

**CITY OF WATERTOWN, NEW YORK  
AGENDA**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, December 20, 2010, 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**

**PRESENTATIONS**

Fire Department Citation Presentations

**PRIVILEGE OF THE FLOOR**

**RESOLUTIONS**

- Resolution No. 1 - Commissioner of Deeds
- Resolution No. 2 - Appointment to the Roswell P. Flower Memorial Library Board of Trustees, Matthew A. Doheny
- Resolution No. 3 - Approving Amendment No. 77 to the Management and Management Confidential Pay Plan
- Resolution No. 4 - Naming of Street and Approving Addition to the City of Watertown's Local Highway Inventory
- Resolution No. 5 - Approving an Extension of the Agreement for Empire Zone Administration Services, Camoin Associates, Inc.
- Resolution No. 6 - Approving Amendment No. 2 to the State Assistance Contract for Sewall's Island Environmental Restoration Program Grant
- Resolution No. 7 - Approving Change Order No. 1 to Agreement A.J. Montclair, Inc. for Reconstruction of Riggs Avenue

- Resolution No. 8 - Authorizing Real Property Tax Exemption, Creekwood Apartments
- Resolution No. 9 - Finding that the City's determination to Exercise Eminent Domain to Acquire Sewer Facilities and Street Access From Stateway Plaza Shopping Center, Reg. Will Not Have a Significant Impact Upon the Environment
- Resolution No. 10 - Issuing the City's Determination and Findings in Connection With the Exercise of Eminent Domain to Acquire Sewer Facilities and Street Access from Stateway Plaza Shopping Center, Reg.
- Resolution No. 11 - Approving the Site Plan for the Construction of a 26 Space Parking Lot at 215 Maywood Terrace, Parcel No. 3-01-201
- Resolution No. 12 - Approving the Site Plan for the Construction of a 3,044 Square Foot Sunoco/A-Plus Store and New Fuel Dispensers Located at 1255 Arsenal Street, Parcel Numbers 9-19-102 and 9-19-102.100

## **ORDINANCES**

## **LOCAL LAW**

## **PUBLIC HEARING**

- 7:30 p.m. Local Law No. 5 of 2010 – Annexing Territory from the Town of Watertown

## **OLD BUSINESS**

1. City Clerk and City Manager Annual Review Process Discussion
2. Tourism Fund Report and Discussion

## **STAFF REPORTS**

1. Margin Parking Legislation, Vehicles and Traffic
2. Sales Tax Revenue – November 2010
3. Reassessment Map
4. Quarterly Financial Report

5. New York Conference of Mayors, *You Can't Cap What You Can't Control*
6. Letter from James H. McGowan
7. Letter from Woodruff Professional Group, LLC

**NEW BUSINESS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,  
JANUARY 3, 2011.**

Res No. 1

December 16, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Commissioner of Deeds

The following resolution was prepared at the request of City Clerk Donna M. Dutton. If adopted, the resolution would provide for the appointment of the individual listed on the resolution as Commissioner of Deeds for the term ending December 31, 2011.

**RESOLUTION**

Page 1 of 2

Commissioner of Deeds

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

***Introduced by***

RESOLVED that the following individuals are hereby appointed Commissioner of Deeds for the term ending December 31, 2012:

**City Employees**

James R. Spencer Jr.  
 David W. Horr  
 George A. Cummings  
 Jacob W. Bull  
 Suzanne M. Chartrand  
 Darren Kevin Yott  
 Richard C. Wood  
 John W. Oliveau  
 Mark W. Sutton  
 Glenn M. Brady  
 Dennis C. Lawlee  
 Sean Patrick Boyle  
 Joseph R. Donoghue Sr.  
 James R. McNitt  
 Stephen Russell Backus  
 Wayne McConnell  
 Kenny C. Noone  
 Jason J. Badalato  
 Christopher Lee Thomas  
 Joseph C. Reff  
 Holly Marie Trottier  
 Michael J. LaBarge  
 Charles P. Donoghue  
 Cristin N. Fuhrman  
 Adam Charles Beshures  
 Nathan Lee McKeever

Matthew Thomas Roll  
 Matthew D. Preedom  
 Scott J. Freeman  
 Richard J. Purvis  
 Christopher R. Aher  
 Michael B. Zicari  
 Joseph J. Goss  
 Roy Edward Whitmore  
 Erika L. Derouin  
 William K. Rafferty  
 Gary Robert Comins  
 Cheryl A. Clark  
 Charles L. Bickel III  
 Vance J. Trapp  
 Eric McLane  
 Scott Michael McIntyre  
 Peter C. Keck  
 Elizabeth M. Lewis  
 Michael S. Maney  
 Frederick E. March II  
 Joseph A. Giaquinto  
 Jonathan M. Pitts  
 Shane Michael Ryan  
 Andrew Thomas Neddo  
 Nicole Marchiony  
 Gregory P. Gibbs

# RESOLUTION

Page 2 of 2

Commissioner of Deeds

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

Mark Lamica  
 Vanessa J. Alexander  
 Matthew Dawley  
 Dennis P. O'Brien  
 Michael J. Mullins  
 Joshua P. Moran  
 Ronald E. Gatch  
 Michael S. Youlen  
 James Albert Romano  
 Jerry D. Golden

Frank J. Derrigo Jr.  
 Joshua W. Davis  
 Carolyn Meunier  
 Howard Schnettler

### Non-City Employees

Margaret S. Granger  
 Barbara Ann Walroth  
 Mary G. Izzo  
 Martha A. McIntosh  
 Scott Edward Sterling  
 Vickie Lynn Rice  
 Christine Diane Bonney  
 Patricia R. Macklin  
 Cassandra Bixler  
 Jason Andrew McAvoy

Res No. 2

December 13, 2010

To: Members of the City Council

From: Jeffrey E. Graham, Mayor

Subject: Appointment to the Roswell P. Flower Memorial Library Board of Trustees, Matthew A. Doheny

A vacancy will occur at the end of this month on the Flower Memorial Library Board with the retirement of Council Member James E. Brett.

In seeking a replacement, I was approached by Matthew A. Doheny of 303 Paddock Street, who expressed an interest in serving on the Board. Mr. Doheny has strong business skills and fiscal acumen, which I think will add to the Board. He also is himself an avid reader and a supporter of the mission of the Flower Library. I think he will be a good addition to the Board.

As always, I discussed the matter with the Library Board President, Maxine Quigg, who along with the Library Director met with Mr. Doheny. Given Mr. Doheny's recent political run, I also ran the proposed nomination by the remainder of the Library Board in case there were any issues related to that.

Everyone involved is enthusiastic over the prospect of Mr. Doheny's service, and I respectfully offer his name in nomination to the City Council for its consideration.

# RESOLUTION

Page 1 of 1

Appointment to the Roswell P. Flower Memorial Library Board of Trustees, Matthew A. Doheny

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.  
 Total .....

YEA	NAY

***Introduced by***

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BE IT RESOLVED that the City Council of the City of Watertown, New York, that Matthew A. Doheny, 303 Paddock Street, Watertown, New York, is hereby appointed to the Roswell P. Flower Memorial Library Board of Trustees, for a term of eleven (11) years, which term expires December 31, 2021.

**Seconded by**

Res No. 3

December 14, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Amendment No. 77 to the Management and Management  
Confidential Pay Plan, Confidential Assistant to the City Manager

Attached for City Council consideration is a resolution establishing the salary for the position of Confidential Assistant to the City Manager. It is my recommendation that the salary for this position be established at \$ 43,500, with a \$1,000 increase upon the successful completion of one year of service in the position.

Once the salary for this position is established, it is my intention to appoint Elliott B. Nelson as Confidential Assistant to the City Manager. Mr. Nelson is a December 2010 graduate from Central Michigan University's Masters in Public Administration program and will be moving to Watertown to assume this position on January 10, 2011. I look forward to having Mr. Nelson join the City's Management team.

Approving Amendment No. 77 to the Management and Management Confidential Pay Plan

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.  
 Total .....

YEA	NAY

**Introduced by**

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NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves Amendment No. 77 to the Management and Management Confidential Pay Plan, effective January 10, 2011 as follows:

Position	Salary
Confidential Assistant to the City Manager	\$ 43,500

Upon completing one year of service in this position, salary will increase by \$1,000.

**Seconded by**

Res No. 4

December 15, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Approving Addition to the City of Watertown's  
Local Highway Inventory

Each December, the City Engineering Department performs a review of our Local Highway Inventory and in early January submits their findings to the New York State Department of Transportation (NYSDOT). This review provides municipalities with the opportunity to update their local highway inventory for any changes, errors or omissions.

During this year's review, the City Engineering Department determined that the internal street at the Fairgrounds which connects Rand Drive to William T. Field Drive needs to be included in the inventory. The street currently does not have an official name, although it has been informally referred to as Cooke Drive over the years. The City Engineering Department is recommending that modifications be made to include this in the City's inventory. This inventory is one of the factors considered, when the State does its annual calculation of each municipality's CHIPS funding.

In order to add this section of street to the inventory, the City Council must first officially name the street and then adopt a resolution stating that the City accepts maintenance and operational responsibility for this street. Once this resolution has been adopted, the street can be added to the City's Annual Local Highway Inventory submittal to NYSDOT.

A resolution approving the street name, adding this street to the City of Watertown's Local Highway Inventory has been prepared for City Council consideration. The official name for the street has been left blank for the City Council to fill in at Monday's meeting.

# RESOLUTION

Page 1 of 1

Naming of Street and Approving  
Addition to the City of Watertown's  
Local Highway Inventory

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

***Introduced by***

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WHEREAS each December, the City Engineering Department performs a review of our Local Highway Inventory and in early January submits their findings to the New York State Department of Transportation (NYSDOT), and

WHEREAS during this year's review, the City Engineering Department noticed that a City-maintained street has not been included in the City's inventory, and

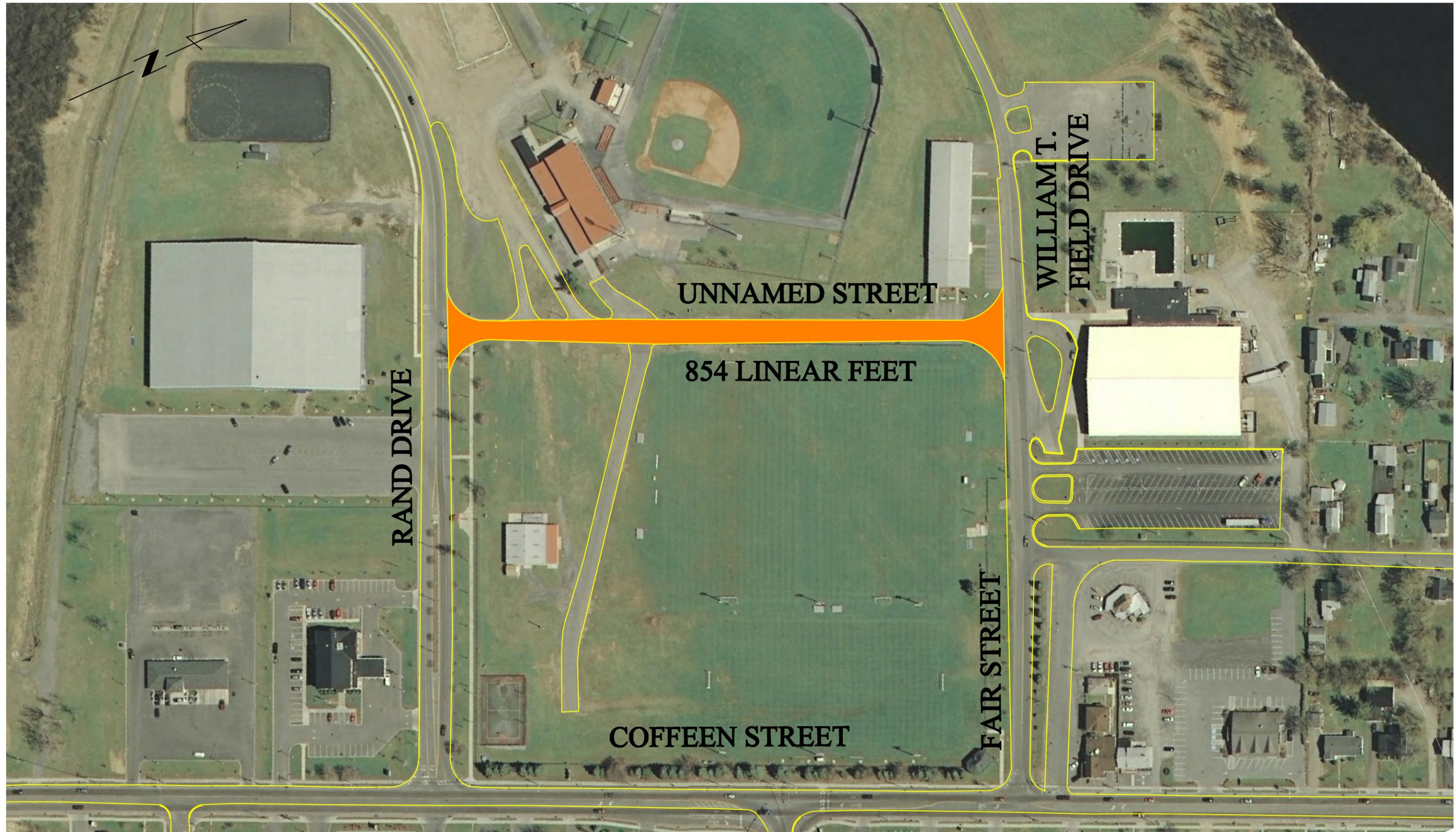
WHEREAS the City of Watertown has and will continue to own and maintain the city street that runs from Rand Drive to William T. Field Drive,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown names the city-owned street that runs from Rand Drive to William T. Field Drive, \_\_\_\_\_ Street, and

BE IT FURTHER RESOLVED that the City of Watertown accepts maintenance and operational responsibility of \_\_\_\_\_ Street, as depicted in the map, which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that City Engineer Kurt W. Hauk is hereby authorized and directed to amend the City's Local Highway Inventory to include said street and provide the amended inventory to NYSDOT for their consideration.

**Seconded by**



DESIGNED BY: JMW	REVISIONS:
DRAWN BY: JMW	
DATE: 1209-2010	
SCALE: 1"=150'	
CHECKED BY: KWH	
APPROVED BY: KWH	
PROJECT NAME: LH 2010	

WARNING: It is a violation of Section 7209, Subdivision 2, of the New York State Education Law for any person other than a Licensed Professional Engineer to alter this map.

**CITY OF WATERTOWN**  
**ENGINEERING DEPARTMENT**

MUNICIPAL BUILDING, ROOM 305      PHONE: 315-785-7740  
 245 WASHINGTON STREET              FAX: 315-785-7829  
 WATERTOWN, NEW YORK 13601

PLAN VIEW

LOCAL HIGHWAY INVENTORY  
 UNNAMED STREET

SHEET. NO.
1



1869

CITY OF WATERTOWN, NEW YORK  
DEPARTMENT OF ENGINEERING  
MEMORANDUM

DATE: 10 December 2010

TO: Mary Corriveau, City Manager

FROM: Justin Wood, Civil Engineer II

SUBJECT: Approving Additions to the City of Watertown's Local Highway Inventory

Enclosed is a recommended addition to the City's Local Highway Inventory (LHI). The Local Highway Inventory (LHI) is a list of all City streets which are maintained by the City. The Consolidated Local Street and Highway Improvement Program (CHIPS) distributes funding to local municipalities, in part, based on the LHI and total mileage of streets maintained by the municipality.

Every January, the City must submit an updated LHI to the NYSDOT. The Engineering Department reviewed the current LHI list and noticed a City-maintained street, which has no official name, that could be added. However, to add streets or street sections to the LHI, NYSDOT requires a resolution accepting "maintenance and operational responsibility" for all additions. The street would also have to be given an official name to be included in the LHI.

The "street" is actually an internal drive at the Fairgrounds which connects Rand Drive to William T. Field Drive. It has never been officially named, however, it has been informally referred to as Cook Drive over the years. The street is maintained year-round for vehicular traffic and therefore could be added to the LHI upon official naming and passing of the attached resolution.

Please prepare a resolution for Council consideration.

Cc: Kurt Hauk, City Engineer  
Gene Hayes, Superintendent of Public Works



Res No. 5

December 14, 2010

To: The Honorable Mayor and City Council  
From: Mary M Corriveau, City Manager  
Subject: Approving Agreement for Empire Zone Administration  
Services, Camoin Associates

On August 18, 2003, the City Council approved an Agreement with Camoin Associates, Inc. to administer Watertown's Empire Zone. Since then, the original Agreement has been amended a number of times, and under the terms of the current Agreement services will be provided until December 31, 2010.

A copy of the contract has been provided to Joseph M. Butler, Zone Administrative Board (ZAB) Chair for review and sharing with the members of the ZAB. Mr. Butler has informed me that the ZAB has reviewed the terms of the Agreement, and they are recommending that the Council approve the attached Agreement with Camoin Associates through December 31, 2013. With the expiration of the Empire Zone this year, there will be no new Zone Certified businesses; however there is still administrative work to be done through the end of the zone benefit term.

Under the terms of the proposed Agreement the Scope of Services has been amended to reflect the work focus now that the Empire Zone has been done away with by NYS. Also under the terms of the Agreement labor rates will increase as detailed below:

	Current	2011	2012	2013
Principal	\$ 130	\$ 140	\$145	\$150
EZ Coordinator	\$ 85	\$ 87	\$ 90	\$ 92
Clerical	\$ 45	\$ 47	\$ 50	\$ 52
Travel	\$ 45	\$ 47	\$ 50	\$ 52

A resolution approving the Agreement between the City of Watertown and Camoin Associates for Administration of the Watertown Empire Zone is attached for City Council consideration.

Page 1 of 1

Approving an Extension of the Agreement for Empire Zone Administration Services, Camoin Associates, Inc.

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

**Introduced by**

\_\_\_\_\_

WHEREAS the City Council of the City of Watertown, New York approved an Agreement for Empire Zone Administration Services with Camoin Associates, Inc. on December 3, 2007, and

WHEREAS the current Agreement with Camoin to provide Empire Zone Administration services expires on December 31, 2010, and

WHEREAS the services of Camoin Associates, Inc. will be needed to continue to administer the local program after December 31, 2010, and

WHEREAS the Zone Administrative Board is recommending that the City Council approve the Agreement with Camoin Associates to provide services through December 31, 2013,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Agreement for Empire Zone Administration Services with Camoin Associates, Inc. a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager Mary M. Corriveau is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

**Seconded by**

# AGREEMENT

Made this 13<sup>th</sup> day of December 2010 by and between the City of Watertown, located at 245 Washington Street, Watertown NY 13601 (hereinafter the "City") and Camoin Associates, Inc. (dba Camoin Associates) with a mailing address of P.O. Box 3367, Saratoga Springs, New York 12866 (hereinafter "Consultant").

WITNESSETH:

WHEREAS, the Client has solicited the services of a economic development consultant; and

WHEREAS, the Consultant has offered to provide such assistance to the Client as requested,

NOW, THEREFORE, the parties hereby agree as follows:

## SCOPE OF SERVICES

The Consultant will provide the services listed in Attachment A ("Scope of Services"), incorporated herein by reference. The Client agrees to cooperate and provide assistance to the Consultant as described in Attachment A.

## REMUNERATION

1. As compensation for the performance of the services described in Attachment A, Client will pay Consultant in the amount and manner set forth in Attachment B ("Compensation and Payment"), incorporated herein by reference.
2. The Consultant shall submit invoices to the Client on a monthly basis. The invoices will include a reasonable description of the services provided and the value ascribed to each.
3. Notwithstanding any other provision of this agreement, the Consultant shall not perform services outside the scope set forth in Attachment A, unless such services have been authorized by written change order signed by both parties setting forth the services to be rendered and the associated fee.
4. Payment is due on all invoices within 30 days of the date of the invoice. Interest will accrue on all overdue invoices at a rate of 18% per annum commencing on the date payment becomes due. Should it be necessary for the Consultant to collect on any overdue invoices, the Client will be responsible for all costs of collection including reasonable attorney's fees.

## MISCELLANEOUS

1. The Consultant agrees that none of its officers or employees will hold themselves out as, or claim to be, an officer or employee of the Client or its agents, and that neither the Consultant, nor any of its officers or employees will by reason therefore, make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of the Client.



2. The Client and the Consultant mutually agree to indemnify and hold harmless the other, its agents, officers, and employees from any liability for consequential damages caused as a result of any action by the Client or the Consultant, direct or indirect, performed in connection with its duties and responsibilities hereunder.
3. The Consultant acknowledges and agrees that neither Consultant nor its agents, officers, or employees shall be covered by any Worker's Compensation Insurance policy or Disability Insurance policy maintained by the Client, and that the Consultant shall be solely responsible for maintaining such coverage to the extent required by law.
4. This agreement may not be amended or otherwise modified except upon the written agreement of the parties.
5. No remedies or rights conferred upon Consultant by this Agreement are intended to be exclusive of any remedy or right provided by law or equity, but each shall be cumulative and shall be in addition to every other remedy or right given herein or now or hereafter existing at law or in equity.
6. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions, and this contract shall be construed in all respects as if any invalid or unenforceable provision were omitted.
7. This contract embodies the entire agreement and understanding between the parties pertaining to the subject matter of this contract, and supersedes all prior agreements, understandings, negotiations, representations and discussions, whether verbal or written, of the parties, pertaining to that subject matter.

TERM OF AGREEMENT

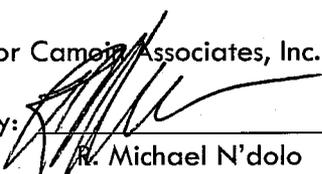
1. This agreement shall become effective as of January 1, 2011
2. This agreement may be terminated by either party at any time without cause to be effected by 30 days prior written notification to the non-terminating party at the address set forth above.
3. Upon termination, the Client shall reimburse the Consultant for all unpaid time and expenses as prescribed in the REMUNERATION section of this agreement.
4. This agreement shall terminate no later than December 31, 2013.

AGREED TO:

For City of Watertown

By: \_\_\_\_\_  
 Mary Corriveau  
 City Manager

For Camoin Associates, Inc.

By:  \_\_\_\_\_  
 R. Michael N'dolo  
 Associate Principal

# ATTACHMENT A

## Scope of Services

The Consultant will provide the following Empire Zone administrative services to the Client:

- Receive and process applications for modifications of Zone certificates.
- Maintain a database with all required information on the Zone's certified businesses.
- Produce an operating budget for the Zone.
- Update, as necessary, the County's Zone Development Policy and Zone Development Plan following comment from ESD.
- Maintain connections with the Statewide Zone Capital Corporation to facilitate loan applications from zone businesses.
- Create or modify content for the Zone's website, to include policies, application information, description of benefits, etc.
- Meet with the ZAB on a regular basis for application approval and to keep them apprised of the situation.
- Meet the annual program requirements for the Zone, including processing of Business Annual Reports (BAR) and the Zone Annual Report (ZAR).
- Continue to market the Zone on behalf of the ZAB.
- Be available to zone certified businesses to provide assistance as necessary in the continuance of zone benefits.

The Client will:

- Convene Zone Administrative Board meetings on a regular basis.
- Refer businesses to the Consultant's office as appropriate.
- Arrange all signatures and authorizations as necessary from officials for administration and certification operations of the Zone.
- Maintain all fiduciary responsibilities for the Zone.
- Provide the Consultant with all existing Empire Zone documentation, files and data.



# ATTACHMENT B

## Compensation and Payment

As remuneration for the scope of services described in Attachment A, the Client shall pay the Consultant on a time-and-expenses-basis. Services provided under this agreement will be charged as follows:

1. Upon January 1, 2011 through December 31, 2011, the contract labor rates shall be:
  - a. One hundred forty dollars per hour (\$140.00/hour) for labor performed by the firm principal, and
  - b. Eighty-seven dollars per hour (\$87.00/hour) for labor performed by zone coordinator or equivalent staff, and
  - c. Forty-seven dollars per hour (\$47.00/hour) for in-travel status, and
  - d. Forty-seven dollars per hour (\$47.00/hour) for labor performed by clerical staff.
2. Upon January 1, 2012 through December 31, 2012, the contract labor rates shall be:
  - a. One hundred forty-five dollars per hour (\$145.00/hour) for labor performed by the firm principal, and
  - b. Ninety dollars per hour (\$90.00/hour) for labor performed by zone coordinator or equivalent staff, and
  - c. Fifty dollars per hour (\$50.00/hour) for in-travel status, and
  - d. Fifty dollars per hour (\$50.00/hour) for labor performed by clerical staff.
3. Upon January 1, 2013 through December 31, 2013, the contract labor rates shall be:
  - a. One hundred fifty dollars per hour (\$150.00/hour) for labor performed by the firm principal, and
  - b. Ninety-two dollars per hour (\$92.00/hour) for labor performed by zone coordinator or equivalent staff, and
  - c. Fifty-two dollars per hour (\$52.00/hour) for in-travel status, and
  - d. Fifty-two dollars per hour (\$52.00/hour) for labor performed by clerical staff.
4. In the event that a vacancy occurs in the Zone Coordinator position during the term of the contract, and the position is covered by a Principal, the zone coordinator rate will be charged for the services provided by the Principal.
5. Travel by private automobile will be charged at the maximum federal reimbursement rate per mile.



6. All other expenses (e.g. purchase of proprietary data, travel related expenses, etc.) will be charged at cost.

A handwritten signature, possibly "RW", enclosed within a circular border.

Res No. 6

December 16, 2010

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning and Community Development Coordinator

Subject: Approving Amendment No. 2 to State Assistance Contract for Sewall's Island Environmental Restoration Program Grant

In September of this year, I informed the City Council that there was not enough money in the existing grants to complete the environmental cleanup of Sewall's Island. The last Interim Remediation Measure to be completed is the petroleum spill near the south span of the Pearl Street Bridge.

We pursued additional funding through the Environmental Restoration Program and applied to the U.S. Environmental Protection Agency for another grant. Local Department of Environmental Conservation staff were able to secure an additional \$49,000 from the Environmental Restoration Program. The additional funding requires a \$5,444 match from the City.

The attached resolution approves Amendment No. 2 to the State Assistance Contract for the Sewall's Island Environmental Restoration Program Grant. The Amendment adds the additional funding and extends the term of the Agreement to December 31, 2012.

