND PAINT MARKINGS ARE TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS AS OUTLINED IN THE LATEST VERSION OF THE FEDERAL MUTCD AND THE NYS SUPPLEMENT.

PLANT MATERIAL SCHEDULE			
SYMBOL	BOTANICAL NAME	COMMON NAME	SIZE
TREES			
BO	QUERCUS MACROCARPA	BURR OAK	2 CAL
IL	SYRINGA RETICULATA	'IVORY SILK' TREE LILAC	2 CAL
AM	ACER x FREMANII 'AUTUMN BLAZE'	AUTUMN BLAZE MAPLE	2" CAL
SC	MALUS 'SPRING SNOW'	'SPRING SNOW' CRABAPPLE	2" CAL
PC	MALUS 'PRAIRIFIRE'	'PRAIRIFIRE' CRABAPPLE	2" CAL
EVERGREEN			
WA	THUJA OCCIDENTALIS 'WOODWARDII'	WOODWARDII ARBORVITAE	24" B.B
IW	EUONYMUS FORTUNEI 'IVORY JADE'	'IVORY JADE' WINTERCREEPER	3 GAL.
SHRUBS			
DL	SYRINGA PATULA 'MISS KIM'	DWARF KOREAN LILAC	3 GAL.
RD	CORNUS ALBA SIBERICA	RED TWIG DOGWOOD	3-4'
AS	SPIREA BULMALDA 'ANTHONY WATERER'	ANTHONY WATERER SPIREA	3 GAL.
PP	POTENTILLA FRUTICOSA 'PINK BEAUTY'	PINK BEAUTY POTENTILLA	3 GAL.
LS	SPIREA JAPONICA 'LITTLE PRINCESS'	LITTLE PRINCESS SPIREA	3 GAL.
SS	SPIREA NIPPONICA 'SNOWMOUND'	SNOWMOUND SPIREA	3 GAL.
RR	RUGOSA ROSE	PINK RUGOSA ROSE	3 GAL.
PL	PRUNUS CISTENA	PURPLE LEAF SAND CHERRY	3-4'
RAIN GARDEN			
RAIN GARDENS SHALL CONTAIN VARIOUS PERENNIALS AND GRASSES			

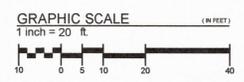
MASTER LEGEND	
EXISTING	PROPOSED

CONTRACTOR TO REPLACE EXISTING LAWN AREA BETWEEN CURB, WALK AND PROPOSED PARKING AREA WITH NEW SEED AND MULCH.



PROJECT PARCEL INFORMATION
Lands of Clinton Center Development, LLC
Current Zoning - Limited Business
Existing Land Use - Professional Office
Tax Parcel 10-07-109

OPEN LAWN AREA (FUTURE BUILDING)
78'x76'
(5,920 S.F.)



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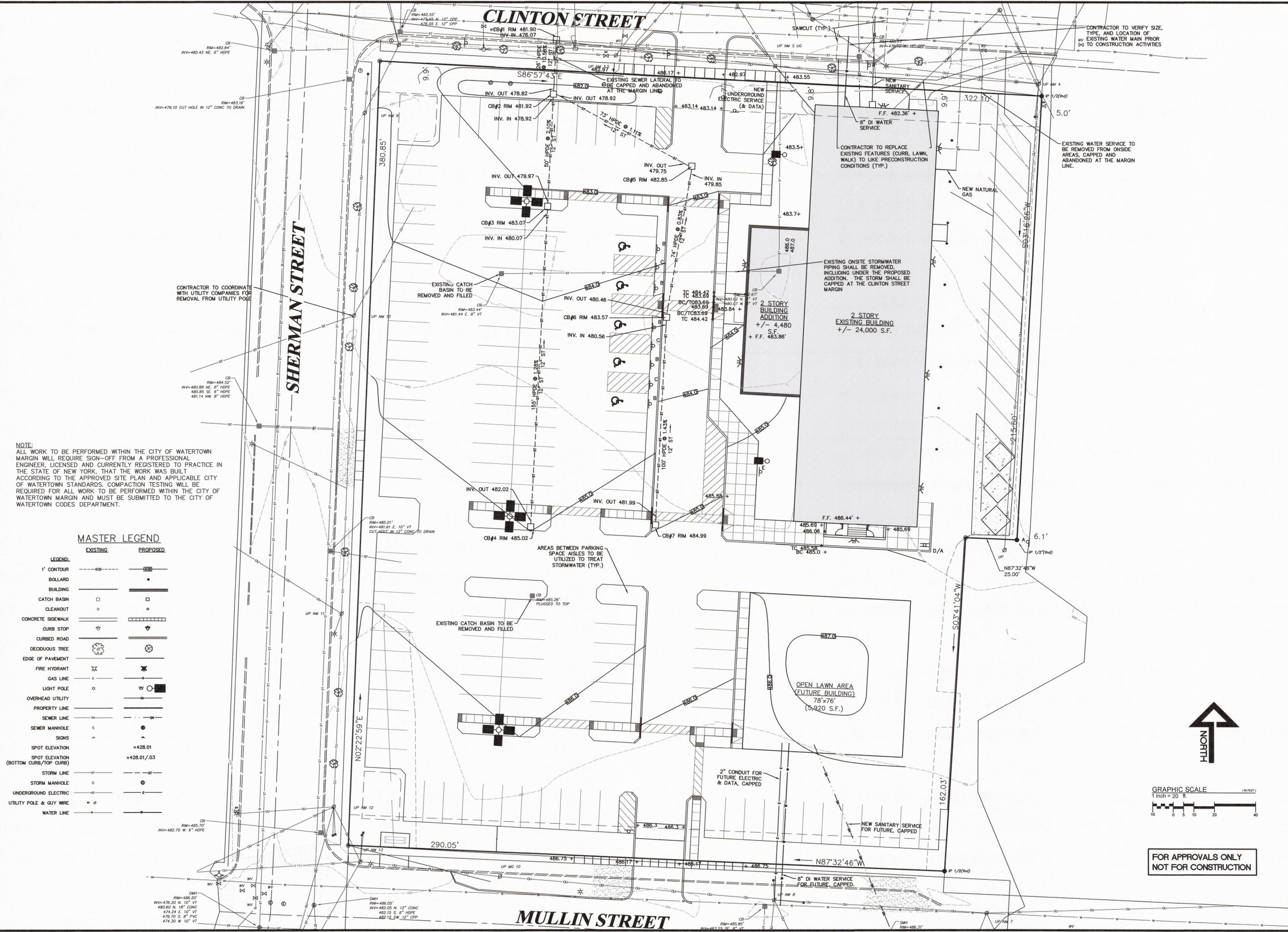
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SITE AND LANDSCAPING PLAN
CLINTON CENTER DEVELOPMENT
155 CLINTON STREET, CITY OF WATERTOWN
JEFFERSON COUNTY, NEW YORK

Project #: 2012-230
Scale: AS NOTED
Date: 2/22/17
Drawn By: GFB/THR/MWL
Designed By: MWL
Checked by: PJS PJS
Date Issued: 11-19-2019
Drawing Number:

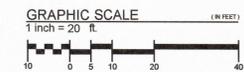
C101



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.

MASTER LEGEND

LEGEND:	EXISTING	PROPOSED
1' CONTOUR	---	---
BOLLARD	•	•
BUILDING	▭	▭
CATCH BASIN	□	□
CLEANOUT	○	○
CONCRETE SIDEWALK	▨	▨
CURB STOP	+	+
CURBED ROAD	▬	▬
DECIDUOUS TREE	⊗	⊗
EDGE OF PAVEMENT	—	—
FIRE HYDRANT	⊕	⊕
GAS LINE	—	—
LIGHT POLE	⊙	⊙
OVERHEAD UTILITY	—	—
PROPERTY LINE	—	—
SEWER LINE	—	—
SEWER MANHOLE	⊙	⊙
SIGNS	△	△
SPOT ELEVATION	x428.01	x428.01
SPOT ELEVATION (BOTTOM CURB/TOP CURB)	x428.01/03	x428.01/03
STORM LINE	—	—
STORM MANHOLE	⊙	⊙
UNDERGROUND ELECTRIC	—	—
UTILITY POLE & GUY WIRE	⊙	⊙
WATER LINE	—	—



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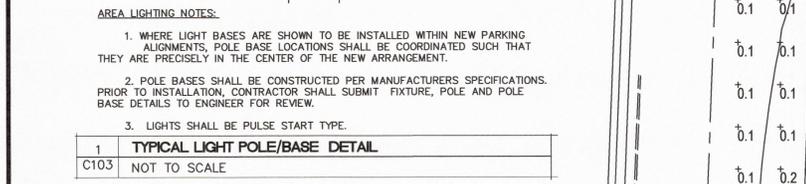
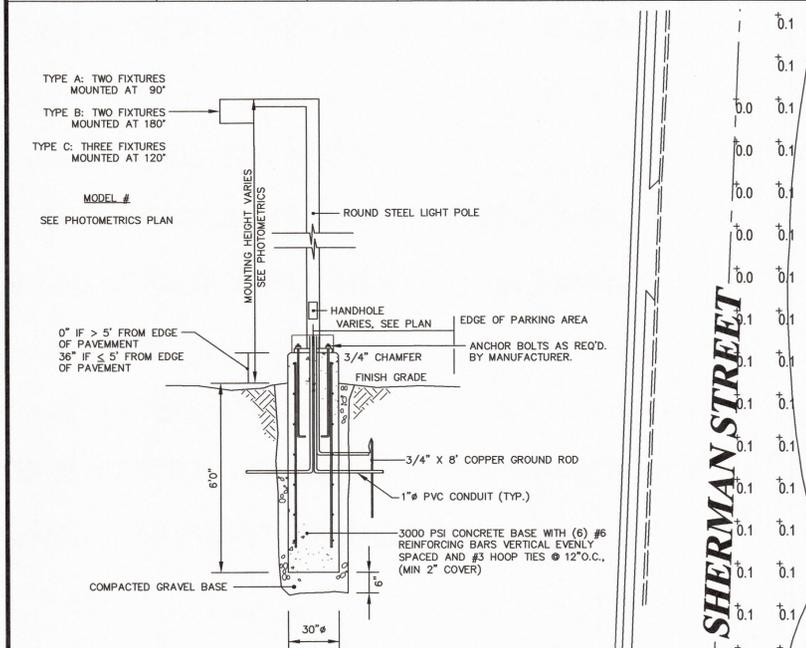
UTILITY AND GRADING PLAN
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 Checked by: PJS
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 Drawing Number:

C102

Symbol	Qty	Label	Arrangement	Lum. Lumens	Lum. Watts	Arr. Watts	Total Watts	LLD	LDD	BF	LLF	Description
☐	3	LA-V	SINGLE	32055	279	279	837	0.920	0.950	1.000	0.874	GLEON-AF-05-LED-E1-5WQ
☐	2	LB-IV	SINGLE	6542	59	59	118	0.920	0.950	1.000	0.874	GPC-AF-01-LED-E1-T4FT
☐	3	WLA-III	SINGLE	2419	20.09	20.09	60.27	0.920	0.950	1.000	0.874	ISW-AF-350-LED-E1-SL3
☐	5	WLA-IV	SINGLE	2285	20.09	20.09	100.45	0.920	0.950	1.000	0.874	ISW-AF-350-LED-E1-SL4

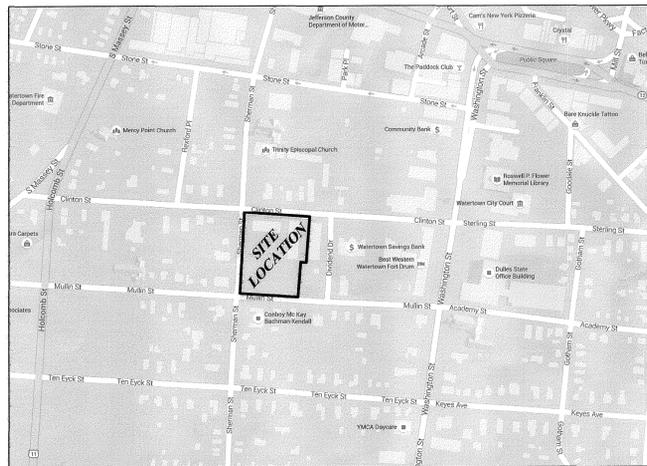
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
CalcPts_1	Illuminance	Fc	0.67	5.5	0.0	N.A.	N.A.



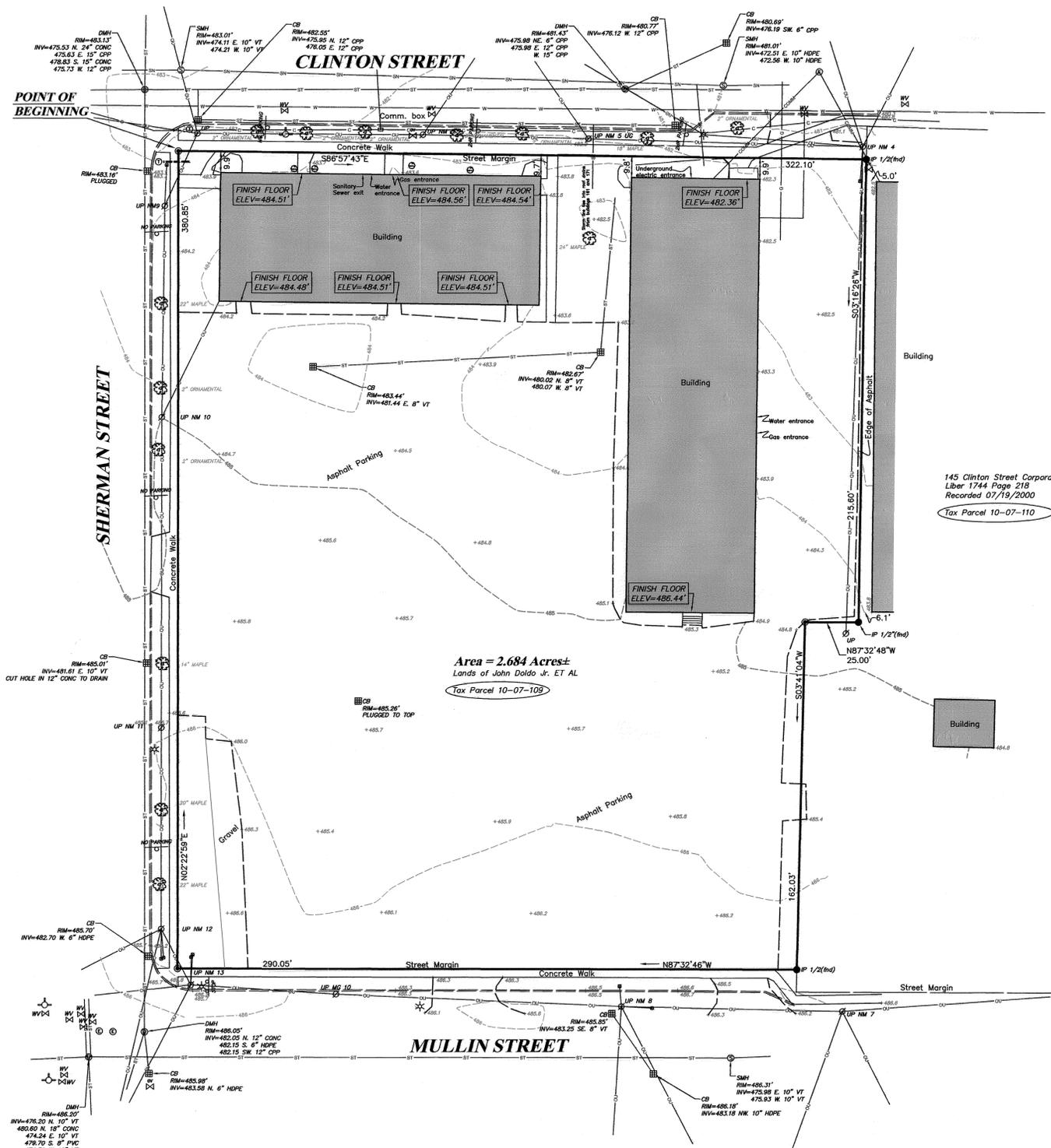
- AREA LIGHTING NOTES:**
- WHERE LIGHT BASES ARE SHOWN TO BE INSTALLED WITHIN NEW PARKING ALIGNMENTS, POLE BASE LOCATIONS SHALL BE COORDINATED SUCH THAT THEY ARE PRECISELY IN THE CENTER OF THE NEW ARRANGEMENT.
 - POLE BASES SHALL BE CONSTRUCTED PER MANUFACTURERS SPECIFICATIONS. PRIOR TO INSTALLATION, CONTRACTOR SHALL SUBMIT FIXTURE, POLE AND POLE BASE DETAILS TO ENGINEER FOR REVIEW.
 - LIGHTS SHALL BE PULSE START TYPE.