# RESOLUTION

Page 1 of 1

Approving Amendment No. 2 to the State Assistance Contract for Sewall's Island Environmental Restoration Program Grant

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

### *Introduced by*

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WHEREAS the New York State Department of Environmental Conservation and the City of Watertown entered into a State Assistance Contract on April 22, 2008 for the Environmental Remedial Investigation on Sewall's Island, and

WHEREAS the Contract was modified by Amendment No. 1 which extended the term of the Agreement to December 31, 2010, and

WHEREAS there is still an Interim Remedial Measure needed on the island to close out the investigation, and

WHEREAS the New York State Department of Environmental Conversation is proposing to amend the Contract to provide an additional \$49,000 from the State, which must be matched by the City of Watertown with \$5,444, and extend its term to December 31, 2012, and

WHEREAS the State of New York has drafted Contract Amendment No. 2 which is attached and made part of this resolution,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that is hereby approves Amendment No. 2 to the State Assistance Contract for the Sewall's Island Environmental Restoration Program Grant, and

BE IT FURTHER RESOLVED that the City Manager, Mary M. Corriveau, is hereby authorized and directed to execute Amendment No. 2 on behalf of the City of Watertown.

### **Seconded by**

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
1996 CLEAN WATER/CLEAN AIR BOND ACT  
ENVIRONMENTAL RESTORATION PROGRAM  
STATE ASSISTANCE CONTRACT

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IN RE:

Municipality Name: City of Watertown  
Site Name: Sewall's Island  
Site Address: 400 Pearl Street, Watertown, NY Contract Number: C303560  
Site Number: E623021 Amendment Number: 2

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This CONTRACT, (Amendment No. 2 is made between the New York State Department of Environmental Conservation (Department), acting for and on behalf of the State, and the City of Watertown (Municipality), with offices located at Room 302, Municipal Building, 245 Washington Street, Watertown, NY 13601-3380.

WITNESSETH

WHEREAS, the Department and the Municipality entered into a contract on April 22, 2008, (Original Contract), which was duly assigned Contract No: C303560, by the Office of the State Comptroller (State Comptroller); and

WHEREAS, the Original Contract was modified by the parties by Amendment No. 1, dated February 25, 2010; and

WHEREAS, there are circumstances necessitating a modification of the Original Contract and the parties desire to amend said Original Contract.

NOW THEREFORE, in consideration of the mutual covenants, promises, representations, and conditions made herein, the parties agree as follows:

(1). Item "U" in Section XVII of the Original Contract is hereby revised and updated as follows:

U. The term of this Contract shall start December 28, 2006. This Contract shall end on December 31, 2012. The Municipality agrees to proceed expeditiously with and to complete the Project in accordance with Work Plans approved by the Department, and any revisions thereto, and to carry out its other obligations under this Contract.

(2). Section VI of the Original Contract, entitled AState Assistance Amount@, is hereby revised and updated as follows:

AMEND NEW SACS (March 2008)

The Commissioner shall pay the Municipality for its Eligible Costs in conducting the Project in an amount not to exceed Six Hundred and Ten Thousand, Two Hundred Dollars (\$610,200), which amount has been determined by the Commissioner to be up to 90 percent of the estimated Eligible Costs for on-site work and up to 100 percent of the Eligible Costs of any off-site work directed by the Department to be undertaken outside the boundaries of the Site that is approved by the Department. The Department shall not pay for work that is not an Approved Activity, as defined in the AGlossary@ which is attached and made a part of this Contract. The Department shall not pay for Department-approved proposed work that was not completed to the Department=s satisfaction. Municipality may contribute its share of the Eligible Costs of the project from sources deemed eligible pursuant to Article 56 and its regulations thereto. If the final Eligible Costs are lower than those used to calculate the estimated Eligible Costs amount, the parties agree to either amend this State Assistance Contract to apply the same percentage shown above to the final Eligible Costs in order to determine the revised contract amount if the project is ongoing, or to reimburse the Municipality based on the final Eligible Costs and disencumber the unexpended contract amount and close out the contract, if the project is completed. Upon request by the Department, the Municipality agrees to execute and return the Contract Amendment to the Department within 90 days of receipt of a Contract Amendment that will identify the revised Contract amount.

(2). The Scope of Work, Schedule A is hereby deleted and replaced with a new Scope of Work.

(3). This Contract and Amendment No: 6 will be effective upon approval and filing by the State Comptroller in accordance with Section 112 of the State Finance Law.

(4). Payments for expenditures incurred under this contract will be rendered electronically to the Recipient. Such electronic payment shall be made in accordance with ordinary State procedures and practices. The Recipient shall comply with the Comptroller's procedures to authorize electronic payments. Authorization forms are available at the Comptroller's website at [www.osc.state.ny.us/epay/index.htm](http://www.osc.state.ny.us/epay/index.htm), by e-mail at [epunit@osc.state.ny.us](mailto:epunit@osc.state.ny.us), or by telephone at (518) 474-4032. The Recipient acknowledges that it will not receive payment under this Contract if it does not comply with the Comptroller's electronic payment procedures.

(5). Except as specifically modified herein, all terms and conditions of the Original Contract remain in full force and effect.



NEW YORK STATE  
ENVIRONMENTAL RESTORATION PROGRAM  
STATE ASSISTANCE CONTRACT

In witness whereof, the parties have signed this Contract on the date indicated below each signature. The signatory for the State provides the following Agency Certification: "In addition to the acceptance of this Contract, I also certify that original copies of this signature page will be attached to all other exact copies of this Contract."

**FOR DEC**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**FOR DOL**

Approved as to form:

By: \_\_\_\_\_  
for the Attorney General

Date: \_\_\_\_\_

**FOR OSC**

Approved:

Thomas P. DiNapoli  
State Comptroller

By \_\_\_\_\_

Date \_\_\_\_\_

The contract is not effective until it is approved by the State Comptroller and filed in his office (Section 112, State Finance Law).

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
 1996 CLEAN WATER/CLEAN AIR BOND ACT  
 ENVIRONMENTAL RESTORATION PROGRAM  
 STATE ASSISTANCE CONTRACT  
 SCHEDULE A

Scope of Work

Municipality Name: City of Watertown  
 Site Name: Sewall's Island  
 Site Address: 400 Pearl Street, Watertown, NY  
 Site Number: E623021  
 Contract Number: C303560  
 Amendment Number: 2

GENERAL PURPOSE

The general purpose of this project is to undertake all approved activities necessary to complete the Project required by this Contract. Project-specific Work Plans will become part of an enforceable under this Contract upon approval by the Department.

GENERAL SCOPE INVESTIGATION:

The Remedial Investigation/Alternatives Analysis Report (RI/AAR) will involve all tasks necessary to investigate the site conditions, determine the public health and environmental impacts of the site, and to utilize this information to develop and evaluate appropriate remedial actions. During the RI/AAR, the Municipality will also remove and properly dispose of contaminants within all containment vessels, such as drums, tanks and transformers, located on the Site.

Specific tasks include: work plan development, site characterization, investigation of off-site impacts, a survey of the site and a metes and bounds description of the site, an exposure assessment, development of alternatives, screening of alternatives, post-screening field work, detailed analysis of alternatives, data validation, and public participation. Data collection and analysis will provide a sufficient basis for the Department to prepare a Proposed Remedial Action Plan (PRAP) and present it to the public.

INVESTIGATION CALCULATION:

	On-site	Off-site	Demolition/Asbestos	Total
Total Eligible Cost:	\$ 622,444	\$50,000	\$0	\$672,444
Percentage:	90%	100%	50%	N/A
Total SAC Amount:	\$560,200	\$50,000	\$0	\$610,200

Less: Original Executed SAC Amount:	\$561,200
SAC Amendment Amount 1:	\$0
This SAC Amendment:	\$49,000
Total SAC Amount	\$610,200

Res No. 7

December 15, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Approving Change Order No. 1 to Agreement, A. J. Montclair, Inc.,  
Riggs Avenue Reconstruction

On July 6, 2010, the City Council accepted a bid submitted by A. J. Montclair, Inc. of Canastota, New York, for the reconstruction of Riggs Avenue per City specifications in the amount of \$385,696.50. Work on the project has been substantially completed.

City Engineer Kurt W. Hauk has submitted Change Order No. 1 to this contract in the amount of \$40,301.01. The attached report from Mr. Hauk provides a detailed breakdown of the additional work performed associated with this Change Order. If approved, this will bring the final contract amount to \$425,997.51.

The City Council has approved a bond ordinance in the amount of \$390,000 to support this project. A new bond ordinance amending the total project cost and authorizing bonding up to \$430,000 will be prepared for the City Council's consideration at the January 3, 2011 meeting. Please note that prior to issuing bonds in the spring of 2011, City Comptroller James E. Mills and I will review the projects authorizing for bonding and prepare a report with recommendations to the City Council regarding our spring bond issue.

A resolution approving Change Order No. 1 to the contract with A. J. Montclair, Inc. for the reconstruction of Riggs Avenue has been prepared for City Council consideration. This approval is subject to the City Council amending the bond ordinance for this project.

# RESOLUTION

Page 1 of 1

Approving Change Order No. 1 to Agreement  
A.J. Montclair, Inc. for Reconstruction of  
Riggs Avenue

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

***Introduced by***

---

WHEREAS on July 6, 2010, the City Council of the City of Watertown approved a bid submitted by A. J. Montclair, Inc. of Canastota, New York, in the amount of \$385,696.50 for the reconstruction of Riggs Avenue, and

WHEREAS City Engineer Kurt W. Hauk has submitted the Change Order No. 1 to that contract for consideration by the City Council, and

WHEREAS Change Order No. 1 results in an additional charge of \$40,301.01, bringing the contract amount to \$425,997.51,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 1 to the contract with A. J. Montclair, Inc., for the reconstruction of Riggs Avenue, in the amount of \$40,301.01, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the approval of this Change Order is subject to the City Council’s approval of an amended bond ordinance to fund this project.

BE IT FURTHER RESOLVED that City Manager Mary M. Corriveau is hereby authorized and directed to execute the Change Order documents on behalf of the City of Watertown.

**Seconded by**



CITY OF WATERTOWN  
ENGINEERING DEPARTMENT  
MEMORANDUM

DATE: December 13, 2010

TO: Mary Corriveau, City Manager

FROM: Kurt W. Hauk, City Engineer *KWH*

SUBJECT: Riggs Avenue Street Reconstruction Change Order #1

Enclosed is Change Order #1 for the Riggs Avenue Street Reconstruction Project. The project was bid on June 22, 2010, and the bid from A.J. Montclair Inc., Central Square for \$385,696.50 was approved by the City Council on July 6, 2010.

Enclosed is a copy of Change Order #1 which increases the contract amount by \$40,301.01 to the new contract amount of \$425,997.51. The breakdown of the Change Order is as follows:

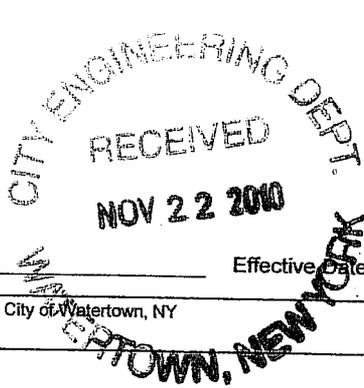
1. Additional \$8,189.53 to remove concrete encasement from around the storm line from station 1+65 to 1+90. This amount was for work not covered by a unit price in the contract.
2. Seventeen sewer cleanouts were added to the scope of work for \$1,918.73.
3. Manhole S-4 required a field core for \$372.75.
4. Additional \$29,820.00 to excavate, dispose, and backfill the abandoned sanitary and storm sewer main.

The project is substantially complete with a final breakdown of \$223,867.53 for the General Fund, \$85,855.44 for the Sanitary Fund, and \$115,564.55 for the Water Fund.

Please prepare a Resolution for City Council review and approval. The original copies are in the Engineering office and will be forwarded for your signature after the Resolution has been approved.

cc: Jim Mills, City Comptroller  
File





# Change Order

No. 1

Date of Issuance: October 29<sup>th</sup>, 2010

Effective Date: October 29<sup>th</sup>, 2010

Project: Riggs Avenue Reconstruction	Owner: City of Watertown, NY	Owner's Contract No.: 80759
Contract: 80759		Date of Contract: 7/23/2010
Contractor: A.J. Montclair, Inc.		Engineer's Project No.: 80759

**The Contract Documents are modified as follows upon execution of this Change Order:**

Description: See attached documents

Attachments: (List documents supporting change): EWO #1, EWO #2, (2) Ferguson quotes, EWO #3, Jefferson Concrete Invoice, EWO #4, and calculations for EWO #4.

**CHANGE IN CONTRACT PRICE:**

**CHANGE IN CONTRACT TIMES:**

Original Contract Price:

\$ 385,696.50

Original Contract Times:  Working days  Calendar days

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

[Increase] [Decrease] from previously approved Change Orders No. --- to No. ---:

\$ ---

[Increase] [Decrease] from previously approved Change Orders No. --- to No. ---:

Substantial completion (days): \_\_\_\_\_

Ready for final payment (days): \_\_\_\_\_

Contract Price prior to this Change Order:

\$ 385,696.50

Contract Times prior to this Change Order:

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

[Increase] [Decrease] of this Change Order:

\$ 40,301.01

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

Contract Price incorporating this Change Order:

\$ 425,997.51

Contract Times with all approved Change Orders:

Substantial completion (days or date): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

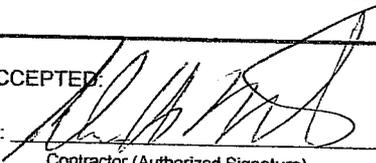
RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: \_\_\_\_\_  
Engineer (Authorized Signature)

By: \_\_\_\_\_  
Owner (Authorized Signature)

By:   
Contractor (Authorized Signature)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved by Funding Agency (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_









Res No. 8

December 16, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Real Property Tax Exemption, Creekwood Apartments

As discussed during the December 6, 2010 City Council meeting and the December 13, 2010 City Council work session, Norstar Development USA, LP is ready to move forward with their proposal for the Phase I development of Creekwood Apartments and must submit an application for tax credits to NYS in early January. When this project was initially contemplated, the City approved the annexation of the development site into the City of Watertown so we could provide water and sewer services directly to the site, and allow the site to be included into the City's Empire Zone and obtain a real property tax exemption under Real Property Tax Law § 485-e. Unfortunately for this development site, the Empire Zone program ended in June of this year, and no new companies can be certified or obtain Zone benefits.

Norstar is asking that the City Council consider providing the Creekwood development with a real property tax exemption that mirrors 485(e). Creekwood will be a Housing Development Fund Company (HDFC), whose creation has been sponsored by the Development Authority of the North Country. As a HDFC, the project is eligible for a real property tax exemption under Article XI of the Private Housing Finance Law. Under Article XI, the City Council can grant an exemption of up to 100% for up to forty (40) years.

The exemption that Norstar is requesting would provide for a 100% exemption of the base amount, for the first seven (7) years, with the exemption decreasing by 25% each year after that, such that the property will reach full taxation in year eleven (11). An exemption granted by the City Council based on Article XI, will apply to city, county and school taxes.

Attached for City Council consideration is a resolution that grants an exemption in the same general manner as those exemptions previously provided under Real Property Tax Law §485-e.

# RESOLUTION

Page 1 of 2

Authorizing Real Property Tax  
Exemption, Creekwood Apartments

***Introduced by***

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

WHEREAS the City Council of the City of Watertown finds there to be a shortage of affordable housing units within the City and surrounding area, and

WHEREAS a proposal has been put forth by Norstar Development USA, L.P. to provide affordable housing owned by a Housing Development Fund Company to be formed pursuant to the Private Housing Finance Law Article XI, by the construction of a project located at 918 Mill St on tax parcels 3-14-101.200 and 3-14-105.200, and

WHEREAS the location of Norstar’s proposed project had been included in the NYS Empire Zone for the purpose of providing certain tax benefits under Real Property Tax Law§485-e, and

WHEREAS the NYS Empire Zone program has expired and the desired incentives are no longer available under that program, and

WHEREAS pursuant to Private Housing Finance Law §577, the local legislative body of any municipality in which a project of a housing development fund company is located may exempt the real property in such project from local and municipal taxes including school taxes, and

WHEREAS it is the City’s desire to offer the same exemption benefits that would have been conferred on such a project had it been constructed prior to the expiration of the Empire Zone.

NOW THEREFORE BE IT RESOLVED that upon the ownership of tax parcels 3-14-101.200 and 3-14-105.200 by a Housing Development Fund Company formed pursuant to the Private Housing Finance Law and the construction of a project by said Housing Development Fund Company, said project shall be exempt from City, County and School taxes in the same general manner as those exemptions previously offered under Real Property Tax Law§485-e, and

# RESOLUTION

Page 2 of 2

Authorizing Real Property Tax  
Exemption, Creekwood Apartments

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

BE IT FURTHER RESOLVED exemption will commence on the first assessment roll following an increase to the assessment attributable to construction and will be for a term of 10 years. The amount of exemption is limited to a percentage of the increase in assessed value attributable to the construction or improvement as determined in the first year of exemption. This “base amount” remains constant throughout the term of the exemption, except where there is a change to the assessment, in which case the base amount is adjusted by the same percentage as the change in assessment. The first 7 years of the exemption, the exemption shall be at 100% of the “base amount.” In years 8, 9 and 10 the exemption shall be at 75%, 50% and 25% respectively, and

BE IT FURTHER RESOLVED this exemption will terminate immediately in the event that the project is transferred to an entity other than, or no longer under the control of a Housing Development Fund Company formed pursuant to the Private Housing Finance Law, and

BE IT FURTHER RESOLVED that during the term of this exemption the project will utilize the City of Watertown’s curbside refuse and recycling services by providing at minimum an individual 64 gallon tote for each occupied residential unit. The exemption will expire immediately in the event that the project no longer utilizes this service, and

BE IT FURTHER RESOLVED this exemption will terminate in the event that project is to be assessed pursuant to Real Property Tax Law 581-a at the request of project owner.

**Seconded by**

Res Nos. 9 and 10

December 14, 2010

To: Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Eminent Domain Proceedings, Gaffney Drive,  
Determinations and Findings

On October 4, 2010, the City Council held a Public Hearing regarding the proposed Eminent Domain proceedings for an intersection and a sewer easement with infrastructure in the area of Gaffney Drive from Stateway Plaza Shopping, Reg. Since discussing this matter with the City Council Monday evening, the City received a call from the Owner's attorney. A meeting with the owner's of the property and their attorney is scheduled for next week. However, based on the time constraints described below, it is still Staff's recommendation to move forward with the SEQR review and adoption of the Determinations and Findings.

The adoption of the City's Determinations and Findings must be completed within ninety (90) days of the Public Hearing. This timeline will expire on January 2, 2011. To meet this timeline, Staff has prepared two resolutions for the City Council to review regarding this action. The first resolution deals with the SEQR review process, which the Council will need to undertake prior to adopting the resolution.

The second resolution deals with the City's Determination and Findings associated with the taking. In response to the discussions regarding the Determination and Findings at the December 13, 2010 Work Session, Mr. Burrows has amended them to reflect Councilman Smith's concerns regarding item 26. Item 27 has been amended to reflect the proposal that was presented to the owners of the property during negotiations on the sale of the property to the City.

Once the City Council has completed the SEQR review and the resolution has been adopted, the City Council can consider the resolution adopting the Determinations and Findings.

# RESOLUTION

Page 1 of 2

Finding that the City’s determination to Exercise Eminent Domain to Acquire Sewer Facilities and Street Access From Stateway Plaza Shopping Center, Reg. Will Not Have a Significant Impact Upon the Environment.

Council Member BURNS, Roxanne M.  
Council Member BUTLER, Joseph M. Jr.  
Council Member MACALUSO, Teresa R.  
Council Member SMITH, Jeffrey M.  
Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

### *Introduced by*

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WHEREAS the City Council of the City of Watertown, New York has considered exercising eminent domain to condemn an existing paved intersection located at Gaffney Drive and Commerce Park Drive and an existing 8 inch PVC pipe, manholes, and sanitary sewer facility within a 25 foot wide by 30 foot wide easement all located at 1222 Arsenal Street, Watertown, New York within tax parcel numbers 8-53-117.110 and 8-40-101.012 and which is locally known as Stateway Plaza (the “Proposed Intersection and Sewer Easement with Sewer Line”), and

WHEREAS the City Council must evaluate all proposed action submitted for consideration in light of the State Environmental Quality Review Act (“SEQR”) and the regulations promulgated pursuant thereto, and

WHEREAS the acquisition of the Proposed Intersection and Sewer Easement with Sewer Line by the use of condemnation would constitute such an “action”, and

WHEREAS the City Council has determined that the proposed acquisition is an “unlisted action” as that term is defined in 6NYCRR Section 617.2(ak), and

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

# RESOLUTION

Page 2 of 2

Finding that the City’s determination to Exercise Eminent Domain to Acquire Sewer Facilities and Street Access From Stateway Plaza Shopping Center, Reg. Will Not Have a Significant Impact Upon the Environment.

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

WHEREAS to aid the City Council in its determination as to whether the condemnation of the Proposed Intersection and Sewer Easement with Sewer Line will have a significant effect on the environment, part one of a Short Environmental Assessment Form has been prepared, a copy of which is attached and made a part of this Resolution, and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that based upon its examination of the Short Environmental Assessment Form in comparison of the proposed action with criteria set forth in 6NYCRR Section 617.7, no significant impact on the environment is known and the exercise of eminent domain to acquire the Proposed Intersection and Sewer Easement with Sewer Line from Stateway Plaza Shopping Center, Reg. will not have a significant effect upon the environment, and

BE IT FURTHER RESOLVED that the Mayor of the City of Watertown is authorized to execute the environmental assessment form to the effect that the City Council is issuing a negative declaration under SEQR.

**Seconded by**

## Appendix C

State Environmental Quality Review  
**SHORT ENVIRONMENTAL ASSESSMENT FORM**  
 For UNLISTED ACTIONS Only

**PART I - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)**

1. APPLICANT/SPONSOR City of Watertown, New York	2. PROJECT NAME Stateway Plaza ROW and Sewer Easement
3. PROJECT LOCATION: Municipality City of Watertown County Jefferson	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) 1222 Arsenal Street near Gaffney Drive Tax Parcel Nos. 8-53-117.110 and 8-40-101.012 locally known as Stateway Plaza	
5. PROPOSED ACTION IS: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: Condemnation of existing paved intersection of Gaffney Drive and Commerce Park Drive. Condemnation of existing 8 inch PVC pipe, manholes and sanitary sewer facility with 25 foot wide by 30 foot wide easement.	
7. AMOUNT OF LAND AFFECTED: Intersection is 65' X 96.66'. Sewer easement is 0.509 acres. Initially _____ acres    Ultimately _____ acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    If No, describe briefly	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe: Zoned commercial and utilized by retail, restaurant and hotel businesses.	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input type="checkbox"/> No    If Yes, list agency(s) name and permit/approvals:	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input type="checkbox"/> No    If Yes, list agency(s) name and permit/approvals:	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/sponsor name: _____	Date: _____
Signature: _____	

**If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment**

**PART II - IMPACT ASSESSMENT (To be completed by Lead Agency)**

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4?  Yes  No If yes, coordinate the review process and use the FULL EAF.

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency.  Yes  No

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)  
 C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic pattern, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:

C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:

C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:

C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:

C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:

D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CRITICAL ENVIRONMENTAL AREA (CEA)?  Yes  No If Yes, explain briefly:

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?  Yes  No If Yes, explain briefly:

**PART III - DETERMINATION OF SIGNIFICANCE (To be completed by Agency)**

**INSTRUCTIONS:** For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question D of Part II was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

- Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.
- Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action **WILL NOT** result in any significant adverse environmental impacts **AND** provide, on attachments as necessary, the reasons supporting this determination.

City of Watertown, New York  
 Name of Lead Agency

December , 2010  
 Date

Jeffrey E. Graham  
 Print or Type Name of Responsible Officer in Lead Agency

Mayor  
 Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (If different from responsible officer)

**Reset**

State Environmental Quality Review  
**NEGATIVE DECLARATION**  
 Notice of Determination of Non-Significance

Project Number

Date:

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The City of Watertown, New York as lead agency, has determined that the proposed action described below will not have a significant adverse environmental impact and a Draft Impact Statement will not be prepared.

**Name of Action:**

Stateway Plaza ROW and Sewer Easement

**SEQR Status:** Type 1   
 Unlisted

**Conditioned Negative Declaration:**  Yes  
 No

**Description of Action:**

Condemnation of existing paved intersection of Gaffney Drive and Commerce Park Drive. Condemnation of existing 8 inch PVC pipe, manholes, and sanitary sewer facilities with 25 foot wide and 30 foot wide easement.

**Location:** (Include street address and the name of the municipality/county. A location map of appropriate scale is also recommended.)

Stateway Plaza, 1222 Arsenal Street, Watertown, New York

**Reasons Supporting This Determination:**

(See 617.7(a)-(c) for requirements of this determination ; see 617.7(d) for Conditioned Negative Declaration)

Condemnation will simply acquire existing intersection resulting in a change of ownership. No change of use or other improvements are planned.  
Condemnation of sewer infrastructure with easement is similarly a change of ownership only. No change of use or other improvements are planned.

**If Conditioned Negative Declaration**, provide on attachment the specific mitigation measures imposed, and identify comment period (not less than 30 days from date of publication in the ENB)

**For Further Information:**

Contact Person: Mary M. Corriveau, City Manager

Address: City of Watertown, 245 Washington Street, Watertown, New York 13601

Telephone Number:

**For Type 1 Actions and Conditioned Negative Declarations, a Copy of this Notice is sent to:**

Chief Executive Officer, Town / City / Village of

Other involved agencies (If any)

Applicant (If any)

Environmental Notice Bulletin, 625 Broadway, Albany NY, 12233-1750 (Type One Actions only)

# RESOLUTION

Page 1 of 3

Issuing the City's Determination and Findings in Connection With the Exercise of Eminent Domain to Acquire Sewer Facilities and Street Access from Stateway Plaza Shopping Center, Reg.

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.  
 Total .....