1	TYPICAL LIGHT POLE/BASE DETAIL
C103	NOT TO SCALE

0.1	0.1	0.2	0.3	0.4	0.5	0.6	0.7	0.8	0.9	1.0	1.1	1.2	1.3	1.4	1.5	1.6	1.7	1.8	1.9	2.0	2.1	2.2	2.3	2.4	2.5	2.6	2.7	2.8	2.9	3.0	3.1	3.2	3.3	3.4	3.5	3.6	3.7	3.8	3.9	4.0	4.1	4.2	4.3	4.4	4.5	4.6	4.7	4.8	4.9	5.0	5.1	5.2	5.3	5.4	5.5	5.6	5.7	5.8	5.9	6.0	6.1	6.2	6.3	6.4	6.5	6.6	6.7	6.8	6.9	7.0	7.1	7.2	7.3	7.4	7.5	7.6	7.7	7.8	7.9	8.0	8.1	8.2	8.3	8.4	8.5	8.6	8.7	8.8	8.9	9.0	9.1	9.2	9.3	9.4	9.5	9.6	9.7	9.8	9.9	10.0	10.1	10.2	10.3	10.4	10.5	10.6	10.7	10.8	10.9	11.0	11.1	11.2	11.3	11.4	11.5	11.6	11.7	11.8	11.9	12.0	12.1	12.2	12.3	12.4	12.5	12.6	12.7	12.8	12.9	13.0	13.1	13.2	13.3	13.4	13.5	13.6	13.7	13.8	13.9	14.0	14.1	14.2	14.3	14.4	14.5	14.6	14.7	14.8	14.9	15.0	15.1	15.2	15.3	15.4	15.5	15.6	15.7	15.8	15.9	16.0	16.1	16.2	16.3	16.4	16.5	16.6	16.7	16.8	16.9	17.0	17.1	17.2	17.3	17.4	17.5	17.6	17.7	17.8	17.9	18.0	18.1	18.2	18.3	18.4	18.5	18.6	18.7	18.8	18.9	19.0	19.1	19.2	19.3	19.4	19.5	19.6	19.7	19.8	19.9	20.0	20.1	20.2	20.3	20.4	20.5	20.6	20.7	20.8	20.9	21.0	21.1	21.2	21.3	21.4	21.5	21.6	21.7	21.8	21.9	22.0	22.1	22.2	22.3	22.4	22.5	22.6	22.7	22.8	22.9	23.0	23.1	23.2	23.3	23.4	23.5	23.6	23.7	23.8	23.9	24.0	24.1	24.2	24.3	24.4	24.5	24.6	24.7	24.8	24.9	25.0	25.1	25.2	25.3	25.4	25.5	25.6	25.7	25.8	25.9	26.0	26.1	26.2	26.3	26.4	26.5	26.6	26.7	26.8	26.9	27.0	27.1	27.2	27.3	27.4	27.5	27.6	27.7	27.8	27.9	28.0	28.1	28.2	28.3	28.4	28.5	28.6	28.7	28.8	28.9	29.0	29.1	29.2	29.3	29.4	29.5	29.6	29.7	29.8	29.9	30.0	30.1	30.2	30.3	30.4	30.5	30.6	30.7	30.8	30.9	31.0	31.1	31.2	31.3	31.4	31.5	31.6	31.7	31.8	31.9	32.0	32.1	32.2	32.3	32.4	32.5	32.6	32.7	32.8	32.9	33.0	33.1	33.2	33.3	33.4	33.5	33.6	33.7	33.8	33.9	34.0	34.1	34.2	34.3	34.4	34.5	34.6	34.7	34.8	34.9	35.0	35.1	35.2	35.3	35.4	35.5	35.6	35.7	35.8	35.9	36.0	36.1	36.2	36.3	36.4	36.5	36.6	36.7	36.8	36.9	37.0	37.1	37.2	37.3	37.4	37.5	37.6	37.7	37.8	37.9	38.0	38.1	38.2	38.3	38.4	38.5	38.6	38.7	38.8	38.9	39.0	39.1	39.2	39.3	39.4	39.5	39.6	39.7	39.8	39.9	40.0	40.1	40.2	40.3	40.4	40.5	40.6	40.7	40.8	40.9	41.0	41.1	41.2	41.3	41.4	41.5	41.6	41.7	41.8	41.9	42.0	42.1	42.2	42.3	42.4	42.5	42.6	42.7	42.8	42.9	43.0	43.1	43.2	43.3	43.4	43.5	43.6	43.7	43.8	43.9	44.0	44.1	44.2	44.3	44.4	44.5	44.6	44.7	44.8	44.9	45.0	45.1	45.2	45.3	45.4	45.5	45.6	45.7	45.8	45.9	46.0	46.1	46.2	46.3	46.4	46.5	46.6	46.7	46.8	46.9	47.0	47.1	47.2	47.3	47.4	47.5	47.6	47.7	47.8	47.9	48.0	48.1	48.2	48.3	48.4	48.5	48.6	48.7	48.8	48.9	49.0	49.1	49.2	49.3	49.4	49.5	49.6	49.7	49.8	49.9	50.0	50.1	50.2	50.3	50.4	50.5	50.6	50.7	50.8	50.9	51.0	51.1	51.2	51.3	51.4	51.5	51.6	51.7	51.8	51.9	52.0	52.1	52.2	52.3	52.4	52.5	52.6	52.7	52.8	52.9	53.0	53.1	53.2	53.3	53.4	53.5	53.6	53.7	53.8	53.9	54.0	54.1	54.2	54.3	54.4	54.5	54.6	54.7	54.8	54.9	55.0	55.1	55.2	55.3	55.4	55.5	55.6	55.7	55.8	55.9	56.0	56.1	56.2	56.3	56.4	56.5	56.6	56.7	56.8	56.9	57.0	57.1	57.2	57.3	57.4	57.5	57.6	57.7	57.8	57.9	58.0	58.1	58.2	58.3	58.4	58.5	58.6	58.7	58.8	58.9	59.0	59.1	59.2	59.3	59.4	59.5	59.6	59.7	59.8	59.9	60.0	60.1	60.2	60.3	60.4	60.5	60.6	60.7	60.8	60.9	61.0	61.1	61.2	61.3	61.4	61.5	61.6	61.7	61.8	61.9	62.0	62.1	62.2	62.3	62.4	62.5	62.6	62.7	62.8	62.9	63.0	63.1	63.2	63.3	63.4	63.5	63.6	63.7	63.8	63.9	64.0	64.1	64.2	64.3	64.4	64.5	64.6	64.7	64.8	64.9	65.0	65.1	65.2	65.3	65.4	65.5	65.6	65.7	65.8	65.9	66.0	66.1	66.2	66.3	66.4	66.5	66.6	66.7	66.8	66.9	67.0	67.1	67.2	67.3	67.4	67.5	67.6	67.7	67.8	67.9	68.0	68.1	68.2	68.3	68.4	68.5	68.6	68.7	68.8	68.9	69.0	69.1	69.2	69.3	69.4	69.5	69.6	69.7	69.8	69.9	70.0	70.1	70.2	70.3	70.4	70.5	70.6	70.7	70.8	70.9	71.0	71.1	71.2	71.3	71.4	71.5	71.6	71.7	71.8	71.9	72.0	72.1	72.2	72.3	72.4	72.5	72.6	72.7	72.8	72.9	73.0	73.1	73.2	73.3	73.4	73.5	73.6	73.7	73.8	73.9	74.0	74.1	74.2	74.3	74.4	74.5	74.6	74.7	74.8	74.9	75.0	75.1	75.2	75.3	75.4	75.5	75.6	75.7	75.8	75.9	76.0	76.1	76.2	76.3	76.4	76.5	76.6	76.7	76.8	76.9	77.0	77.1	77.2	77.3	77.4	77.5	77.6	77.7	77.8	77.9	78.0	78.1	78.2	78.3	78.4	78.5	78.6	78.7	78.8	78.9	79.0	79.1	79.2	79.3	79.4	79.5	79.6	79.7	79.8	79.9	80.0	80.1	80.2	80.3	80.4	80.5	80.6	80.7	80.8	80.9	81.0	81.1	81.2	81.3	81.4	81.5	81.6	81.7	81.8	81.9	82.0	82.1	82.2	82.3	82.4	82.5	82.6	82.7	82.8	82.9	83.0	83.1	83.2	83.3	83.4	83.5	83.6	83.7	83.8	83.9	84.0	84.1	84.2	84.3	84.4	84.5	84.6	84.7	84.8	84.9	85.0	85.1	85.2	85.3	85.4	85.5	85.6	85.7	85.8	85.9	86.0	86.1	86.2	86.3	86.4	86.5	86.6	86.7	86.8	86.9	87.0	87.1	87.2	87.3	87.4	87.5	87.6	87.7	87.8	87.9	88.0	88.1	88.2	88.3	88.4	88.5	88.6	88.7	88.8	88.9	89.0	89.1	89.2	89.3	89.4	89.5	89.6	89.7	89.8	89.9	90.0	90.1	90.2	90.3	90.4	90.5	90.6	90.7	90.8	90.9	91.0	91.1	91.2	91.3	91.4	91.5	91.6	91.7	91.8	91.9	92.0	92.1	92.2	92.3	92.4	92.5	92.6	92.7	92.8	92.9	93.0	93.1	93.2	93.3	93.4	93.5	93.6	93.7	93.8	93.9	94.0	94.1	94.2	94.3	94.4	94.5	94.6	94.7	94.8	94.9	95.0	95.1	95.2	95.3	95.4	95.5	95.6	95.7	95.8	95.9	96.0	96.1	96.2	96.3	96.4	96.5	96.6	96.7	96.8	96.9	97.0	97.1	97.2	97.3	97.4	97.5	97.6	97.7	97.8	97.9	98.0	98.1	98.2	98.3	98.4	98.5	98.6	98.7	98.8	98.9	99.0	99.1	99.2	99.3	99.4	99.5	99.6	99.7	99.8	99.9	100.0	100.1	100.2	100.3	100.4	100.5	100.6	100.7	100.8	100.9	101.0	101.1	101.2	101.3	101.4	101.5	101.6	101.7	101.8	101.9	102.0	102.1	102.2	102.3	102.4	102.5	102.6	102.7	102.8	102.9	103.0	103.1	103.2	103.3	103.4	103.5	103.6	103.7	103.8	103.9	104.0	104.1	104.2	104.3	104.4	104.5	104.6	104.7	104.8	104.9	105.0	105.1	105.2	105.3	105.4	105.5	105.6	105.7	105.8	105.9	106.0	106.1	106.2	106.3	106.4	106.5	106.6	106.7	106.8	106.9	107.0	107.1	107.2	107.3	107.4	107.5	107.6	107.7	107.8	107.9	108.0	108.1	108.2	108.3	108.4	108.5	108.6	108.7	108.8	108.9	109.0	109.1	109.2	109.3	109.4	109.5	109.6	109.7	109.8	109.9	110.0	110.1	110.2	110.3	110.4	110.5	110.6	110.7	110.8	110.9	111.0	111.1	111.2	111.3	111.4	111.5	111.6	111.7	111.8	111.9	112.0	112.1	112.2	112.3	112.4	112.5	112.6	112.7	112.8	112.9	113.0	113.1	113.2	113.3	113.4	113.5	113.6	113.7	113.8	113.9	114.0	114.1	114.2	114.3	114.4	114.5	114.6	114.7	114.8	114.9	115.0	115.1	115.2	115.3	115.4	115.5	115.6	115.7	115.8	115.9	116.0	116.1	116.2	116.3	116.4	116.5	116.6	116.7	116.8	116.9	117.0	117.1	117.2	117.3	117.4	117.5	117.6	117.7	117.8	117.9	118.0	118.1	118.2	118.3	118.4	118.5	118.6	118.7	118.8	118.9	119.0	119.1	119.2	119.3	119.4	119.5	119.6	119.7	119.8
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**PROJECT LOCATION MAP
NOT TO SCALE**



- LEGEND:**
- - 1/2" IRON PIPE WITH CAP SET
 - - IRON PIPE FOUND (As Noted)
 - - CAST IRON BASIN SQUARE
 - ⊕ - GUY WIRE
 - ⊙ - HYDRANT
 - ⊗ - LIGHT POLE
 - ⊕ - ELECTRIC MANHOLE
 - ⊙ - MISC. MANHOLE
 - ⊕ - SEWER MANHOLE
 - ⊙ - STORM MANHOLE
 - - SIGN
 - - SIGN & POST
 - - UTILITY POLE
 - - WATER VALVE
 - - CURB
 - - GRAVEL
 - - OVERHEAD UTILITIES
 - - SANITARY SEWER LINE
 - - STORM SEWER LINE

DEED REFERENCES:

Watertown Savings Bank
to
John Daldo Jr. Individually
and John Daldo Jr.
As Executors of the Lewis G. Spicer Estate
(Conveying to each 50% interest)
Liber 918 Page 366
Recorded 09/29/1981

John Daldo Jr.
As Executor of the last Will and Testament of Lewis G. Spicer
to
John Daldo Jr.
As Trustee of the Residual Trust U/W/O Lewis G. Spicer
Liber 1072 Page 257
Recorded 04/21/1987
(Conveying 50% Interest)

Lewis G. Spicer III and Christa Spicer Mathews
As successor Trustees in Interest to John Daldo Jr.
to
Lewis G. Spicer III and Christa Spicer Mathews
As Trustees of the Residual Trust Created Under Article Fifth
of the Last Will and Testament of Lewis G. Spicer
Liber 1862 Page 143
Recorded 06/25/2016
(Conveying 50% Interest)

Area = 2.684 acres±

ABSTRACT REFERENCE:

Prepared by
Jefferson Abstract Corporation
Last Dated June 22, 2016

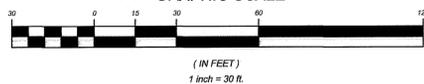
NOTES:

1. The horizontal datum referenced herein is NAD 1983, New York State Plane, Central Zone based on the NYS CORS Network.
2. The vertical datum referenced herein is NAVD 1988 based on the NYS CORS Network.
3. Subject parcel is a portion of the City of Watertown Real Property Assessment Parcel No. 10-07-109.
4. All adjoining are per the City of Watertown Assessment Offices.
5. Underground facilities, structures and utilities have been plotted from available surveys and records, and therefore their locations must be considered approximate only.

There may be other underground facilities, structures and utilities, the existence of which is presently not known and therefore not shown on this map.

Prior to construction contact Underground Facilities Protective Organization, (UFPO) at 1-800-962-7962 for exact location of all underground utilities.

GRAPHIC SCALE



Area = 2.684 Acres±
Lands of John Daldo Jr. ET AL
Tax Parcel 10-07-109

145 Clinton Street Corporation
Liber 1744 Page 218
Recorded 07/19/2000
Tax Parcel 10-07-110

**MAP OF 161-171 CLINTON STREET
PREPARED FOR LUNDY DEVELOPMENT
AND PROPERTY MANAGEMENT**

Project No: 80-078s.01
Scale: 1" = 30'
Date: 09/13/2016
Drawn By: Z.P.S.
Survey Date: 06/09/2016
Checked By: HPL
Date Issued: 4-17-17
Drawn No.

ARCHITECTURE
ENGINEERING
LAND SURVEYING

STATE OF NEW YORK
COUNTY OF JEFFERSON
CITY OF WATERTOWN

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IT IS A VIOLATION OF SECTION 7209,
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EDUCATION LAW FOR ANY PERSON,
UNLESS ACTING UNDER THE DIRECTION OF
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DATE AND A SPECIFIC DESCRIPTION OF
ALTERATION.



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 – 155 Clinton Street

DATE: November 27, 2019

Request: Site Plan Approval for the construction of a 4,480 square-foot, two-story building addition, a 142-space parking lot and associated site improvements at 155 Clinton Street, Parcel Number 10-07-109.000

Applicant: Patrick J. Scordo, P.E. of GYMO, DPC on behalf of Michael E. Lundy of Clinton Center Development, LLC

Proposed Use: Business and Conference Center, Office Space and Parking

Property Owner: Clinton Center Development, LLC

Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: No
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: No

SEQRA: Type I

Jefferson County 239-m Review: No

Zoning Information:

District: Downtown	Maximum Lot Coverage: N/A
Setback Requirements: F: 0', S: 0', R: 0'	Buffer Zones Required: No

Project Overview: The applicant proposes to construct a 4,480 square-foot, two-story building addition on the west side of the existing two-story building at 155 Clinton Street. The applicant proposes to demolish the existing one-story building at the north end of the site that fronts Clinton Street and pave additional parking area in its place.

Parking and Vehicle Circulation: The applicant proposes to provide vehicular access to the site from the Clinton and Mullin Street sides via a proposed drive aisle that would bisect the site and connect the two streets. The applicant also proposes to provide access to the rear of the building via a southbound one-way drive aisle connecting from Clinton Street that would allow ingress only.

The applicant includes directional arrows showing vehicular movements on the site plan. The City's Code Enforcement Bureau has reviewed the plans and is requiring the submission of a Vehicular and Pedestrian Circulation Plan that depicts the movements of a City fire truck and a delivery or refuse vehicle through the site.

In order to accommodate Fire Department access through the site, Code Enforcement is also requiring the applicant to widen the primary north-south drive aisle that connects to Clinton Street and Mullin Street to 26 feet in width. The applicant must also provide additional room for a City fire truck to maneuver around the southeast corner of the existing building. The applicant should use mountable curbs where the proposed sidewalk wraps around the southeast corner to the rear of the building to allow fire truck maneuverability or else eliminate the 23 linear feet of proposed sidewalk that extends beyond the east building face.

The applicant must also clarify vehicular movements surrounding the open lawn area, as the drawing appears to depict two one-way drive aisles (one northbound and one southbound) along the eastern edge of the property both feeding a two-way east-west drive aisle. In this scenario, an eastbound car in the two-way drive aisle would need to U-turn or find itself in conflict with oncoming traffic from the east of the open lawn area. The applicant could resolve this issue by allowing two-way traffic around the entire open lawn area as the drive aisle is 24 feet wide around its whole circumference.

Pedestrian Access: The applicant proposes to hatch multiple internal crosswalks to facilitate pedestrian movement through the site. This is both laudable and consistent with the City's adopted Complete Streets Policy. There is one notable exception however: the center east-west drive aisle between the primary building and the "open lawn area/future building." The applicant shall stripe a crosswalk across this drive aisle connecting these two features.

The applicant must also identify and replace all deficient sidewalks along the perimeter of the property and depict all necessary locations identified for such replacement on the site plan to the satisfaction of the City Engineering Department.

Landscaping and Buffers: The existing site is essentially devoid of any landscaping except for a small grass area in between the two buildings and in front of each building on Clinton St. The applicant proposes to plant six new street trees in the Sherman Street margin and seven new street trees in the Mullin Street margin. The applicant proposes to plant six interior trees around the perimeter of the parking lot.

The applicant removed four City-owned street trees located in the margin area along the perimeter of the property when the previously approved project had started. The City allowed the applicant to remove these trees to facilitate the development of the property. Planning Staff had inspected them prior to removal and determined that two of the trees were in poor condition and potentially hazardous and would have removed them anyway. The removal of the other two trees was authorized by the City, provided that the applicant comply with City's Tree Ordinance, Section 287-5, Paragraph D of the City Code, which states that whenever a City tree(s) is removed, the person shall subsequently replace the

tree(s) by the caliper inch, such that for every inch of diameter (DBH) removed, an equal number of caliper inches shall be replaced.

The two trees that were removed had a combined DBH of 39 inches. The applicant proposes 13 new trees in the right-of-way to replace those previously removed. Assuming that the proposed replacement trees will have a caliper diameter of 2.5 inches, the applicant proposes to provide 32.5 total caliper inches. The applicant must provide three additional trees in the right-of-way to fulfill the minimum replacement requirement of 39 caliper inches. This would also bring the proposal in line with the previously approved site plan that the applicant submitted on May 10, 2017, which included 16 new street trees in the Mullin and Sherman Street margins.

The preliminary concept drawing that the applicant submitted for Planning Board discussion on September 18, 2019 depicted 29 proposed interior parking lot trees. The proposed plans show six trees around the perimeter of the lot but none in the interior islands. The Planning Board's Landscaping and Buffer Zone Guidelines recommend interior parking lot trees, specifically, "one shade tree for each fifteen (15) parking spaces or any fraction thereof." The applicant proposes 142 parking spaces on the site, which would yield a recommended ten interior shade trees.

While some of the interior islands would be impractical for planting because of the light poles, there are opportunities for adding trees in the islands located at the southwest quadrant of the site. The applicant should consider planting a least one shade tree on each interior island that does not contain a light fixture. It should be noted that the previously approved site plan that the applicant submitted on May 10, 2017 contained several interior parking lot trees that exceeded the recommended total.

Finally, the applicant proposes a dumpster enclosure area containing three dumpsters at the eastern edge of the property, three feet from the eastern parcel boundary. The applicant must provide a letter from the neighboring property owner that waives the required 15-foot dumpster setback.

Engineering Comments: The Engineering Department has reviewed the plans and has the following comments:

- A. The applicant depicts new electric, water and sewer laterals extending to the future building from Mullin Street. The applicant must clarify if he proposes to install the infrastructure for these future services as part of this project.
- B. The applicant must show all underground electrical power supply lines to the interior light poles on the Utility Plan.
- C. The applicant must change the sanitary line type on Sherman St to a Type "S" designation instead of Type "ST" and install inlet traps after installing all new catch basins.
- D. The applicant must show all anticipated pavement and curb cuts for catch basins water, sewer and electrical installation, including all locations where he proposes to tie curbing in, and must label all these locations on the drawing, referencing a paving detail. The applicant can obtain a paving detail from the City Engineering Department.
- E. The drawing, as submitted, does not identify curb radii for the entrance driveways or on many of the interior curbs. Minimally, the applicant shall add curb radii to the drawing for the entrance driveways.
- F. The applicant shall coordinate with the Fire Department for the installation of Knox Boxes where required.

Miscellaneous: The following miscellaneous site plan drawing items must also be addressed:

- A. The applicant must add the adjacent reputed owners (Watertown Savings Bank) and tax parcel numbers to the site plan drawing in accordance with Site Plan Application requirements.
- B. The “Project Parcel Information” must be corrected as the label misidentifies the current zoning, which is Downtown, and erroneously identifies it as Limited Business.
- C. The site plan label and the Planning Data table must be updated to show the correct number of parking spaces, which is 142.
- D. Once the planting plan is finalized, the applicant must add a “Quantity” column to the planting schedule.

Permits: The applicant must obtain the following permits, minimally, prior to demolition and construction: MS4 Acceptance Permit, Demolition Permit, Building Permit, Sidewalk Permit, Fence Permit, General City Permit (for work performed within the margin), Sanitary/Storm Sewer Connection Permit and Water Supply Permit.

Summary:

1. The applicant shall submit a Vehicle and Pedestrian Circulation Plan that shows the movements of a delivery or refuse vehicle as well as a City fire truck to the satisfaction of the City Code Enforcement Bureau prior to the issuance of any permits.
2. The applicant must widen the primary north-south drive aisle to 26 feet in width and provide additional room for a City fire truck to maneuver around the southeast corner of the building.
3. The applicant must clarify vehicular movements around the “Open Lawn Area (Future Building),” per the description in the “Parking and Vehicular Circulation” section of the Planning Department’s November 27, 2019 memorandum to the Planning Board.
4. The applicant shall add a striped crosswalk across the center east-west drive aisle that provides a pedestrian connection from the existing building to the “Open Lawn Area (Future Building).”
5. The applicant shall identify and depict on the site plan the replacement of all deficient sidewalks along the perimeter of the property to the satisfaction of the City Engineering Department.
6. The applicant shall provide three additional street trees in the right-of-way along Sherman Street and/or Mullin Street for a total of sixteen to comply with the City’s tree ordinance relative to the replacement of removed trees.
7. The applicant should provide one additional shade tree in each of the interior parking lot islands that does not contain a light pole to comply with the Planning Board’s Adopted Landscaping and Buffer Zone Guidelines.
8. The applicant shall provide a letter from the neighboring property owner that waives the required 15-foot dumpster setback.
9. The applicant must address all concerns listed in the “Engineering Comments” section of the November 27, 2019 Planning Department memorandum to the Planning Board to the satisfaction of the City Engineering Department prior to the issuance of any permits.

10. The applicant must address all concerns listed in the “Miscellaneous Comments” section of the November 27, 2019 Planning Department memorandum to the Planning Board to the satisfaction of the Planning Department prior to the issuance of any permits.
11. The applicant must obtain the following permits, minimally, prior to demolition and construction: MS4 Acceptance Permit, Demolition Permit, Building Permit, Sidewalk Permit, Fence Permit, General City Permit, Sanitary/Storm Sewer Connection Permit and Water Supply Permit.

cc: City Council Members
Benjamin Arquitt, Civil Engineer I
Patrick Scordo, GYMO, DPC, 18969 US Route 11, Watertown, NY 13601
Michael Lundy, Clinton Center Development, LLC 18841 US Route 11, Watertown, NY 13601

SITE PLAN APPROVAL
155 CLINTON STREET, PARCEL NUMBER 10-07-100.000

The Planning Board then considered a request submitted by Patrick J. Scordo, P.E. of GYMO, DPC on behalf of Michael E. Lundy of Clinton Center Development, LLC for a two-story 4,480 square-foot building addition, a 142-space parking lot and associated site improvements at 155 Clinton Street, Parcel Number 10-07-100.000.

Mr. Lundy attended to represent the request.

Mr. Lundy began by saying the easiest thing to do would probably be to run through Staff's comments in the memorandum that everyone had. He then said that one of the things he ought to talk about first was a change of access points. Mr. Lundy explained that unlike the preliminary concept drawing he presented to the Planning Board in October, there would be no vehicular access from Sherman Street and he was now proposing access points from Clinton and Mullin Streets with two-directional traffic from one street through to the other.

Mr. Lundy then said that the Fire Department would like to see the central drive aisle widened to 26 feet and that was no problem. He also noted that Staff wanted to see a striped crosswalk across the center east-west drive aisle to provide a pedestrian connection from the existing building to the open lawn area to ensure complete connectivity to Mullin Street. He said that made sense to him and was not a problem either.

Mr. Coburn then asked Mr. Lundy if he could go in order of the summary item numbers, referring to the list at the end of Staff's memorandum, rather than going through the paragraphs in the main text. Mr. Lundy agreed and noted that his comments so far addressed the first two summary items.

Mr. Lundy then addressed the third summary item, which required the applicant to clarify vehicular movements around the open lawn area. Mr. Lundy referred to his drawing and said that there would be two-directional traffic around three sides of the building, but one-way northbound traffic only to the east of the open lawn area adjacent to the eastern property line.

Mr. Lundy then said that the fourth summary item required a striped crosswalk across the center east-west drive aisle that provides a pedestrian connection from the existing building to the open lawn area, which he had just previously discussed and agreed to.

Mr. Lundy then addressed the fifth summary item, which required the applicant to identify and depict on the site plan the replacement of all deficient sidewalks along the perimeter of the property to the satisfaction of the City Engineering Department. Mr. Lundy said that he had no issue replacing sidewalks, and that his preference would be to walk the site together with the Engineering Department and agree together on what walks needed replacing.

Mr. Lundy then addressed the sixth summary item, which required the applicant to provide three additional street trees in the right-of-way along Sherman Street and/or Mullin Street for a total of sixteen to comply with the City's tree ordinance relative to the replacement

of removed trees. Mr. Lundy said that he wished to state for the record that he was not the one that removed the trees in question as stated in the report. He said that National Grid hired Nelson Tree Service to remove them. (Editor's Note: While Nelson Tree Service removed the trees on behalf of National Grid, they did so at the request of the developer) He added that with that said, he had no issue adding three additional trees on the street side.

Mr. Lundy then addressed the seventh summary item, which recommended that applicant provide one additional shade tree in each of the interior parking lot islands that does not contain a light pole to comply with the Planning Board's adopted Landscaping and Buffer Zone Guidelines. Mr. Lundy said that he did have an issue with this summary item and that he was not a fan of interior parking lot trees. Mr. Lundy cited bird droppings, sap droppings and root intrusion through the sub base as reasons for his position.

Mr. Lundy then said that he had no issue with the islands having perennials or dwarf trees, but he was against larger trees in the interior of the parking lot. He said that he did not want this looking like a forest when he was done and the City will have several trees around the perimeter. He added that what the City did with the J.B. Wise parking lot, he would never do with his own property.

Mr. Coburn then noted that the summary item read, "Should," when it came to interior trees. Mr. Lumbis then said that Staff reviewed the proposal against the Planning Board's adopted Landscaping and Buffer Zone Guidelines, and the guidelines recommend one shade tree for every 15 parking spaces. Mr. Coburn asked if any requirements existed for the specific size and future height of the trees. Mr. Lumbis answered in the negative.

Mr. Lundy then asked if the City would accept shrubs and dwarf trees in the interior islands. Mr. Lumbis replied that they could be smaller. Mr. Coburn then noted that the guidelines were not part of the official City Code. Mr. Lumbis elaborated that the guidelines were something that the Planning Board previously put together, and that the Code only required trees if the proposal abutted a residential district.

He further explained that the guidelines' purpose was to provide guidance and prevent the kind of back-and-forth that used to occur during Planning Board meetings about the appropriate number and specific locations of trees in previous proposals. Ms. Fields then said that dwarf trees were acceptable to her if the rest of the Planning Board agreed.

Mr. Lundy then addressed the eighth summary item, which required the applicant to provide a letter from the neighboring property owner that waives the required 15-foot dumpster setback. Mr. Lundy said that he was in discussions with the Watertown Savings Bank and he would be fine with obtaining a letter.

Mr. Lundy then addressed the ninth summary item, which required the applicant to address all concerns listed in the "Engineering Comments" section of Staff's memorandum. Mr. Lundy said that there was nothing in this section that he disagreed with. He then noted that Staff had a question whether he planned to install the new electric, water and sewer laterals that the drawing depicted extending to the future building as part of this project. Mr. Lundy said that

the answer was yes; his intention was to make that location shovel ready, so a future occupant would not have to tear up the parking lot.

Mr. Lundy then addressed the tenth summary item, which required the applicant to address all concerns listed in the “Miscellaneous Comments” section of Staff’s memorandum. He said that he had no problem with any of them.

Mr. Lundy then addressed the eleventh summary item, which listed all the permits the applicant would need to obtain prior to demolition and construction. Mr. Lundy said that he acknowledged all permits.

Mr. Coburn then returned to the first summary item, which required the applicant to submit a Vehicle and Pedestrian Circulation Plan that shows the movements of a delivery or refuse vehicle as well as a City fire truck to the satisfaction of the City Code Enforcement Bureau.

Mr. Coburn asked Staff if the Fire Department had personally seen any of this. Mr. Urda and Mr. Lumbis explained that the Code Enforcement Bureau typically represents Fire Department concerns when they review site plans.

Mr. Urda then explained that the required circulation drawing would depict the movements of a fire truck throughout the site and asked Mr. Lundy to verify that he knew what type of drawing Codes was requesting. Mr. Lundy replied in the affirmative. Mr. Urda explained that when the Planning Board approved the site plan with that condition, that Code Enforcement would have the discretion to approve or disapprove of the drawing prior to issuing permits. Mr. Coburn said that was fine.

Discussion then returned to the need for a City fire truck to maneuver around the southeast corner of the building. Mr. Lumbis identified for the Planning Board exactly where Codes requested additional maneuverability. Mr. Lundy then said that he did not know why a City fire truck would want to enter the site via the one-way drive aisle behind the primary building, but said that he could scale the sidewalk back so that it no longer wrapped around the rear of the building.

Mr. Urda then asked if there was a rear door to the building where the sidewalk wrapped around, adding that he saw obvious value to the walk if there were a door there, and that a mountable curb would be a viable alternative. Mr. Lundy confirmed that there was no door there and he would scale back the walk.

Ms. Fields then asked Mr. Lundy when he planned to break ground. Mr. Lundy replied that there was rock there, so ideally, he would like to start work in the spring, but he still had a few asbestos issues, including items that did not pass. He noted that he still needed heat and water, and now was not the right time of year for that. He then added that he also had to figure out a demolition schedule, and while in theory, he could begin the proposed addition before demolishing the secondary building, he would like to finish another project first.

Ms. Fields then said that she did not want to see the project drag on any longer. Mr. Lundy said that he did not either, but circumstances happen.

Mr. Arquitt then asked Mr. Lundy to confirm he was not planning a sub base reconstruction in the parking lot. Mr. Lundy replied in the affirmative, acknowledging that while the existing pavement was in rough shape, he was leaning towards milling the surface and re-grading it, not taking the sub base out. He added that this meant the proposal would not be subject to Municipal Separate Storm Sewer System (MS4) or Stormwater Pollution Prevention Plan (SWPPP) requirements.

Mr. Lundy then said he wanted to make one clarification; it was not his intention for the building to be a conference center. He said that the proposed addition would have a small business center that would seat 20 people and a larger conference room on the second floor that would seat 60 people and be primarily for tenants. He then said that the rest of the building would be commercial and office with some retail, adding that he would like to keep his medical tenants at Washington Summit and have non-medical tenants here.

Ms. Fields then asked Mr. Lundy how many offices he planned. Mr. Lundy replied that there would be 12,000 feet per floor, and the addition is narrow and long, which allowed for a more efficient interior floor layout, noting that the elevator, stairs and bathrooms would all be in the addition.

Mr. Johnson then asked Mr. Lundy what kind of retail he planned. Mr. Lundy replied that he had talked to prospects with a retail component, not necessarily retail stores, but businesses with a retail component. Mr. Johnson asked if it would be all professional. Mr. Lundy replied that that was his hope.

Discussion then turned to the open lawn area, where Mr. Lundy proposed a future building. Mr. Lundy said he preferred that to be a regional eatery, and that he had discussions with a couple of prospects that he hoped would become more serious once he filled the primary building.

Ms. Fields then noted that Mr. Lundy did not submit exterior elevation drawings. Mr. Lundy said that it would be more restrained than his previous submission in 2017. He said that it would likely be stucco with accent stone.

Mr. Coburn then asked if any members of the Planning Board had additional questions. Hearing none, he asked Mr. Lumbis about the need to rewrite the seventh summary item. Mr. Lumbis replied that the Planning Board should be specific regarding what they wanted to require.

Mr. Johnson then asked if removing the sidewalk as previously discussed would provide enough room for a fire truck to maneuver around the southeast corner of the building. Mr. Urda replied that Staff had measured 23 feet from the corner of the building to the corner of the property line. Mr. Coburn added that he just wanted the Fire Department's blessing on that subject.

Mr. Lumbis then said that it is the Code Enforcement Bureau's responsibility to consult the Fire Department, and that the particular section that City Code Enforcement Supervisor, Shawn McWayne was citing was a general section of New York State Code that gave him latitude to determine what is appropriate. Mr. Lumbis also recommended leaving all 11 conditions, with proper edits made to the seventh.

Ms. Fields then moved to recommend that City Council approve the request for Site Plan Approval submitted by Patrick J. Scordo, P.E. of GYMO, DPC on behalf of Michael E. Lundy of Clinton Center Development, LLC for a two-story 4,480 square-foot building addition, a 142-space parking lot and associated site improvements at 155 Clinton Street, Parcel Number 10-07-100.000, as shown on the site plans submitted to the City on November 19, 2019, contingent upon the following:

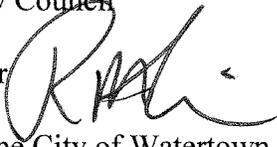
1. The applicant shall submit a Vehicle and Pedestrian Circulation Plan that shows the movements of a delivery or refuse vehicle as well as a City fire truck to the satisfaction of the City Code Enforcement Bureau prior to the issuance of any permits.
2. The applicant must widen the primary north-south drive aisle to 26 feet in width and provide additional room for a City fire truck to maneuver around the southeast corner of the building.
3. The applicant must clarify vehicular movements around the "Open Lawn Area (Future Building)," per the description in the "Parking and Vehicular Circulation" section of the Planning Department's November 27, 2019 memorandum to the Planning Board.
4. The applicant shall add a striped crosswalk across the center east-west drive aisle that provides a pedestrian connection from the existing building to the "Open Lawn Area (Future Building)."
5. The applicant shall identify and depict on the site plan the replacement of all deficient sidewalks along the perimeter of the property to the satisfaction of the City Engineering Department.
6. The applicant shall provide three additional street trees in the right-of-way along Sherman Street and/or Mullin Street for a total of sixteen to comply with the City's tree ordinance relative to the replacement of removed trees.
7. The applicant shall plant perennials and dwarf trees with a future height of eight feet and under on each of the interior parking lot islands that does not contain a light pole.
8. The applicant shall provide a letter from the neighboring property owner that waives the required 15-foot dumpster setback.

9. The applicant must address all concerns listed in the “Engineering Comments” section of the November 27, 2019 Planning Department memorandum to the Planning Board to the satisfaction of the City Engineering Department prior to the issuance of any permits.
10. The applicant must address all concerns listed in the “Miscellaneous Comments” section of the November 27, 2019 Planning Department memorandum to the Planning Board to the satisfaction of the Planning Department prior to the issuance of any permits.
11. The applicant must obtain the following permits, minimally, prior to demolition and construction: MS4 Acceptance Permit, Demolition Permit, Building Permit, Sidewalk Permit, Fence Permit, General City Permit, Sanitary/Storm Sewer Connection Permit and Water Supply Permit.

Mr. Babcock seconded the motion and all voted in favor, with the exception of Mr. Katzman, who abstained.

Res No. 15

December 10, 2019

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Adopting a Strategic Plan for the City of Watertown

In Fall 2018, the City Council identified eight (8) strategic goals for improving City operations and better serving the public. City Staff members across multiple departments divided into eight teams, one for each goal, and have spent the last year developing detailed sub-goals under each goal, and specific objectives aimed at achieving each sub-goal.

Planning Staff combined the Strategic Goals and Objectives that all eight teams wrote and compiled them into a single Strategic Plan document. In June, the City hosted a series of open house events over three days at six different locations across the City to solicit public input on the Strategic Goals and Objectives. In October, the City held a formal public hearing at Watertown High School to the same end. At the direction of City Council, Staff incorporated input collected during all public outreach into the final Strategic Plan document.

Following this extensive public outreach, Staff is now ready to forward the plan to City Council for formal adoption. Attached is a copy of the finalized plan. Before the Council may vote to adopt the Strategic Plan, however, it must consider Part 2 of the State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF).

After a review of the SEQR law, it is Staff's conclusion that adopting the Strategic Plan is an Unlisted Action under SEQRA. It does not fall under either the Type 1 or Type 2 categories of actions.

RESOLUTION

Page 1 of 2

Adopting a Strategic Plan for the City of Watertown

Introduced by

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa A.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

WHEREAS the City Council of the City of Watertown desired to develop Strategic Goals and Objectives to improve City operations and better serve the public, and

WHEREAS the Mayor and City Council designed and implemented a Strategic Plan Process at work sessions held on September 10, 2018; November 13, 2018; February 25, 2019 and March 11, 2019 respectively, and

WHEREAS as part of the Strategic Plan Process the City Council identified eight (8) Goals which were designed to create a short term and long term vision for the City of Watertown, and

WHEREAS at the direction of the City Council, Staff members across multiple departments collaborated to develop sub-goals and objectives aimed at achieving the primary goals that the Council identified, and

WHEREAS the entire collection of Strategic Goals and Objectives were combined into a single Strategic Plan Document, made available for public comment and

WHEREAS the City held a series of six (6) open houses and a public hearing aimed at soliciting public input into the Strategic Plan, where Staff members shared and explained the information contained in the plan, and with the input obtained subsequently incorporated it into the final version of the Strategic Plan, and

WHEREAS Staff reported the results of the open houses and public hearing at work sessions held on July 8, 2019 and November 12, 2019 respectively, and

WHEREAS the Strategic Plan, a copy of which is attached and made part of this resolution, is now before the the City Council for formal adoption, and

WHEREAS the City Council has reviewed the Short Environmental Assessment Form, responding to each of the questions contained in Part 2, and has determined that the project, as submitted, is an Unlisted Action and will not have a significant impact on the environment.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown declares that the adopting the Strategic Plan for the City of Watertown constitutes an Unlisted Action for the purposes of SEQRA and hereby determines that the plan will not have a significant impact on the environment, and

RESOLUTION

Page 2 of 2

Adopting a Strategic Plan for the City of Watertown

Council Member COMPO, Sarah V.
 Council Member HENRY-WILKINSON, Ryan J.
 Council Member HORBACZ, Cody J.
 Council Member RUGGIERO, Lisa A.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

BE IT FURTHER RESOLVED that the City Council of the City of Watertown hereby adopts the Strategic Plan for the City of Watertown.

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: City of Watertown Strategic Plan			
Project Location (describe, and attach a location map): City of Watertown, New York			
Brief Description of Proposed Action: The Strategic Plan Document contains a series of goals and objectives intended to improve municipal operations and better serve the public. There are eight categories, including partnerships, customer service, communication, fiscal sustainability, infrastructure, pride in city appearance, economic development and public safety. These goals and objectives represent a major reordering of priorities have the potential to lead to the City creating new programs.			
Name of Applicant or Sponsor: Richard M. Finn, City Manager		Telephone: (315) 785-7730 E-Mail: rfinn@watertown-ny.gov	
Address: 245 Washington Street, Room 301			
City/PO: Watertown		State: New York	Zip Code: 13601
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.			NO <input type="checkbox"/>
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:			YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ acres			YES <input type="checkbox"/>
b. Total acreage to be physically disturbed? _____ acres			YES <input type="checkbox"/>
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, adjoining and near the proposed action. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

<p>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)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p>		
<p>Applicant/sponsor name: <u>Richard M. Finn, City Manager</u> Date: <u>12-11-19</u></p> <p>Signature: <u>Richard M. Finn</u></p>		

State Environmental Quality Review (SEQR)

Short Environmental Assessment Form (EAF) – Part 1

City of Watertown Strategic Plan – Narrative Description of Proposed Action

The purpose of this document is to fulfill the requirement identified in Question 1 of the Short EAF to attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality.

As expressed in the “Brief Description of Proposed Action” in the EAF, The Strategic Plan Document contains a series of goals and objectives intended to improve municipal operations and better serve the public. These goals and objectives represent a major reordering of priorities and have the potential to lead to the City creating new programs.

Some objectives, if successfully implemented, could lead to new construction, such as further developing the City’s industrial park. However many goals and objectives would increase sustainability and resilience, such as investing in alternate modes of transportation, continued tree planting and an improved recycling program.

City of Watertown, New York



DRAFT

Strategic Goals and Objectives

December 2019

Goal 1: Partnerships

Organizations seek partnerships to enhance their effectiveness through combined efforts. Although organizations may have different structures and approaches, they can work together toward common purposes and achieve shared results. Effective communication at all levels within the partnering organizations is critical to realizing tangible results. In each Sub-Goal identified, the underlying premise is the establishment of meaningful dialogue with the agencies/groups to enhance the collective benefit to the community

- **Sub Goal 1.1:** Enhance the City’s relationship with Fort Drum, increase collaboration and explore opportunities for shared services.
 - Objective 1.1.1: Continue to collaborate with Fort Drum for community events (All Army Hockey, Memorial to Monument Run, Veteran’s Day Parade, 4th of July Concert in Thompson Park, etc.).
 - Objective 1.1.2: Explore the feasibility of shared services with the different sub-departments at the Fort. Draft written agreements, if possible (plowing, mowing, transit, purchasing consortium, staff, staff training, activities, programs, etc.).
 - Objective 1.1.3: Create methods to cross promote each other’s programs and special events.

- **Sub Goal 1.2:** Enhance the City’s relationship with the YMCA, increase collaboration and explore opportunities for shared services.
 - Objective 1.2.1: Explore feasibility of shared services and opportunities to share equipment. Draft written agreement, if possible (plowing, mowing, transit, purchasing consortium, staff, staff training, activities, programs, etc.).
 - Objective 1.2.2: Continue to collaborate with the YMCA for community events and programs (Memorial to Monument Run, Turkey Day Run, Archery Class, Soccer Tournaments, etc.). Continually work together to ensure non-duplication of services.
 - Objective 1.2.3: Create methods to cross-promote each other’s programs and special events.
 - Objective 1.2.4: Work with the YMCA to help facilitate the construction of a downtown YMCA location (in connection with Goal 7: Economic Development)
 - Objective 1.2.5: Work with the YMCA to analyze traffic flow at the Fairgrounds to deal with problems caused by major events (i.e. concerts).