YEA	NAY

## *Introduced by*

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WHEREAS the City of Watertown previously purchased a portion of Gaffney Drive, pumping station, and sewer lines immediately adjacent to Gaffney Drive for the purposes of promoting commercial development in that area of the City and to permit the City's paving of a portion of Gaffney Drive which, under private ownership, had deteriorated, and

WHEREAS the City Council believes that it is in the best interests of the citizens of the City to continue to promote commercial development of the Gaffney Drive area by making public all private sewer mains in that area which, in the discretion of the City, can then be maintained, repaired, expanded and/or improved to accommodate development (the "Sewer Easement with Sewer Line"), and

WHEREAS in addition to potential upgrades of sewer service in the area, the City Council believes that it should obtain title to a portion of land located at the intersection of Gaffney Drive extension and Commerce Park Drive to ensure continued public access and appropriate maintenance of that area for vehicular traffic (the "Proposed Intersection"), and

WHEREAS the Proposed Intersection and the Sewer Easement with Sewer Line are located at 1222 Arsenal Street, Watertown, New York and are owned by Stateway Plaza Shopping Center, Reg., 1010 James Street, Syracuse, New York 13203, and

WHEREAS the City has been unable to purchase the Proposed Intersection and the Sewer Easement with Sewer Line from the property owner, and

WHEREAS a public hearing pursuant to Article 2 of the Eminent Domain Procedure Law was conducted on October 4, 2010 for the purpose of informing the public and reviewing the public use to be served by the Proposed Intersection and the Sewer Easement and Sewer Line, and

# RESOLUTION

Page 2 of 3

Issuing the City's Determination and Findings in Connection With the Exercise of Eminent Domain to Acquire Sewer Facilities and Street Access from Stateway Plaza Shopping Center, Reg.

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

WHEREAS no public comments were made in connection with the proposed project, and

WHEREAS the property owner has since objected to the proposed acquisition of the Proposed Intersection and the Sewer Easement with Sewer Line on procedural grounds, and

WHEREAS Article 2 of the Eminent Domain Procedure Law requires that within ninety (90) days after conclusion of the public hearing held pursuant to Article 2 of the Eminent Domain Procedure Law the City Council must make its Determination and Findings concerning the proposed project and must publish a brief synopsis of its Determination and Findings in at least two successive issues of its official newspaper, and

WHEREAS the City has concluded its environmental review pursuant to SEQR and has issued a negative declaration,

NOW THEREFORE BE IT RESOLVED that the City Council's Determination and Findings concerning the proposed project are attached as Exhibit A and are hereby incorporated for reference, and

BE IT FURTHER RESOLVED that the City Clerk of the City of Watertown shall cause a brief synopsis of the City's Determination and Findings concerning the proposed project to be published in two (2) successive issues of the Watertown Daily Times forthwith which synopsis shall also state that copies of the Determination and Findings will be forwarded upon request and without cost to interested parties, and

# RESOLUTION

Page 3 of 3

Issuing the City's Determination and Findings in Connection With the Exercise of Eminent Domain to Acquire Sewer Facilities and Street Access from Stateway Plaza Shopping Center, Reg.

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

BE IT FURTHER RESOLVED that the City Clerk and/or her designee shall serve, by personal service or certified mail, return receipt requested, a notice of the brief synopsis upon: Stateway Plaza Shopping Center, Reg., 1010 James Street, Syracuse, New York 13203, Attn: Jeffrey Foster, Longley Jones Management; and Devorsetz Gilberti Stinziano Heintz & Smith, P.C., 555 East Genesee Street, Syracuse, New York 13202-2159, Attn: Kevin G. Roe, Esq., together with a full and complete copy of this Resolution with Determination and Findings with Notice that pursuant to EDPL §207 there are thirty (30) days from completion of final publication of the brief synopsis to seek judicial review of the Determination and Findings; and in accordance with EDPL §207 and 208 venue for any judicial review of the Determination and Findings is the Appellate Division 4<sup>th</sup> Dep't.

BE IT FURTHER RESOLVED, this Resolution shall take effect immediately.

**Seconded by**

## **DETERMINATION AND FINDINGS**

1. The City of Watertown, New York (the “City”) furthers its municipal purposes, in relevant part, through the provision, construction, repair and maintenance of public roads and sewers.

2. The City previously purchased: a portion of Gaffney Drive; a pumping station; and private sewer lines immediately adjacent to Gaffney Drive. This was done to promote potential commercial development in that area of the City and to permit the City’s paving of a portion of Gaffney Drive which had, under prior ownership, deteriorated. This effort is ongoing in the Gaffney Drive area.

3. The City intends to promote: further economic development; safe, convenient access along public roads; and the provision of public sewers serving real property in the Gaffney Drive area.

4. Vacant parcels in the Gaffney Drive area totaling thirty-two (32)± acres are not yet serviced with public sewer and road work is not complete. Development of that property would have a positive impact on the North Country economy. A map of the area is shown at Appendix A.

### **The Proposed Intersection**

5. Travel and development remains impacted by a private intersection in the Gaffney Drive area.

6. The recent purchase, and reconstruction, of Gaffney Drive did not, and could not, connect with the existing right-of-way for Commerce Park Drive as the intersection remains privately owned.

7. This creates a situation that the traveling public customarily crosses private property from one road to the next in the Gaffney Drive area.

8. The intersection is merely an intersection of two (2) city streets where no public right-of-way exists. A copy of the proposed acquisition map is attached at Appendix B. A narrative description is attached at Appendix C.

9. The Proposed Intersection is approximately 65 feet by 96.66 feet of pavement.

10. The acquisition of this intersection will allow: motorists to remain on City property; adequate room for snow removal; and adequate room for a turning radius.

11. The City believes it is in the best interests of citizens of the City in particular, and the public in general, to obtain title in fee to the Proposed Intersection to ensure

safe, convenient, and continued public access from Gaffney Drive to Commerce Park Drive. Acquisition could be a purchase or condemnation. No practical alternative exists.

12. Post acquisition it is expected that the Proposed Intersection will be dedicated as a right-of-way and travel by the public will continue.

#### The Sewer Easement with Sewer Line

13. One (1) primary sanitary main serving the public in, and around, the Gaffney Drive area travels along Arsenal Street. Flows through that main are currently at capacity. Major road reconstruction and installation of a larger main is not economically feasible.

14. A pending sewer flow shift by the Town of Watertown will free up additional capacity along Arsenal Street of approximately 88,000 gallons per day. However, this additional capacity will be quickly used up by proposed/pending development. Directing flows from the Gaffney Drive area to that main is not feasible.

15. A second primary sanitary main serving the public in, and around, the Gaffney Drive area travels along Coffeen Street. That main has excess/unused capacity and could easily handle additional flows.

16. Diverting flows from the Gaffney Drive area to the Coffeen Street sanitary main is the only practical option.

17. Connection to the Coffeen Street sanitary main will require waste to be transported to the Gaffney Drive pump station by a sewer main. Two (2) options exist in regard to such a sewer main: acquisition of an existing private sewer main with adequate capacity; or construction of an additional sewer main with, in this case, redundant capacity. The City Council has reviewed both options.

18. A new sewer main would require acquisition of a new easement over a new utility corridor. Costs of materials and labor associated with construction of a new sewer main would be high. Additionally, topography dictates that a new sewer main requires either a lift station to pump “up hill,” or significant excavation into bedrock to facilitate gravity flows. The costs for either option would be high.

19. A new location would still mean an existing private sewer line would remain in place as an impediment to potential development by the property owner.

20. An existing private line with adequate capacity is located on lands known as “Stateway Plaza in the Gaffney Drive area.”

21. A portion of lands near the northwestern portion of Stateway Plaza is improved with an 8 inch PVC pipe, manholes and other sanitary sewer facilities traveling to the Gaffney Drive Pump Station. This is a gravity line. This infrastructure together with accompanying easement are referred to as the “Sewer Easement with Sewer Line”.

22. The approximate location of the Sewer Easement with Sewer Line is at the northerly end of Stateway Plaza Shopping Center traveling from the western boundary of parcel 8-53-117.110 and through brush and small trees in the southwest most portion of parcel 8-40-101.012 and traveling to the eastern boundary of 8-53-117.110 where it intersects with Gaffney Drive. An overview map is attached at Appendix D.

23. The sewer line is approximately centered within the 25 foot wide and 30 foot wide easement to be acquired. This is the standard width customarily needed for such facilities. A copy of the acquisition map is attached at Appendix E. A narrative description is attached at Appendix F.

24. Acquisition of the Sewer Easement with Sewer Line would avoid construction costs of a new line and would avoid utility costs of a new lift station since it is a gravity line.

25. This alternative has a calculated capacity of approximately 599,000 gallons per day .92 cfs. This would not require, nor add, an additional utility corridor at Stateway Plaza. This ensures more usable property remains available for development by the owner. The Sewer Line is in adequate condition and is not in need of reconstruction in the immediate future. Acquisition would relieve the property owner of future maintenance and upgrade costs associated with the Sewer Line other than as a rate payer.

26. The City believes the acquisition of the Sewer Easement with Sewer Line is the preferred alternative because it will: avoid design and construction costs; minimize disruption of services; avoid utility costs associated with operating a lift station; will have little, if any, negative impact upon Stateway Plaza and could, in the discretion of the City, be expanded and/or improved if needed to accommodate existing and future users.

27. The City's proposed acquisition is also intended to accommodate potential development by Stateway Plaza. The existing location of the Sewer Easement and Sewer Line will be subject to relocation if development is slated by Stateway Plaza in the easement area. Specifically: the described easement shall terminate if the property owner, or its successor or assigns, obtains site plan approval for the construction of a structure over or upon the Sewer Easement with Sewer Line and the City accepts an alternate, adequate easement from the property owner or its successors or assigns for an easement for the construction, repair, replacement and/or maintenance of a gravity sewer line designed to replace the Sewer Easement with Sewer Line. The City shall, within the construction timeline established with site plan approval and after obtaining the deed to the new parcel, cause the sewer line to be moved at the City's sole expense and upon completion of the work the Sewer Easement with Sewer Line shall expire.

28. The City has determined to acquire the Sewer Easement with Sewer Line by purchase or condemnation.

#### The Owner

29. Stateway Plaza Shopping Center Reg'd c/o Longley Jones Management, 1010 James Street, Syracuse, New York 13203 is identified as the assessment

record billing owner of real property located at 1222 Arsenal Street, Watertown, New York adjacent to the Gaffney Drive area. This property is also known as tax parcel numbers 8-53-117.110 and 8-40-101.012 (the "subject lands"). A copy of the City tax records are attached at Appendix G.

30. Both the Proposed Intersection and the Sewer Easement with Sewer Line are located in this property.

31. Tax assessment records for the City identify: Longley Jones Management, 1010 James Street, Syracuse, New York 13203 as the proper entity to contact for: City, County, and School tax bills; and water and sewer bills. Jeffrey Foster is employed with Longley Jones and is the property manager. Such bills are customarily sent to him. See attachment at Appendix G.

32. Jeffrey Foster's authority is broad. He also authorized attorneys to initiate tax assessment challenges on the subject property under index numbers 2006-770; 2007-896; 2009-1092; and 2010-1083. Copies of each Notice of Petition and authorization sheet signed by Jeffrey Foster are attached at Appendix H.

33. Ben Wygodny is known to the City as one of the principals of Stateway Plaza.

#### Acquisition Efforts

34. The City attempted to purchase both the Sewer Easement with Sewer Line and the Proposed Intersection from Stateway prior to proceeding with condemnation. A series of meetings with Messrs. Wygodny and Foster were conducted to discuss purchase of the Proposed Intersection and Sewer Easement with Sewer Line.

35. The City presented a purchase offer to Stateway on March 9, 2010. No response was received. A copy of the letter without enclosures is attached at Appendix I.

36. On July 6, 2010, the City wrote Stateway again to inquire about a purchase. No response was received. A copy of the letter is attached at Appendix J.

37. The City Council scheduled a public hearing for Monday, October 4, 2010 at 7:30 p.m. for purposes of informing the public of the potential condemnation of the Proposed Intersection and the Sewer Easement with Sewer Line. A certified copy of the Resolution with Affidavit of Publication is attached at Appendix K. Copies of the Notice of Public Hearing were also mailed to Jeffrey Foster and Ben Wygodny.

38. The public hearing was conducted. No input was received from anyone. The public hearing closed on October 4, 2010. Minutes of the public hearing are attached at Appendix L.

39. Stateway's attorneys wrote the City and objected to the proposed condemnation on procedural grounds. A copy of the November 5, 2010 letter is attached at Appendix M.

40. On November 22, 2010 the City again sought to negotiate purchase of the Proposed Intersection and Sewer Easement with Sewer Line. This was followed up in writing. A copy of the November 29, 2010 correspondence is attached at Appendix N.

41. Stateway representatives have failed to respond.

42. Acquisition of the Sewer Easement with Sewer Line and Proposed Intersection has received environmental review pursuant to SEQR. It has been determined that no significant adverse environmental impact would occur through the acquisition of the existing Sewer Easement with Sewer Line or the Proposed Intersection.

43. Acquisition of the Proposed Intersection and Sewer Easement with Sewer Line by condemnation will have a positive effect on the City and its residents.

44. The City has determined to condemn both the Proposed Intersection and the Sewer Easement with Sewer Line.

Res No. 11

December 15, 2010

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning and Community Development Coordinator

Subject: Request for Site Plan Approval for the Construction of a 26 Space Parking Lot Located at 215 Maywood Terrace, Parcel Numbers 3-01-201

A request has been submitted by Brian Drake, I.E., Project Engineer of GYMO, P.C. on behalf of the Watertown Housing Authority for the above subject Site Plan Approval.

The Planning Board reviewed the request at its December 7, 2010 meeting and adopted a motion recommending that the City Council approve the Site Plan with conditions. Attached are copies of the report prepared for the Planning Board and an excerpt from its Minutes.

A revised site plan that addresses most of the conditions, except those listed in the resolution, was submitted to the City Engineer on December 15, 2010. A copy of the revised site plan is included in each Council Member's agenda package.

The City Council must respond to the questions in Part 2, and Part 3, if necessary, of the SEQRA before it may vote on the resolution. The resolution prepared for City Council consideration states that the project will not have a significant negative impact on the environment and approves the revised site plan submitted to the City Engineering Department on December 15, 2010.

**RESOLUTION**

Page 1 of 3

Approving the Site Plan for the Construction of a 26 Space Parking Lot at 215 Maywood Terrace, Parcel No. 3-01-201

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

***Introduced by***

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WHEREAS Brian Drake, I.E., Project Engineer of GYMO, P.C. has made an application for site plan approval on behalf of the Watertown Housing Authority, for the construction of a 26 space parking lot located at 215 Maywood Terrace, Parcel Number 3-01-201, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on December 7, 2010, and recommended that the City Council of the City of Watertown approve the site plan, contingent upon the following:

1. A stamped and signed copy of the Storm Water Pollution Prevention Plan (SWPPP) must be provided along with a copy of all correspondence and submittals to NYS DEC for the SWPPP approval.
2. The applicant must provide pre and post drainage calculations and drainage area maps.
3. Catch Basin #1 must be changed to a storm manhole and an associated detail must be provided.
4. The construction entrances shall be maintained in accordance with the approved SWPPP & the contractor shall provide appropriate traffic control measures (flaggers, signs, etc.) along Maywood Terrace.
5. The utility and grading plan should be modified to show a tapping saddle and 2" corporation stop meeting City of Watertown specifications for building No. 9 rather than a 2" tapping sleeve and valve.
6. The existing 2" line to building No. 7 must be cut and capped at the curb stop.
7. The water meter in building No. 7 must be removed by City personnel only when the buildings that are being served by that meter have been vacated and water is no longer required in them.
8. The engineer and/or contractor must coordinate all of the work associated with the domestic water supply with the Water Department.

**RESOLUTION**

Page 2 of 3

Approving the Site Plan for the Construction of a 26 Space Parking Lot at 215 Maywood Terrace, Parcel No. 3-01-201

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

9. To protect the trees from mechanical damage during construction, a detail for tree protection shall be added to the plan which directs the contractor to install and maintain construction fencing or another substantial barrier around the drip line of all of the trees to be saved.
10. Additional landscaping such as medium sized coniferous shrubs or coniferous trees shall be added on the street side of the proposed dumpster.
11. The applicant shall submit revised plans showing the proposed changes prior to City Council review.

And,

WHEREAS the applicant submitted a revised site plan to the City Engineering Department on December 15, 2010 that meets most of the conditions recommended by the Planning Board except the following:

1. A stamped and signed copy of the Storm Water Pollution Prevention Plan (SWPPP) must be provided along with a copy of all correspondence and submittals to NYS DEC for the SWPPP approval.
2. The applicant must provide pre and post drainage calculations and drainage area maps.
3. The construction entrances shall be maintained in accordance with the approved SWPPP & the contractor shall provide appropriate traffic control measures (flaggers, signs, etc.) along Maywood Terrace.
4. Additional landscaping such as medium sized coniferous shrubs or coniferous trees shall be added on the street side of the proposed dumpster.

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 Unlisted and will not have a significant effect on the environment,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown declares that the proposed construction and site plan constitute an Unlisted Action for the purposes of SEQRA and hereby determines that the project, as proposed, will not have a significant effect on the environment, and

**RESOLUTION**

Page 3 of 3

Approving the Site Plan for the  
Construction of a 26 Space Parking Lot at  
215 Maywood Terrace, Parcel No. 3-01-201

Council Member BURNS, Roxanne M.  
Council Member BUTLER, Joseph M. Jr.  
Council Member MACALUSO, Teresa R.  
Council Member SMITH, Jeffrey M.  
Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

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 Codes 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 Codes Enforcement Officer is requested 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 Brian Drake, I.E., Project Engineer of GYMO, P.C. for site plan approval on behalf of the Watertown Housing Authority, for the construction of a 26 space parking lot located at 215 Maywood Terrace, Parcel Number 3-01-201, as shown on the revised site plan submitted to the City Engineer on December 15, 2010, contingent on the applicant making the revisions and meeting the remaining conditions listed above.

**Seconded by**



**Project Overview:** The Maywood Terrace Demolition and Site Development Project involves the demolition of 4 existing apartment buildings at the Maywood Terrace Apartment complex and the construction of a new 26 space parking lot. As a result of the demolition, a large area of green space will be provided for a future park and playground area. The project will require the re-routing of some underground utilities and the construction of a storm sewer to serve the parking lot.

**Parking:** The proposed 26 space parking lot will provide additional parking for the remaining Maywood Terrace apartments and will serve the future park and playground area. The parking lot will also decrease the demand for the existing on street parking.

**Grading, Drainage and Utilities:** The Engineering and Water Departments have reviewed the plans and have the following comments:

1. A stamped and signed copy of the Storm Water Pollution Prevention Plan (SWPPP) must be provided along with a copy of all correspondence and submittals to NYS DEC for the SWPPP approval.
2. The applicant must provide pre and post drainage calculations and drainage area maps.
3. Catch Basin #1 must be changed to a storm manhole and an associated detail must be provided.
4. A copy of all correspondence and submittals to NYS DEC for a SPDES Permit must be provided.
5. The construction entrances shall be maintained in accordance with the approved SWPPP & the contractor shall provide appropriate traffic control measures (flaggers, signs, etc.) along Maywood Terrace.
6. The plans call for a new 2" tapping sleeve and valve and a new 2" copper water service for building No. 9. Please note that a 2" copper line will require a "tapping saddle" and 2" corporation stop meeting City of Watertown specifications. The tap will be made by City of Watertown Water Department personnel at the owner's or contractor's expense.
7. The existing 2" line to building No. 7 shall be cut and properly capped at the curb stop.
8. The plans call for the existing water meter in building No. 7 to be relocated to building No. 9. This may or may not happen. City personnel are the only persons allowed to remove and install the water meters. It is likely that a new water meter will be installed in building No. 9 at such time as the plumbing has been inspected and approved. The Water meter in building No. 7 will be removed by City personnel when the buildings that are being served by that meter have been vacated and water is no longer required in them.
9. As with all projects, the work associated with the domestic water supply MUST be coordinated with the Water Department.

**Lighting:** The proposed lighting plan includes 4 pole mounted light fixtures around the perimeter of the parking lot. The photometric overlay on the site plan shows that the light spillage around the perimeter of the lot has been kept to 0.5 foot-candles or less.

**Landscaping:** The landscaping plan consists of proposed trees on the east and west sides of the parking lot as well as trees spaced 40' on center along Maywood Terrace and Bridge Street. An existing tree line along Moulton Street will remain and will continue to serve as a buffer. The 23 proposed trees consist of 8 different varieties and are a mixture of small and large maturing deciduous and coniferous trees. The proposed landscaping plan also utilizes approximately 10 existing trees ranging in size from 6" to 36" that will be protected during the demolition and construction. The plan meets all of the recommended landscaping treatments outlined in the Planning Board's Landscaping and Buffer Zone Guidelines. A 15' landscaped strip is provided adjacent to each of the street rights-of-way, interior parking lot trees have been provided and exterior parking lot landscaping has been provided.

The existing trees to be saved will greatly enhance the parking area and the proposed park area and it is commendable that the applicant is proposing to save so many of them. The site plan includes a note which states that the trees are to be protected during demolition and construction. This should be more clearly defined through the addition of a construction detail for tree protection. The detail should show the installation of some type of construction fencing or other barrier at a specified distance from the trees (i.e. around the drip line) that will protect the trees from mechanical damage from construction equipment. The construction fencing should be required to remain until the construction is complete. This will avoid significant root damage from compaction, grading or trenching as well as damage to the trunk and limbs of the tree from equipment that would likely hasten the decline of the trees.

The only additional landscaping item that should be considered is the addition of some form of screening on the street side of the proposed dumpster. This could be medium sized coniferous shrubs or coniferous trees.

**Other Comments:** The following comments have also been noted after review of the plans:

1. Final approval for this application will be given by the City Council after a recommendation from the Planning Board.
2. Any proposed signage for the project will not be approved as part of the site plan submission. Signage will be handled as a separate matter through the Bureau of Code Enforcement.

**Summary:** The following lists several key issues that should be addressed:

1. A stamped and signed copy of the Storm Water Pollution Prevention Plan (SWPPP) must be provided along with a copy of all correspondence and submittals to NYS DEC for the SWPPP approval.
2. The applicant must provide pre and post drainage calculations and drainage area maps.
3. Catch Basin #1 must be changed to a storm manhole and an associated detail must be provided.
4. A copy of all correspondence and submittals to NYS DEC for a SPDES Permit must be provided.
5. The construction entrances shall be maintained in accordance with the approved SWPPP & the contractor shall provide appropriate traffic control measures (flaggers, signs, etc.) along Maywood Terrace.
6. The utility and grading plan should be modified to show a tapping saddle and 2" corporation stop meeting City of Watertown specifications for building No. 9 rather than a 2" tapping sleeve and valve.
7. The existing 2" line to building No. 7 must be cut and capped at the curb stop.
8. The water meter in building No. 7 must be removed by City personnel only when the buildings that are being served by that meter have been vacated and water is no longer required in them.
9. The engineer and/or contractor must coordinate all of the work associated with the domestic water supply with the Water Department.
10. To protect the trees from mechanical damage during construction, a detail for tree protection should be added to the plan which directs the contractor to install and maintain construction fencing or another substantial barrier around the drip line of all of the trees to be saved.
11. Additional landscaping such as medium sized coniferous shrubs or coniferous trees should be considered on the street side of the proposed dumpster.

cc: Planning Board Members  
City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II  
Brian Drake, GYMO, P.C.

23 November 2010

Mr. Kurt Hauk, P.E.  
City Engineer  
Room 305  
245 Washington St  
Watertown, NY 13601

Leo F. Gozalkowski, PLS  
Stephen W. Yaussi, AIA  
Edward G. Olley, Jr., AIA  
William P. Plante, PLS  
Patrick J. Scordo, PE  
Thomas S.M. Compo, PE

Gregory F. Ashley, PLS

Re: Site Plan Submission  
Watertown Housing Authority  
Maywood Terrace Apartment Complex - Building Demolition and Site Development  
City of Watertown, NY

File: 2010-110

Dear Mr. Hauk:

On behalf of Watertown Housing Authority, we are submitting the following materials for Site Plan review at the December 7, 2010 City Planning Board meeting:

- 4 full size sets of Site Demolition and Development Plans for Departmental Review, including a wet stamped original (Cover, C001, C101-C103, and C501-C505);
- 12-11"x17" sets of Site Plans;
- 4 Signed and Sealed Engineering Reports;
- City of Watertown Site Plan Application, including Short EAF, and
- \$50 Application Fee.

The project is located on tax parcel 3-01-201 in the City of Watertown.

The proposed development consists of the demolition of Building Nos. 5, 6, 7, and 8 of the Maywood Apartment Complex. In place of the demolished buildings, will be ±26 car parking lot to serve the remaining Maywood Apartments. Associated curbing, stormwater infrastructure, walks and landscaping will also be constructed. The parking area will also serve a future park/playground area.

The project requires the rerouting of underground heating, hot and cold water supply and return piping from the demolished buildings to continue to serve the buildings to remain. Applicable underground utilities that are necessary to serve the remaining buildings will be constructed.

The project is located in a Residential-C zone, allowing for the parking area. It is anticipated that the Planning Board will review the proposed site plan application at their 7 December, 2010 meeting for approval at the City Council's 20 December, 2010 meeting.

The owner plans on beginning construction on the project in the Spring of 2011.

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

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

Brian J. Drake, I.E.  
Project Engineer

Attachments

pc: Dave Roy - Watertown Housing Authority  
Pat Scordo, P.E. - GYMO, PC



220 Sterling Street  
Watertown, New York 13601-3313  
Tel (315) 788-3900 Fax (315) 788-0668  
E-mail: gymopc@gymopc.com



**CITY OF WATERTOWN  
SITE PLAN APPLICATION  
AND  
SHORT ENVIRONMENTAL  
ASSESSMENT FORM, PART 1**

\*\* 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: Maywood Terrace Demolition and Site Development

Tax Parcel Number: 3-01-201

Property Address: 201 Maywood Terrace

Existing Zoning Classification: Residence - C

**OWNER OF PROPERTY**

Name: Watertown Housing Authority

Address: 142 Mechanic Street

Watertown, NY 13601

Telephone Number: 315-782-1251

Fax Number: 315-782-2866

**APPLICANT**

Name: Owner

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**ENGINEER/ARCHITECT/SURVEYOR**

Name: GYM, P.C.