- **Sub Goal 1.3:** Enhance the City’s relationship with Jefferson Community College, increase collaboration and explore opportunities for shared services.
 - Objective 1.3.1: Explore feasibility of shared services and opportunities to share equipment. Draft written agreement, if possible (plowing, mowing, transit, purchasing consortium, staff, staff training, activities, programs, etc.).
 - Objective 1.3.2: Help establish a JCC Downtown Facility location with college services. Hold meetings to discuss ways the City can assist JCC in this endeavor.

- Objective 1.3.3: Create methods to cross-promote each other's programs and special events.
- Objective 1.3.4: Explore short-term internships (~30 hours per semester) (In connection with Goal 3: Communication)
- Objective 1.3.5: City should develop a method to communicate employment opportunities within the City to JCC.
- Objective 1.3.6: Continue to work with JCC through athletics:
 - Use Parks and Recreation facilities as "home" fields.
 - Continue to offer 50 percent discount on practices.
 - Partner on large scale projects (example: turn field)
- **Sub Goal 1.4**: Enhance the City's relationship with the Chamber of Commerce, increase collaboration and marketing of events.
 - Objective 1.4.1: Improve City attendance at Business After Hours events. (As recommended in Sub-Goal 7.1)
 - Minimum of two (2) staff present (assign two different City departments monthly to send a representative).
 - Team up with another organization to host a Business After Hours (example: Watertown Wolves at the Arena).
 - City should become an active participant in the business community.
 - Objective 1.4.2: Continue to work with and promote the Chamber of Commerce on the Watertown Farmer's Market.
 - Hold meetings with Chamber to assess how City can further assist with Farmer's Markets.
 - Promote the Farmer's Market on website, social media, press releases, etc.
 - Objective 1.4.3: Continue to collaborate with Chamber for community events. (Snowtown USA, Harvest Festival Memorial to Monument Run, 4th of July Concert in Thompson Park, Business After Hours etc.).
 - Objective 1.4.4: Create network to cross promote each other's programs and special events.
 - Objective 1.4.5: Hold the second annual Small Business Summit – Look at City, DBA and Chamber to co-sponsor event.

- **Sub Goal 1.5:** Partner with Jefferson County government on various programs.
 - Objective 1.5.1: Continue dialogue/meeting to work with County on Regional Transit Plan (MPO).
 - Objective 1.5.2: Hold peer meetings/discussions with County and other local governments.
 - Elected officials level
 - Administration level
 - Department head level
 - Objective 1.5.3: Attend and become more active with the JCIDA.
(As recommenced in Sub-Goal 7.1)
 - Objective 1.5.4: Identify joint opportunities and shared vision/goals with neighboring towns.

- **Sub Goal 1.6:** Create/enhance partnerships with local businesses/companies.
 - Objective 1.6.1: Hold annual meetings with community partners.
 - Objective 1.6.2: Identify common goals.
 - Objective 1.6.3: Explore and identify shared services and equipment opportunities (plowing, mowing, purchasing consortium, staff, staff training, activities/programs, etc.).
 - Objective 1.6.4: Improve communication.
 - Objective 1.6.5: Improve community presence.

- **Sub Goal 1.7:** Partner with special interest and nonprofit organizations.
 - Objective 1.7.1: Develop relationships with local not-for profit groups to become familiar with their missions and the challenges they encounter. Create shared interest short-term and long-term goals together and identify potential sources for funding. Conduct annual meeting hosted by the City.
 - Objective 1.7.2: Participate with City representation at monthly meetings for the Friends of the Flower Memorial Library.
 - Objective 1.7.3: Continue to incorporate nonprofits in our special events-“giving back” to the community (Watertown Urban Mission, Northern New York Community Foundation, Hospice, Food 4 Families, etc.).

- Objective 1.7.4: Evaluate the potential for youth participation in the Onondaga Lake Conservation Corps, which offers youth engagement projects.
- **Sub Goal 1.8:** Enhance relationships with utility providers.
 - Objective 1.8.1: Host an Annual Utility Summit. Initially meet as a group to create/update contacts and present a framework for maintaining open communications with the various stakeholders (DANC, NYSDOT, Jefferson County, Westelcom, Spectrum, Verizon, National Grid).
 - Objective 1.8.2: Review long term Capital Plans for infrastructure projects.
 - Objective 1.8.3: Identify regional utility issues that may be affecting economic growth.
 - Objective 1.8.4: Enhance partnership with the Development Authority of the North Country (DANC).
- **Sub Goal 1.9:** Continue to work with the Friends of Thompson Park to improve and promote the park.
 - Objective 1.9.1: Create a marketing strategy to improve attendance at the Thompson Park Zoo.
 - Objective 1.9.2: Create an amphitheater in Thompson Park and hold regular events.
 - Objective 1.9.3: Master plan for the park

Goal 2: Customer Service

Outstanding customer service is an essential duty and a high priority of local government. Everyone that the City serves is a customer, and should expect only the highest quality experience in all their interactions with the City.

- **Sub Goal 2.1:** Enhance customers' positive experience at City Hall.
 - Objective 2.1.1: Establish year-round City Hall Hours of Operations that are consistent throughout Departments.
 - Objective 2.1.2: Better visual signage within City Hall – Informational directory kiosk display, announcement monitor, clear department signs with descriptions of functions, restrooms signs, etc.
 - Objective 2.1.3: Establish a “drop box” to eliminate the customer’s need to enter the building and to assist with after-hour service.
 - Objective 2.1.4: Relocate public serving offices into a central customer service location as well as streamline processes/functions eliminating the need for customers to go to multiple departments to complete one task (i.e. Codes permits, trash totes signup, etc.).
 - Objective 2.1.5: Expand municipal parking lot to increase number of parking spots due to pending Court expansion (if City Hall is selected).

- **Sub Goal 2.2:** Exceptional customer service should be the core value of the City’s mission.
 - Objective 2.2.1: Incorporate customer service into the City’s multifunctional Mission and/or Vision Statement.
 - Objective 2.2.2: Develop a customer service policy and procedures for consistency across the organization that address common standards of service, such as phone etiquette, name badges, email usage, etc.
 - Objective 2.2.3: Monitor all aspects of City’s customer service by performing customer satisfaction surveys for various City services.

- **Sub Goal 2.3:** Enhance technology to make municipal services more available to citizens and create a “business-friendly” environment.
 - Objective 2.3.1: Develop a new, user-friendly website to:
 - Publish clear and precise information
 - Develop more online services that are easy to access from any device (mobile web app)
 - Provide more e-forms that can be submitted online
 - Increase the ability to pay for more services online
 - Objective 2.3.2: Develop a central system to track service requests from the public and the timeliness of resolution.

- **Sub Goal 2.4:** Create and develop strong staff committed to City's goal of outstanding customer service.
 - Objective 2.4.1: Revise all job specifications to include elements of customer service.
 - Objective 2.4.2: Screen new employees to ensure that they possess the disposition and skill set to help support a strong customer service environment.
 - Objective 2.4.3: Invest in training staff to understand how to deliver great customer service – initial training included in employee orientation.
 - Objective 2.4.4: Equip frontline employees with informational resources to enhance ability to meet customer needs, respond to customer complaints and achieve the City's standards for service.
 - Objective 2.4.5: Circulate weekly Status and Information Update to inform all employees of the current projects and actions of the City, as well as acknowledge employees that demonstrated acts of superior customer service (In connection with Goal 3: Communication).
 - Objective 2.4.6: City Manager will hold Management Team accountable for quality customer service.

Goal 3: Communication

Enhance internal and external communication to streamline collaboration between departments and strengthen the City's relationships with its citizens and visitors.

- **Sub Goal 3.1:** City Council and City Staff will effectively communicate with one another to ensure the same direction and goals are being strived for.
 - Objective 3.1.1: Create the opportunity for City Council Members to tour departmental facilities and operations on a semi-annual basis (participation would be limited under Open Meetings Law to two Council Members at one time).
 - Objective 3.1.2: Hold quarterly staff meetings to review the strategic plan to ensure staff is following Council direction. Also, conduct two Work Sessions per year to review progress of Strategic Plan.

- **Sub Goal 3.2:** The City will build strong teams based on the foundation of exceptional communication.
 - Objective 3.2.1: Establish a well-written Communication Policy for citywide use.
 - Objective 3.2.2: Establish and distribute a “project meeting” policy for project leaders to use as guidance for cross-departmental projects. This policy will assist project leaders in properly and effectively planning for, running and documenting project meetings. This will ensure that there is consistency with the way project meetings are conducted throughout the City, as well as ensure that the proper Department Heads and/or staff members are present at project meetings when they should be.
 - Objective 3.2.3: Develop City Intranet to improve dissemination of internal information and collaboration for projects, events, updates, announcements, etc.
 - Objective 3.2.4: Identify cross-departmental goals; e.g. shared personnel. (Example: Installation of CDBG funded playground. Departments involved: Planning, Parks and Recreation, DPW, Engineering, Comptroller’s and Purchasing)
 - Objective 3.2.5: Establish an Exceptional Employee Recognition Program to communicate to our employees our appreciation of the value they bring to our organization.

- **Sub Goal 3.3:** The City will implement creative strategies to market itself and promote what the City has to offer and its positive image.
 - Objective 3.3.1: Develop and implement a new City website to communicate better with, share information with, and to better serve the public. This would include a mobile app.
 - Objective 3.3.2: Recruit a marketing intern to assist with City marketing.
 - Partner with 4 year colleges to recruit interns for long-term internships
 - Partner with JCC for short-term internships

- Objective 3.3.3: Create a marketing strategy to target people who may want to move into the City of Watertown.
- Objective 3.3.4: Send a “welcome packet” to new City residents with information on garbage pickup, sidewalk responsibilities, winter parking rules, etc.
- **Sub Goal 3.4**: The City will determine the most effective medium for communicating its messages.
 - Objective 3.4.1: Develop and implement a stronger Social Media presence by assigning a committee to lead social media efforts and to assist with website and intranet installation. This includes the development of a citywide social media policy.
 - Objective 3.4.2: The City will consistently update its website with notifications of its most urgent matters.
- **Sub Goal 3.5**: The City will strengthen Communication with residents, business community and other government entities.
 - Objective 3.5.1: Develop and implement a Citizen Notification System. (Examples of notifications: Emergency alerts, fireworks notification, special events, etc.) Planning Board, Parks and Recreation, etc.
 - Objective 3.5.2: Create a vehicle for residents of the City to communicate feedback to the City (not viewable by the public).
 - Objective 3.5.3: Encourage citizens to contact the relevant city departments with suggestions or issues. This could be done at City Council Meetings, through media releases and through social media.
 - Objective 3.5.4: Proactively reach out to various constituencies and stakeholder groups seeking ideas and input on City matters that affect them the most.
 - Objective 3.5.6: The City will publish and make easily accessible the names of citizens that serve on various advisory committees that inform City policy.

Goal 4: Fiscal Sustainability

Fiscal sustainability is fundamental to the health of the community and only with sufficient revenues and careful planning of expenditures will the City be able to provide the level of services its residents and businesses want and deserve.

- **Sub Goal 4.1:** Review, adjust and implement policies and initiatives that support fiscal stewardship.
 - Objective 4.1.1: Adopt a written Fund Balance policy to ensure fiscal stability and the continued delivery of City services while addressing cash flow requirements, emergencies, and temporary revenue shortfalls.
 - Objective 4.1.2: Adopt a Debt Policy to guide the debt issuance practices of the City, including the issuance process, management of a debt portfolio, and adherence to various laws and regulations.
 - Objective 4.1.3: Adopt an Investment Policy to set the parameters for investing City funds and identify the investment objectives, preferences or tolerance for risk, constraints on the investment portfolio, and how the investment program will be managed and monitored.

- **Sub Goal 4.2:** Develop a long-term financial plan.
 - Objective 4.2.1: Prepare 5, 10 and 15-year financial forecasts for each major fund.
 - Objective 4.2.2: Prepare 5, 10 and 15-year capital plans for each major fund.
 - Objective 4.2.3: Identify cost reductions through improved processes, shared departmental staff and technology.

- **Sub Goal 4.3:** Develop financial options for the expiration of the National Grid power purchase agreement.
 - Objective 4.3.1: Project revenue loss due to expiration of National Grid contract on December 31, 2030, which purchases the City's excess electricity generated at its hydro-electric plant on the Black River.
 - Objective 4.3.2: Propose methods for dealing with the significant loss of revenue such as increase in property taxes, use of a tax stabilization fund, expense reductions, creation of new revenue sources and potential sale of hydro-electric plant.

- **Sub Goal 4.4:** Examine potential new funding mechanisms and revenue sources.
 - Objective 4.4.1: Implement an Indirect Cost Study to appropriately charge revenue generating departments' overhead costs to maximize reimbursements and to incorporate into the City fee structure.
 - Objective 4.4.2: Research option of requesting the New York State Financial Restructuring Board for Local Governments review of City's financial position in connection with the expiration of the National Grid power purchase agreement.

- Objective 4:4.3: Review establishment of storm water rates.
- **Sub Goal 4.5**: Improve financial reporting to increase awareness and access to information for decision-making and transparency to the public.
 - Objective 4.5.1: Implement a new City-wide financial and accounting system to improve efficiency, financial management, and access to information.
- **Sub Goal 4.6**: Analyze costs of services and verify adequacy of fees charged to the users of the services.
 - Objective 4.6.1: Begin a comprehensive review process of each separate City service provided to the City - Classify services as mandatory or elective.
 - Objective 4.6.2: Identify costs of mandatory services.
 - Objective 4.6.3: Identify costs of elective services and related fees.

Goal 5: City Infrastructure

Long Term Goals: Provide adequate local infrastructure such that existing and future development can be served and municipal services are efficient, productive, sustainable, and clearly communicated to the public. Encourage new development to occur within areas that are already served by public utility and infrastructure systems (e.g., water supply, storm drainage, etc.), or where systems can be realistically expanded.

Short-Term Goals: Establish sustainable levels of service for basic service that are in line with the available revenue sources. Enterprise activities are fully self supporting and sustainable

- **Sub Goal 5.1:** Work to connect the City’s various trail systems and bike paths and create an interconnected network that spans the City.
 - Objective 5.1.1: Enhance the City’s non-motorized transportation network to create safe and interconnected multi-model options for Watertown residents to move within and around the City.
 - Objective 5.1.2: Install bike racks in strategic downtown locations, such as the Arcade Street Transfer Center.
 - Objective 5.1.3: Strategically construct asphalt trails to connect the City’s various trail segments and form a singular network, with an emphasis on completing a bicycle-friendly cross-city connection to from the Black River Trail to Jefferson Community College.
 - Objective 5.1.4: Write a Cross-City Trail Connection Plan that identifies critical gaps in the City’s trail connectivity and evaluates various options for closing those gaps. This plan will become the blueprint for implementing the objective above, and to coordinate with the MPO’s Pedestrian and Bike Plan.

- **Sub Goal 5.2:** Prioritize proactive maintenance of Streets, Bridges, and Sidewalks, with appropriate emphasis given to arterials, collectors and local roads.
 - Objective 5.2.1: Improve the City’s overall Pavement Condition Index (PCI) from 60 to 75, in accordance with our Pavement Management Plan, to improve rideability and reduce long-term life cycle costs.
 - Objective 5.2.2: Reconstruct all 15 miles of extremely poor pavement (Pavement Condition Index < 30) over the next 40 years on a schedule of 2,000 linear feet (or half mile) of road and drainage per year over the 40-year timeframe.
 - Objective 5.2.3: Preserve and maintain Bridge Conditions, in accordance with our Bridge Maintenance Plan, to reduce long-term life cycle costs, and perform preventative maintenance as necessary on City’s (7) bridges.
 - Objective 5.2.4: Take up the international “Vision Zero” strategy to eliminate all traffic fatalities and severe injuries (including pedestrian and bicycle fatalities), while increasing mobility.
 - Objective 5.2.5: Enhance pedestrian safety with treatments such as curb extensions (bump outs), pedestrian refuge islands and other traffic calming features along medium and high-volume arteries and at significantly wide crossings.
 - Objective 5.2.6: Improve Overall Condition of sidewalks in the City.

- Objective 5.2.7: Eliminate gaps in the City’s sidewalk network and replace sidewalk in underserved multifamily residential areas. Replace noncompliant handicap ramps.
- Objective 5.2.8: Support the concept of an additional east/ west corridor over the CSX rails, parallel to Arsenal Street and establish a regional commitment (MPO) and funding source for the project.
- **Sub Goal 5.3**: Create, using cost-effective practices, aesthetically pleasing and reliable public facilities that provide quality municipal services to residents and visitors.
 - Objective 5.3.1: Provide safe, efficient, sustainable, cost-effective, well maintained, and aesthetically pleasing public facilities for delivery of municipal services to residents and visitors. As recommended in Pride in City appearance, Sub-Goal 4.
 - Objective 5.3.2: Implement a Roof Replacement Schedule.
 - Objective 5.3.3: Develop master plans for all City owned facilities that identifies/prioritizes capital improvements.
 - Objective 5.3.4: Perform a Facility Needs Assessment Study for DPW’s Newell Street Locations.
 - Objective 5.3.5: Perform a Building Assessment/Envelope Evaluation for City Hall.
 - Objective 5.3.6: Pursue becoming a New York State Climate Smart Community.
- **Sub Goal 5.4**: Continue providing quality drinking water, as well as efficient treatment of waste and storm water to ensure the City meets all of NYSDEC and EPA’s requirements.
 - Objective 5.4.1: Maintain a high quality water supply system to support health of the estimated 45,000 plus public users, maintain proper fire safety, and allow economic development.
 - Objective 5.4.2: Maintain a robust sanitary sewer system to collect and treat wastewater from Fort Drum, Towns, and City residents.
 - Objective 5.4.3: Maintain a robust storm sewer system to collect runoff and mitigate impacts from increased frequency of severe storm events.
 - Objective 5.4.4: Create a culvert assessment plan to guard proactively against any possible culvert failures.

- **Sub Goal 5.5:** Using the latest technology, optimize the City's computer network to improve commutation between City departments and with the public.
 - Objective 5.5.1: Implement a redundant fiber loop to facilitate multidirectional data traffic.
 - Objective 5.5.2: Continue the optimization of the City's physical and logical network topology.
 - Objective 5.5.3: Require all future street projects in the City to have conduit for future fiber installed as part of the street project.

Goal 6: Pride in City Appearance

The City of Watertown seeks to create a cultural center with a high quality of life through beautification and sense of pride by offering additional quality of life activities and implementing programs to reduce the spread of blight.

- **Sub Goal 6.1:** Elimination of Blight.

Description: Blighted and abandoned properties can be a detriment to neighborhoods anywhere in the City. They can attract crime, lower property values and become eyesores that can cause a ripple effect throughout a neighborhood. Houses in poor condition not only affect the value of adjacent property but also can reduce the City's property tax revenue. The City should continue efforts aimed at reducing blight and introduce new policies and programs to combat this epidemic.

- Objective 6.1.1: Continue implementation of the Vacant and Abandoned Property "Zombie" program, with the goal of inspecting 100 additional potential zombie properties before the end of 2019.
- Objective 6.1.2: Continue implementation of the rental property registration program with a goal of obtaining 100% compliance of all known rental properties within the next 2-3 years. Provide a mechanism to require property owners to comply.
- Objective 6.1.3: Continue to address abandoned properties through demolition when the physical condition of those properties is beyond reasonable repair. Demolish at least one structure annually through the general fund and one structure annually with CDBG dollars.
- Objective 6.1.4: Continue to allocate funds through the CDBG program for the rehabilitation of rental and owner occupied units with a goal of rehabilitating 5 rental units per year and 10 owner- occupied units per year.
- Objective 6.1.5: Continue to promote homeownership in the City by allocating CDBG funds to provide homebuyer assistance for five low to moderate income families.
- Objective 6.1.6: Continue to partner with Neighbors of Watertown, Inc. and the Development Authority of the North Country and other housing partners through the NDC program to rehabilitate tax-foreclosed houses with a goal of completing two housing rehab projects annually.
- Objective 6.1.7: Partner with the Thousand Islands Area Habitat for Humanity, Neighbors of Watertown, Inc. and others to develop volunteer programs to assist homeowners with minor repairs, painting, and beautification of their homes and properties. Conduct at least one event per year that helps 15 City homeowners.
- Objective 6.1.8: Develop a communication method to inform City residents about where, when and how to remove their trash/debris. As indicated in Communication Goals 3 and 5.