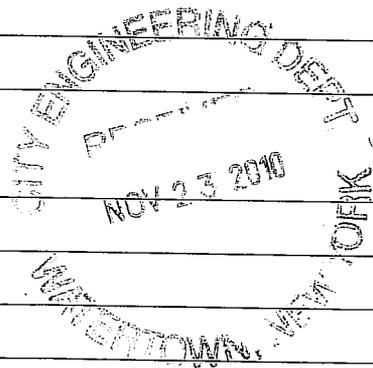
Address: 220 Sterling Street

Watertown, NY 13601

Telephone Number: 315-788-3900

Fax Number: 315-788-0668

Email Address: brian@gymopc.com



**PROJECT DESCRIPTION**

Describe project and proposed use briefly:

Demolition of Buildings 5, 6, 7,8

Construction of +/- 26 car parking lot for remaining buildings and future park area with curbing, stormwater piping and structures, associated driveway, walks and landscaping

Is proposed Action:

New       Expansion       Modification/Alteration

Amount of Land Affected:

Initially: 1.4 Acres      Ultimately: 1.4 Acres

Will proposed action comply with existing zoning or other existing land use restrictions?

Yes       No      If no, describe briefly

What is present land use in vicinity of project?

Residential       Industrial       Commercial       Agriculture  
 Park/Forest/Open Space       Other

Describe: \_\_\_\_\_

Does project involve a permit approval, or funding, now or ultimately from any other Governmental Agency (Federal, State or Local)?

Yes       No      If yes, list agency(s) and permit/approval(s)

US Department of Housing and Urban Development (HUD)

Does any aspect of the project have a currently valid permit or approval?

Yes       No      If yes, list agency(s) and permit/approval(s)

**UTILITY PLAN**

- All proposed above & below ground features are shown and labeled.
- All existing above & below ground utilities including sanitary, storm water, water, electric, gas, telephone, cable, fiber optic, etc. are shown and labeled.
- All proposed easements & right-of-ways are shown and labeled.
- The Plan is adequately dimensioned including radii.
- The line work & 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 supercede 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 & 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 & 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 & protection and traffic plans & 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.

**ENGINEERING REPORT**

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

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

**GENERAL INFORMATION**

ALL ITEMS ARE STAMPED & 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, a copy of the Stormwater Pollution Prevention Plan (SWPPP) submitted to the NYSDEC 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 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.

Signage will not be approved as part of this submission. It requires a sign permit from the Codes Department. See Section 310-52.2 of the Zoning Ordinance.

Plans have been collated and properly folded.

Explanation for any item not checked in the Site Plan Checklist.

SWPPP will be forwarded to the City upon completion and will contain more in-depth study of stormwater calculations (pre-vs-post). No additional water/sewer flows are proposed, therefore no existing versus proposed study was completed on the water/sewer systems.

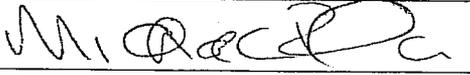
Completed SEQR – Short Environmental Assessment Form – Part I.

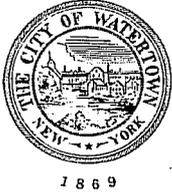
\*A copy of the SEQR Form can be obtained from the City of Watertown website.

**SIGNATURE**

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

Applicant (please print) Michael Robare

Applicant Signature  Date: 11/22/10



# CITY OF WATERTOWN, NEW YORK

## CITY PLANNING BOARD

ROOM 302, WATERTOWN CITY HALL  
245 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601-3380  
(315) 785-7730

Excerpt from Meeting: December 7, 2010

**Present:**

Norman J. Wayte II, Chairman  
Alan Harris  
Sara Freda  
Lori Gervera  
Lawrence Coburn  
Sarah Warner

**Also:**

Kenneth A. Mix, Planning & Community  
Development Coordinator  
Michael A. Lumbis, Planner  
Justin Wood, Civil Engineer II

**Absent:**

Randy Fipps

### **SITE PLAN APPROVAL – 215 MAYWOOD TERRACE, WATERTOWN HOUSING AUTHORITY**

The Planning Board then considered a request for Site Plan Approval submitted by Brian Drake, I.E., Project Engineer of GYMO, P.C. on behalf of the Watertown Housing Authority for the construction of a 26 space parking lot at 215 Maywood Terrace, Parcel No. 3-01-201. In attendance to represent the proposed request was Brian Drake of GYMO, P.C.

Mr. Drake began by stating that the Watertown Housing Authority was proposing to demolish buildings 5-8 of the Maywood Terrace Apartment Complex and construct a 26 space parking lot for residents of the remaining apartments. He said that the removal of the buildings would create space for a future park and recreation area as well. He said that as part of the project, several underground utilities have to be rerouted and that the proposed site plan reflects those changes. He said that they are working on the required Storm Water Pollution Prevention Plan (SWPPP) and would be submitting it to the Engineering Department once it is complete.

Mr. Drake stated that he would like to address the summary items that were listed in the City's staff report. He said that item No. 1 was providing a stamped and signed copy of the SWPPP which would be completed soon and delivered thereafter. Mr. Drake addressed item No. 2, providing pre and post drainage calculations and drainage maps, by stating they would be completed as part of the SWPPP and submitted soon. Addressing item No. 3, Mr. Drake noted that catch basin No. 1 on the plans will be changed to a storm manhole as requested.

Mr. Wood then noted that item No. 4 in the summary was inadvertently added to the report and should be disregarded.

Addressing item No. 5, Mr. Drake noted that the construction entrances shall be maintained in accordance with the approved SWPPP and the contractor shall provide appropriate traffic control measures as requested.

Mr. Drake noted that items 6, 7, 8, and 9 were in reference to the water lines and noted that all of those items would be addressed as requested.

Mr. Drake then addressed item No. 10 which was in reference to providing a tree protection detail. He noted that they are trying to save as many of the existing trees on site as possible and that they would be willing to add a tree protection detail to the plans. He said that there has been some discussion with the Watertown Housing Authority on making the overall project a LEED project in the future and that the protection of those trees would be important in that certification process.

Referencing item No. 11, Mr. Drake noted that they would be willing to add additional plantings on the street side of the proposed dumpster to provide additional screening. Mr. Harris then asked if it would be possible to locate the dumpsters on the other side of the street or in a less conspicuous area. Mr. Drake responded that there is a curb on the other side of the street that would prohibit trash vehicles from getting to the dumpster if it were located on the other side of the street. Mrs. Freda asked where the dumpsters were currently located. Mr. Drake responded that they are in two different locations amongst the existing buildings. He said this would consolidate them into one location. He said that initially they had proposed placing the dumpsters at the far end of the parking lot; however, the Housing Authority requested that they be placed in the proposed location so they are accessible to the apartment buildings located across the street.

Mrs. Freda asked if the buildings proposed for demolition were currently vacant. Mr. Drake responded that they were and that the other buildings on site were currently being renovated. He noted that the timeframe for the construction of the parking lot and demolition would be in the early spring so that the project could be completed before the end of June when school is finished. He said that way there would not be children running around the construction site.

A discussion then followed regarding the proposed demolition of the buildings. Mr. Mix noted that there are structural problems associated with these buildings and that it was determined to be more cost effective to demolish them rather than trying to solve all of the structural problems. It is thought that the buildings were built on top of a large fill area that was not properly compacted. Mr. Mix said they are losing 28 units and the Housing Authority would be looking for space for the construction of new apartments at some point in the future to recoup the lost units.

Mrs. Freda asked if it is okay as far as the Zoning Ordinance if the proposed parking lot is constructed on a separate tax parcel. Mr. Lumbis responded that although there are multiple buildings, the buildings and parking lot are actually located all on one tax parcel and that the construction on the parking lot in this location is not an issue.

Hearing no further discussion, Mrs. Freda then moved to recommend Site Plan Approval for the request submitted by Brian Drake, I.E., Project Engineer of GYMO, P.C. on

behalf of the Watertown Housing Authority for the construction of a 26 space parking lot at 215 Maywood Terrace, Parcel No. 3-01-201 contingent upon the following:

1. A stamped and signed copy of the Storm Water Pollution Prevention Plan (SWPPP) must be provided along with a copy of all correspondence and submittals to NYS DEC for the SWPPP approval.
2. The applicant must provide pre and post drainage calculations and drainage area maps.
3. Catch Basin #1 must be changed to a storm manhole and an associated detail must be provided.
4. The construction entrances shall be maintained in accordance with the approved SWPPP & the contractor shall provide appropriate traffic control measures (flaggers, signs, etc.) along Maywood Terrace.
5. The utility and grading plan should be modified to show a tapping saddle and 2" corporation stop meeting City of Watertown specifications for building No. 9 rather than a 2" tapping sleeve and valve.
6. The existing 2" line to building No. 7 must be cut and capped at the curb stop.
7. The water meter in building No. 7 must be removed by City personnel only when the buildings that are being served by that meter have been vacated and water is no longer required in them.
8. The engineer and/or contractor must coordinate all of the work associated with the domestic water supply with the Water Department.
9. To protect the trees from mechanical damage during construction, a detail for tree protection shall be added to the plan which directs the contractor to install and maintain construction fencing or another substantial barrier around the drip line of all of the trees to be saved.
10. Additional landscaping such as medium sized coniferous shrubs or coniferous trees shall be added on the street side of the proposed dumpster.
11. The applicant shall submit revised plans showing the proposed changes prior to City Council review.

The motion was seconded by Mrs. Gervera and all voted in favor.

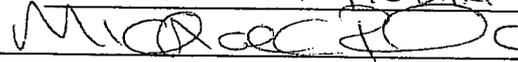
## Appendix C

## State Environmental Quality Review

**SHORT ENVIRONMENTAL ASSESSMENT FORM**

For UNLISTED ACTIONS Only

**PART I - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)**

1. APPLICANT/SPONSOR <b>Watertown Housing Authority</b>	2. PROJECT NAME <b>Maywood Terrace Demolition &amp; Site Development</b>
3. PROJECT LOCATION: Municipality <b>City of Watertown</b> County <b>Jefferson</b>	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <b>201 Maywood Terrace</b> <b>Intersection of Maywood Terrace and Bridge Street</b>	
5. PROPOSED ACTION IS: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: <b>Demolition of Buildings 5, 6, 7 and 8 of Maywood Apartment Complex. Construction of +/- 26 car parking lot to serve remaining buildings and future park area. Curbing, stormwater piping &amp; structures, walks and landscaping will be constructed.</b>	
7. AMOUNT OF LAND AFFECTED: Initially <u>1.4</u> acres    Ultimately <u>1.4</u> acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    If No, describe briefly	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe:	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    If Yes, list agency(s) name and permit/approvals:  <b>U.S. Department of Housing and Urban Development (HUD)</b>	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If Yes, list agency(s) name and permit/approvals:  <b>NOV 23 2010</b>	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input type="checkbox"/> No <b>N/A</b>	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: <b>Michael Robare</b> Date: <b>11/22/10</b> Signature: 	

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

**PART II - IMPACT ASSESSMENT (To be completed by Lead Agency)**

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4?  Yes  No If yes, coordinate the review process and use the FULL EAF.

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If No, a negative declaration may be superseded by another involved agency.  Yes  No

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)

C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic pattern, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:

C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:

C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:

C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:

C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:

D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CRITICAL ENVIRONMENTAL AREA (CEA)?

Yes  No If Yes, explain briefly:

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?

Yes  No If Yes, explain briefly:

**PART III - DETERMINATION OF SIGNIFICANCE (To be completed by Agency)**

**INSTRUCTIONS:** For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question D of Part II was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

- Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.
- Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action **WILL NOT** result in any significant adverse environmental impacts **AND** provide, on attachments as necessary, the reasons supporting this determination.

\_\_\_\_\_  
Name of Lead Agency

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print or Type Name of Responsible Officer in Lead Agency

\_\_\_\_\_  
Title of Responsible Officer

\_\_\_\_\_  
Signature of Responsible Officer in Lead Agency

\_\_\_\_\_  
Signature of Preparer (If different from responsible officer)

**Reset**

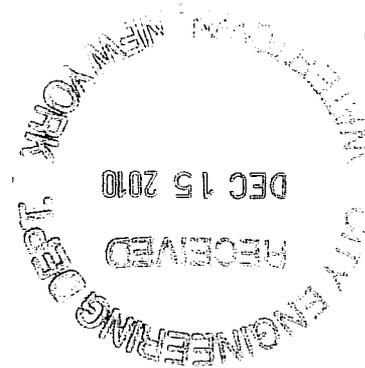
Leo F. Gozalkowski, PLS  
Stephen W. Yaussi, AIA  
Edward G. Olley, Jr., AIA  
William P. Plante, PLS  
Patrick J. Scordo, PE  
Thomas S.M. Compo, PE

15 December 2010

Mr. Kenneth A. Mix  
Planning and Community Development Coordinator  
City Engineering Department  
245 Washington Street  
Watertown, NY 13601

Re: Site Plan Submission  
Maywood Terrace, Watertown Housing Authority  
File: 2010-110

Gregory F. Ashley, PLS



Dear Mr. Mix:

At its December 7th meeting, the Planning Board of the City of Watertown considered our site plan approval request for the demolition of four buildings of the Maywood Terrace Apartment Complex and construction of a ±26 space parking lot. We are submitting the following to address the planning board's comments and approval at the 20 December 2010 City Council Meeting.

- Two collated sets of full-size (24"X36") site plans;
- 5 sets of 11"X17" site plans;

The following comment numbers correspond directly to your comments, contained in your correspondence dated December 10, 2010, with our responses in bold.

- 1) A stamped and signed copy of the Storm Water Pollution Prevention Plan (SWPPP) must be provided along with a copy of all correspondence and submittals for the SWPPP approval.

**The SWPPP is in the process of being completed. The Notice of Intent (NOI) will be forwarded to the NYS Department of Environmental Conservation (DEC), and the City of Watertown will be copied with the NOI and full SWPPP upon completion.**

- 2) The applicant must provide pre and post drainage calculations and drainage area maps.

**See response to #1. The SWPPP will contain the necessary drainage calculations and drainage area maps and will be forwarded to the City upon completion.**

- 3) Catch Basin #1 must be changed to a storm manhole and an associated detail must be provided.

**CB1 has been changed to STMH1. Refer to revised Sheet C103 and associated detail on Sheet C503.**

- 4) The construction entrances shall be maintained in accordance with the approved SWPPP & the contractor shall provide appropriate traffic control measures (flaggers, signs, etc.) along Maywood Terrace.

**The SWPPP will contain information on construction entrances. Also, refer to Detail 2, Sheet C504 for typical offside sediment tracking control detail. Refer to general notes on Sheet C001 for Maintenance of Traffic notes.**

- 5) The utility and grading plan should be modified to show a tapping saddle and 2" corporation stop meeting the City of Watertown specifications for building No. 9 rather than a 2" tapping sleeve and valve.

**Acknowledged. Please refer to revised Sheet C103.**

220 Sterling Street  
Watertown, NY 13601  
Tel: (315) 788-3900 Fax: (315) 788-0668  
E-mail: gymopc@gymopc.com

- 6) The existing 2" line to building No. 7 must be cut and capped at the curb stop.

**Acknowledged. Please refer to revised Sheet C101.**

- 7) The water meter in building No. 7 must be removed by City personnel only when the buildings that are being served by that meter have been vacated and water is no longer required in them.

**Acknowledged. Buildings are currently vacant. Refer to Revised Sheet C103 for notes requiring contractor to coordinate with the City Water Department.**

- 8) The engineer and/or contractor must coordinate all of the work associated with the domestic water supply with the Water Department.

**Acknowledged. Refer to Revised Sheet C103 for notes requiring contractor to coordinate with the City Water Department.**

- 9) To protect the trees from mechanical damage during construction, a detail for tree protection should be added to the plan which directs the contractor to install and maintain construction.

**Refer to revised Sheets C101 and C102 for details on the location and size of the fence.**

- 10) Additional landscaping such as medium sized coniferous shrubs or coniferous trees should be considered on the street side of the proposed dumpster.

**Refer to revised Sheet C102 for the addition of landscaping near the proposed dumpster.**

We trust these responses address the Planning Board's concerns. If you have questions, please contact me at your earliest convenience.

Sincerely,  
GYMO Architecture, Engineering & Land Surveying, P.C.

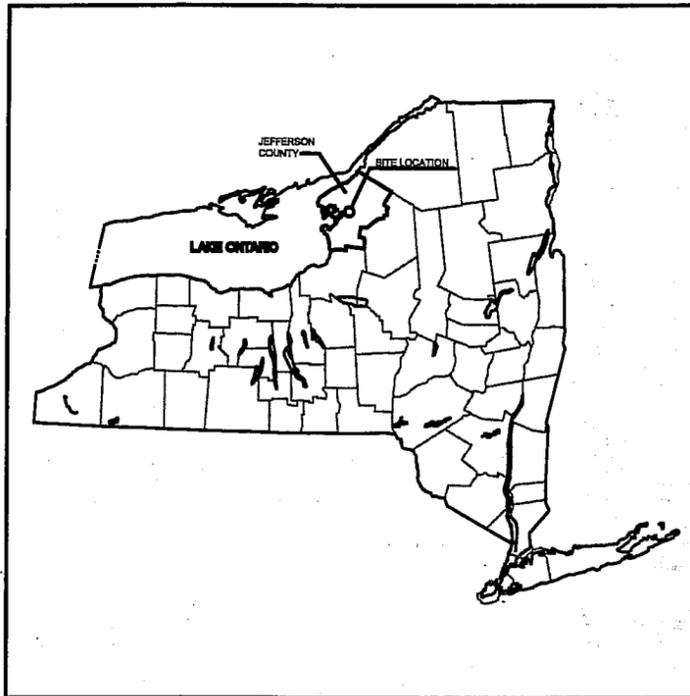


Brian J. Drake, I.E.  
Project Engineer

Attachments

PC: P.J. Scordo, P.E. E.G. Olley, A.I.A. - GYMO, PC  
Dave Roy - Watertown Housing Authority - w/encl.

X:\2010\2010-151\CORRESPONDENCE\ENGINEERING\CITY\CITY RESPONSE LETTER12.10.10.DOC



NEW YORK STATE LOCATION MAP  
APPROXIMATE SCALE 1" = 57 MILES

# MAYWOOD TERRACE

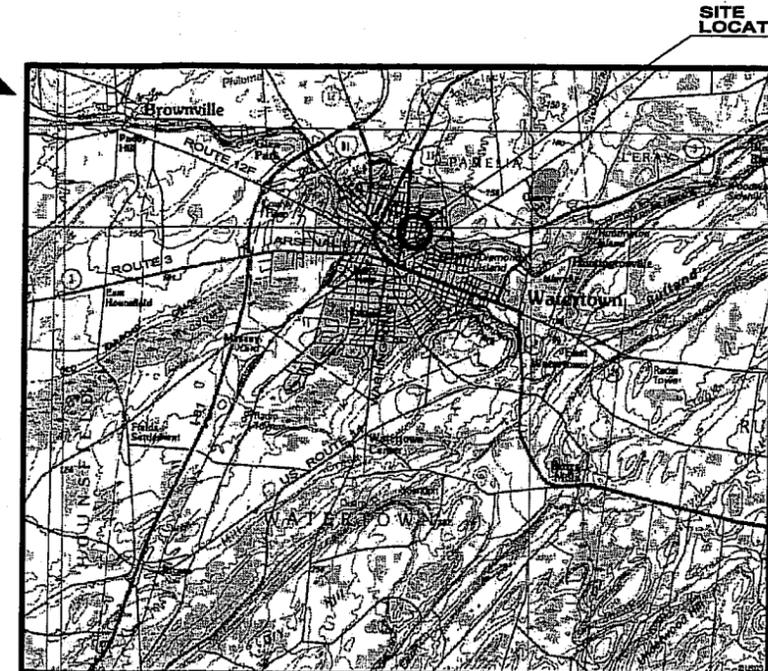
DEMOLITION AND SITE DEVELOPMENT PROJECT  
WATERTOWN, JEFFERSON COUNTY, NEW YORK

## SITE DEMOLITION AND DEVELOPMENT PLANS

10 DECEMBER 2010

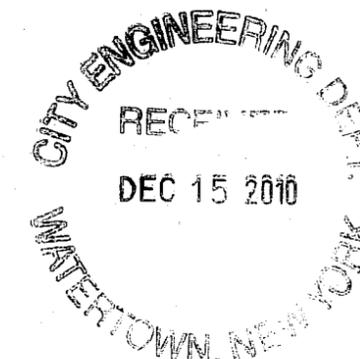
INDEX OF DRAWINGS:

- C001 - GENERAL NOTES & INFORMATION
- C101 - DEMOLITION PLAN
- C102 - SITE PLAN
- C103 - UTILITY AND GRADING PLAN
- C501 - SITE DETAILS
- C502 - SITE DETAILS
- C503 - SITE DETAILS
- C504 - EROSION AND SEDIMENT CONTROL DETAILS
- C505 - MAINTENANCE AND PROTECTION OF TRAFFIC DETAILS



LOCATION MAP  
APPROXIMATE SCALE 1" = 3000'

REVISION	DESCRIPTION	DATE	SHEETS
△	CITY OF WATERTOWN COMMENTS	12/10/10	C001, C101 - C103, C502, C503
△	CHANGE SITE LIGHTS	12/10/10	C001, C102, C502



PATRICK J. SCOFIDO, P.E.  
New York State Reg. No. 68085

OWNER/APPLICANT:  
WATERTOWN HOUSING AUTHORITY  
CONTACT: MR. DAVE ROY  
142 MECHANIC STREET  
WATERTOWN, NY 13601  
PHONE (315) 782-1251



GYMO

ARCHITECTURE,  
ENGINEERING &  
LAND SURVEYING  
P.C.

220 STERLING STREET  
WATERTOWN, NEW YORK, 13601

TEL (315) 788-3900  
FAX (315) 788-0688  
www.gymops.com

**ABBREVIATIONS**

AC - ACRES  
 BLDG - BUILDING  
 BOT - BOTTOM  
 BW - BOTTOM OF WALL  
 C - CURVE  
 CB - CATCH BASIN  
 CF - CUBIC FEET  
 CI - CAST IRON  
 CL - CENTERLINE  
 CO - CLEAN OUT  
 CONC - CONCRETE  
 CMP - CORRUGATED METAL PIPE  
 CPP - CORRUGATED PLASTIC PIPE  
 DA - DELTA ANGLE  
 DA# - DRAINAGE AREA #  
 DEMOED - ITEM REMOVED OR DEMOLISHED  
 DI - DUCTILE IRON  
 DIA - DIAMETER  
 DWG - DRAWING  
 E - EAST  
 EG - EXISTING GRADE  
 EL - ELEVATION  
 ESC - EROSION & SEDIMENT CONTROL  
 FF - FINISHED FLOOR  
 FG - FINISH GRADE  
 GV - GATE VALVE  
 HDPE - HIGH DENSITY POLYETHYLENE PIPE  
 HYD - HYDRANT  
 IFF - IRON PIPE FOUND  
 IPS - IRON PIPE SET  
 INT - INTERSECTION  
 INV - INVERT  
 L - LENGTH  
 LF - LINEAR FEET  
 MAX - MAXIMUM  
 MIN - MINIMUM  
 N - NORTH  
 NO./# - NUMBER  
 NTS - NOT TO SCALE  
 NYSDEC - NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
 NYSDOT - NEW YORK STATE DEPARTMENT OF TRANSPORTATION  
 NYSDOH - NEW YORK STATE DEPARTMENT OF HEALTH  
 OHW - OVERHEAD WIRE  
 PC - POINT OF CURVATURE  
 PCC - POINT OF COMPOUND CURVE  
 PT - POINT OF TANGENCY  
 PVC - POLYVINYL CHLORIDE PIPE  
 R - RADIUS  
 ROC - REINFORCED CONCRETE PIPE  
 ROC - RUN OF CRUSHER  
 ROW - RIGHT-OF-WAY  
 S - SOUTH  
 SAN - SANITARY  
 SDR - STANDARD DIMENSION RATIO  
 SMWH - SANITARY MANHOLE  
 STMH - STORM MANHOLE  
 SWPPP - STORM WATER POLLUTION PREVENTION PLAN  
 TC - TIME OF CONCENTRATION  
 TL - TANGENT LENGTH  
 TYP - TYPICAL  
 TW - TOP OF WALL  
 TS & V - TAPPING SLEEVE & VALVE  
 UNO - UNLESS NOTED OTHERWISE  
 W - WEST

**MASTER LEGEND**

LEGEND:	EXISTING	PROPOSED	DEMOLITION
5' CONTOUR	---	---	---
1' CONTOUR	---	---	---
BOLLARD		•	
BUILDING	---	---	---
BUSH		⊗	
CATCH BASIN	□	□	□
CENTERLINE	---	---	---
CHECK DAM		⌋	
QTY MONUMENT	□	□	□
CLEANOUT	○	○	○
CONCRETE SIDEWALK	---	---	---
CONIFEROUS TREE	⊗	⊗	⊗
CURB STOP	⊕	⊕	⊕
CURBED ROAD	---	---	---
DECIDUOUS TREE	⊗	⊗	⊗
EDGE OF PAVEMENT	---	---	---
ELECTRICAL BOX		⊞	
ELECTRIC MANHOLE	⊞	⊞	⊞
FENCE	---	---	---
FIRE HYDRANT	⊕	⊕	⊕
FLOWERING PLANTINGS	○	○	○
FORCEMAIN	---	---	---
GAS LINE	---	---	---
1/2" IRON PIPE WITH CAP SET	⊞	⊞	⊞
IRON PIPE FOUND (AS NOTED)	•	•	•
LIGHT POLE	⊞	⊞	⊞
PROPERTY LINE	---	---	---
PROPERTY LINE (ADJACENT)	---	---	---
SEWER LINE	---	---	---
SEWER MANHOLE	⊞	⊞	⊞
SIGNS	⊞	⊞	⊞
SILT FENCE	---	---	---
SOLID WHITE LANE LINE	---	---	---
SPOT ELEVATION		428.01	
SPOT ELEVATION (TOP CURB/BOTTOM CURB)		428.03/01	
STORM LINE	---	---	---
STORM MANHOLE	⊞	⊞	⊞
TREELINE	---	---	---
UNDERGROUND ELECTRIC	---	---	---
UTILITY POLE & GUY WIRE	⊞	⊞	⊞
WATER LINE	---	---	---
WATER OUTLINE	---	---	---
WATER VALVE	⊞	⊞	⊞
WATERLINE CROSSING	---	---	---
WETLANDS	---	---	---

**SIGN SCHEDULE**

LABEL	SIGNS	LABEL	SIGNS
A		D	
B		E	
C		F	

**SIGNAGE NOTES**

- ALL OUTSIDE SIGNS ARE TO BE CONSTRUCTED IN ACCORDANCE WITH ALL DETAILS WITHIN THE STATE OF NEW YORK DEPARTMENT OF TRANSPORTATION - METRIC STANDARD SHEETS M645-20 THROUGH M645-80. THIS INCLUDES BUT IS NOT LIMITED TO: STANDARD SIGN BLANK DETAILS (M645-50 THROUGH M645-52); STANDARD HEIGHT AND LATERAL LOCATION FOR TRAFFIC SIGNS, TYPICAL REGULATION & WARNING SIGNS ASSEMBLED (M645-55); SIGN PANEL DETAILS FOR GUIDE, INFORMATION AND OTHER SIGNS (M645-70); BI- DIRECTIONAL BREAKAWAY BASE AND HINGE ASSEMBLY (M645-72).
- 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.

**GENERAL NOTES**

- 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 OTHERS, THE EXISTENCE OF WHICH IS PRESENTLY NOT KNOWN. PRIOR TO CONSTRUCTION CONTACT UNDERGROUND UTILITIES CALL CENTER OF NEW YORK FOR EXACT LOCATION OF ALL UNDERGROUND UTILITIES. (1-800-962-7962). CONTRACTOR IS RESPONSIBLE FOR LOCATING AND WORKING WITH THE APPROPRIATE UTILITY COMPANIES PRIOR TO CONSTRUCTION.
- THE TOPOGRAPHIC SURVEY WAS COMPLETED BY GYMO P.C. DURING THE WEEK OF AUGUST 26, 2010.
- ALL OUT-OF-SCOPE AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS WILL BE RESTORED TO CONDITIONS EQUAL TO OR BETTER THAN THAT PRIOR TO CONSTRUCTION. OUTSIDE OF PROPERTY BOUNDARIES AND EASEMENT AREAS THE CONTRACTOR IS REMINDED TO OBTAIN WRITTEN AUTHORIZATION TO USE PRIVATE PROPERTY AND ASSUMES ALL LIABILITY WHEN ACCESSING THOSE PROPERTIES.
- THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE CHARACTERISTICS AND EXTENT OF SUBSURFACE SOILS, ROCK, WATER TABLE LEVELS, ETC., PRIOR TO BIDDING.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS, SECURITY, BONDS, FEES, AND PAYMENTS TO OBTAIN SAID PERMITS WHERE APPLICABLE.
- WHEN THE PERFORMANCE OF THE CONTRACTOR'S WORK REQUIRES THE INTERRUPTION OF UTILITY SERVICES, HE/SHE SHALL ISSUE A 48 HOUR PRIOR NOTICE TO THE GOVERNING MUNICIPALITY.
- SITE CONTRACTOR TO PROVIDE EROSION AND SEDIMENT CONTROL AND DUST CONTROL.
- A LICENSED LAND SURVEYOR SHALL BE RETAINED FOR ALL UTILITY AND FIELD STAKEOUT AND AS-BUILTS AT THE CONTRACTORS EXPENSE.
- CONTRACTOR SHALL MAINTAIN ALL EROSION CONTROL MEASURES THROUGHOUT CONSTRUCTION UNTIL ESTABLISHMENT OF VEGETATIVE COVER. RUN-OFF CONTAINING SEDIMENTS FROM DISTURBED AREAS OF THE SITE SHALL NOT BE ALLOWED DIRECTLY OFF SITE OR INTO NATURAL STREAM CHANNELS.
- ALL EXISTING TREES TO REMAIN SHALL BE PROTECTED BY THE CONTRACTOR. CONSTRUCTION ACTIVITIES ADJACENT TO TREES SHALL BE CONDUCTED TO REDUCE THE IMPACT TO TREES TO THE MAXIMUM EXTENT PRACTICAL. ANY DAMAGE TO EXISTING TREES SHALL BE REPAIRED OR THE TREE REPLACED, AS DIRECTED BY THE OWNER AT THE CONTRACTORS EXPENSE.
- CONTRACTOR SHALL BE RESPONSIBLE FOR CLEARING, GRUBBING, CUTTING AND DISPOSING OF VEGETATION, TREES AND DEBRIS IN A NYSDEC ACCEPTABLE LOCATION.
- CONTRACTOR SHALL PERFORM ALL NECESSARY EARTHWORK, INCLUDING THE STRIPPING, STOCKPILING AND REPLACING OF TOPSOIL IN ACCORDANCE WITH THE PLANS. EXCESS MATERIAL SHALL BE REMOVED FROM THE SITE.
- EXCAVATIONS SHALL BE TO DEPTHS SHOWN ON DRAWINGS. ALL UNSTABLE OR UNSUITABLE MATERIAL SHALL BE EXCAVATED AND REMOVED TO SUCH DEPTH AS REQUIRED TO PROVIDE SUFFICIENT BEARING CAPACITY. OVER-EXCAVATED AREAS SHALL BE BACKFILLED WITH SUITABLE MATERIAL.
- COMPACTION OF PIPE BEDDING AND BACKFILL MATERIAL SHALL BE BY MEANS OF HAND-GUIDED POWER DRIVEN, DRUM-TYPE, OR PLATE TAMPERS. BACKFILLING SHOULD PROCEED IN ACCORDANCE WITH LIFT THICKNESSES AND COMPACTION REQUIREMENTS AS SHOWN ON THE DRAWINGS. UNLESS OTHERWISE NOTED ON THE DRAWINGS, COMPACTION REQUIREMENTS REFER TO PERCENT OF MAXIMUM DRY DENSITY AS DETERMINED IN ACCORDANCE WITH ASTM STANDARD D1557 METHOD "C". CARE SHALL BE TAKEN TO SHAPE PIPE BEDDING TO FIT THE LOWER PART OF THE PIPE. BACKFILLING AND COMPACTION SHOULD PROGRESS EVENLY ALONG THE PIPE SIDEWALKS AND TO THE TOP OF THE PIPE BEDDING.
- COMPACTION SHALL BE 85% MAXIMUM DRY DENSITY IN GRASS AREAS AND 90% MAXIMUM DRY DENSITY IN GRAVEL AREAS. MAXIMUM DRY DENSITY SHALL BE AS DETERMINED BY ASTM - D1557 MODIFIED PROCTOR METHOD "C". THE CONTRACTOR SHALL HIRE AN INDEPENDENT TESTING AGENCY TO PERFORM PAVEMENT TESTING PER TECHNICAL SPECIFICATIONS AND PROVIDE THE RESULTS TO THE OWNER AND CITY FOR REVIEW PRIOR TO FINAL PAYMENT.
- THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES OF DIMENSIONS, ELEVATIONS AND LOCATIONS DURING PRECONSTRUCTION FIELD VERIFICATION. SUCH INFORMATION SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER FOR VERIFICATION OR MODIFICATION OF THE PLANS.
- WITHIN 20 DAYS AFTER THE COMPLETION OF THE PAVEMENT SUBGRADE BY CONTRACTOR, THE CONTRACTOR SHALL DELIVER TO THE OWNER, AN AS-BUILT SURVEY, SIGNED AND SEALED BY A LAND SURVEYOR OR ENGINEER LICENSED IN THE STATE OF NEW YORK. AS-BUILT RECORD DRAWINGS SHALL INCLUDE, AS A MINIMUM, THE FOLLOWING INFORMATION AS WELL AS ALL REQUIREMENTS OF THE SPECIFICATION:
  - RECORD OF ALL UTILITIES ENCOUNTERED IN TRENCH EXCAVATION. INFORMATION SHALL INCLUDE DIAMETER OF UTILITY, DEPTH OF BURIAL AND LOCATION WITH REFERENCE TO NEAREST STRUCTURE SHOWN ON DRAWINGS. THIS INFORMATION SHALL BE KEPT CURRENT ON A WEEKLY BASIS. FAILURE TO DO SO MAY RESULT IN WITHHOLDING OF PAYMENTS.
  - DISTANCE TIES TO ALL BENDS, VALVES, CORPORATION STOPS, WYES, MANHOLES, CLEAN OUTS, CATCH BASINS, ETC.
  - UTILITY REPAIRS, SIDEWALK, AND DRIVEWAY REPLACEMENTS CENTERLINE.
  - RM AND INVERT ELEVATIONS AND HORIZONTAL LOCATION OF MANHOLES, CATCH BASINS, AND CLEANOUTS.
  - STATIONS OF BENDS AND VALVES.
  - DENOTED BENCH MARK REFERENCES USED.
  - PERIODIC OFFSETS.
  - FINAL GRADE ELEVATIONS TO NEAREST 0.1-FOOT AND GARAGE AND FINISHED FLOOR ELEVATIONS.
  - RECORD DETAILS NOT SHOWN ON THE ORIGINAL CONTRACT DOCUMENTS. ANY FIELD CHANGES OF DIMENSIONS AND DETAILS AND ANY CHANGES MADE BY CHANGE ORDER OR FIELD ORDER.
  - CERTIFICATE OF SUBSTANTIAL COMPLETION SHALL NOT BE ISSUED UNTIL AS-BUILT INFORMATION IS ACCEPTABLE.
  - TWO (2) SETS OF FINAL COMPLETE RECORD DRAWINGS. CONTRACTOR SHALL FURNISH AS-BUILT DATA ON PLAN SHEETS.
- UPON COMPLETION OF STORM SEWER FACILITIES AND ESTABLISHMENT OF VEGETATION, THE NEW AND EXISTING STORM SYSTEMS RECEIVING RUNOFF FROM THIS SITE SHALL BE CLEANED OF DEBRIS. ONLY AT THIS TIME SHALL THE EROSION AND SEDIMENTATION CONTROL MEASURES BE REMOVED.
- CONTRACTOR SHALL PROVIDE SATISFACTORY DEWATERING AND DRAINAGE OF EXCAVATIONS. SEE DEWATERING AND DRAINAGE IN THE TECHNICAL SPECIFICATIONS FOR MORE DETAILED INFORMATION.
- A STORM WATER POLLUTION PREVENTION PLAN HAS BEEN PREPARED FOR THIS PROJECT. THE CONTRACTOR SHALL COMPLY WITH THE NYSDEC REQUIREMENTS WITHIN THIS REPORT.
- ALL WATER MAIN AND SERVICE WORK MUST BE COORDINATED WITH THE CITY OF WATERTOWN WATER DEPARTMENT. WATER DEPARTMENT REQUIREMENTS WILL SUPERCEDE ALL OTHER PLANS AND SPECIFICATIONS.
- PERMITS: THE FOLLOWING PERMITS MUST BE OBTAINED FROM THE ENGINEERING DEPARTMENT BEFORE THE START OF SITE CONSTRUCTION:
  - SIDEWALK - NO FEE
  - CURB CUT - \$75
  - PAVEMENT CUT - FEE BY FORMULA
  - CITY PERMIT - NO FEE
 PLEASE NOTE THAT ANY CONTRACTOR WORKING WITHIN THE CITY OF WATERTOWN MUST PROVIDE A CURRENT CERTIFICATE OF LIABILITY INSURANCE (ACORD 25). IN ADDITION, NYS ALSO MANDATES PROOF OF WORKER'S COMPENSATION BE SHOWN PRIOR TO THE ENGINEERING DEPARTMENT ISSUING ANY PERMITS.
- THE CITY OF WATERTOWN WATER DEPARTMENT MUST BE PRESENT TO ASSIST WITH THE CUTTING AND/OR CONNECTING OF ANY WATER SYSTEM COMPONENTS AND FLUSHING OF SUPPLY-RETURN LINES. THE COST OF WORK PERFORMED BY THE WATER DEPARTMENT WILL BE PAID FOR BY THE CONTRACTOR UPON THE CITY PRESENTING AN INVOICE FOR SUCH WORK.
- THE CITY OF WATERTOWN ENGINEERING DEPARTMENT MUST BE PRESENT TO ASSIST WITH THE CUTTING AND/OR CAPPING OF ANY STORM AND/OR SANITARY SEWER SYSTEM COMPONENTS.
- THERE SHALL BE NO DEVIATION FROM THE SPECIFICATIONS FOR SERVICE MATERIALS AND CONSTRUCTION. THIS INCLUDES, BUT IS NOT LIMITED TO, THE PROPER BACKFILL PLACEMENT AND COMPACTION. ALL PIPE AND MATERIALS MUST BE MADE IN NORTH AMERICA, UNLESS OTHERWISE APPROVED, AND SHOP DRAWINGS OR CUT SHEETS FOR PIPE AND MATERIAL MUST BE APPROVED BY THE WATER DEPARTMENT.
- 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.
- CONSTRUCTION ENTRANCES SHALL BE MAINTAINED IN ACCORDANCE WITH PREPARED SWPPP AND CONTRACTOR SHALL PROVIDE APPROPRIATE TRAFFIC CONTROL MEASURES. (FLAGGERS, SIGNS, ETC.) ALONG MAYWOOD TERRACE AND BRIDGE STREET.
- EXCAVATIONS AND TRENCHING SHALL BE PERFORMED IN ACCORDANCE WITH STATE OF NEW YORK INDUSTRIAL CODE, RULE 23, O.S.H.A. TITLE 29, PART 1926, NEW YORK STATE DEPARTMENT OF LABOR, TITLE 12, PART 23, AND ALL OTHER APPLICABLE SAFETY STANDARDS AND CODES.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO BE AWARE OF AND TO CONFORM WITH ALL RULES AND RESPONSIBILITIES ASSOCIATED WITH PROVIDING A SAFE WORK PLACE. THE CONTRACTOR MUST COMPLY WITH OSHA 29 CFR PART 1926, SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION.

**EROSION AND SEDIMENT CONTROL PLAN (SWPPP) NOTES**

**OWNER/OPERATOR RESPONSIBILITIES**

A NOTICE OF INTENT SHALL BE FILED WITH THE NYS DEC. LETTER OF ACKNOWLEDGMENT SHALL BE OBTAINED WITH A UNIQUE PERMIT IDENTIFICATION NUMBER ASSIGNED BY THE NYS DEC FOR THIS PROJECT.

IT IS THE RESPONSIBILITY OF THE OWNER/OPERATOR TO INSURE THAT THE STORM WATER DISCHARGES ALLOWED BY THE NYS DEC SPDES PERMIT GP-0-10-001 ("THE PERMIT") ARE NOT VIOLATING WATER QUALITY STANDARDS. HENCE, THE OWNER/OPERATOR SHALL HIRE A QUALIFIED SWPPP PROFESSIONAL ("INSPECTOR") TO PERFORM SITE INSPECTIONS AS REQUIRED BY THE PERMIT. SEE THE PERMIT FOR REQUIREMENTS OF A "INSPECTOR".

THE "INSPECTOR" SHALL USE THESE PLANS AND THE SWPPP INSPECTION REPORT INCLUDED IN THE SWPPP TO CONDUCT SITE INSPECTIONS. COPIES OF THESE INSPECTION REPORTS ARE TO BE PROVIDED TO THE OWNER AND CONTRACTOR. IN THE CASE WHERE UNACCEPTABLE CONDITIONS ARE OCCURRING, THE "INSPECTOR" SHALL REPORT TO THE OWNER/OPERATOR TO REMEDY THE SITUATION.

**CONTRACTOR RESPONSIBILITIES**

THE CONTRACTOR IS TO MAINTAIN A SWPPP BOARD. THE SWPPP BOARD IS WHERE THE RAIN GAUGE AND CABLE SWPPP DOCUMENTS ARE STORED. IT IS ALSO WHERE PUBLIC DOCUMENTS ARE TO BE DISPLAYED AS REQUIRED BY THE PERMIT. COPIES OF THE PUBLIC DOCUMENTS AND FORMS REQUIRED TO BE ON DISPLAY ARE INCLUDED IN THE SWPPP. SEE THE SWPPP FOR INFORMATION REGARDING THE PLACEMENT OF THE SWPPP BOARD.

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO SUPPLY AND MONITOR THE ON-SITE RAIN GAUGE AT THE SWPPP BOARD. AT ARRIVAL DAILY, THE CONTRACTOR IS TO CHECK AND ACCURATELY RECORD THE MEASUREMENT OF RAIN FROM THE PREVIOUS 24-HOUR PERIOD. ANY RAINFALL RECEIVED IS TO THEN BE DISCARDED OF.

**PRE-CONSTRUCTION ACTIVITIES**

1. THE CONTRACTOR SHALL PLACE ALL EROSION AND SEDIMENT CONTROL MEASURES (ESC's) THAT CAN BE INSTALLED AS CALLED OUT ON THESE PLANS. I.E. SILT FENCES, CHECK DAMS, CONSTRUCTION ENTRANCES, ETC.

2. A PRE CONSTRUCTION MEETING SHALL BE HELD BETWEEN THE OWNER/OPERATOR, QUALIFIED SWPPP PROFESSIONAL, AND CONTRACTOR. AT THIS MEETING, THE CONTRACTOR/SUBCONTRACTOR CERTIFICATION STATEMENTS SHALL BE SIGNED BY ALL CONTRACTORS AND SUBCONTRACTORS. ALSO, THE INSPECTOR IS TO CONDUCT A PRE CONSTRUCTION INSPECTION. CONSTRUCTION IS NOT TO COMMENCE UNTIL THE SITE IS DEEMED ACCEPTABLE BY THE INSPECTOR. THE APPLICABLE DOCUMENTS CAN BE FOUND IN THE CONSTRUCTION SITE LOGBOOK FOUND WITHIN THE SWPPP.

**SWPPP**

1. THESE PLANS SHOW THE MINIMUM REQUIRED ESC'S TO BE UTILIZED AT THE BEGINNING OF CONSTRUCTION. OTHER ESC'S ARE TO BE INSTALLED ON A AS-NEEDED BASIS BY THE CONTRACTOR WHEN DIRECTED BY THE "INSPECTOR".

2. THE NOTES HERE ARE NOT INTENDED TO REPLACE THE SWPPP. THEY ARE ONLY A PORTION OF THE TOTAL REQUIREMENTS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR, OWNER/OPERATOR, AND "INSPECTOR" TO REVIEW THE SWPPP AND ADHERE TO THE REQUIREMENTS OF THE SWPPP AND "THE PERMIT".

**FINAL STABILIZATION**

1. UPON COMPLETION OF CONSTRUCTION ACTIVITIES, THE "INSPECTOR" SHALL BE NOTIFIED. THE "INSPECTOR" IS TO THEN PERFORM A FINAL SITE INSPECTION TO VERIFY AND CERTIFY THAT THE SITE HAS BEEN STABILIZED AS DESIGNED. THE FINAL SITE INSPECTION FORM IS IN THE CONSTRUCTION SITE LOGBOOK, WHICH IS CONTAINED WITHIN THE SWPPP.

**CONSTRUCTION ACTIVITIES**

1. THE CONTRACTOR IS TO FOLLOW THE CONSTRUCTION SEQUENCE SCHEDULE AS CALLED OUT IN THE SWPPP. EXCEPTIONS TO THIS CONSTRUCTION SEQUENCE SCHEDULE ARE ONLY ALLOWED WHEN DETERMINED NECESSARY BY THE "INSPECTOR".

2. NO EARTHWORK IS PERMITTED ON DAYS OF HEAVY PRECIPITATION. THE CONTRACTOR IS RESPONSIBLE FOR RESEARCHING THE WEATHER FORECAST DAILY AND DETERMINING IF CONDITIONS ARE SUITABLE FOR EARTHWORK. THE "INSPECTOR" HAS THE ULTIMATE DECISION REGARDING WHETHER OR NOT CONDITIONS ARE SUITABLE IF A PROBLEM DOES ARISE.

3. MANY NOI'S ARE INITIALLY APPROVED BY THE NYS DEC FOR UP TO 5 ACRES. IT IS THE RESPONSIBILITY OF THE CONTRACTOR AND THE OWNER TO VERIFY PERMITTING WHEN PLANNING ON DISTURBING OVER 5 ACRES.

4. THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST FROM LEAVING THE SITE. ALL EQUIPMENT AND WATER REQUIRED FOR THIS ARE TO BE PROVIDED BY THE CONTRACTOR.

5. AS A RESULT OF FINAL GRADING, AREAS OF CONCENTRATED FLOW MAY BE CREATED WHICH CAN INHIBIT STABILIZATION. EROSION CONTROL/STABILIZATION FABRIC, SOD, OR ENERGY DISSIPATION DEVICES NECESSARY FOR FINAL STABILIZATION ARE TO BE PROVIDED BY THE CONTRACTOR.

6. AS THE PHASED GRADING PROGRESSES, AREAS AT FINAL GRADE ARE TO BE STABILIZED WITH SEEDING OR MULCH AS SOON AS POSSIBLE. NO DISTURBED AREA IS TO REMAIN UNSTABILIZED FOR MORE THAN 14 DAYS, UNLESS SCHEDULED TO RESUME WITHIN 21 DAYS.

7. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE ESC'S AFTER INSTALLATION TO ENSURE THEY ARE FUNCTIONAL AS DIRECTED BY THE "INSPECTOR".

8. THE CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF ESC'S UPON FINAL STABILIZATION AND/OR WHEN DETERMINED NECESSARY BY THE "INSPECTOR".

**PLANTING SCHEDULE**

COMMON NAME	ABBREV.	BOTANICAL NAME	SIZE	QTY.
AUTUMN BLAZE MAPLE	AM	ACER x FREMANII 'AUTUMN BLAZE'	2.5" CAL	3
SHADEMASTER HONEYLOCUST	SH	GLEDITSIA T. L. 'SHADEMASTER'	2.5" CAL	5
NORTHERN CATALPA	NC	CATALPA SPECIOSA	2.5" CAL	2
CLEVELAND SELECT PEAR	CP	PYRUS CALLERYANA	3" CAL	3
WASHINGTON HAWTHORN	WH	CRATAEGUS PHAENOPYRUM	2.5" CAL	3
WHITE SPRUCE	WS	PICEA GLAUCA	5' B.B.	3
BLUE SPRUCE	BS	PICEA PUNGENS GLAUCA	5' B.B.	3
WHITE PINE	WP	PINUS STROBUS	5' B.B.	4
<b>TOTAL LARGE TREES:</b>				<b>26</b>

**MAYWOOD TERRACE PHOTOMETRICS**

Symbol	Qty	Label	Arrangement	Lumens	LLF	Description
□	2	L1	SINGLE	-1	0.700	LDRV-SLA-03
□	2	L2	SINGLE	-1	0.700	LDRV-SWQ-A02

Luminaire Location Summary	
Label	Z
L1	23
L1	23
L2	12
L2	12

Numeric Summary						
Label	CalcType	Units	Avg	Max	Min	Avg/Min
CalcPts	Illuminance	Fc	0.84	1.6	0.1	6.40
						16.00

Statistical Area Summary					
Label	Avg	Max	Min	Avg/Min	Max/Min
Paved Area	0.70	1.5	0.1	7.00	16.00

PLANNING DATA		
CURRENT ZONING CLASSIFICATION - RESIDENCE C TAX PARCEL 3-01-201, 17.5ACRES		
PROPOSED USE - PARKING, FUTURE PARK AREA		
ITEM	REQUIRED/ALLOWED	PROPOSED
PARKING SPACES	NA	26 TOTAL SPACES 2 HC SPACES

**FOR APPROVALS ONLY  
NOT FOR CONSTRUCTION**

REVISION	DESCRIPTION	DATE
	CITY OF WATERTOWN COMMENTS	12/10/10
	CHANGE LIGHTS	12/10/10

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GENERAL NOTES & INFORMATION

MAYWOOD TERRACE  
 WATERTOWN HOUSING AUTHORITY  
 CITY OF WATERTOWN, NY

Project No:	2010-151E
Scale:	As Noted
Date:	11/8/10
Drawn By:	BJD
Designed By:	BJD
Checked By:	
Date Issued:	11/23/10
Drwg. No.	