- Objective 6.1.9: Develop a "Highlight the City" system where city staff members are introduced to the community through various sources: press release, Facebook, City Website. To be completed as part of marketing efforts indicated in Communication Goal 3.
 - Objective 6.1.10: Conduct a comprehensive review of the City refuse collection and recycling program. Determine how these services can be improved. Identify how the City can ensure that curbside refuse collection and recycling are properly and timely collected and processed.
 - Objective 6.1.11: Continue to explore means of increasing Code Enforcement capacity and efficiency to allow the City to take a more proactive approach to code enforcement, bolstering the City's efforts to cite violations, reduce blight and increase property values.
- **Sub Goal 6.2**: Progressive City with a high Quality of Life.

Description: To ensure that the City of Watertown has an outstanding reputation when it comes to what we offer for quality of life activities. These could be activities that the City offers, activities that the City partners with other groups on and/or activities done by outside groups. For activities done by outside groups, we need to ask ourselves, what are we doing to make these activities possible. How can we find ways to be more inviting for non-City businesses and people to want to provide quality of life activities in the City of Watertown?

- Objective 6.2.1: Offer one additional quality of life activity, open to all residents at no cost, that showcases what the City of Watertown has to offer.
 - Objective 6.2.2: Properly communicate the quality of life activities that are currently happening in the City of Watertown (press release, Facebook, websites, announcements at City Council meetings) as indicated in Communication Goals 3 and 5.
 - Objective 6.2.3: Create a recruitment tool for outside groups to encourage them to want to partner or offer quality of life activities in the City of Watertown.
- **Sub Goal 6.3**: The City of Watertown will become a cultural center.

Description: Each day that passes the City of Watertown becomes more and more diverse. Our neighbors at Fort Drum help us with this. Currently the City does not offer much for cultural activities. Some events that are offered which are not City sponsored events are the Italian American Festival, North Country Irish Festival and Juneteenth.

- Objective 6.3.1: Develop a survey for the public to express their opinions on which cultural activities they would like to see in the City of Watertown.

- Objective 6.3.2: The City will either offer, partner or host one additional cultural activity for the public to engage in.
 - Objective 6.3.3: The City will help promote all approved cultural activities that take place within the City (via-press release, Facebook, website) (City Marketing)
 - Objective 6.3.4: Create partnerships to transform the Masonic Temple into a performing arts center and cultural resource for the City. As indicated in Economic Development Goal 3.
- **Sub Goal 6.4**: Implement Citywide beautification.

Description: Remnants of 20th century beautification efforts can be seen throughout the City in the form of public art and large mature trees planted during the “City Beautiful” movement. Continued investment in the beautification of the public realm will help to identify Watertown as a desirable place to live, work and play for generations to come.

- Objective 6.4.1: Utilize the 2018 Citywide Tree Inventory and Urban Forest Management Plan to assist in creating and implementing an annual tree-planting plan for City streets, parks and playgrounds as well as assist in ash tree replacement/treatment/management strategy.
 - Objective 6.4.2: Partner with Cornell Cooperative Extension (CCE) Master Gardeners to develop a tool to help educate and encourage property owners to beautify their individual parcels with a variety of landscape plantings in an effort to beautify the City further. Communicate to property owners with annual public outreach.
 - Objective 6.4.3: Develop a Citywide Public Arts Program through private/public partnerships to commission the design and installation of murals, sculptures and other works of art to be enjoyed in the public realm.
 - Objective 6.4.4: Identify the City's gateway corridors and targeted problem properties for increased enforcement. Conduct walking surveys in order to clean up the major entryways into the City.
 - Objective 6.4.5: Undertake a Citywide program where the City updates its overall image through keeping signage, lighting, buildings, vehicles and infrastructure updated and free of wear. This effort will help to greet visitors with a positive image of Watertown.
- **Sub Goal 6.5**: Deal with vacant City lots.

Description: The City of Watertown is the owner of many vacant lots throughout the City that is has acquired through tax foreclosure or other means. Many of the lots are

needed for valid public purposes such as for street and utility rights of ways or small park areas. The City should continue efforts to put surplus property back into productive use and on the tax rolls and investigate the extent to which the parcels may be challenged from an environmental perspective.

- Objective 6.5.1: Continue to evaluate vacant parcels obtained each year through tax foreclosures. Develop a policy to deal with these properties and make annual recommendations to City Council.
 - Objective 6.5.2: City staff will conduct Phase 1 and Phase 2 environmental investigations for parcels with the highest redevelopment potential.
 - Objective 6.5.3: Develop a plan for reuse of properties with environmental issues. Seek grant funding to assist with remediation and redevelopment of the land. Potential sites include:
 - VanDuzee Site
 - Ogilvie Site
 - Sewall's Island
- **Sub Goal 6.6**: Define who we are as a City.

Description: The City of Watertown is home to many lifelong residents, but also a melting pot of military associated personnel. The picturesque Black River runs through the middle of the City, and we are also a short distance from the Thousand Islands and Adirondacks.

- Objective 6.6.1: Create branded signs for Downtown to connect to an app and/or website.
 - Objective 6.6.2: Identify a recognizable brand for the City to use on signage and marketing.
 - Objective 6.6.3: Create a marketing strategy to enhance pride in the City by redeveloping the City's website to enhance user experience and give a better face to the City. Marketing can also be done via TV/radio commercials and social media. (as indicated in Communication Goal 3).
 - Objective 6.6.4: Identify a department within the City to serve as the Public Relations voice of the City. Promote positive happenings within City and create a way to share information with the public from the City's voice instead of through others. (as indicated in Communication Goal 5).
- **Sub Goal 6.7**: Enhance the appearance of downtown as the City's core.

Description: Downtown Watertown is a regional center of commerce, services and transportation and is the primary urban center for Jefferson County. The appearance and condition of the downtown area is highly reflective in how City residents and visitors view

the condition of the City as a whole. The City should undertake efforts to enhance the physical appearance of downtown to make visitors feel welcomed and wanting to return and to create a sense of community pride for all of our residents and downtown employees.

- Objective 6.7.1: Build upon previously completed street reconstruction and streetscape enhancement projects on Public Square, Franklin St., State St., Arsenal St. and Factory St. by completing similar projects on Court St., the 200 Block of Franklin St. and Washington St. in the next five years.
 - Objective 6.7.2: Continue to support historic preservation and adaptive reuse efforts for buildings located within the Downtown Revitalization Initiative Boundary by applying for grant funding on behalf of property owners through programs such as Restore NY and the New York Main Street Program.
 - Objective 6.7.3: Establish appropriate historic architectural guidelines for downtown to maintain a unique and attractive sense of place.
 - Objective 6.7.4: Partner with the Watertown Local Development Corporation to enhance existing landscaped areas in two traffic islands located at the east end of Public Sq. and around Lachenauer Plaza at the west end of Public Sq. by redesigning and replanting for ease of maintenance and maximum aesthetic appeal.
 - Objective 6.7.5: Continue efforts for maintaining publically owned areas in the downtown through investigating volunteer and partnerships with business organizations.
 - Objective 6.7.6: Partner with the Downtown Business Association or a Business Improvement District (BID) if one is implemented to increase beautification efforts including initiatives for seasonal storefront displays, flower pots, and banners.
- **Sub Goal 6.8**: Control abandoned structures.

Description: Like other cities of similar size, the City of Watertown faces challenges of having a number of abandoned structures throughout the City that denigrate the appearance of the City and affect property values of homes and businesses in the neighborhoods in which they are located. The City should continue to work to control and address abandoned structures to make certain they do not fall into disrepair and be a detriment to the community.

- Objective 6.8.1: Continue implementation of the Vacant and Abandoned Property "Zombie" program, with the goal of inspecting 100 additional potential zombie properties before the end of 2019.
- Objective 6.8.2: Take proactive steps to keep vacant and abandoned structures from further deteriorating and having unkempt grounds and sidewalks by holding

property owners, including banks, HUD and VA accountable. As indicated in Pride and City Appearance Goal 1 Elimination of Blight.

- Objective 6.8.3: Create a Vacant Property Task Force by the end of Q1 2019 to review data collected during inspections and develop a strategy for dealing with vacant properties.
- Objective 6.8.4: Develop information for website or pamphlet to assist with property maintenance during deployments, reassignments, etc. to ensure property is taken care of and bills continue to be paid (as indicated in Communication Goals 3 and 5).
- Objective 6.8.5: The Vacant and Property Task Force should plan and implement a direct outreach program to connect homeowners with services and programs that can assist with preventing foreclosures.
- Objective 6.8.6: Continue to investigate the potential benefits of, as well as the financial and administrative commitment needed for the City to apply and participate in the NYS Land Bank program.

Goal 7: Economic Development

The City of Watertown is the major commerce and employment hub in the North Country region. The City of Watertown's commuter shed extends well beyond its borders and major employers are located in all parts of the City. As Watertown seeks to secure its economic future, it must understand and meet the needs of its most important industries. It must also emphasize placemaking and offer a superior experience to outlying areas to capture discretionary and recreational spending from the region's consumers.

- **Sub Goal 7.1:** Partner with the Greater Watertown North Country Chamber of Commerce (GWNCCC), Jefferson County Economic Development/Jefferson county Industrial Development Agency (JCED/JCIDA) the Watertown Local Development Corporation (WLDC), the Downtown Business Association (DBA), Watertown First and other local agencies for citywide economic development, with a concentration and focus on downtown.

Description: The City of Watertown is a regional center of commerce, services and industry and our ability as a city to provide high-quality services and amenities depends on the health of our local economy. In order to continue to grow our economy the City must partner with local agencies that have expertise in economic development to facilitate growth and be a partner for new development.

- **Objective 7.1.1:** Strengthen the City's working relationship with the GWNCCC and increase communication between the two groups by having a City representative serving on the GWNCCC Board of Directors.
- **Objective 7.1.2:** Specifically strengthen the City's relationship with JCED/JCIDA by having a City Staff member attend board meetings to supplement City Council representation on the Board.
- **Objective 7.1.3:** Partner with the WLDC or a future BID District to maintain the vacant storefronts within the Downtown Revitalization Initiative (DRI) boundary to prevent them from falling into disrepair until tenants can be found to occupy them.
- **Objective 7.1.4:** Reduce the number of vacant storefronts within the DRI boundary on Public Square to zero by 2025 by working with the WLDC on business recruitment and supporting efforts to implement the WLDC's Rent Assistance Program. Increasingly market downtown to anyone looking to locate a new business (Recommended in Communications Sub-Goal 3).
- **Objective 7.1.5:** Work with the DBA to assist with their efforts in determining the feasibility of a Business Improvement District (BID) for the downtown area by providing technical assistance and data necessary to complete the evaluation.
- **Objective 7.1.6:** Partner with the local economic development agencies to promote the Federal Opportunity Zone (OZ) Program to local and regional developers, real estate professionals, property owners and others, by hosting a public information session about the program. Inform potential developers about the tax benefits of the program and work with them to develop projects within the OZ boundary to bring capital investment to the area to construct new and rehabilitate existing buildings and increase investment in the City.

- **Sub Goal 7.2:** Modernize the City’s public transportation system to provide an efficient and reliable means for downtown residents to travel to and from the rest of the City and to create better access to downtown businesses for their patrons and employees.

Description: The CitiBus system presently operates from 7 a.m. to 6 p.m., servicing five routes along a hub-and-spoke style network largely within the City Limits. The City should seek to expand the footprint and the operating hours of its CitiBus System to provide better access to/from downtown and other major employment centers, including those in exurban areas.

- **Objective 7.2.1:** Work with the Watertown-Jefferson County Area Transportation Council (WJCTC) to advocate mobility management as a core regional function to improve residents’ accessibility to services, employment, education and recreational resources.
- **Objective 7.2.2:** Work with the Watertown-Jefferson County Area Transportation Council (WJCTC) to develop a regional governance for transit operations within the Greater Watertown metro area.
- **Objective 7.2.3:** Create a multi-modal transit center where transfer is possible between CitiBus and other regional transit providers including Trailways systems, St. Lawrence and Lewis Counties systems as well as Fort Drum.*
- **Objective 7.2.4:** Increase the visibility and user-friendliness of CitiBus by providing updated vehicles, facilities, route signage, and technology enhancements to improve customer experience.
- **Objective 7.2.5:** Incorporate recommendations from the recently completed Transportation Study undertaken by the WJCTC, to extend CitiBus service areas to include outer Arsenal Street, Washington Streets and a Fort Drum connection. Also expand hours of operations to better serve customers.*

*Would not be pursued if Regional Model is approved.

- **Sub Goal 7.3:** Foster the continuing emergence of downtown Watertown as a cultural center and entertainment district with a strong sense of place and a prosperous business community.

Description: As downtown Watertown seeks to recapture discretionary spending from areas outside the City and cultivate local demand for cultural amenities, it must emphasize placemaking and offer a superior experience to outlying areas.

- **Objective 7.3.1:** Explore potential incentives for dining and entertainment uses to locate within the downtown footprint. Achieve a critical mass of these institutions to establish the downtown district as a premier destination in and of itself.

- Objective 7.3.2: Help facilitate the ongoing renovation of the Masonic Temple to attract a performing arts tenant that will act as an anchor draw and generate multiplier spending throughout downtown. This is a recommendation of the Downtown Revitalization Initiative (DRI) Plan.
 - Objective 7.3.3: Assist however possible with creating more market-rate housing downtown to generate a built-in customer base for downtown amenities. Continue to seek out grant opportunities such as Restore New York, and utilize legislative tools such as density bonuses that encourage the creation of more market rate units.
 - Objective 7.3.4: Continue to prioritize pedestrian comfort and promote the concept of “park once” to reduce unnecessary short vehicular trips within the downtown footprint.
 - Objective 7.3.5: Promote downtown Watertown to guests of 1-81 hotels and promote Watertown to the Canadian Market as their gateway to the U.S.A. (as recommended in Communications Sub-Goal 3).
- **Sub Goal 7.4**: Build on downtown Watertown’s role as the North Country’s primary Central Business District and preeminent location for professional services in the region.

Description: The City of Watertown strives to be a supportive partner for our small businesses. To this end, the City should make every effort to streamline the processes for starting and operating a business within the City.

- Objective 7.4.1: Work with the Watertown Downtown Business Association to hold a Small Business Summit every year.
 - Objective 7.4.2: Create an “information center” printout for ease of doing business. Provide flowcharts of how to establish a small business to organizations such as GWNCCC to share with anyone that inquires; include the flowchart and informative links on the City of Watertown’s webpage (in accordance with Customer Service Sub-Goal 3).
 - Objective 7.4.3: Create a part-time position as the one-stop, go-to contact for anyone wishing to establish a business within the City of Watertown, and assign this position the responsibility for coordinating with other involved departments.
- **Sub Goal 7.5**: Pursue citywide economic development through effective recruiting and retention of major employers in basic industries.

Description: As the major employment hub in the North Country region, the City of Watertown’s commuter shed extends well beyond its borders and major employers are located in all parts of the City. The Health Care and Social Assistance sector is particularly concentrated in Watertown and offers the greatest opportunity for growth.

However, Watertown should work to avoid putting all its eggs in one basket and seek to expand other competitive industries as well, such as manufacturing and tourism.

- Objective 7.5.1: Promote citywide marketing and business development by working with the GWNCCC to co-host a Business After Hours Event.
 - Objective 7.5.2: Work with Samaritan Medical Center and other local medical providers to attract/recruit young talent within the healthcare field to build on one of the Watertown metro area's most concentrated industries. Have SMC survey their interviewees about their perception of the quality of life in Watertown and share that information with the City, placing particular emphasis on the feedback from those interviewees that declined job offers from SMC.
 - Objective 7.5.3: Simultaneously combat "brain drain" and prioritize employer retention efforts by working with Jefferson Community College to best align its curriculum with the workforce needs of Watertown's most concentrated industries.
 - Objective 7.5.4: Diversify Watertown's economy to lessen the City's dependence on Fort Drum as a precaution against reduced Federal defense spending.
- **Sub Goal 7.6**: Promote adaptive reuse and infill development on vacant lots throughout the City by making them more attractive for development.

Description: The City of Watertown is the owner of many vacant lots throughout the City that may be suitable to be redeveloped to provide new areas and opportunities for new business and industrial growth.

- Objective 7.6.1: Continue to work with the WLDC to market and develop the City Center Industrial Park with the goal of full occupancy and build out of the remaining ten acres by 2025.
- Objective 7.6.2: Complete a Phase 2 environmental investigation for the 9.5 acre VanDuzee Site to determine the extent of any needed environmental remediation and develop a plan for the reuse of the property and then begin to seek grant funding to assist with the environmental remediation and redevelopment of the land.
- Objective 7.6.3: Develop a Request for Proposal to hire a consultant to develop a **Sewall's Island and Factory Square Revitalization and Redevelopment Plan** to create a vision and capitalize on community assets and recreation opportunities, guide redevelopment and help attract new investments and businesses, and identify transformational projects for this area. Utilize the findings to enhance the commercial redevelopment of the island, along with the park and trail development on the eastern portion of the island.

- Objective 7.6.4: Identify all the potential infill development sites within the City, and create and maintain a list of them, specifically identifying those sites located within the Opportunity Zone. In addition, create and maintain GIS layer that is available on the public application that allows developers to explore available properties.
- **Sub-Goal 7.7**: Capitalize on the Black River as a centerpiece of the community and a principal tourism asset.

Description: The City of Watertown has several sites that are tourist attractions such as the Thompson Park Zoo and the Black River that runs through the middle of the City.

- Objective 7.7.1: Partner with the GWNCCC and American Whitewater to promote the Black River throughout the northeast United States and southeast Canada as a recreational tool for uses such as rafting.
- Objective 7.7.2: Establish a Black River working group or committee that includes active river users to study river-related development opportunities.
- Objective 7.7.3: Improve the Veterans Memorial Riverwalk (VMR) by upgrading the lighting and painting murals on the retaining wall.
- Objective 7.3.4: Install interpretive signage along the Black River celebrating Watertown's hydropower history.
- Objective 7.3.5: Create a river park at Sewall's Island that reuses the old freight railroad bridges for trails.
- Objective 7.3.6: Promote the Black River fishery.

Goal 8: Public Safety

Keeping the residents and visitors of the City of Watertown safe is a priority of the Police and Fire Departments. Good communications, advancements in technology, obtaining and maintaining industry accreditation, effective training and the education of the public on safety issues all have a part in keeping our citizens safe. We will always continue to look for ways to improve our service to the public.

- **Sub Goal 8.1:** Provide a Watertown Police Department Officer as a liaison to Neighborhood Watch groups to promote information sharing.
 - Objective 8.1.1: Communicate to the public that WPD will assign a Neighborhood Watch Liaison Officer when NW groups are formed within the City of Watertown.
 - Objective 8.1.2: Assign a liaison officer to the Neighborhood Watch group(s).
 - Objective 8.1.3: Invite citizens who have formed Neighborhood Watch groups to contact the WPD liaison officer.
 - Objective 8.1.4: Assign the WPD liaison officer to attend Neighborhood Watch meetings quarterly or more often as needed.

- **Sub Goal 8.2:** Create a “Crime Prevention” unit to assist city businesses and citizens with issues of security and crime prevention.
 - Objective 8.2.1: Create a Crime Prevention Unit within the Police Department, which would be manned by one part-time civilian (possibly a retired police officer) Crime Prevention Specialist
 - Objective 8.2.2: Send the Crime Prevention Specialist to Crime Prevention training and certification
 - Objective 8.2.3: Hold quarterly crime prevention meetings which would be open to the public/businesses.
 - Objective 8.2.4: Offer crime prevention site evaluations to local businesses and residents.
 - Objective 8.2.5: Post links to crime prevention resources on the City of Watertown/WPD websites (Communication Goal).

- **Sub Goal 8.3:** Increase the use of technology to assist law enforcement activities.
 - Objective 8.3.1: Purchase two (2) patrol car mounted License Plate Readers (LPR) to assist in locating stolen vehicles, wanted persons, amber alert related vehicles and suspended operators.
 - Objective 8.3.2: Develop a policy for LPR use.
 - Objective 8.3.3: Train all patrol officers in that policy prior to deployment.