**C001**

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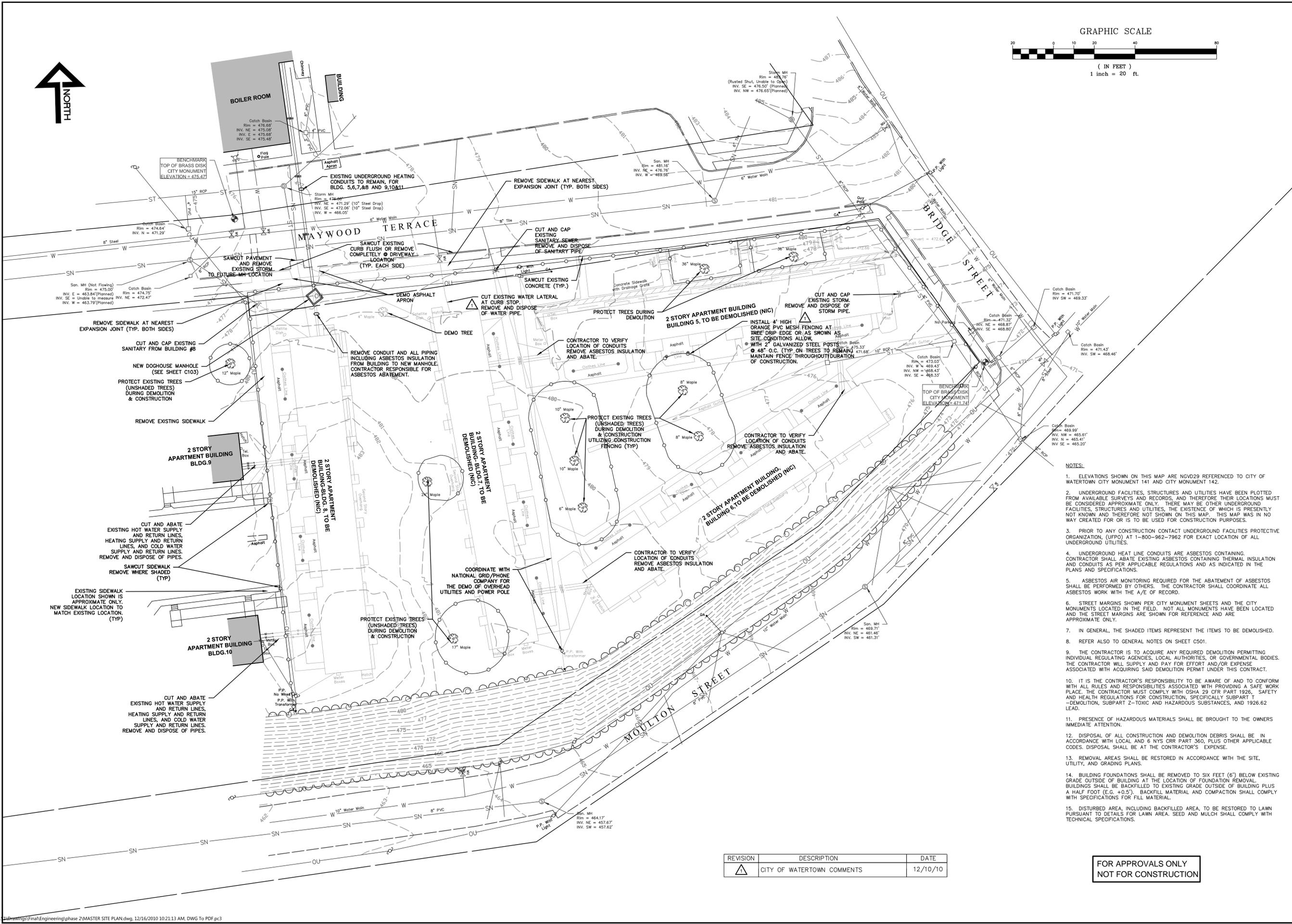
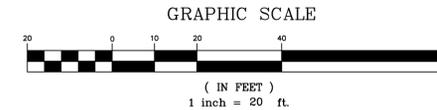


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MAYWOOD TERRACE  
 WATERTOWN HOUSING AUTHORITY  
 CITY OF WATERTOWN, NY

Project No:	2010-151E
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**C001**



- NOTES:**
- ELEVATIONS SHOWN ON THIS MAP ARE NGVD29 REFERENCED TO CITY OF WATERTOWN CITY MONUMENT 141 AND CITY MONUMENT 142.
  - 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. THIS MAP WAS IN NO WAY CREATED FOR OR IS TO BE USED FOR CONSTRUCTION PURPOSES.
  - PRIOR TO ANY CONSTRUCTION CONTACT UNDERGROUND FACILITIES PROTECTIVE ORGANIZATION, (UFGO) AT 1-800-962-7962 FOR EXACT LOCATION OF ALL UNDERGROUND UTILITIES.
  - UNDERGROUND HEAT LINE CONDUITS ARE ASBESTOS CONTAINING. CONTRACTOR SHALL ABATE EXISTING ASBESTOS CONTAINING THERMAL INSULATION AND CONDUITS AS PER APPLICABLE REGULATIONS AND AS INDICATED IN THE PLANS AND SPECIFICATIONS.
  - ASBESTOS AIR MONITORING REQUIRED FOR THE ABATEMENT OF ASBESTOS SHALL BE PERFORMED BY OTHERS. THE CONTRACTOR SHALL COORDINATE ALL ASBESTOS WORK WITH THE A/E OF RECORD.
  - STREET MARGINS SHOWN PER CITY MONUMENT SHEETS AND THE CITY MONUMENTS LOCATED IN THE FIELD. NOT ALL MONUMENTS HAVE BEEN LOCATED AND THE STREET MARGINS ARE SHOWN FOR REFERENCE AND ARE APPROXIMATE ONLY.
  - IN GENERAL, THE SHADED ITEMS REPRESENT THE ITEMS TO BE DEMOLISHED.
  - REFER ALSO TO GENERAL NOTES ON SHEET C501.
  - THE CONTRACTOR IS TO ACQUIRE ANY REQUIRED DEMOLITION PERMITTING INDIVIDUAL REGULATING AGENCIES, LOCAL AUTHORITIES, OR GOVERNMENTAL BODIES. THE CONTRACTOR WILL SUPPLY AND PAY FOR EFFORT AND/OR EXPENSE ASSOCIATED WITH ACQUIRING SAID DEMOLITION PERMIT UNDER THIS CONTRACT.
  - IT IS THE CONTRACTOR'S RESPONSIBILITY TO BE AWARE OF AND TO CONFORM WITH ALL RULES AND RESPONSIBILITIES ASSOCIATED WITH PROVIDING A SAFE WORK PLACE. THE CONTRACTOR MUST COMPLY WITH OSHA 29 CFR PART 1926, SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION, SPECIFICALLY SUBPART T -DEMOLITION, SUBPART Z-TOXIC AND HAZARDOUS SUBSTANCES, AND 1926.62 LEAD.
  - PRESENCE OF HAZARDOUS MATERIALS SHALL BE BROUGHT TO THE OWNERS IMMEDIATE ATTENTION.
  - DISPOSAL OF ALL CONSTRUCTION AND DEMOLITION DEBRIS SHALL BE IN ACCORDANCE WITH LOCAL AND 6 NYS CRR PART 360, PLUS OTHER APPLICABLE CODES. DISPOSAL SHALL BE AT THE CONTRACTOR'S EXPENSE.
  - REMOVAL AREAS SHALL BE RESTORED IN ACCORDANCE WITH THE SITE, UTILITY, AND GRADING PLANS.
  - BUILDING FOUNDATIONS SHALL BE REMOVED TO SIX FEET (6') BELOW EXISTING GRADE OUTSIDE OF BUILDING AT THE LOCATION OF FOUNDATION REMOVAL. BUILDINGS SHALL BE BACKFILLED TO EXISTING GRADE OUTSIDE OF BUILDING PLUS A HALF FOOT (E.G. +0.5'). BACKFILL MATERIAL AND COMPACTION SHALL COMPLY WITH SPECIFICATIONS FOR FILL MATERIAL.
  - DISTURBED AREA, INCLUDING BACKFILLED AREA, TO BE RESTORED TO LAWN PURSUANT TO DETAILS FOR LAWN AREA. SEED AND MULCH SHALL COMPLY WITH TECHNICAL SPECIFICATIONS.

REVISION	DESCRIPTION	DATE
1	CITY OF WATERTOWN COMMENTS	12/10/10

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DEMOLITION PLAN  
MAYWOOD TERRACE  
WATERTOWN HOUSING AUTHORITY  
CITY OF WATERTOWN, NY

Project No:	2010-151E
Scale:	AS NOTED
Date:	11/8/10
Drawn By:	BJD
Designed By:	BJD
Checked By:	
Date Issued:	11/23/10
Drwg. No.:	

C101

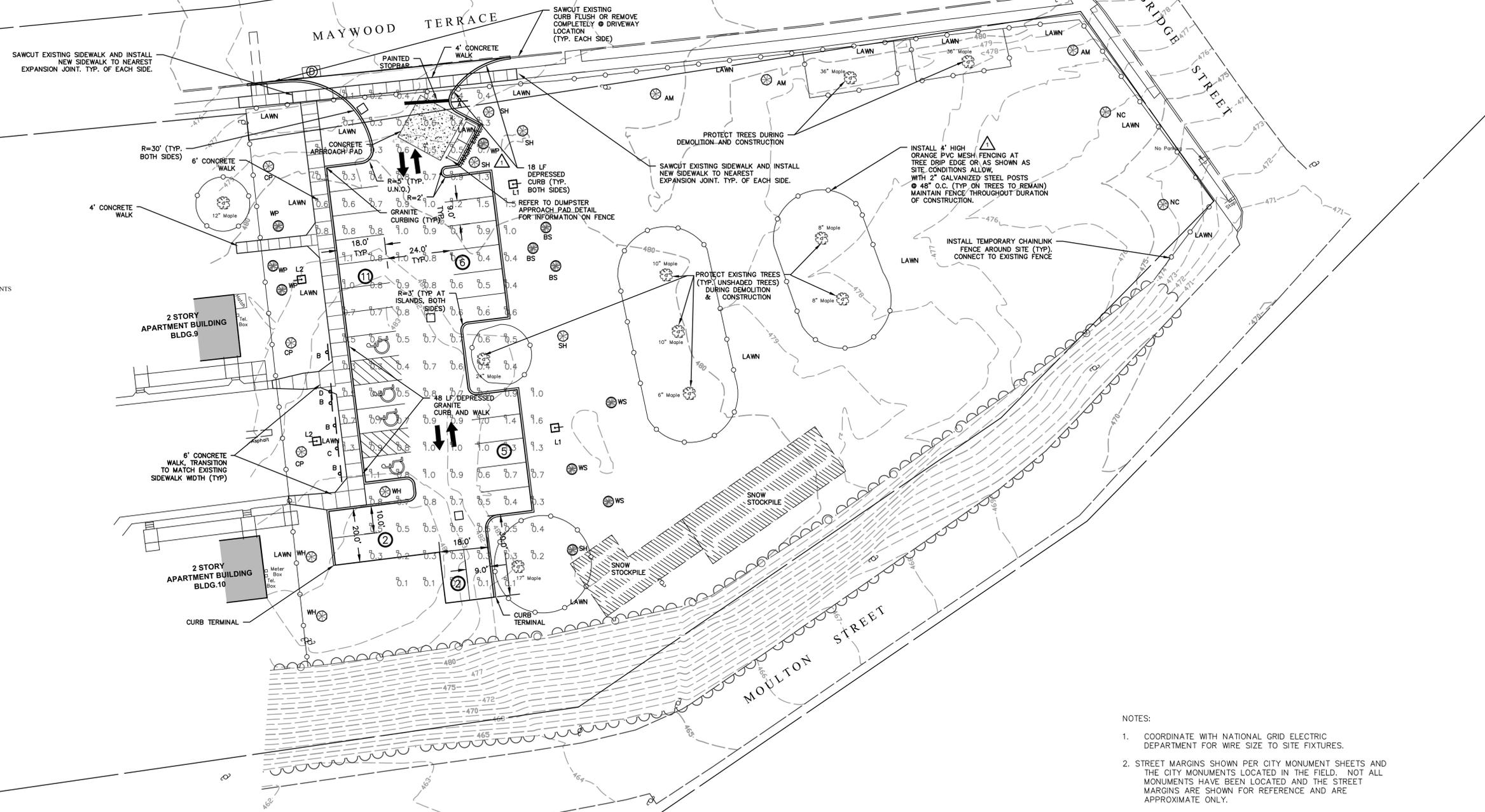
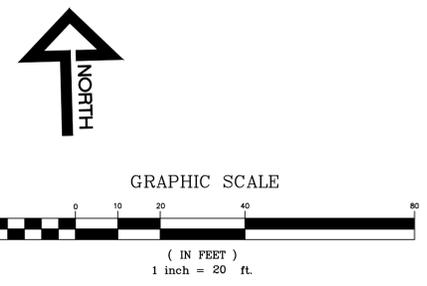


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DATE AND A SPECIFIC DESCRIPTION OF  
ALTERATION.

**SITE AND LANDSCAPING PLAN**  
**MAYWOOD TERRACE**  
**WATERTOWN HOUSING AUTHORITY**  
**CITY OF WATERTOWN, NY**

Project No: 2010-151E  
Scale: AS NOTED  
Date: 11/8/10  
Drawn By: BJD  
Designed By: BJD  
Checked By:  
Date Issued: 11/23/10  
Drwg. No.

**C102**

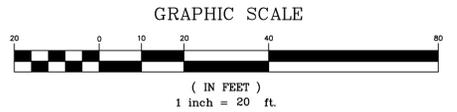
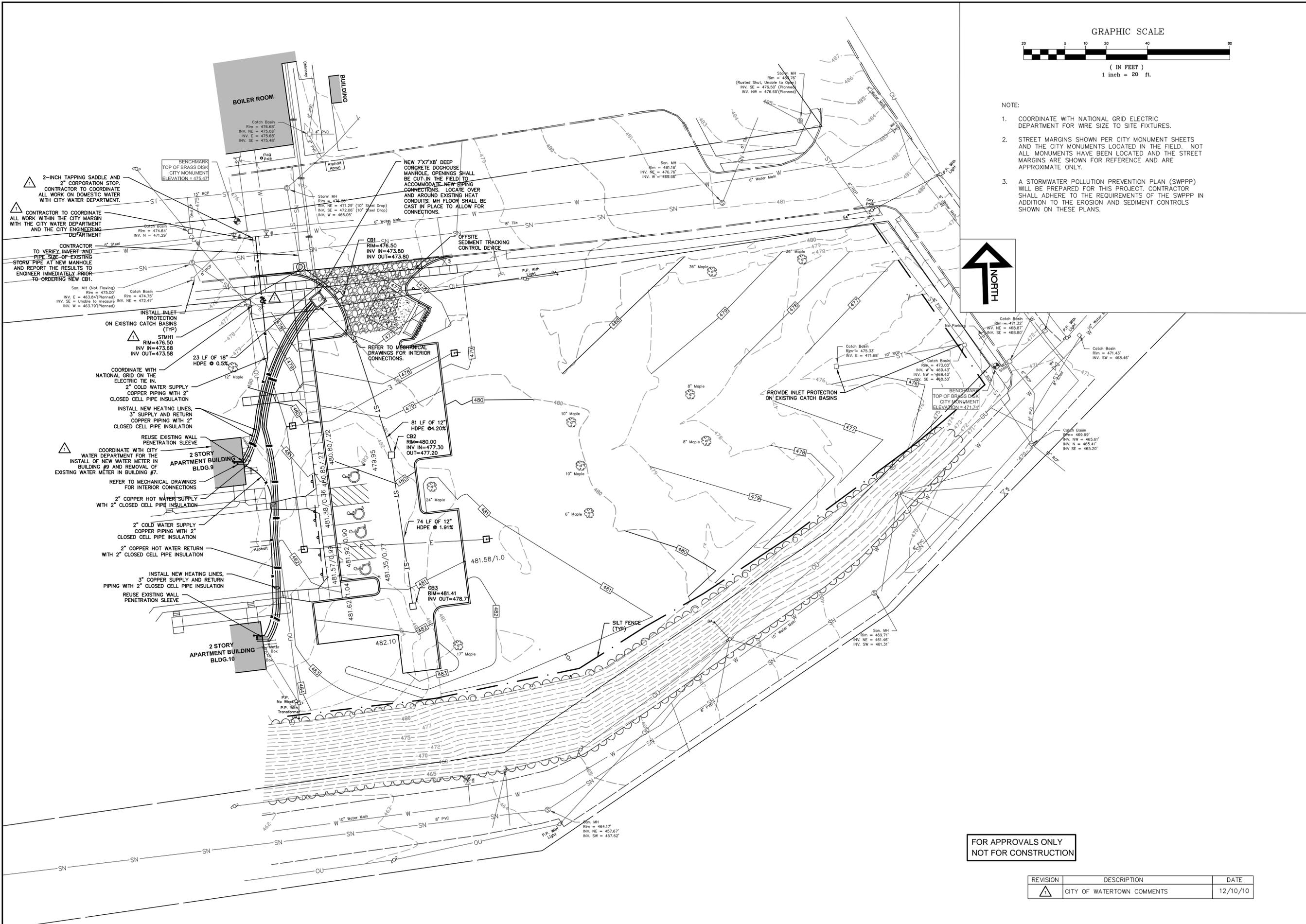


- NOTES:
- COORDINATE WITH NATIONAL GRID ELECTRIC DEPARTMENT FOR WIRE SIZE TO SITE FIXTURES.
  - STREET MARGINS SHOWN PER CITY MONUMENT SHEETS AND THE CITY MONUMENTS LOCATED IN THE FIELD. NOT ALL MONUMENTS HAVE BEEN LOCATED AND THE STREET MARGINS ARE SHOWN FOR REFERENCE AND ARE APPROXIMATE ONLY.

REVISION	DESCRIPTION	DATE
1	CITY OF WATERTOWN COMMENTS	12/10/10
2	CHANGE LIGHTS	12/10/10

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CITY TAX PARCEL 83-01-201  
ZONED: RESIDENCE C  
USE: RESIDENTIAL APARTMENTS



- NOTE:
1. COORDINATE WITH NATIONAL GRID ELECTRIC DEPARTMENT FOR WIRE SIZE TO SITE FIXTURES.
  2. STREET MARGINS SHOWN PER CITY MONUMENT SHEETS AND THE CITY MONUMENTS LOCATED IN THE FIELD. NOT ALL MONUMENTS HAVE BEEN LOCATED AND THE STREET MARGINS ARE SHOWN FOR REFERENCE AND ARE APPROXIMATE ONLY.
  3. A STORMWATER POLLUTION PREVENTION PLAN (SWPPP) WILL BE PREPARED FOR THIS PROJECT. CONTRACTOR SHALL ADHERE TO THE REQUIREMENTS OF THE SWPPP IN ADDITION TO THE EROSION AND SEDIMENT CONTROLS SHOWN ON THESE PLANS.



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△	CITY OF WATERTOWN COMMENTS	12/10/10

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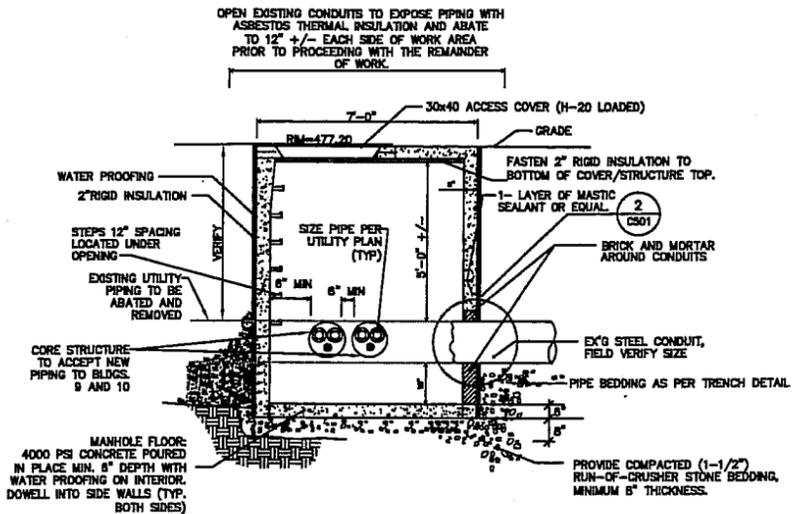


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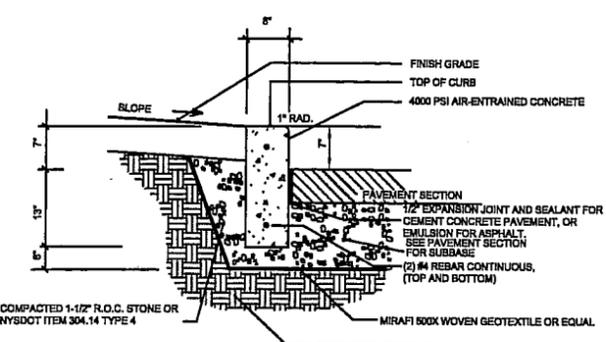
UTILITY AND GRADING PLAN  
MAYWOOD TERRACE  
WATERTOWN HOUSING AUTHORITY  
CITY OF WATERTOWN, NY

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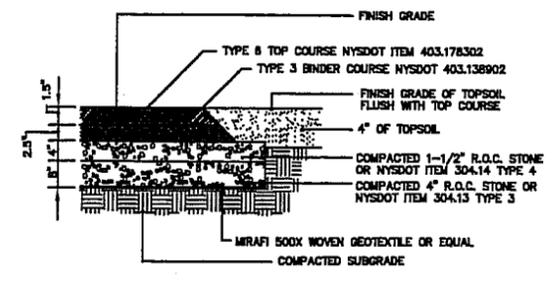
C103



1 CONNECTION AT DOGHOUSE MANHOLE DETAIL  
C501 NOT TO SCALE

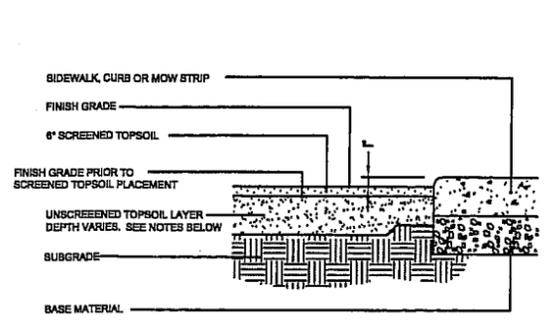


5 TYPICAL CAST-IN-PLACE CONCRETE CURB SECTION  
C501 NOT TO SCALE D151-01

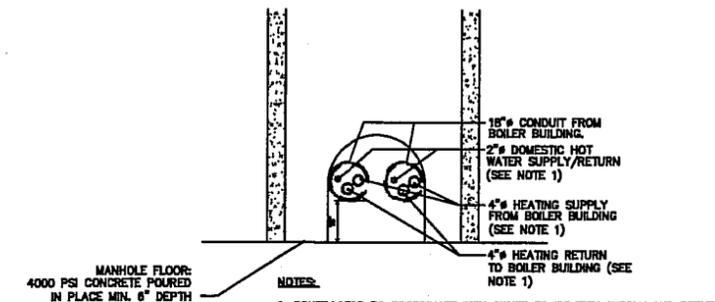


8 TYPICAL PAVEMENT DETAIL  
C501 NOT TO SCALE D153-01

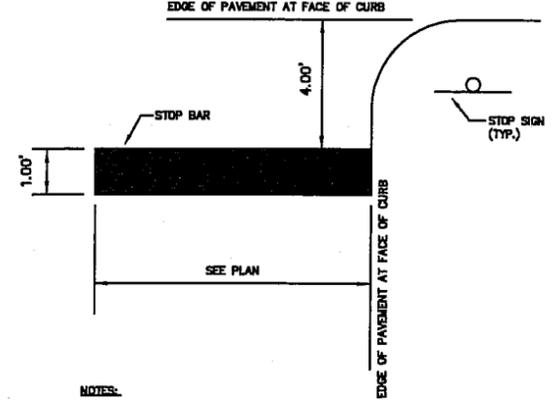
SEIVE	% PASSING BY WT.	
	(1-1/2")	(4")
1/2"	100	50-100
3/4"	90-100	75-90
1"	80-90	50-70
1 1/2"	40-50	25-40
2"	10-40	25-40
2 1/2"	0-10	0-10



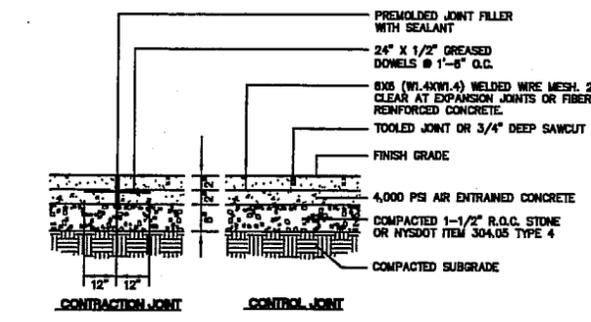
10 SOIL PROFILE - VARIOUS AREAS  
C501 NOT TO SCALE D132-02



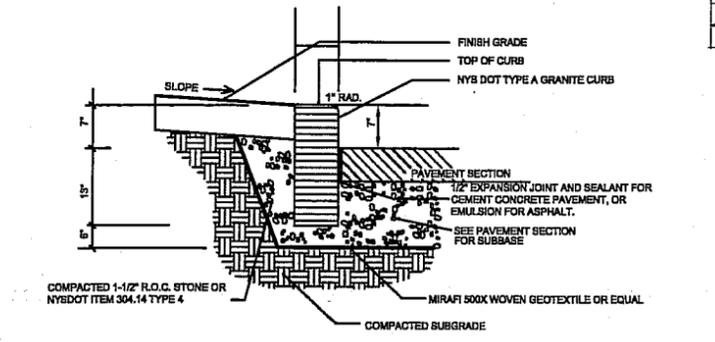
2 DOGHOUSE MANHOLE INLET FROM BOILER DETAIL  
C501 NOT TO SCALE SW136-01



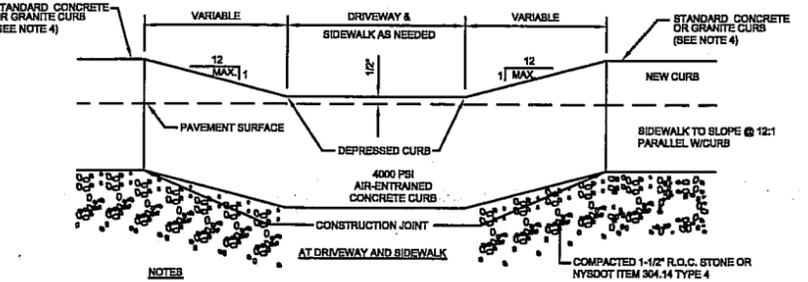
6 TYPICAL STOP BAR DETAIL  
C501 NOT TO SCALE



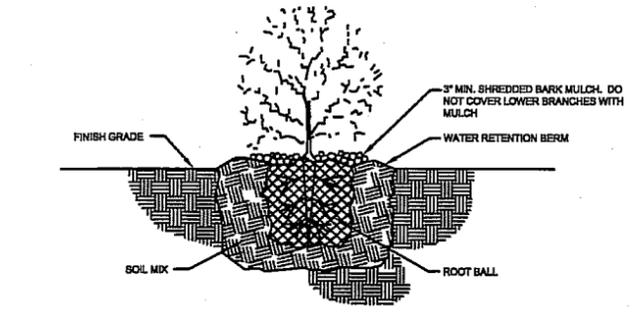
9 TYPICAL CONCRETE WALK SECTION  
C501 NOT TO SCALE D154-01



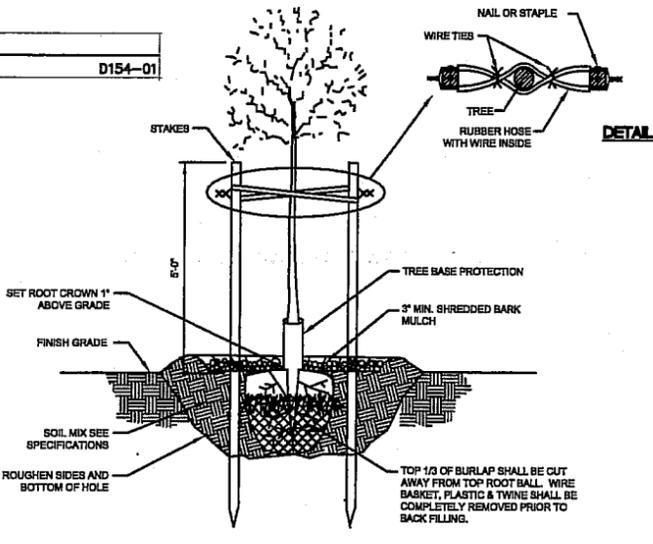
3 TYPICAL GRANITE CURB  
C501 NOT TO SCALE D151-01



7 DEPRESSED CURB  
C501 NOT TO SCALE D145-02



4 SHRUB PLANTING DETAIL  
C501 NOT TO SCALE



11 TREE PLANTING AND STAKING DETAIL  
C501 NOT TO SCALE

**LANDSCAPING NOTES**

1. PLANT SPECIES WERE SELECTED TO GROW IN EXISTING SOIL CONDITIONS AND HARDINESS ZONES. PLANT SPECIES WERE ALSO CHOSEN ACCORDING TO GROWTH HABIT, SHAPE, SIZE, COLOR, FLOWER AND FALL COLOR. ANY SUBSTITUTIONS MUST BE REVIEWED BY THE ARCHITECT OR ENGINEER.
2. ALL TREES SHALL ARRIVE ON SITE BEARING THE ORIGINAL IDENTIFICATION TAGS SHOWING THE BOTANICAL NAME, COMMON NAME AND SIZE.
3. ALL TREES SHALL HAVE A MIN. 4\"/>

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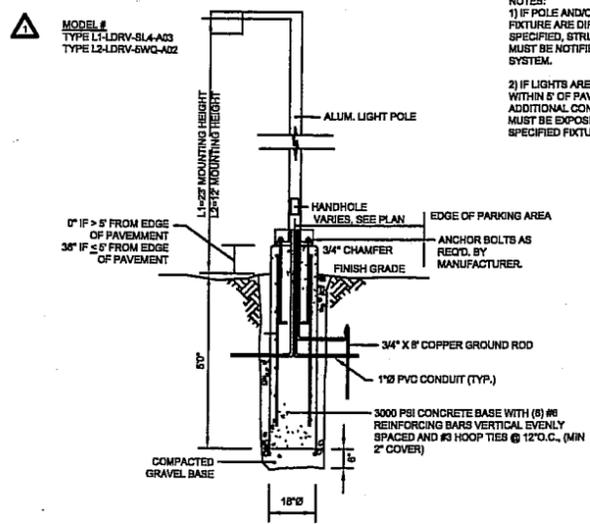
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**SITE DETAILS**

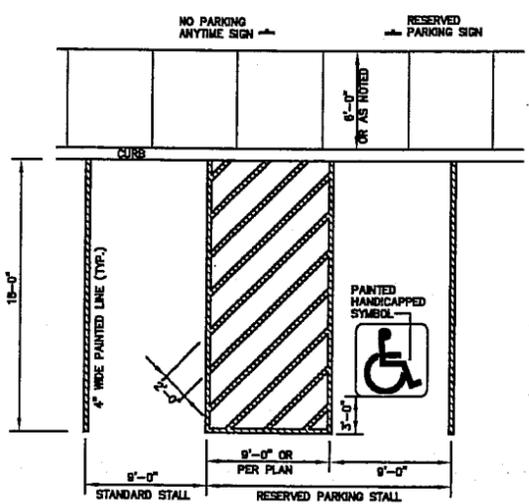
**MAYWOOD TERRACE  
WATERTOWN HOUSING AUTHORITY  
CITY OF WATERTOWN, NY**

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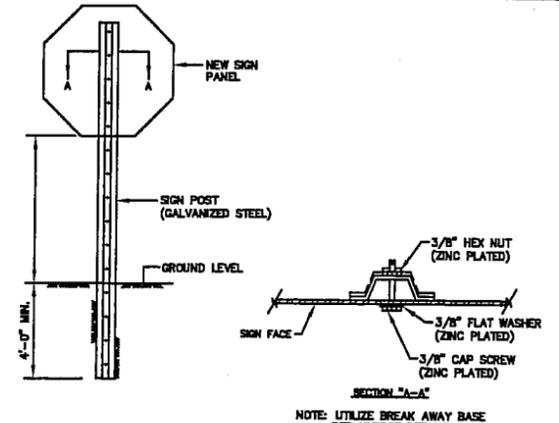
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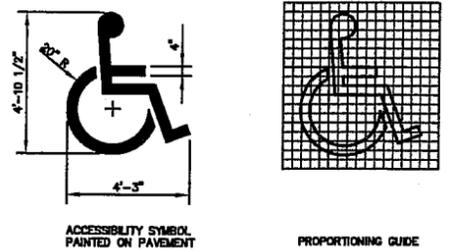
1 TYPICAL TYPE L1 LIGHT POLE AND BASE DETAIL  
C502 NOT TO SCALE SW135-01



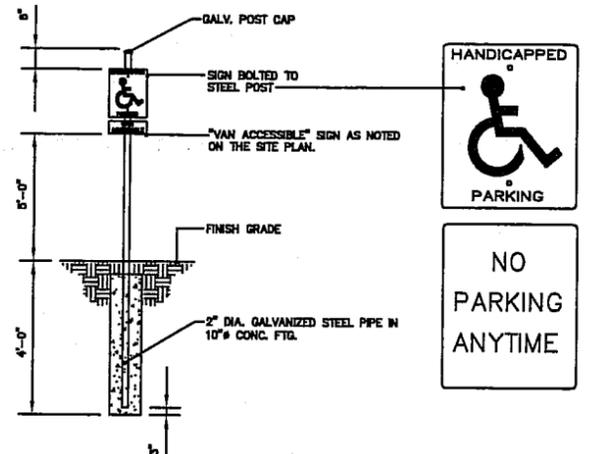
2 TYPICAL PARKING STALL MARKINGS  
C502 NOT TO SCALE SW136-01



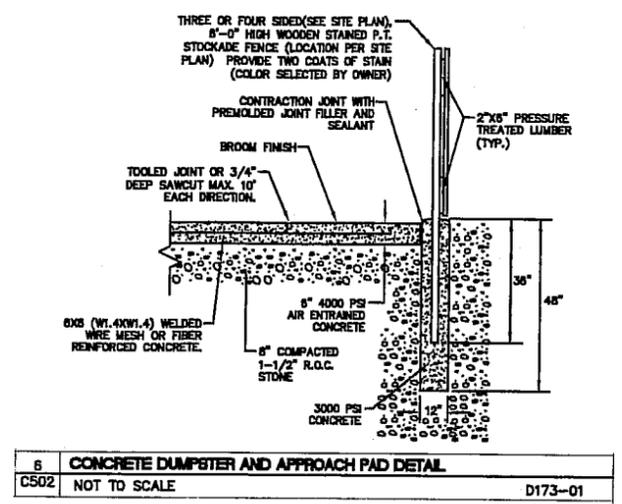
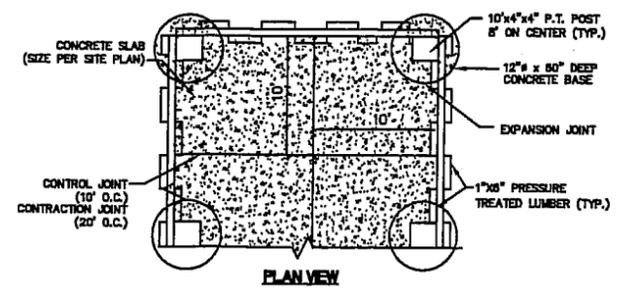
3 TYPICAL SIGN-IN GROUND INSTALLATION DETAIL  
C502 NOT TO SCALE SW135-01



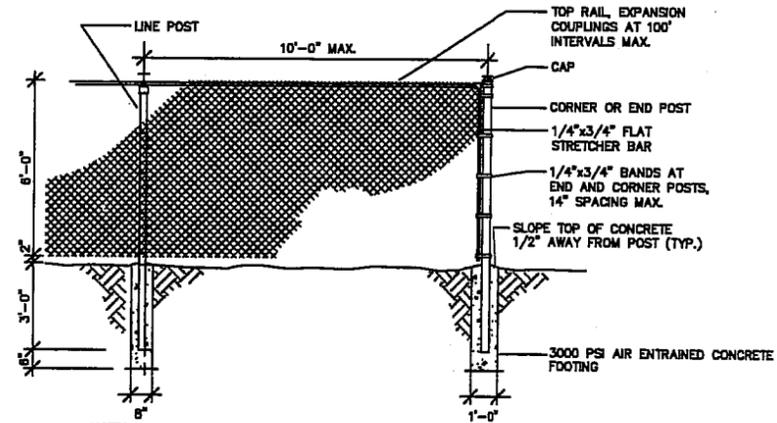
4 TYPICAL HANDICAP SYMBOL DETAIL  
C502 NOT TO SCALE D156-01



5 TYPICAL HANDICAP SIGN DETAIL  
C502 NOT TO SCALE D157-01



6 CONCRETE DUMPSTER AND APPROACH PAD DETAIL  
C502 NOT TO SCALE D173-01



7 CHAINLINK FENCE DETAIL  
C502 NOT TO SCALE SW140-01

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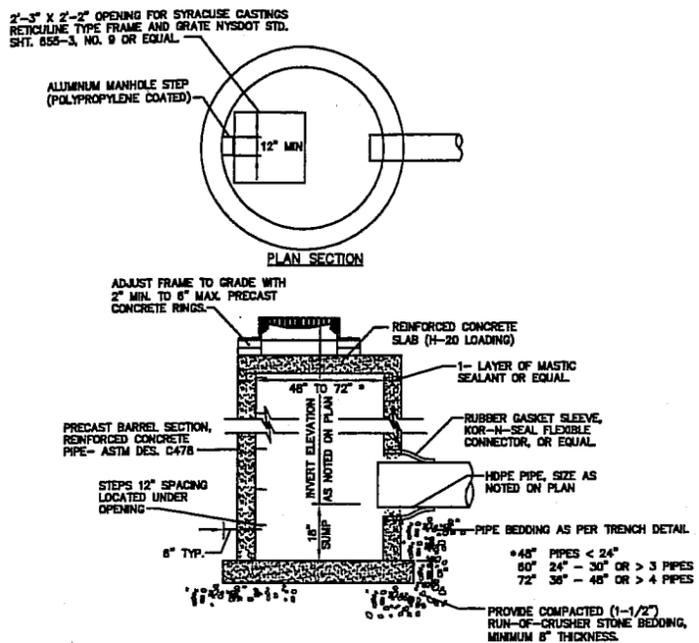
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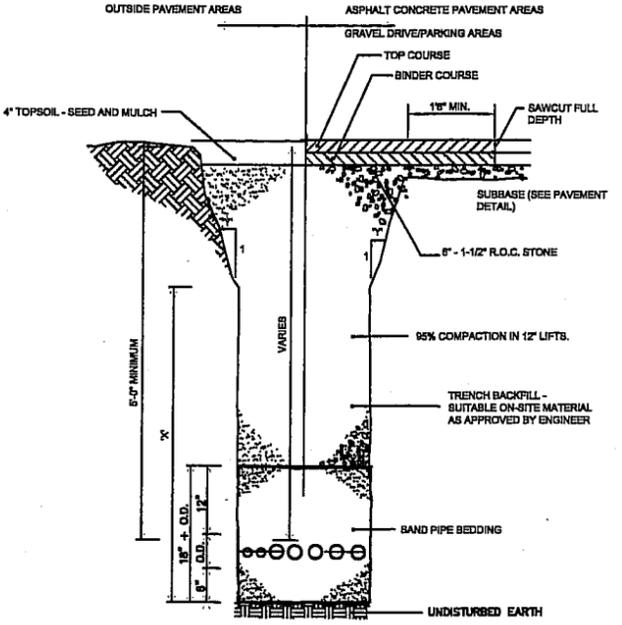
SITE DETAILS  
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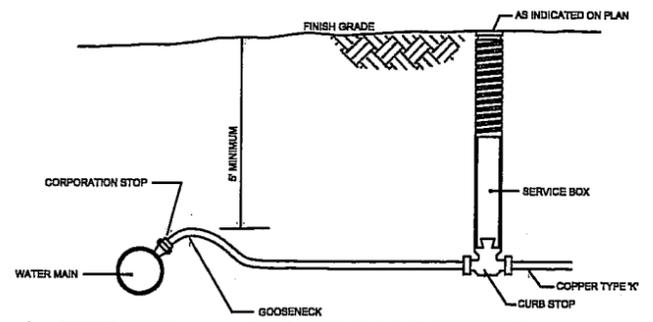


**1 TYPICAL PRECAST CATCH BASIN DETAIL (CB)**  
 C503 NOT TO SCALE D102-02

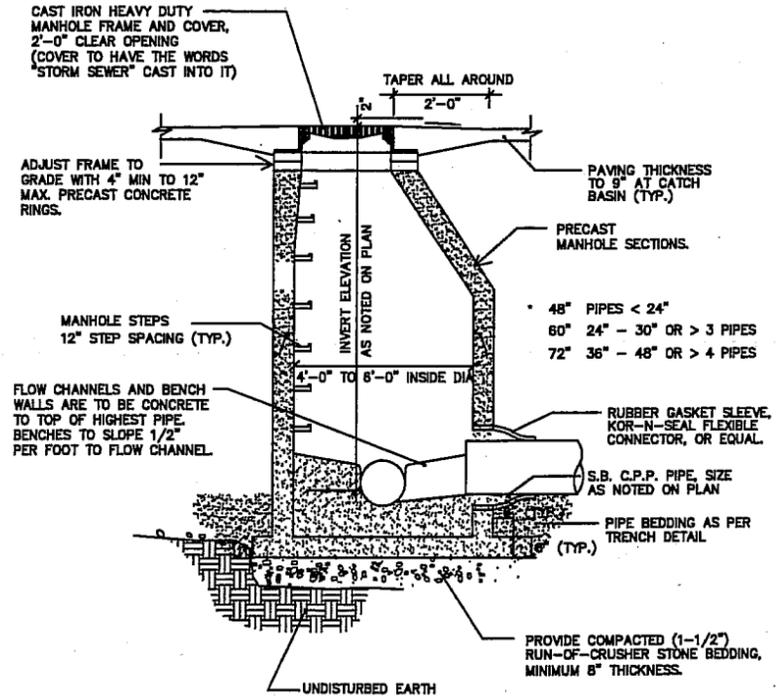


**3 TYPICAL TRENCH DETAIL**  
 C503 NOT TO SCALE D101-02

**NOTES:**  
 1. DIMENSIONS 'X' AND 'Y' SHOWN ABOVE SHALL BE DETERMINED BY CONTRACTOR TO COMPLY WITH O.S.H.A., NEW YORK STATE DEPARTMENT OF LABOR, NEW YORK STATE INDUSTRIAL CODE AND ALL OTHER APPLICABLE SAFETY STANDARDS.  
 2. SAFETY SHEETING OR TRENCH BOX MAY BE USED IN PLACE OF SLOPED TRENCH WALLS.  
 3. SHEETING, WHEN REQUIRED, TO BE CUT OFF AT LEAST 5 FEET BELOW STREET AND A MINIMUM OF 1 FOOT ABOVE TOP OF PIPE. WOOD SHEETING DRIVEN BELOW MID-DIAMETER OF THE PIPE SHALL BE LEFT IN PLACE. STEEL SHEETING DRIVEN BELOW MID-DIAMETER MAY BE WITHDRAWN IF APPROVED IN WRITING BY THE ENGINEER. FOR PVC PIPE ALL SHEETING DRIVEN BELOW MID-DIAMETER SHALL BE LEFT IN PLACE.

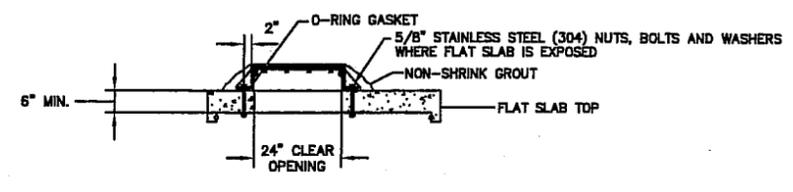


**5 TYPICAL SERVICE CONNECTION TO WATER MAIN DETAIL**  
 C503 NOT TO SCALE W102-01



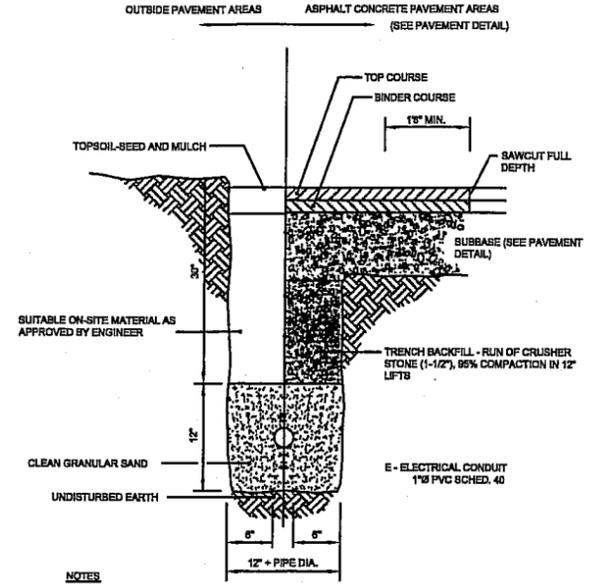
**2 STORM MANHOLE DETAIL (BTMH)**  
 C503 NOT TO SCALE D101-01

**NOTES:**  
 1. ALL MANHOLE SECTIONS TO BE HS-20 LOAD RATING MINIMUM.



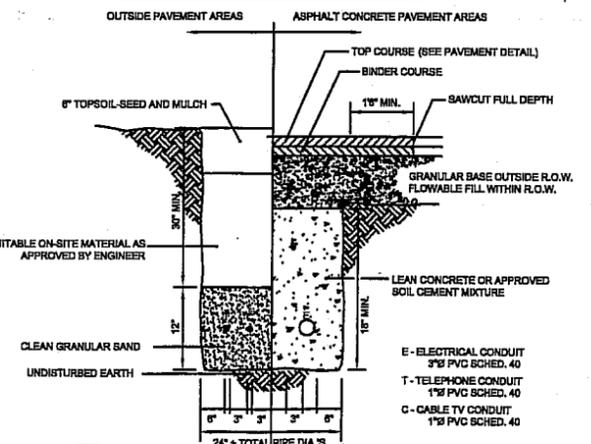
**4 STORM SEWER MANHOLE CONNECTION DETAIL**  
 C503 NOT TO SCALE

**NOTES:**  
 1. MANHOLES ARE TO COMPLY WITH NYS DOT SPECIFICATION SECTION 604.  
 2. ALL MANHOLES SECTIONS ARE TO HAVE A HS-20 LOAD RATING UNLESS OTHERWISE SPECIFIED.  
 3. ALL MANHOLE COVERS ARE TO HAVE CAST IN THE TOP THE WORD "STORM" IN 3" LETTERS.  
 4. MANHOLE FRAMES IN PAVED AREAS ARE TO BE 1/2" BELOW FINISHED GRADE AND MATCH THE SLOPE OF THE GRADIENT. IN GRASS AREAS THE FRAMES ARE TO MATCH THE EXISTING GRADE.



**6 TYPICAL ELECTRICAL TRENCH DETAIL**  
 C503 NOT TO SCALE E102-01

**NOTES:**  
 1. TRENCHES LOCATED ON ROAD SHOULDERS SHALL BE TREATED THE SAME AS UNDER PAVEMENT.  
 2. ELECTRICAL LINE TRENCH TO BE LOCATED A MINIMUM OF 2 FT. FROM COMMUNICATION LINE TRENCH.



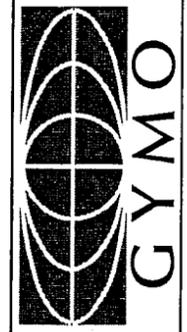
**7 TYPICAL UNDERGROUND UTILITY TRENCH DETAIL**  
 C503 NOT TO SCALE E103-02

**NOTES:**  
 1. TRENCHES LOCATED ON ROAD SHOULDERS SHALL BE TREATED THE SAME AS UNDER PAVEMENT.  
 2. INSTALLATION REQUIREMENTS TO BE VERIFIED WITH LOCAL UTILITY COMPANY. PORTIONS OR ALL OF PRIMARY SERVICES MAY BE INSTALLED BY LOCAL UTILITY COMPANIES. CONTRACTOR SHALL COORDINATE INSTALLATION WITH UTILITY COMPANIES.

REVISION	DESCRIPTION	DATE
1	CITY OF WATERTOWN COMMENTS	12/10/10

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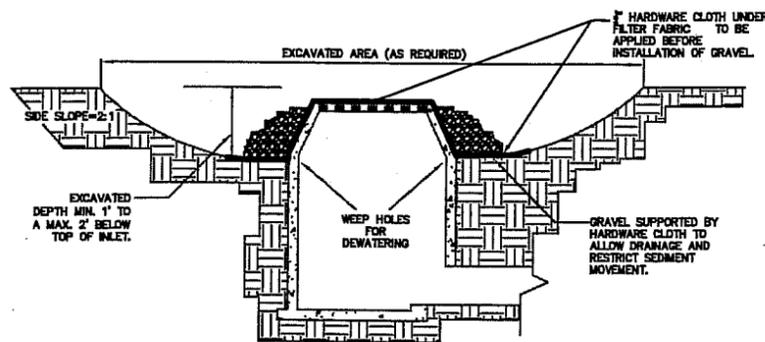
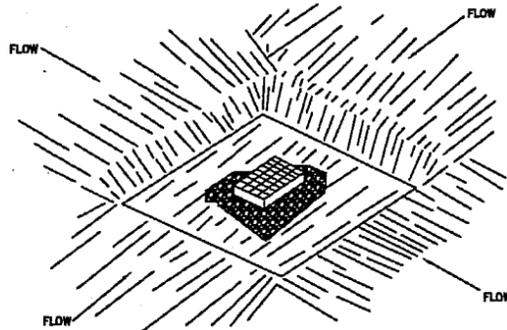


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**SITE DETAILS**  
**MAYWOOD TERRACE**  
**WATERTOWN HOUSING AUTHORITY**  
**CITY OF WATERTOWN, NY**

Project No:	2010-161E
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**C503**

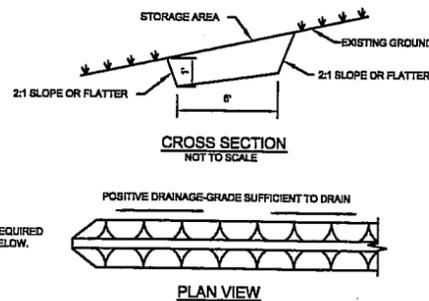


**CONSTRUCTION SPECIFICATIONS**

1. CLEAR THE AREA OF ALL DEBRIS THAT WILL HINDER EXCAVATION.
2. GRADE APPROACH TO THE INLET UNIFORMLY AROUND THE BASIN.
3. WEEP HOLES SHALL BE PROTECTED BY GRAVEL.
4. UPON STABILIZATION OF CONTRIBUTING DRAINAGE AREA, SEAL WEEP HOLES, FILL BASIN WITH STABLE SOIL TO FINAL GRADE, COMPACT IT PROPERLY AND STABILIZE WITH PERMANENT SEEDING.

MAXIMUM DRAINAGE AREA 1 ACRE

**1 EXCAVATED DROP INLET PROTECTION DETAIL**  
C504 NOT TO SCALE



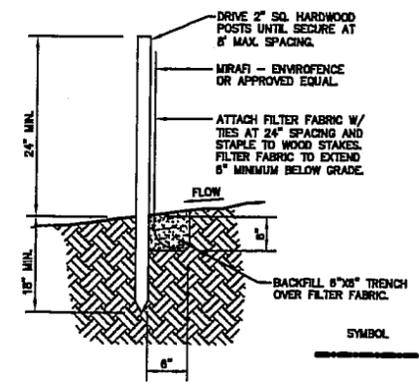
**CONSTRUCTION SPECIFICATIONS**

1. ALL TEMPORARY SWALES SHALL HAVE UNINTERRUPTED POSITIVE GRADE TO AN OUTLET.
2. DIVERTED RUN-OFF FROM A DISTURBED AREA SHALL BE CONVEYED TO A SEDIMENT TRAPPING DEVICE.
3. DIVERTED RUN-OFF FROM AN UNDISTURBED AREA SHALL OUTLET DIRECTLY INTO AN UNDISTURBED STABILIZED AREA AT NON-EROSIVE VELOCITY.
4. ALL TREES, BRUSH, STUMPS, OBSTRUCTIONS, AND OTHER OBJECTIONABLE MATERIAL SHALL BE REMOVED AND DISPOSED OF SO AS NOT TO INTERFERE WITH THE PROPER FUNCTIONING OF THE SWALE.
5. THE SWALE SHALL BE EXCAVATED OR SHAPED TO LINE, GRADE, AND CROSS SECTION AS REQUIRED TO MEET THE CRITERIA SPECIFIED HEREIN AND BE FREE OF BANK PROJECTIONS OR OTHER IRREGULARITIES WHICH WILL IMPEDE NORMAL FLOW.
6. FILLS SHALL BE COMPACTED BY EARTH MOVING EQUIPMENT.
7. ALL EARTH REMOVED AND NOT NEEDED FOR CONSTRUCTION SHALL BE PLACED SO THAT IT WILL NOT INTERFERE WITH THE FUNCTIONING OF THE SWALE.
8. STABILIZATION SHALL BE AS PER THE FLOW CHANNEL STABILIZATION CHART BELOW:

**STABILIZATION**

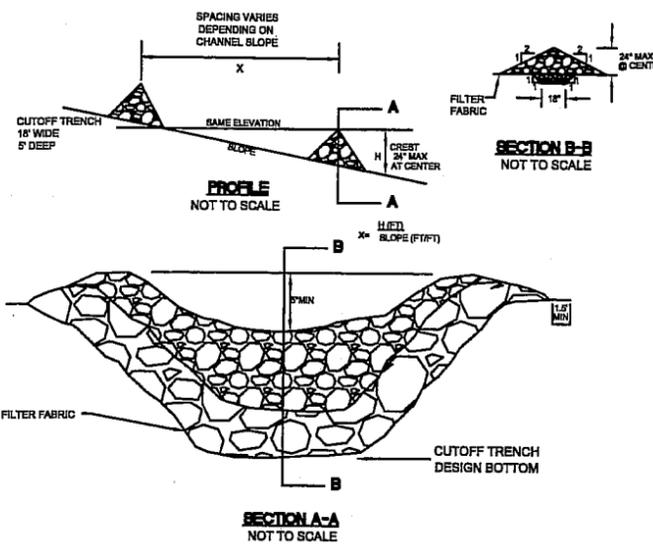
TYPE OF CHANNEL GRADE TREATMENT	CHANNEL GRADE (%)	FLOW CHANNEL	
		A (< 5 AC.)	B (5-10 AC.)
1	0.5-3.0%	SEED & STRAW MULCH	SEED & STRAW MULCH
2	3.1-5.0%	SEED & STRAW MULCH	SEED AND COVER WITH JUTE OR EXCELSIOR, SOO, OR LINED WITH 2" STONE
3	5.1-8.0%	SEED AND COVER WITH JUTE OR EXCELSIOR, SOO, OR LINED WITH 2" STONE	LINE WITH 4"-8" STONE OR RECYCLED CONCRETE EQUIVALENT
4	8.1-20%	LINE WITH 4"-8" STONE OR RECYCLED CONCRETE EQUIVALENT	ENGINEERING DESIGN

**7 TYPICAL SILTATION FENCE DETAIL**  
C504 NOT TO SCALE



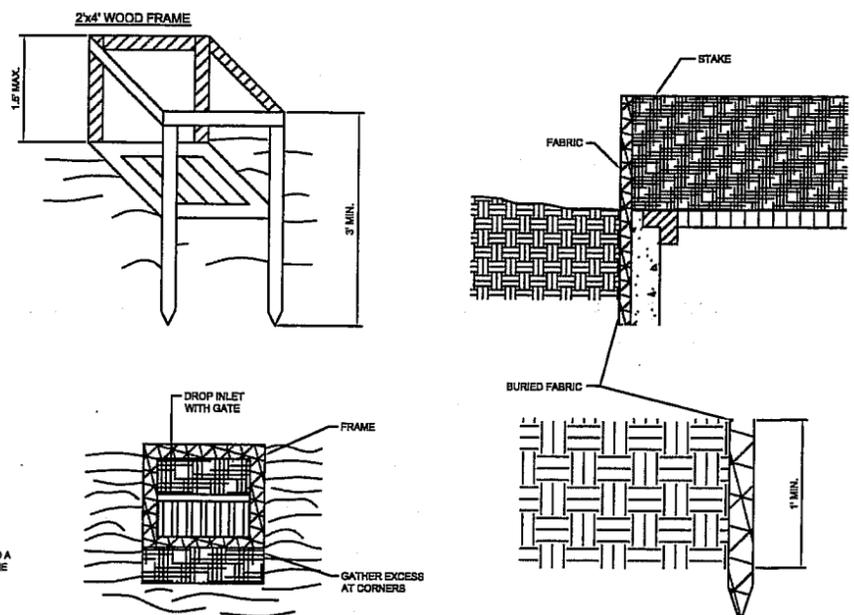
**NOTES**

1. SILTATION FENCE TO REMAIN IN PLACE UNTIL LAWN HAS BEEN ESTABLISHED AND/OR FINISH SURFACES HAVE BEEN INSTALLED.
2. SILTATION FENCE TO BE CHECKED AND MAINTAINED THROUGHOUT CONSTRUCTION. SILT ACCUMULATIONS SHALL BE REMOVED PERIODICALLY AS REQUIRED.
3. SECTIONS OF FILTER FABRIC TO HAVE 12" OVERLAP AT WOOD STAKES AND STAPLED IN PLACE.