- Objective 8.3.4: Purchase a drone with thermal imaging camera for use in searching for missing children and at risk elderly persons, searching for suspects, assisting investigators with documenting crime scenes, assisting with disaster response and assisting the tactical team with on-scene surveillance during and prior to missions.
- Objective 8.3.5: Train officer pilots on each platoon so that a drone pilot is always available.
- Objective 8.3.6: Develop a policy for drone use.
- Objective 8.3.7: Train all officers in the drone use policy.
- Objective 8.3.8: Purchase and install stationary (Wi-Fi) CCTV cameras on utility poles in high-crime/high traffic areas to record incidents and deter crime. This would be a pilot program initially with expansion dependant on the success of the program.
- Objective 8.3.9: Develop a policy for the storage of CCTV recorded evidence.
- Objective 8.3.10: Train Evidence Technicians in the CCTV recorded evidence policy.
- **Sub Goal 8.4**: Improve officer safety and professionalism through the use of body worn cameras.
 - Objective 8.4.1: Research, test and purchase body cameras for patrol division.
 - Objective 8.4.2: Research and compare cloud storage vs. local computer storage to select the most practical system for the department.
 - Objective 8.4.3: Develop a policy for the use of the body cameras. This would involve researching policies used by other New York State police departments.
 - Objective 8.4.4: Train all Patrol Division officers and supervisors. This would include initial training per manufacturer's recommendations and yearly in-service training as needed.
 - Objective 8.4.5: Create a new part-time civilian position within the police department to oversee the body camera program.
- **Sub Goal 8.5**: Perform a Comprehensive Review of the City's existing Inspection Program and determine the most cost-effective way to perform all City/State requirements for structural inspections, including building code, code enforcement/inspections, vacant property inspections, rental inspections, commercial fire inspection, and residential exterior inspections.

- Objective 8.5.1: Continue existing rental registration program and examine feasibility of some type of inspection program.
- Objective 8.5.2: Establish a mechanism that will require all rental properties to be registered with the City (Requirement to comply with existing Ordinance).
- Objective 8.5.3: To determine if in-service fire inspections should be re-instated to allow on-duty firefighters to perform certain defined exterior code enforcement on an annual basis. (Note: this re-structuring may require a change in the labor agreement with the Fire Department)
- **Sub Goal 8.6**: The Fire Department will undertake a 36 month program to have the Watertown Fire Department Accreditation similar to the Accreditation program successfully undertaken by the Police Department. This program requires the Fire Department to conduct a self-assessment process of all primary services/functions preferred by the Department. The final step would be to undergo a peer review by fire services professionals through the Center for Public Safety Excellence.
 - Objective 8.6.1: Conduct a comprehensive review of all Fire Department policies/SOP's and update to be fully consistent/compliant with approved standards.
 - Objective 8.6.2: Provide orientation to all firefighter personnel and training certain personnel on the Accreditation process.
 - Objective 8.6.3: Apply to Center for Public Safety Excellence for City Fire to participate in the program.
 - Objective 8.6.4: Successfully develop plan to implement the Assessment program and carry it out within established time constraints required by the program.
- **Sub Goal 8.7**: Re-establish Fire Educator position in the Fire Department to develop and provide fire safety education to at risk groups in our community.
 - Objective 8.7.1: Re-establish Fire Educator position (part time).
 - Objective 8.7.2: Provide specialized training to Fire Educator.
 - Objective 8.7.3: Schedule education programs for at-risk age groups.
 - Objective 8.7.4: Evaluate programs delivered and adjust current delivery model as necessary.
 - Objective 8.7.5: Implement an “adopt a fire hydrant” program modeled after successful programs in other cities.

Res No. 16

December 11, 2019

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Approving Professional Services Agreement for City Court Expansion Project, Bernier, Carr & Associates, P.C.

On December 19, 2013, Governor Andrew M. Cuomo signed legislation increasing the number of Watertown full-time City Court Judges to two, effective April 1, 2014. The City of Watertown has proceeded with plans to expand the City Court to include a Civil Courtroom and support spaces.

As stated in the attached proposal, an Agreement for Professional Services with Bernier, Carr & Associates, P.C. is needed for the purposes of performing architectural and engineering services to finalize the design for the Watertown City Court expansion project. The cost of the services is a fixed fee of \$281,000. On December 15, 2015, City Council approved a Bond Ordinance in the amount of \$948,000 for funding of the City Court Renovations, which will cover the cost of this Agreement.

Attached for City Council consideration is a resolution approving a Professional Services Agreement with Bernier, Carr & Associates, P.C.

RESOLUTION

Page 1 of 1

Approving Professional Services Agreement for City Court Expansion Project, Bernier, Carr & Associates, P.C.

Council Member COMPO, Sarah V.
Council Member HENRY-WILKINSON, Ryan J.
Council Member HORBACZ, Cody J.
Council Member RUGGIERO, Lisa L.
Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS New York State Governor Andrew M. Cuomo has signed legislation increasing the number of Watertown full-time City Court Judges to two effective April 1, 2014, and

WHEREAS the City is required to provide a Civil Courtroom in addition to the current City Court at the City's expense, and

WHEREAS a Professional Services Agreement for the architectural and engineering design services has been developed,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Professional Services Agreement with Bernier, Carr & Associates, P.C. in the amount of \$281,000, a copy of which is attached and made part of this resolution, for the architectural and engineering design services for the Civil Courtroom and support spaces, and

BE IT FURTHER RESOLVED that the City Manager Richard Finn is hereby authorized and directed to execute the Professional Services Agreement on behalf of the City of Watertown.

Seconded by

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement dated this _____ by and between the City of Watertown, New York, a New York municipal corporation with principal offices located at 245 Washington Street, Watertown, New York 13601 (the "City"), and Bernier, Carr & Associates, Engineers, Architects and Land Surveyors, P.C. (dba BCA Architects & Engineers), a New York professional limited liability company with principal offices located at 327 Mullin Street, Watertown, New York 13601.

RECITALS

WHEREAS, on October 15, 2019, the City requested a proposal from Bernier, Carr & Associates, Engineers, Architects and Land Surveyors, P.C., along with a scope of work to provide Professional Services in connection with the City Court New Room and Renovations Project (BCA Project No. 2016-175) as in a letter addressed to the City dated October 22, 2019 (attached); and

WHEREAS, Bernier, Carr & Associates, Engineers, Architects and Land Surveyors, P.C., responded with a proposal and scope of work in a letter addressed to the City, dated October 22, 2019, containing a fixed fee for those services; and

WHEREAS, the City and Bernier, Carr & Associates, Engineers, Architects and Land Surveyors, P.C., desire to enter into an Agreement for the provision of the Professional Services as outlined in Bernier, Carr & Associates, Engineers, Architects and Land Surveyors, P.C.'s, Fee Proposal dated October 22, 2019.

WHEREAS, the provision of Engineering Services are professional services within the meaning of the New York General Municipal Law; the parties agree as follows:

AGREEMENT

1. Scope of Services.

The scope of services to be performed by Engineer for the City in connection with the City Court New Court Room and Renovation Project is as set forth in the letter to the City dated October 22, 2019 (attached), for a fixed fee of \$281,000.

Engineer shall provide qualified personnel to perform the assigned work. At all times relevant to this Agreement, Engineer's employees shall be regarded as its employees, and not City employees. Accordingly, Engineer shall be responsible for the payment of all wages, as well as insurances (including Workers' Compensation and disability insurance), and for any and all safety issues pertaining to its employees.

Engineer shall maintain commercial general liability coverage during its performance of the services outlined in the letter to the City dated October 22, 2019, in the minimum amount of \$1,000,000 per person/\$2,000,000 in the aggregate, naming the City as an additional insured. Engineer shall provide the City with a certificate of insurance evidencing this coverage prior to commencing work.

2. City Representative.

The City Engineer of the City of Watertown shall be the City's approval authority for all services to be performed under this Agreement. The City Engineer shall designate a City representative from whom all assignments to Engineer shall be issued and to whom all reports concerning the engineering services to be performed pursuant to this Agreement shall be provided. The City Engineer's designation of the City's representative shall be in writing.

3. City to Provide File Documents.

The City shall provide the Engineer with complete access to the City's file documents concerning the existing facility. It is anticipated that copies of relevant documents will be provided by City staff. When originals are provided, Engineer shall return any original documents upon completion of the task for which they were made available.

4. City Property.

All documents, reports, studies, recommendations, plans, and/or instruments of services prepared by Engineer and provided to the City, both written and electronic, shall become the property of the City upon provision.

5. Term of Agreement.

The performance of services by Engineer shall commence on signing this Agreement. All services required to be performed pursuant to this Agreement shall be performed, to the City Engineer's satisfaction in sync with the project construction schedule.

6. Payment.

The Engineer shall submit monthly progress payments for work completed and reimbursable expenses incurred during that monthly period.

7. Disputes.

The venue of any dispute under this Agreement shall be in the New York State Supreme Court in and for Jefferson County, New York.

8. Notices.

To the City: Watertown City Manager
 City of Watertown
 245 Washington Street
 Watertown, New York 13601

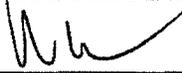
To the Engineer: Bernier, Carr & Associates, Engineers, Architects and
 Land Surveyors, P.C.,
 327 Mullin Street
 Watertown, New York 13601

WHEREFORE, the parties have signed this Agreement this Twenty-Third day of October, 2019.

CITY OF WATERTOWN

By: _____
Richard Finn
City Manager

BERNIER, CARR & ASSOCIATES, ENGINEERS,
ARCHITECTS AND LAND SURVEYORS, P.C.

By:  _____
Rick W. Tague, A.I.A.
President



BCA ARCHITECTS & ENGINEERS

October 22, 2016

Mr. Richard Finn, City Manager
City of Watertown
245 Washington Street
Watertown, New York 13601

Re: Scope of Work Proposal
New Court Room and Existing Court Room Renovations
Project No. 2016-175

Dear Mr. Finn:

BCA Architects & Engineers (BCA) is pleased to submit this proposal to provide Professional Architectural and Engineering Services to the City of Watertown to create a new court room and renovate the existing court spaces on the 1st floor and basement of the existing Watertown City Hall building. Additionally, the City of Watertown has asked us to include in our proposal work to replace the EPDM roof above the court room space.

The project includes renovations of approximately 2,029 square feet in the basement of the existing building and renovations of 6,330 square feet on the 1st floor of the existing building. The scope of the court room renovations is as outlined on the Fully Secured Plan dated October 16, 2019 (Exhibit B) and Budget Estimate dated 10/17/2019 (Exhibit C).

BCA will provide the following services:

Architectural Design	Electrical Engineering	Mechanical Engineering
Structural Engineering	Plumbing Engineering	Asbestos Abatement Design

Work not included:

Surveying	Fire Protection Engineering	Sprinkler System Engineering
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BCA will design the renovation work based on existing condition drawings and information supplied to us by the City. If additional verification of existing conditions is required or other services are needed, those services will be charged on an hourly basis (Exhibit A – 2019 Hourly Rates & Reimbursable Schedule).

BCA will expect the City to provide all existing plans, reports, etc., for the City Hall building. The City shall also provide hazardous materials testing, air monitoring, and construction materials testing as third party services required by New York State. It is assumed that the project will be bid under Municipal Law, requiring multiple contracts and public bidding. BCA will provide technical specifications and construction drawings in electronic PDF format for bidding and assist the City in providing the front end requirements. The bidding process will be handled by the City. BCA will assist the City in reviewing the bids and making recommendations on award of the bids. Once the contracts have been awarded, BCA will provide Construction Contract Administration Services. BCA can also provide On-site Construction Representation for an additional fee.



B C A A R C H I T E C T S & E N G I N E E R S

Mr. Richard Finn

October 22, 2019

Page 2

Based on the assumed construction estimate of \$2,557,000 for the Court Project and Roof Replacement Project, the fee for our services would be a lump sum fee of \$281,000. Costs for printing would be a reimbursable expense.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Rick W. Tague', written over a horizontal line.

Rick W. Tague, A.I.A.
President

RWT:lr

I:\Projects\2015-000\2016-175-(C)\Watertown-Agreement\Owner-Architect\Finn-102219.docx

Attachments: Exhibit A – 2019 Hourly Rates & Reimbursable Schedule
Exhibit B – Fully Secured Plan dated October 16, 2019
Exhibit C – Budget Estimate



BCA ARCHITECTS & ENGINEERS

Exhibit A

2019 HOURLY RATES & REIMBURSABLE SCHEDULE

PRINCIPALS	Per Hour
Senior Principal	\$ 200.00
Principal	\$ 175.00
Senior Associate Principal	\$ 150.00
Associate Principal	\$ 125.00
ARCHITECTURE & ENGINEERING SERVICES	
Senior Project Manager – Architect or Engineer	\$ 150.00
Project Manager – Architect or Engineer	\$ 120.00
Project Architect or Engineer	\$ 115.00
Senior Architectural Designer	\$ 105.00
Architectural or Engineering Associate	\$ 90.00
Senior BIM/CAD Technician	\$ 85.00
BIM/CAD Technician	\$ 70.00
Intern	\$ 60.00
Executive Administration	\$ 75.00
Administration	\$ 60.00
CONSTRUCTION SERVICES	
Senior Project Manager – Construction Management	\$ 120.00
Project Manager – Construction Management	\$ 100.00
Senior Field Representative	\$ 100.00
Field Representative	\$ 95.00
Administration	\$ 60.00
SITE DATA COLLECTION SERVICES	
Field Crew 2 Man (NYS Prevailing Rate)	\$ 200.00
Field Crew 2 Man (Regular Rate)	\$ 120.00
Geospatial Field Crew 2 Man	\$ 120.00
Senior Geospatial Technician	\$ 110.00
UAV Pilot	\$ 100.00
Geospatial Technician	\$ 85.00
Survey Technician	\$ 85.00
GPS Equipment Technician	\$ 75.00
Administration	\$ 60.00



BCA ARCHITECTS & ENGINEERS

Exhibit A

2019 BCA HOURLY RATES & REIMBURSABLE SCHEDULE

SPECIALITY SERVICES	Per Hour
Codes Compliance	\$ 175.00
Codes Analyst	\$ 125.00
Specification Writer	\$ 125.00
Graphic Designer	\$ 75.00
Security Specialist	\$ 125.00
Ed Planner	\$ 95.00
Expert Witness	\$ 175.00
Technology Planner RCDD	\$ 125.00
Structural Engineer Expert	\$ 175.00
Director Design Technologies	\$ 125.00
 TRAVEL	
Travel by Auto Per Mile	Per IRS Rate
Travel by Field Truck Per Mile	Per IRS + 25%
Travel by Air	Actual Cost
Expenses	Direct + 15%

City of Watertown Court Project
Existing Court Renovations - Option 4 Codes/Clerk relocates
2nd floor - Fully Secured - One entrance
 BCA Project No. 2016-175
 10/17/2019



Exhibit C

PRELIMINARY ESTIMATE OF PROBABLE COSTS - SUMMARY		
Demolition & Abatement		\$ 178,000
Site		\$ 100,000
General Construction	Renovation	\$ 1,148,000
Mechanical Systems	Renovation	\$ 333,000
Plumbing Systems	Renovation	\$ 110,000
Electrical Systems	Renovation	\$ 270,000
Sprinkler	New	\$ -
General Conditions		\$ 85,000
Subtotal Construction Costs		\$ 2,224,000
Contingency 15%		\$ 333,000
Total Construction Costs		\$ 2,557,000
INCIDENTAL COSTS	Design fees, testing, FF&E, etc. 20%	\$ 445,000
CURRENT ESTIMATE OF PROBABLE COSTS		\$ 3,002,000

AREA LEGEND

- PUBLIC
 - SEMI-PRIVATE
 - PRIVATE
 - SECURE
 - SCREENING
 - ALTERATION - LEVEL 1 (1,485 SF)
 - ALTERATION - LEVEL 2 (5,157 SF)
 - NON-RENOVATED SPACE (3,733 SF)
- TOTAL AREA - 10,375 SF

WALL LEGEND

- NEW WALL
- EXISTING WALL



Proposed Local Law No. 1 of 2020

December 10, 2019

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Imposing a Temporary Moratorium on the Issuance of Sign Permits
for any Exterior/Digital/LED/Changeable Copy Sign or Billboard

As discussed at the December 9, 2019 City Council Work Session, the attached proposed Local Law, if adopted, would impose a moratorium on the issuance of permits and/or consideration of variances before the Zoning Board of Appeals on any applications to construct, erect, or install digital/LED/electronic signage, also known as Electronic Message Center (EMC). The moratorium would be imposed for an initial period of six months, with the opportunity to extend the moratorium for an additional six months upon resolution of the City Council.

The purpose of the moratorium is to allow the City Council to address the new technology, on a City-wide basis, and determine if, and/or under what circumstances, certain signage should be permitted and/or regulated under the Zoning Law.

Any Local Law attempting to impose a moratorium is required to be reviewed by the County Planning board under §239-m of the General Municipal Law. This particular proposal has been referred to the County Planning Board for consideration at its December meeting.

A Public Hearing will need to be scheduled for January 6, 2020, at 7:30 p.m. on the Local Law so that comments may be fully considered by the Council prior to addressing the proposed moratorium.

LOCAL LAW

Page 1 of 5

A Local Law Imposing a Temporary Moratorium on the Issuance of Sign Permits for any Exterior/Digital/LED/Changeable Copy Sign or Billboard, of Whatever Size, in any of the City's Zoning Districts as Identified at Section 310-2(A) of the Code of the City of Watertown

Council Member COMPO, Sarah V.
Council Member HENRY-WILKINSON, Ryan J.
Council Member HORBACZ, Cody J.
Council Member RUGGIERO, Lisa A.
Mayor BUTLER, Jr., Joseph M.
Total

YEA	NAY

Introduced by

A Local Law imposing a temporary moratorium on the issuance of sign permits for any exterior/digital/LED/changeable copy sign or billboard, also known as Electronic Message Center (EMC), of whatever size, in any of the City's Zoning Districts as identified at Section 310-2(A) of the Code of the City of Watertown.

WHEREAS the City Council recognizes that recent technology has revolutionized the sign and billboard industry, making digital/LED/computer-generated images readily changeable for a wide variety of advertising on the same signage space. This revolutionary technology presents many advertising benefits, yet also presents issues where changeable copy or moving pictures can be distracting to drivers, bothersome to persons living nearby, and generally, can create a public nuisance. Such computer-generated signs and billboards are not always visually compatible with their surroundings. In some instances, they can detract from the historical nature of their surroundings. Accordingly, the City Council of the City of Watertown deems it to be in the public interest to stop and temporarily suspend the processing of applications for, and the issuance of any permits and/or approval for, certain types of energized signage, in any of the City's Zoning District classifications, until such time as the City's comprehensive plan can be formally adopted by the Watertown City Council and zoning regulations pertaining to such signage can be evaluated and/or adopted by changes to the City's Zoning Ordinance. Accordingly, the City Council has determined to impose a moratorium on the processing of applications for, and the issuance of any permits and/or approvals for what is generally to be described as computer-generated changeable copy signs, of any nature and of any size, to include billboard signs, in any of the City's Zoning District classifications, for a period of one year from the effective date of this Local Law to provide adequate time for the City Council to analyze and determine potential appropriate revisions and amendments to the City of Watertown's Zoning Ordinance concerning their use. Provision is made in this Local Law to allow for the extension of the one-year moratorium if necessary, and

LOCAL LAW

Page 2 of 5

A Local Law Imposing a Temporary Moratorium on the Issuance of Sign Permits for any Exterior/Digital/LED/Changeable Copy Sign or Billboard, of Whatever Size, in any of the City's Zoning Districts as Identified at Section 310-2(A) of the Code of the City of Watertown

Council Member COMPO, Sarah V.
Council Member HENRY-WILKINSON, Ryan J.
Council Member HORBACZ, Cody J.
Council Member RUGGIERO, Lisa A.
Mayor BUTLER, Jr., Joseph M.
Total

Table with 2 columns: YEA, NAY. It is currently empty.

WHEREAS the City Council of the City of Watertown hereby finds that, without a temporary halt on the processing, permitting and approvals for changeable copy signage in the City's several Zoning Districts, there is potential that such uses could be located in areas which can cause disruptions in motor vehicle traffic, be distracting to vehicle operators and/or pedestrians, and/or can be disruptive to persons residing nearby. The potential for unsuitable types of signs or unsuitable locations which might materially affect the City's historical downtown streetscape may have particular adverse impacts on the City and its residents, and

WHEREAS the City Council also finds that it is in need of time to perform the necessary analysis of the potential types of signs which should be located in each zoning classification established by the Code of the City of Watertown, and that by maintaining the status quo by temporarily prohibiting the issuance of permits or the processing of applications for approvals for certain signs, the City Council can provide for the planned orderly growth and development of the City, and

WHEREAS a public hearing was conducted in connection with this Local Law on January 6, 2020, after due notice and publication thereof,

NOW THEREFORE BE IT ENACTED by the City Council of the City of Watertown, New York that for a period of time of six (6) months following the effective date of the adoption of this Local Law, the City Council, the City's Planning Board, the City Zoning Board of Appeals and the City's Zoning Officer shall not permit, accept, process, interpret, deliberate upon, decide, deny, or make any determination for any applications for electronic/digitally created/changeable copy signs, including but not limited to scrolling signs, picture signs, of any size or shape, including billboards which contain digitally-created images; changeable copy; or LED display functions in any of the zoning classifications established by Section 310-2(A) of the Code of the City of Watertown, and

BE IT FURTHER ENACTED this moratorium shall apply to all currently pending and future applications, and

BE IT FURTHER ENACTED the terms "changeable copy sign," "digitally created and/or digital display sign," and "electronic changeable sign" shall be broadly construed to include any signage designed to generate photographic images, movies, scrolling type, changing image or any other type of lighted signage which is used to advertise any business or point of view, and

LOCAL LAW

Page 3 of 5

A Local Law Imposing a Temporary Moratorium on the Issuance of Sign Permits for any Exterior/Digital/LED/Changeable Copy Sign or Billboard, of Whatever Size, in any of the City's Zoning Districts as Identified at Section 310-2(A) of the Code of the City of Watertown

Council Member COMPO, Sarah V.
Council Member HENRY-WILKINSON, Ryan J.
Council Member HORBACZ, Cody J.
Council Member RUGGIERO, Lisa A.
Mayor BUTLER, Jr., Joseph M.
Total

YEA	NAY

BE IT FURTHER ENACTED this Local Law shall be binding on the City Council, Planning Board, Zoning Board of Appeals, Zoning Officer, Codes Enforcement Officer, and all City officials and employees, and any applicant or real property owner in the City desiring to apply for or receive a permit or approval for such signage in the City of Watertown's several zoning classifications, and

BE IT FURTHER ENACTED that during the period of the moratorium, the City Council shall endeavor to complete all reasonable and necessary review, study, analysis and, if warranted, revisions to the City of Watertown Zoning Ordinance concerning such signage. During the period of the moratorium, no applications will be accepted, nor permits or approvals issued, which would authorize such signage within the City of Watertown, and

BE IT FURTHER ENACTED that this moratorium shall be in effect for a period of six (6) months from its effective date. This Local Law shall be subject to renewal for a cumulative period of up to an additional six (6) months, if necessary, by Resolution(s) of the City Council, and

BE IT FURTHER ENACTED that, to the extent that any law, ordinance, rule or regulation, or parts of any laws, ordinance, rules or regulations of the City of Watertown are in conflict with any provision of this Local Law, concerning special use permits, site plans, building permits and procedure and requirements, this Local Law shall control and supersede such laws, ordinances, rules or regulations, and

BE IT FURTHER ENACTED that, should any owner of property affected by this Local Law suffer any extraordinary hardship in carrying out the strict letter of this Local Law, then the owner of the said property may apply to the City Council of the City of Watertown in writing for a variance from strict compliance with this Local Law upon submission of evidence of such extraordinary hardship. For the purposes of this Local Law, extraordinary hardship shall not be the mere delay in being permitted to make an application or waiting for a decision on the application for a sign permit, or other permit, during the period imposed by the moratorium imposed by this Local Law, and

LOCAL LAW

Page 4 of 5

A Local Law Imposing a Temporary Moratorium on the Issuance of Sign Permits for any Exterior/Digital/LED/Changeable Copy Sign or Billboard, of Whatever Size, in any of the City's Zoning Districts as Identified at Section 310-2(A) of the Code of the City of Watertown

Council Member COMPO, Sarah V.
 Council Member HENRY-WILKINSON, Ryan J.
 Council Member HORBACZ, Cody J.
 Council Member RUGGIERO, Lisa A.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

BE IT FURTHER ENACTED that a request for a variance based upon extraordinary hardship shall be filed with the City Clerk, including a fee of \$350.00 to cover processing and advertising costs by the landowner, or the applicant with consent of the landowner. The request shall provide a recitation of the specific facts that are alleged to support the claim of extraordinary hardship, and shall contain such other information as the City Manager or his designee shall prescribe as necessary for the City Council to be fully informed with respect to the application, and

BE IT FURTHER ENACTED that, upon submission of the aforementioned written application to the City Clerk, the City Council shall, within thirty (30) days of receipt of said application, schedule a public hearing to consider whether an extraordinary hardship is present. A public hearing on any request for an exception for extraordinary hardship shall be held by the City Council at the first regular meeting of the City Council occurring after the expiration of the publication of notice of the request for a waiver. The notice shall be advertised in the City's designated newspaper at least ten (10) days prior to the date of the public hearing. Notice shall also be given, by regular mail, to abutting property owners at the addresses on the tax rolls, and

BE IT FURTHER ENACTED that, at said public hearing, the property owner and any other parties wishing to present evidence with regard to the application shall have an opportunity to be heard, and the City Council shall, within fifteen (15) days of the close of said Public Hearing, render its decision, either granting or denying the application for variation from the strict requirements of this Local Law, and

BE IT FURTHER ENACTED that, if the City Council determines that a property owner will suffer extraordinary hardship if this Local Law is strictly applied to a particular property, then the City Council shall vary strict compliance with this Local Law to the minimum extent necessary to provide the property owner relief from strict compliance with the Local Law, and

BE IT FURTHER ENACTED that any person, firm or corporation that shall establish, place alter, enlarge or erect or modify any sign or billboard on any structure or freestanding, in violation of the provisions of this Local Law or shall otherwise violate any of the provisions of this Local Law shall be subject to:

Injunctive relief in favor of the City of Watertown to cease any and all such actions which conflict with this Local Law and, if necessary, to remove any

LOCAL LAW

Page 5 of 5

A Local Law Imposing a Temporary Moratorium on the Issuance of Sign Permits for any Exterior/Digital/LED/Changeable Copy Sign or Billboard, of Whatever Size, in any of the City's Zoning Districts as Identified at Section 310-2(A) of the Code of the City of Watertown

Council Member COMPO, Sarah V.
Council Member HENRY-WILKINSON, Ryan J.
Council Member HORBACZ, Cody J.
Council Member RUGGIERO, Lisa A.
Mayor BUTLER, Jr., Joseph M.
Total

Table with 2 columns: YEA, NAY. It contains 6 empty rows for recording votes.

construction which may have taken place in violation of this Local Law, and

BE IT FURTHER ENACTED that if any clause, sentence, paragraph, section or part of this Local Law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall be confined in its operation to the clause, paragraph, section or part thereof directly involved in the controversy in which such judgment shall have been rendered, and the remaining provisions shall remain in full force and effect, and

BE IT FURTHER ENACTED that it has been determined this is a Type II Action under the State Environmental Quality Review and therefore not subject to further environmental review, and

BE IT FURTHER ENACTED that this Local Law has been referred to the County Planning Board in accordance with the General Municipal Law §239-m [7] and the City Council has received and reviewed the findings and recommendation of the Jefferson County Planning Department, and

BE IT FURTHER ENACTED that this Local Law shall take effect immediately upon its filing with the Secretary of State in accordance with New York Municipal Home Rule Law.

Seconded by

Public Hearing – 7:30 p.m.

December 10, 2019

To: Richard M. Finn, City Manager

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

Subject: Amending Chapter 310, Zoning, Article X, Administration and Enforcement, Sections 310-60 to 310-67, and Section 310-56 of Code of the City of Watertown.

A proposal to amend Article X of the Zoning Ordinance (Administration and Enforcement), specifically Sections 310-60 through 310-67, has been drafted for consideration by the City Council.

Currently, the responsibility for administering and enforcing zoning is given to the City Engineer. The City Engineer has delegated a portion of this to Code Enforcement, which falls under Engineering in the City's organizational chart. Over the years, the Planning Department has assumed many of the roles associated with the administration of the Zoning Ordinance, such as handling all variance applications to the Zoning Board of Appeals and processing all site plan, special use permit, subdivision and zone change applications to the Planning Board. Currently, Code Enforcement's primary administration role is to interpret the provisions of the Zoning Ordinance when necessary and provide determinations as to whether uses are allowed or not allowed in certain districts.

As discussed with the City Council at the October 16, 2019 Work Session, Staff has prepared the attached changes to Article X, Administration and Enforcement, to better reflect the City's current, as well as best practices, and to aid the Code Enforcement Bureau as they transition to new leadership in 2020. The changes will bring the administration of the Zoning Ordinance under the Planning Department while the enforcement of it will remain with the Code Enforcement Bureau.

The proposed amendments have been reviewed by the Planning Board, which adopted a motion recommending that the City Council approve the changes. Attached is a report on the amendment prepared for the Planning Board, along with an excerpt from its minutes.

The previous Staff Report on this Ordinance indicated that Council would need to adopt a SEQR Resolution prior to voting. However, this will not be necessary, as Planning Staff have determined that this Ordinance represents a Type II Action under SEQRA pursuant to 6 CRR-NY 617.5 (33) and 6 CRR-NY 617.5 (34).

First, 6 CRR-NY 617.5 (33) identifies the following as a Type II Action:

“adoption of regulations, policies, procedures and local legislative decisions in connection with any action on this list”

Then, 6 CRR-NY 617.5 (34) identifies the following as a Type II Action:

“engaging in review of any part of an application to determine compliance with technical requirements, provided that no such determination entitles or permits the project sponsor to commence the action unless and until all requirements of this Part have been fulfilled”

Verifying the legality of a proposed use under Zoning represents the Zoning Ordinance boiled down its most essential technical requirement. In addition, determining that a proposed use is allowed within its applicable Zoning District does not permit the project sponsor to commence the action without fulfilling all SEQR requirements. Thus, the Planning Department issuing a Certificate of Zoning Compliance is a Type II Action under 6 CRR-NY 617.5 (34).

The Ordinance before the Council tonight represents the adoption of a local legislative decision in connection with the above action. Thus, the proposed ordinance is a Type II Action under 6 CRR-NY 617.5 (33). Type II actions do not require review under SEQRA,

The City Council has scheduled a public hearing on the zoning ordinance amendment for 7:30 p.m. on Monday, December 16, 2019. After the public hearing, the City Council will be free to consider the proposal.

ACTION: City Manager recommends approval.



ORDINANCE

Page 1 of 6

Amending Chapter 310, Zoning, Article X, Administration and Enforcement, Sections 310-60 to 310-67, and Section 310-56 of the Code of the City of Watertown

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa A.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by Council Member Cody J. Horbacz

WHEREAS the City Council has proposed amending Chapter 310, Zoning, Article X, Administration and Enforcement, Sections 310-60 to 310-67, of Code of the City of Watertown, to better reflect the City’s current, as well as best practices, and to aid the Code Enforcement Bureau as they transition to new leadership in 2020, and

WHEREAS the Planning Board of the City of Watertown reviewed the proposed amendments to Sections 310-60 to 310-67 of the Zoning Ordinance at its November 12, 2019 meeting and adopted a motion recommending that City Council approve the amendments as proposed, and

WHEREAS a public hearing was held on the proposed amendments on December 16, 2019, after due public notice, and

WHEREAS the City Council has determined, pursuant to the State Environmental Quality Review Act (SEQRA), that there will not be any significant environmental impacts caused by the adoption of this ordinance, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the amendments,

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that the following replaces the current § 310-60 and § 310-61 of Code of the City of Watertown in their entirety:

§ 310-60. Administration and Enforcement Officials

This chapter shall be administered by the Planning and Community Development Director and enforced by the Code Enforcement Supervisor. No certificate of zoning compliance, building permit or occupancy permit for any building, structure or land shall be

ORDINANCE

Page 2 of 6

Amending Chapter 310, Zoning, Article X, Administration and Enforcement, Sections 310-60 to 310-67, and Section 310-56 of the Code of the City of Watertown

Council Member COMPO, Sarah V.
 Council Member HENRY-WILKINSON, Ryan J.
 Council Member HORBACZ, Cody J.
 Council Member RUGGIERO, Lisa A.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

issued except where all provisions of this chapter have been met and complied with, or unless the property has been granted an applicable Variance by the Zoning Board of Appeals.

A. The Planning and Community Development Director’s or designee’s duties shall include:

1. Issue or deny certificates of zoning compliance within seven business days of receipt of the completed application.
2. Interpret the provisions of this chapter.
3. Scale and interpret district boundaries on Zoning Maps.
4. Refer appropriate matters to the City Planning Board, Jefferson County Planning Board, Zoning Board of Appeals and the City Council.
5. Attend all City Planning Board and Zoning Board of Appeals meetings unless excused by the Chairperson of such Boards.

B. The Code Enforcement Supervisor’s or designee’s duties shall include:

1. Inspect all site improvements and coordinate with the Planning and Community Development Director and other officials and agencies, as appropriate, in order to certify that the requirements of this chapter and any conditions of approval have been fully complied with.
2. Approve occupancy permits.
3. Revoke or suspend a permit where there is false, misleading or insufficient information or where the applicant has not done what was proposed on the application or required as a condition of approval.
4. Issue notices to remedy stop-work orders and investigate violations.

ORDINANCE

Page 3 of 6

Amending Chapter 310, Zoning, Article X, Administration and Enforcement, Sections 310-60 to 310-67, and Section 310-56 of the Code of the City of Watertown

- Council Member COMPO, Sarah V.
- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa A.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

5. Conduct surveys of the City to detect unauthorized construction on any existing structure or unauthorized development of lots.
6. Any and all duties as authorized in Chapter 120, Construction Codes, Uniform, of the Code of the City of Watertown.

§ 310-61. Certificate of zoning compliance and occupancy permit.

- A. Certificate of zoning compliance. The purpose of the certificate of zoning compliance is to provide a procedure for reviewing proposed uses and activities for compliance with the requirements specified in this chapter for the district in which the uses or activities are located.
 1. A certificate of zoning compliance shall be required for any building, structure or part thereof that is hereafter used, occupied, erected, moved or altered. In addition, there shall be no alteration of the land surface preliminary to or incidental to any such activities, including grading, filling, excavation, paving, etc., except for testing and surveying, without first obtaining a certificate of zoning compliance.
 2. A certificate of zoning compliance shall not be required for maintenance and repairs (e.g., roofing, window replacement, siding replacement, etc.) that does not expand the exterior dimensions of the structure and that does not involve a change in use.
 3. There shall be submitted with all applications for certificates of zoning compliance two copies of a layout or plot plan showing the actual dimensions of the lot to be built upon, the size and location of the building(s) and accessory building(s) to be erected on the lot and such other information as may be necessary to determine compliance with the provisions of this chapter.
 4. One copy of such layout or plot plan shall be returned when approved by the Planning and Community Development Director, together with such certificate of zoning compliance, to the applicant upon the payment of all fees that may be required by the

ORDINANCE

Page 4 of 6

Amending Chapter 310, Zoning, Article X, Administration and Enforcement, Sections 310-60 to 310-67, and Section 310-56 of the Code of the City of Watertown

Council Member COMPO, Sarah V.
 Council Member HENRY-WILKINSON, Ryan J.
 Council Member HORBACZ, Cody J.
 Council Member RUGGIERO, Lisa A.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

5. established fee schedule.
6. When required, an application for a certificate of zoning compliance must be filed prior to the issuance of a building permit.
7. No certificate of zoning compliance shall be issued for any use or building where said construction, addition or alteration or use thereof would be in violation of any of the provisions of this chapter.
8. Each application for a certificate of zoning compliance shall be accompanied by a check or other form of payment acceptable to the City of Watertown, in the amount as established in the City approved fee schedule.
9. Any certificate of zoning compliance issued under this chapter shall expire if construction has not commenced within one year from the date of issue.
10. Any construction that has been discontinued for a period of 12 months or longer shall be deemed to have been abandoned. Resumption of construction shall be authorized only upon the issuance of a new certificate of zoning compliance.
11. The issuance of a certificate of zoning compliance shall not authorize the establishment or expansion of any use nor the development, construction, relocation, alteration or moving of any building or structure, but shall merely authorize the preparation, filing and processing of applications for any additional permits and approvals which may be required by the City Code Enforcement Bureau, including but not limited to site plan approval, a building permit and an occupancy permit.
12. Any person who is denied the issuance of a certificate of zoning compliance, or is ordered to comply with the provisions of this chapter, or is ordered to cease and desist any use prohibited by this chapter, or who is otherwise in disagreement with the judgment of the Planning and Community Development Director with respect to the administration of this chapter, may appeal to the Zoning Board of Appeals.

ORDINANCE

Page 5 of 6

Amending Chapter 310, Zoning, Article X, Administration and Enforcement, Sections 310-60 to 310-67, and Section 310-56 of the Code of the City of Watertown

Council Member COMPO, Sarah V.
 Council Member HENRY-WILKINSON, Ryan J.
 Council Member HORBACZ, Cody J.
 Council Member RUGGIERO, Lisa A.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

B. Occupancy Permit. No building shall be erected, altered or in any way changed as to construction or use, under a permit or otherwise, and no land shall be occupied or used without an occupancy permit signed by the Code Enforcement Bureau.

1. The occupancy permit shall not be issued until the building, its uses, accessory uses and the use of land comply in all respects with this chapter.
2. Where determined appropriate and with such conditions as he or she may deem it appropriate to impose, the Code Enforcement Bureau may issue a temporary permit for a specified part of the building.

BE IT FURTHER ORDAINED that § 310-56. Submission of site plan and supporting data, is hereby amended as follows:

Paragraph B. (1) (a) Change the word “City Engineer” to “Planning and Community Development Director.”

Paragraph B. (2) Change the word “City Engineer” in three locations to “Planning and Community Development Director” and the words “Engineer’s office” to “Planning and Community Development Department.”

BE IT FURTHER ORDAINED that § 310-62. Changes of zone; variances, is hereby amended as follows:

Paragraph B. Change the word “City Engineer” in three locations to “Planning and Community Development Director.”

Paragraph C. Change the word “City Engineer” in three locations to “Planning and Community Development Director.”

ORDINANCE

Page 6 of 6

Amending Chapter 310, Zoning, Article X, Administration and Enforcement, Sections 310-60 to 310-67, and Section 310-56 of the Code of the City of Watertown

Council Member COMPO, Sarah V.
Council Member HENRY-WILKINSON, Ryan J.
Council Member HORBACZ, Cody J.
Council Member RUGGIERO, Lisa A.
Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

BE IT FURTHER ORDAINED that § 310-63. Board of Appeals, is hereby amended as follows:

Paragraphs A, C, F and I. Change the word “City Engineer” to “Planning and Community Development Director.”

BE IT FURTHER ORDAINED that § 310-67. Special use permit, is hereby amended as follows:

Paragraphs D, F and I. Change the word “Zoning Enforcement Officer” to “Planning and Community Development Director.”

BE IT FURTHER ORDAINED this Amendment to the City Code 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 Ryan J. Henry-Wilkinson



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 *MAL*

SUBJECT: Proposed Amendments to Article X, Administration and Enforcement of Chapter 310, Zoning, of the City Code

DATE: November 7, 2019

As the Planning Board is aware, Article X of the Zoning Ordinance (Administration and Enforcement), specifically Sections 310-60 through 310-67 details how Chapter 310 of the City Code, Zoning, is administered. Currently, the responsibility for administering and enforcing zoning is given to the City Engineer. The City Engineer has delegated this to the Bureau of Code Enforcement, which falls under Engineering in the City's organizational chart. Over the years, the Planning Department has assumed many of the roles associated with administration of the Zoning Ordinance, such as handling all variance applications to the Zoning Board of Appeals and processing all site plan, special use permit, subdivision and zone change applications to the Planning Board. This was done primarily because of our expertise, education and training in the subject matter as well as staffing issues over the years. Currently, Code Enforcement's primary administration role is to interpret the provisions of the Zoning Ordinance when necessary and provide determinations as to whether uses are allowed or not allowed in certain districts.

The administration and enforcement is primarily handled by the City's Code Enforcement Supervisor, Shawn McWayne. Mr. McWayne is planning to retire at the end of the year, which presents both a challenge and opportunity for the City with regard to zoning. The challenge is replacing the vast knowledge, experience and understanding that Mr. McWayne has with administering and enforcing the zoning code. The opportunity is that his retirement is a chance to make some changes to the zoning ordinance that better reflect how certain processes are currently handled and to shift certain responsibilities from Codes to Planning that will provide for a more streamlined approach for customers.

At the direction of the City Manager and the City Council, Staff is proposing the attached changes to Article X, Administration and Enforcement, Sections 310-60 through 310-67 of the Zoning Ordinance to better reflect the City's current, as well as best practices, and to aid the Code Enforcement Bureau as they transition to new leadership in 2020. The changes will bring the administration of the Zoning Ordinance under the Planning Department while the enforcement of it will remain with the Code Enforcement Bureau.

The proposed duties for both Planning and Codes are outlined in Section 310-60, Paragraphs A and B. As you will see in Section 310-61, a Certificate of Zoning Compliance is proposed to be required prior to the issuance of a building permit. The purpose of the Certificate of Zoning Compliance is to provide a procedure for reviewing proposed uses and activities for compliance with the Zoning Ordinance. It will be issued by the Planning Department.

The changes will remove from Codes' jurisdiction the zoning interpretations and use determinations and allow them to focus more on enforcement and administration of the building code.

The proposed amendments to the Zoning Ordinance require the Planning Board to review them and make a recommendation to the City Council. The Jefferson County Planning Board will also have to make a recommendation and the City Council will be required to hold a public hearing prior to voting on the proposed changes.

Also attached is the existing Article X, Administration and Enforcement for your review and comparison with the proposed changes.

cc: City Council
Shawn R. McWayne, Code Enforcement Supervisor
Ben Arquitt, Civil Engineer I
Michael Delaney, P.E., City Engineer

EXISTING ARTICLE X, ADMINISTRATION AND ENFORCEMENT

§ 310-60. Administrative official.

This chapter shall be administered by the City Engineer. He shall issue no building permit nor occupancy permit for any building, structure or land for which the plans, specifications or intended use are not in all respects in conformity with this chapter.¹

§ 310-61. Occupancy permit.

No building shall be erected, altered or in any way changed as to construction or use, under a permit or otherwise, and no land shall be occupied or used without an occupancy permit signed by the City Engineer, which permit shall not be issued until the building and its uses and accessory uses and the use of land comply in all respects with this chapter. With such conditions as he may deem it wise to impose, the City Engineer may issue a temporary certificate for a specified part of the building.

§ 310-62. Changes of zone; variances.

- A. Any petition for a change of zone or variance of a use shall be accompanied by a description of the property for which change or variance is requested, defining the property by a metes and bounds description.
- B. A change of zone shall not be deemed completed and established until a copy of the ordinance creating the change amending the Zoning Ordinance and the Zone Map has been filed with the City Clerk, a certified copy thereof filed with the City Engineer, the Zone Map altered to show the change of zone and the Council notified by the City Engineer that such a change has been made on the Zone Map. The City Engineer and the City Clerk each shall keep a separate record in their offices of all amendments to the Zoning Ordinance sent to them and also of all notifications of changes in the Zone Map sent to the Council.
- C. A variance in use when granted by the Board of Appeals shall not be deemed completed and established until a certified copy of the decision of the Board is filed with the City Clerk, a certified copy thereof filed with the City Engineer and the Board of Appeals notified by the City Engineer that certified copies of its decision have been filed with each of such officials. The City Engineer shall keep a separate record in his office of all decisions of the Board of Appeals and also of all notifications of such variances sent to the City Clerk and Board of Appeals.

1. Editor's Note: Original Section 53, which immediately followed this subsection, was deleted 5-12-1975.

- D. Each petition must be accompanied by a check payable to the City of Watertown, as required by § 310-56B(1)(c), in an amount established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the office of the Watertown City Clerk. **[Amended 7-1-1985; 9-19-2016]**
- E. All protests against a change of zone district must be filed with the City Clerk at least three days prior to the public hearing required to be held on such changes pursuant to § 83 of the General City Law, either on petition for such change or on the motion of the City Council for such change.
- F. After a change in zone has been granted by the City Council, if construction has not been started within a period of one year, the zone change shall be reviewed by the Planning Board, which then may recommend to the City Council that the land be rezoned. **[Added 4-12-1971]**

§ 310-63. Board of Appeals.²

- A. A Board of Appeals consisting of five members appointed by the City Manager is hereby established as provided by § 81, Article 5-A, of the General City Law. The Board of Appeals shall hear and decide appeals from and review any order, requirement, decision or determination made by the City Engineer in administering this chapter. This Board of Appeals may reverse or affirm, wholly or partly, or may modify the order, requirement, decisions or determination appealed from and shall make such order, requirement, decision or determination as in its opinion ought to be made in the premises and to that end shall have all powers of the City Engineer in this chapter. **[Amended 1-3-1967; 2-29-1988; 5-7-2007]**
- B. Where there are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of this chapter, the Board of Appeals shall have the power in passing upon appeals to vary or modify the application of any of the regulations or provisions of this chapter relating to the use, construction, structural changes in equipment or alteration of buildings or structures or the use of land so that the spirit of the chapter shall be observed, public safety and welfare secured and substantial justice done. The Board of Appeals shall also hear and decide all matters referred to it upon which it is required to pass by the terms of this chapter.

2. Editor's Note: An appendix to this chapter entitled "The Powers and Responsibilities of the Board of Appeals in New York State" is on file in the office of the City Clerk.

- C. The concurring vote of four members of the Board of Appeals shall be necessary to reverse any order, requirement, decision or determination of the City Engineer or to decide in favor of the applicant on any matter which it is required to pass under the terms of this chapter or to effect any variation in this chapter.
- D. In granting variances from the strict application of this chapter, the Board may impose such conditions as it deems necessary to safeguard the true intent of the chapter. No variance shall be granted solely on the grounds of the appellant's personal interest but upon the broader grounds of equity and the interests of public health, safety and general welfare.
- E. All petitions to be passed upon by the Board of Appeals must first be referred to the Corporation Counsel for legality.
- F. Variances. On appeal from a determination of the City Engineer, the Board of Appeals may grant a variance where the strict application of this chapter would result in practical difficulty or unnecessary hardship. No variance shall be granted by the Board of Appeals unless it finds:
- (1) That the strict application of the provisions of this chapter would deprive the applicant of the reasonable use of the land or building for which such variance is sought, that the granting of the variance is necessary for the reasonable use of such property and that the variance granted by the Board is the minimum variance that will accomplish this purpose;
 - (2) That there are special circumstances or conditions applying to the land or building for which the variance is sought, which circumstances or conditions are peculiar to such land or building and do not apply generally to land or buildings in the vicinity or neighborhood and have not resulted from any act of the applicant subsequent to the adoption of this chapter; and
 - (3) That the granting of the variance will be in harmony with the general purpose of this chapter, will not be injurious to the neighborhood and will not alter the essential character of the locality. In granting a variance, the Board of Appeals may prescribe appropriate conditions or safeguards that are necessary or desirable to carry out the requirements of this subsection.
- G. Special exceptions.
- (1) On application, supplementing an application for a certificate of occupancy, the Board of Appeals may grant a permit for any use for which the approval of the Board is required under this chapter. In granting such permit, the Board may specify appropriate conditions and safeguards in harmony with the following rules and standards:

- (a) The use shall be of such location, size and character that it will be in harmony with the appropriate and orderly development of the district in which it is situated and will not be detrimental to the orderly development of adjacent districts.
- (b) The location and size of the use, the nature and intensity of the operations involved in or conducted in connection with it, its site layout and its relation to streets giving access to it shall be such that traffic to and from the use and the assembly of persons in connection with it will not be hazardous or inconvenient to the neighborhood or conflict with the normal traffic of the neighborhood. In applying this standard, the Board shall consider, among other things, convenient routes of pedestrian traffic, particularly of children, in relation to main traffic thoroughfares and to street and road intersections and the general character and intensity of development of the neighborhood.
- (c) The location and height of buildings, the location, nature and height of walls and fences and the nature and extent of landscaping on the site shall be such that the use will not hinder or discourage the proper development and use of adjacent land and buildings or impair the value thereof.
- (2) The Board may deny such permits if the proposed use fails to meet the specified standards.
- H. All provisions of this chapter relating to the Board of Appeals shall be strictly construed, provided that none of the provisions shall be deemed to limit any power of the Board of Appeals conferred by statute.
- I. Decisions of the Board. All decisions of the Board shall be in writing, and a copy of each decision shall be sent to the applicant and to the City Engineer. The Board shall also retain in its files a copy of each decision, which files shall be available for inspection by the public.
- J. All petitions shall be accompanied by a site plan drawn to scale and supporting data, including, where applicable: **[Added 12-4-1972]**
 - (1) A survey of the property showing existing features, contours, buildings, structures, streets, utility easements, rights-of-way and land use.
 - (2) A site plan showing proposed building locations, additions and land use areas.
 - (3) Traffic circulation, parking and loading spaces and pedestrian walks.

- (4) Landscaping plans, including site grading, landscape design and open areas.
- (5) Preliminary architectural drawings for buildings to be constructed or expanded, including floor plans, exterior elevations and sections.
- (6) Any other information that will enable the Board of Appeals to comprehend the petition.

§ 310-64. Interpretation.

In interpreting and applying the provisions of this chapter, they shall be held to be the minimum requirements for the promotion of public health, safety, morals or the general welfare.

§ 310-65. Penalties for offenses. [Amended 12-1-1996 by L.L. No. 1-1986; 4-2-2007 by L.L. No. 2-2007]

Except as otherwise provided in this chapter, any person, firm or corporation who violates, disobeys, neglects or refuses to comply with or who resists the enforcement of any of the provisions of this chapter shall be liable for a penalty not to exceed \$250. Each day that a violation is continued shall be deemed a separate offense.

§ 310-66. Amendments.

This chapter may be amended from time to time as provided by § 83, Article 5-A, of the General City Law and after a report by the City Planning Commission.

§ 310-67. Special use permit. [Added 3-2-1998]

- A. Procedure. Special use permit applications shall be reviewed following the procedure set forth in § 27-b of the New York General City Law, as amended; Article 8 of the Environmental Conservation Law and its implementing regulations, as amended; § 239 of the New York General Municipal Law, as amended; and this chapter.
- B. City Council approval. The City Council is the body with the authority to approve special use permits.
- C. Planning Board recommendation. The Planning Board shall review and make recommendations on all special use permits before City Council action thereon.
- D. Where to submit. All applications shall be submitted to the Zoning Enforcement Officer.
- E. Submission deadline. All applications shall be submitted in complete form at least two weeks prior to the next scheduled Planning Board meeting to be on that meeting's agenda.

- E. Number of copies. The number of copies of an application to be submitted shall be determined by the Zoning Enforcement Officer.
- G. Fee. Each application for a special use permit shall be accompanied by a check payable to the City of Watertown in the amount as established by the City Council of the City of Watertown at least annually through a budget resolution that adopts a City Fees and Charges Schedule. Such schedule shall be available to the public at the office of the Watertown City Clerk. The fee is nonrefundable. **[Amended 9-19-2016]**
- H. Information required. Application shall be made in the form and with the information required by the Planning Board and City Council.
- I. Notice on property. The applicant shall place a sign on each parcel to be affected by the special use permit for a continuous period of at least two weeks immediately before the public hearing on the special use permit. The sign shall be of a size, in a location and contain information determined by the Zoning Enforcement Officer. The applicant shall provide an affidavit stating that this requirement has been met. The City Council shall rely on this affidavit as evidence that the posting requirement has been met.
- J. Expiration. A special use permit shall expire one year from the date it was granted by the City Council if the involved property has not been used for the approved use. A special use permit shall also expire immediately upon the cessation of the approved use on the involved property.

EXCERPT FROM THE PLANNING BOARD MINUTES.

Ms. Fields then moved to recommend that City Council adopt the City of Watertown Comprehensive Plan. Mr. Babcock seconded the motion and all voted in favor.

PROPOSAL TO AMEND SECTION 310 of THE CITY CODE; ARTICLE X – ADMINISTRATION AND ENFORCEMENT

The Planning Board then considered a proposed amendment to Sections 310-60 through 310-67 of the City Code that would transfer responsibility for administration of the Zoning Ordinance from the Engineering Department to the Planning Department.

Mr. Lumbis began by saying that when Section 310 was written back in the 1950s, the City did not have a Planning Department, so the responsibility for administering the Zoning Ordinance went to the City Engineer, who in turn delegated that authority to the City Code Enforcement Supervisor. He then said that in the 1980s, the Planning Department came into existence, and over time became more involved with administering the Zoning Ordinance. He then said that the Planning Department writes the reports for the Planning Board when there are zone change requests and now handles staff-support for the Zoning Board of Appeals. He noted that the Engineering Department still assists, but Planning takes the lead.

Mr. Lumbis then said that as the Planning Board might know, City Code Enforcement Supervisor Shawn McWayne was about to retire. He explained that presently, Mr. McWayne has the official say on Zoning interpretations; it is his role to determine if a given use is allowed in a given district and that if you get a grey area where a use is not listed or is something that did not exist in the 1950s when the Ordinance was written, Mr. McWayne makes the call. Mr. Lumbis noted that Mr. McWayne works in concert with the Planning Department to make these determinations, but he has the final say.

Mr. Lumbis then said that because of Mr. McWayne's impending retirement, the City Council and City Manager have asked the Planning Department to look at Section 310 and reflect on what it was doing and how it could help Code Enforcement once Mr. McWayne retires because they will not have his expertise anymore. Mr. Lumbis then explained that the proposed amendment would transfer Zoning administration responsibility to Planning while keeping the enforcement responsibility with Code Enforcement.

Ms. Capone then asked if Planning would oversee Code Enforcement under the new alignment. Mr. Lumbis replied in the negative, and said that Engineering would continue to oversee Codes.

Mr. Lumbis then referenced a new piece of the proposed code, the Certificate of Zoning Compliance. He said that when someone brings in an application for a building permit or site plan approval, Planning would either issue or deny the Certificate of Zoning Compliance. He explained that it would certify that the Zoning District the proposal occurs in allows the proposed use and that the proposal meets all setbacks, lot coverage requirements, etc. He then elaborated that after issuing the Certificate of Zoning Compliance, Planning would then send that information to Code Enforcement, which would still be responsible for issuing a Building Permit.

Mr. Lumbis said that is how the process works in most other municipalities, and this would make Watertown's process more typical.

Ms. Fields then asked about Section 310-61 (9), which stated, "Any construction that has been discontinued for a period of 12 months or longer shall be deemed to have been abandoned. Resumption of construction shall be authorized only upon the issuance of a new certificate of zoning compliance." Ms. Fields then used COR Development's application for the Mercy site as an example, and stressing that it was only an example, asked if once the Planning Department issued a Certificate of Zoning Compliance, if that approval would expire after a year and if they would need to reapply.

Mr. Lumbis replied in the affirmative, and elaborated that if nothing had changed on the proposed plans, that would be easy to re-approve. However, the re-application process would be the City's opportunity to verify that nothing had changed. Ms. Fields then asked when the City would consider the beginning of that 12-month period. Mr. Lumbis replied that the Certificate of Zoning Compliance would expire one year from the date of issue.

Mr. Babcock then asked about a hypothetical situation where construction has commenced, but then stops due to financial issues and remains discontinued for 12 months. He asked who decides what the "stop" date would be? Mr. Lumbis replied that unless you knew and the developer publically acknowledged the suspension, it would be difficult to pinpoint a date. He elaborated that if you knew it stopped sometime in the fall and nothing happened in the winter months, you could potentially use January 1 as your stop date.

Mr. Johnson then asked what the City would consider a shutdown of construction. Mr. Lumbis replied that Code Enforcement would be doing inspections and they would be keyed in what is going on at the project site. If Codes shows up and no one is there, they would reach out to the contractor or the owner. Mr. Babcock then asked if Codes would send a formalized letter. Mr. Lumbis replied that that was unlikely and Code Enforcement was more likely to make a note in their inspection file, and that would be the date the City could use.

Mr. Lumbis then said that the point of this Code revision is not to know exactly that a project ceased construction on November 12. Rather, the point is to verify that when the applicant wanted to begin work again in a year or two, to look again and verify that they have not changed anything. Mr. Lumbis then noted that under the current Code, COR, to use Ms. Fields' example, which received Site Plan Approval three years ago, could come in tomorrow for a Building Permit and their approval is still good. Mr. Lumbis said that in many other places, Site Plan Approval expires and they would have to go back again. Finally, Mr. Lumbis noted that while this is a necessary fix, there were still more improvements the City could make to the Zoning Ordinance.

Ms. Capone then said that she liked that the applicant must file the Certificate of Zoning Compliance prior to the City issuing a building permit.

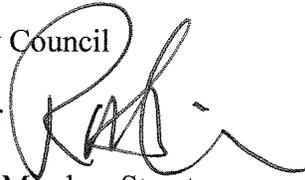
Ms. Capone then moved to recommend that City Council approve the proposed amendment to Sections 310-60 through 310-67 of the City Code that would transfer responsibility

for administration of the Zoning Ordinance from the Engineering Department to the Planning Department. Mr. Johnson seconded the motion and all voted in favor.

Mr. Babcock moved to adjourn the meeting. Mr. Johnson seconded the motion and all voted in favor. The meeting was adjourned at 3:43 p.m.

December 11, 2019

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager
Subject: Request for Abate – 335 South Meadow Street

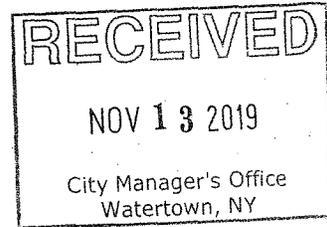
A handwritten signature in black ink, appearing to read 'RM Finn', is written over the 'From:' line of the memo.

I received a request to abate the surcharge from the City of Watertown on the cost of picking up trash and debris at the above address.

I have reviewed the facts of this request and have decided to abate the \$250.00 fee in accordance with §320-10 approved by City Council November 4, 2013.

No action required.

To: City manager
Watertown, NY



Mr. Finn:

By August 14, 2019 I received from your office a notification of violation of code for trash in front of my property, located at 335 South Meadow Street , Watertown . That trash and others household items were left behind by former tenant after an eviction process, no matter that, I did call your office and we took care of all the trash. I have evidence to verify this: receipts for trash disposal by Jefferson County Transfer Site dated on August the 12, when I remove those from my property. On, October 23, 2019 I received another notice again, at this time charging me the amount of \$457.38 for the disposal of the trash, when all debris were been removed by that time. According to my new tenant , who at that time was moving in the unit, said the workers came over and remove to black bags of trash, which he was about to take care of, from the driveway saying that was an order already made for it. What is surprising me is that they took with them the trash that my new tenant, Mr. Joshua Brownell, brought in during the process of unpacking his belongings to the apartment and not the trash left behind by the previous tenant

I understand that your office should not charge me for something that I already took care of. I have all the necessary supporting documents and photos to confirm that by the date of such service there where not trash in front of my property.

Hoping you can solve this misunderstanding, I will appreciate the promptly solution of this,

Thanks

Fe M Quebec

A handwritten signature in black ink, appearing to read "Fe M Quebec". The signature is written in a cursive style with a long, sweeping underline.

CITY OF WATERTOWN INVOICE

Customer Id DPW00008214

Invoice Number 2019/40/0068109
Invoice Date 10/23/2019
Invoice Due Date 11/22/2019

QUEBEC FE
903 LERAY ST
WATERTOWN NY 13601

Mail Remittance To:
CITY COMPTROLLER'S OFFICE
ROOM 203, CITY HALL
245 WASHINGTON STREET
WATERTOWN NY 13601
(315) 785-7754

Desc: TRASH/DEBRIS 335 MEADOW ST S Prop Loc: 335 MEADOW ST S



Muni/Sbl: 221800 10-0009-214.000

Service	Quantity	Unit	Unit Price	Amount
TRASH PICK UP LABOR FEE	1.00		89.35	89.35 tx
DPW EQUIPMENT FEE	1.00		66.15	66.15 tx
TRASH DISPOSAL FEE	0.15		120.00	18.00 tx
CODE ENFORCEMENT SURCHARGE	1.00		250.00	250.00 tx
SALES TAX: DPW				33.88

173.50
13.88 tax
\$ 187.38

Total Amount Due 457.38

Please Make Check Payable To: CITY COMPTROLLER
Please Reference Invoice Numbers On All Remittance