**3 TYPICAL CHECK DAM DETAIL**  
C504 NOT TO SCALE

**5 TEMPORARY SWALE**  
C504 NOT TO SCALE



**CONSTRUCTION SPECIFICATIONS**

1. ALL DIKES SHALL BE COMPACTED BY EARTH-MOVING EQUIPMENT.
2. ALL DIKES SHALL HAVE POSITIVE DRAINAGE TO AN OUTLET.
3. TOP WIDTH MAY BE WIDER AND SIDE SLOPES BE FLATTER IF DESIRED TO FACILITATE CROSSING BY CONSTRUCTION TRAFFIC.
4. FIELD LOCATION SHOULD BE ADJUSTED AS NEEDED TO UTILIZE A STABILIZED SAFE OUTLET.
5. EARTH DIKES SHALL HAVE AN OUTLET THAT FUNCTIONS WITH A MINIMUM OF EROSION. RUN-OFF SHALL BE CONVEYED TO A SEDIMENT TRAPPING DEVICE SUCH AS A SEDIMENT TRAP OR SEDIMENT BASIN WHERE EITHER THE DIKE CHANNEL OR THE DRAINAGE AREA ABOVE THE DIKE ARE NOT ADEQUATELY STABILIZED.
6. STABILIZATION SHALL BE: (A) IN ACCORDANCE WITH STANDARD SPECIFICATIONS FOR SEED AND STRAW MULCH IF NOT IN SEEDING SEASON, (B) FLOW CHANNEL AS PER CHART BELOW.

**STABILIZATION**

TYPE OF CHANNEL GRADE TREATMENT	CHANNEL GRADE (%)	FLOW CHANNEL	
		A (< 5 AC.)	B (5-10 AC.)
1	0.5-3.0%	SEED & STRAW MULCH	SEED & STRAW MULCH
2	3.1-5.0%	SEED & STRAW MULCH	SEED AND COVER WITH JUTE OR EXCELSIOR, SOO, OR LINED WITH 2" STONE
3	5.1-8.0%	SEED AND COVER WITH JUTE OR EXCELSIOR, SOO, OR LINED WITH 2" STONE	LINE WITH 4"-8" STONE OR RECYCLED CONCRETE EQUIVALENT
4	8.1-20%	LINE WITH 4"-8" STONE OR RECYCLED CONCRETE EQUIVALENT	ENGINEERING DESIGN

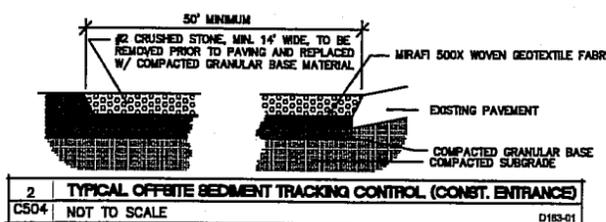
**CONSTRUCTION SPECIFICATIONS**

1. FILTER FABRIC SHALL HAVE AN EDS OF 40-85. BURLAP MAY BE USED FOR SHORT TERM APPLICATIONS.
2. CUT FABRIC FROM A CONTINUOUS ROLL TO ELIMINATE JOINTS. IF JOINTS ARE NEEDED THEY WILL BE OVERLAPPED TO THE NEXT STAKE.
3. STAKE MATERIALS WILL BE STANDARD 2"x4" WOOD OR EQUIVALENT, METAL WITH A MINIMUM LENGTH OF 3 FEET.
4. SPACE STAKES EVENLY AROUND INLET 3 FEET APART AND DRIVE A MINIMUM 18 INCHES DEEP. SPANS GREATER THAN 3 FEET MAY BE BRIDGED WITH THE USE OF WIRE MESH BEHIND THE FILTER FABRIC FOR SUPPORT.
5. FABRIC SHALL BE EMBEDDED 1 FOOT MINIMUM BELOW GROUND AND BACKFILLED. IT SHALL BE SECURELY FASTENED TO THE STAKES AND FRAME.
6. A 2"x4" WOOD FRAME SHALL BE COMPLETED AROUND THE CREST OF THE FABRIC FOR OVER FLOW STABILITY.

**6 FILTER FABRIC DROP INLET PROTECTION DETAIL**  
C504 NOT TO SCALE

**FOR APPROVALS ONLY  
NOT FOR CONSTRUCTION**

**4 TEMPORARY EARTH DIKE**  
C504 NOT TO SCALE



**2 TYPICAL OFFSITE SEDIMENT TRACKING CONTROL (CONST. ENTRANCES)**  
C504 NOT TO SCALE

ARCHITECTURE, ENGINEERING & LAND SURVEYING P.C.  
220 STERLING STREET  
WATERTOWN, NEW YORK, 13601  
TEL: (518) 754-3800  
FAX: (518) 754-0600  
www.gymo.com

**GYMO**

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ARCHITECTURE, ENGINEERING & LAND SURVEYING, P.C.  
AS A PORTION OF A CONTRACT FOR PROFESSIONAL SERVICES UNDER THE PROFESSIONAL ENGINEERING AND SURVEYING CONTRACT ACT OF 1988, THE PROFESSIONAL ENGINEER AND SURVEYOR SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE PROJECT. THE PROFESSIONAL ENGINEER AND SURVEYOR SHALL NOT BE RESPONSIBLE FOR THE CONSTRUCTION OF THE PROJECT.

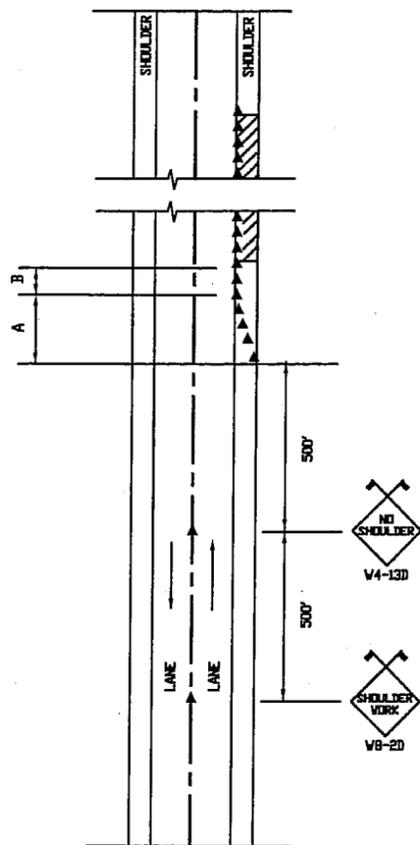
**E.S.C. DETAILS**

**MAYWOOD TERRACE  
WATERTOWN HOUSING AUTHORITY  
CITY OF WATERTOWN, NY**

Project No: 2010-151E  
Scale: As Noted  
Date: 11/8/10  
Drawn By: BJD  
Designed By: BJD  
Checked By:  
Date Issued: 11/23/10  
Dwg. No.

**C504**

**TRAFFIC CONTROL FOR SHOULDER CLOSURE ON ALL HIGHWAYS**

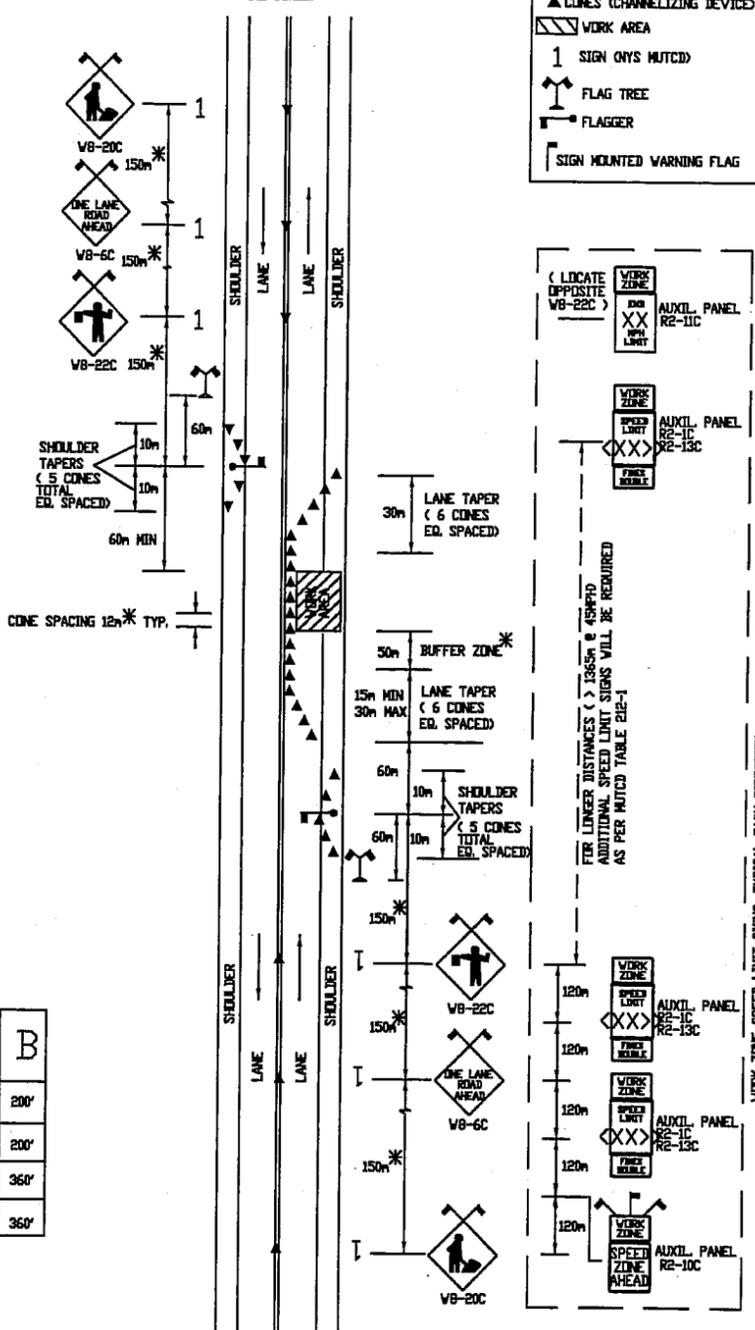


**NOTES**

1. LEGEND Δ DELINEATION DEVICE
2. "A" = TRANSITION LENGTH, SEE TABLE
3. "B" = BUFFER ZONE, SEE TABLE
4. THE MAXIMUM SPACING BETWEEN DELINEATION DEVICES SHALL BE 40'.
5. ANTICIPATED WORK DURATION, 1 HOUR TO 12 HOURS; DAYTIME ONLY.

SPEED (MPH)	SHOULDER WIDTH	A	B
45	4' TO 8'	120'	200'
45	10' TO 12'	200'	200'
55	4' TO 8'	160'	360'
55	10' TO 12'	240'	360'

**TYPICAL WORK ZONE TRAFFIC CONTROL FOR FLAGGER CONTROLLED ONE LANE - TWO WAY TRAFFIC OPERATION**  
ON SCALE



**LEGEND**

- ▲ CONES (CHANNELIZING DEVICE)
- ▨ WORK AREA
- 1 SIGN ONYS MUTCD
- ⚑ FLAG TREE
- ⚑ FLAGGER
- ⚑ SIGN MOUNTED WARNING FLAG

FED ROAD RES. NO.	STATE	CONTRACT NO.	SHEET NO.	TOTAL SHEETS
1	NY			

P.I.N.	R.I.N.
P.I.N.	R.I.N.
P.I.N.	R.I.N.
P.I.N.	R.I.N.

**NOTES**

1. FOR URBAN SETTINGS WITH SPEED LIMITS OF 30 MPH OR LESS, THE SIGN SPACING MAY BE SHORTENED TO 90m/90m/90m AND THE BUFFER ZONE DISTANCE SHORTENED TO 30m. THE MAXIMUM CONE SPACING WILL BE REDUCED BASED ON SPEED.
2. THE LONGITUDINAL DISTANCES SHOWN MAY BE ADJUSTED TO COMPENSATE FOR THE EFFECT OF GRADE, SIGHT DISTANCE OR FIELD RESTRICTIONS, A.D.B.E. IN ADDITION, EACH WORK ZONE SETUP SHOULD BE EVALUATED FOR FUNCTIONAL, OPERATIONAL AND SAFETY CONCERNS. THESE ISSUES MAY WARRANT APPROPRIATE MODIFICATIONS TO THE WORK ZONE SETUP(S) IN ORDER TO FIT THE SITE CONDITIONS, A.D.B.E.
3. FLAGGER STATIONS SHALL BE ADJACENT TO THE TRAFFIC LANES BEING CONTROLLED AND SHALL BE POSITIONED SO THAT THE FLAGGER CAN VIEW THE CONSTRUCTION OPERATION AND THE OTHER FLAGGERS. THE FLAGGER SHALL HAVE A CLEAR ESCAPE PATH AT ALL TIMES, FREE FROM PARKED VEHICLES, EQUIPMENT, OR OTHER OBSTACLES.
4. FLAGGERS SHALL BE REQUIRED TO USE TWO-WAY RADIOS, WALKIE-TALKIES, OR OTHER FORMS OF ENHANCED COMMUNICATIONS WHEN ONE FLAGGER IS NOT VISIBLE TO THE OTHER, OR IF THE ENGINEER DEEMS IT NECESSARY. ALL COSTS SHALL BE INCLUDED IN THE PRICE BID FOR ITEM 619.01 M.
5. ADDITIONAL FLAGGERS SHALL BE POSTED AT INTERSECTING ROADS AND DRIVEWAY ENTRANCES WHERE TRAFFIC IS ENTERING THE WORK ZONE AND NEEDS TO BE CONTROLLED, A.D.B.E.
6. THE MAXIMUM SPACING FOR ALL DELINEATION DEVICES SHALL BE 12m. IN ADDITION, THE DELINEATION DEVICES @ LANE TAPERS SHALL BE PLACED AT A 6m MAXIMUM INTERVAL.
7. REGULATORY SPEED ZONES WILL BE REQUIRED TYPICALLY FOR LONG WORK AREAS (> 300 METERS) AND FOR MULTIPLE WORK AREAS IN CLOSE PROXIMITY (< 10 KM SEPARATION). SPEED ZONES ARE NOT INTENDED FOR SHORT, ISOLATED WORK AREAS OR FOR PROJECTS UTILIZING PILOT VEHICLES. A SINGLE CONTINUOUS SPEED ZONE WILL BE ESTABLISHED FOR THE MULTIPLE WORK ZONES IN CLOSE PROXIMITY, A.D.B.E. THE SPEED LIMIT DESIGNATED AS "XX" WILL BE DETERMINED BY THE ENGINEER, IN CONSULTATION WITH THE REGIONAL TRAFFIC ENGINEER. THE DECISION TO USE SPEED ZONES AND/OR TO COMBINE WORK AREAS RESTS WITH THE ENGINEER.

AS BUILT REVISIONS

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**MAINTENANCE AND PROTECTION OF TRAFFIC DETAILS & NOTES**

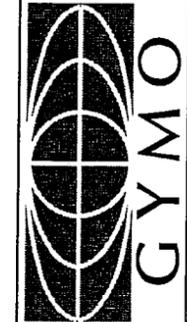
STATE OF NEW YORK  
DEPARTMENT OF TRANSPORTATION

FILENAME	REGION	DATE	DRAWING NO.

\*SEE NOTE 1

VERSION DATE 4/13/01

**FOR APPROVALS ONLY  
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WWW.GYMO.COM

**M.P.T. DETAILS**  
**MAYWOOD TERRACE**  
**WATERTOWN HOUSING AUTHORITY**  
**CITY OF WATERTOWN, NY**

Project No:	2010-151E
Scale:	As Noted
Date:	11/8/10
Drawn By:	BJD
Designed By:	BJD
Checked By:	
Date Issued:	11/23/10
Dwg. No.	

**C505**

Res No. 12

December 15, 2010

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning and Community Development Coordinator

Subject: Request for Site Plan Approval for the Construction of a 3,044 Square Foot Sunoco/A-Plus Store and New Fuel Dispensers Located at 1255 Arsenal Street, Parcel Numbers 9-19-102 and 9-19-102.100

A request has been submitted by Brian J. Burri of Bergmann Associates on behalf of Sunoco, Inc. for the above subject Site Plan Approval.

The Planning Board reviewed the request at its December 7, 2010 meeting and adopted a motion recommending that the City Council approve the Site Plan with the conditions listed in the resolution. Attached are copies of the report prepared for the Planning Board and an excerpt from its Minutes.

A revised site plan that addresses all of the conditions was submitted to the City Engineer on December 14, 2010. A copy of the revised plan is included in each Council Member's agenda package.

The Jefferson County Planning Board reviewed the Site Plan at its meeting held on November 30, 2010 and adopted a motion that the project does not have any significant County-wide or inter-municipal issues and is of local concern only.

The City Council must respond to the questions in Part 2, and Part 3, if necessary, of the SEQRA before it may vote on the resolution. The resolution prepared for City Council consideration states that the project will not have a significant negative impact on the environment and approves the revised site plan submitted to the City Engineering Department on December 14, 2010.

**RESOLUTION**

Page 1 of 3

Approving the Site Plan for the Construction of a 3,044 Square Foot Sunoco/A-Plus Store and New Fuel Dispensers Located at 1255 Arsenal Street, Parcel Numbers 9-19-102 and 9-19-102.100

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

***Introduced by***

---

WHEREAS Brian J. Burri of Bergmann Associates has made an application for site plan approval on behalf of Sunoco, Inc., for the construction of a 3,044 square foot Sunoco/A-Plus store and new fuel dispensers located at 1255 Arsenal Street, Parcel Numbers 9-19-102 and 9-19-102.100, and

WHEREAS the Jefferson County Planning Board reviewed the site plan at its meeting held on November 30, 2010, pursuant to General Municipal Law Section 239-m and adopted a motion that the project does not have any significant county-wide or intermunicipal issues and is of local concern only, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on December 7, 2010, and recommended that the City Council of the City of Watertown approve the site plan, contingent upon the following:

1. If storm water approval from the NYSDOT is required for this project, a copy of all correspondence and submittals to the NYSDOT must be provided to the City Engineering Department.
2. The applicant shall add seasonal planter boxes to the interior parking lot area.
3. The applicant shall submit a drawing depicting the line of sight for vehicles exiting the parking lot and which illustrates that the design and location of the proposed pylon sign does not conflict with the sight distance.
4. A survey map that is stamped and signed with an original seal must be provided to the City Engineering Department.
5. The proposed vinyl fence along the southern property line shall be changed from 8' to 6' in height per the City's Zoning Ordinance. The note on sheet D-1 and the detail on sheet DE-2 must be revised accordingly.
6. The proposed storage building must be attached to and made part of the main building.

**RESOLUTION**

Page 2 of 3

Approving the Site Plan for the Construction of a 3,044 Square Foot Sunoco/A-Plus Store and New Fuel Dispensers Located at 1255 Arsenal Street, Parcel Numbers 9-19-102 and 9-19-102.100

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

- 7. The applicant shall submit a revised site plan illustrating the proposed modifications.

And,

WHEREAS it has been determined that the project does not require a Highway Work Permit from the NYSDOT and the applicant submitted a revised site plan to the City Engineering Department on December 14, 2010 that meets all of the conditions recommended by the Planning Board, 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 Unlisted and will not have a significant effect on the environment,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown declares that the proposed construction and site plan constitute an Unlisted Action for the purposes of SEQRA and hereby determines that the project, as proposed, will not have a significant effect on the environment, 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 Codes 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 Codes Enforcement Officer is requested to periodically review on-site plans to determine whether the City Engineer has been provided with plans as required by this approval, and

# RESOLUTION

Page 3 of 3

Approving the Site Plan for the Construction of a 3,044 Square Foot Sunoco/A-Plus Store and New Fuel Dispensers Located at 1255 Arsenal Street, Parcel Numbers 9-19-102 and 9-19-102.100

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

BE IT FURTHER RESOLVED by the City Council of the City of Watertown, that site plan approval is hereby granted to Brian J. Burri of Bergmann Associates for site plan approval on behalf of Sunoco, Inc., for the construction of a 3,044 square foot Sunoco/A-Plus store and new fuel dispensers located at 1255 Arsenal Street, Parcel Numbers 9-19-102 and 9-19-102.100, as shown on the revised site plan submitted to the City Engineer on December 14, 2010.

**Seconded by**



# MEMORANDUM

## City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

315-785-7730

Fax: 315-782-9014

**TO:** Norman J. Wayte II, Chairman, Planning Board

**FROM:** Kenneth A. Mix, Planning and Community Development Coordinator *KAM*

**SUBJECT:** Site Plan Approval – 1255 Arsenal Street

**DATE:** December 1, 2010

**Request:** Site Plan Approval for the construction of a 3,044 square foot Sunoco/A-Plus store and new fuel dispensers at 1255 Arsenal Street, Parcel Number 9-19-102 and 9-19-102.002.

**Applicant:** Brian J. Burri of Bergmann Associates on behalf of Sunoco, Inc.

**Proposed Use:** Gas Station and Convenience Store.

**Property Owner:** Sunoco, Inc.

---

### Submitted:

---

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

---

SEQRA: Unlisted Action                      County Planning Board Review Required: Yes

---

### Zoning Information:

---

District: Commercial	Maximum Lot Coverage: None
Setback Requirements: None	Buffer Zone Required: No

---

**Project Overview:** The applicant is proposing to demolish the existing convenience store on site and construct a new 3,044 square foot building. The existing gas canopy structure will remain, however new fuel dispensers will be constructed on site, including a new stand alone diesel dispenser. The proposed structure will be positioned closer to the rear of the property than the current building and the paved area will be expanded to the west on a newly acquired vacant parcel. Landscaping is proposed along the side and rear property lines.

**Parking:** The proposed structure is 3,044 square feet. The area of the building used for utility areas and storage is 379 sq. ft. The total number of square feet used in the parking calculation is 2,665 sq. ft. meaning that 14 spaces are required for the site. A total of 14 spaces are shown along the north and west sides of the building. Additionally, 8 spaces are provided at the fuel dispensers bringing the total proposed parking spaces to 22, which meets the requirement.

**Grading, Drainage and Utilities:** The Engineering Department has reviewed the plans and has the following comment:

1. The eastern portion of the existing site drains to the NYSDOT owned storm sewer in Arsenal Street. Submission to the NYSDOT for approval may be required for this project. If so, provide a copy of all correspondence and submittals to the NYSDOT for stormwater approval.

**Lighting:** The proposed lighting plan includes 7 pole mounted light fixtures around the perimeter of the paved area and a 1 pole mounted fixture at the diesel dispenser. At the main dispenser area, a total of 24 ceiling mounted fixtures are proposed. Wall packs are also included on the east and south sides of the building and wall mounted cove lights are provided on the north, east and west sides of the building. The lighting plan shows that the light spillage at the property lines has been kept to 0.5 foot-candles or less.

**Landscaping:** The proposed landscaping plan consists of a 12'+ green strip with a planting bed along the east side of the site and a 28' green strip with a planting bed on the west side. The planting beds include large trees and shrubs and are designed consistent with the Planning Board's Landscaping and Buffer Zone Guidelines. In addition, the applicant is proposing a 15' green area with a small planting bed along the rear property line and plantings around the proposed sign at the front of the property. The existing tree line at the rear of the site will also serve as a buffer.

The Guidelines recommend a 15' wide landscaped strip along the front of the property, but since the applicant is not proposing any work in the front of the site, the addition of a landscaped strip in this area is not proposed at this time.

Interior parking lot trees and landscaping are also recommended in the guidelines at a minimum average density of one shade tree for each fifteen parking spaces, or any fraction thereof meaning that 2 trees would be required. The plan shows no interior parking lot landscaped islands. There may be room for one large island near the northwest corner of the store in the area that is currently shown as a striped area.

**Signage:** A separate sign permit will have to be obtained from the Bureau of Code Enforcement as the size and make up of the proposed signage for the project will not be approved as part of the site plan submission. Although the Planning Board does not review the composition of the signs, it can make a recommendation regarding the placement of the signs on the site. There is a pylon sign proposed for the northwest corner of the site. The application submission does not provide any detail regarding the size of the sign, however, depending on the design, there may be a visibility issue with the proposed placement shown on the plan. The sign is proposed near the front property line and appears to be in the line of sight for drivers exiting the property.

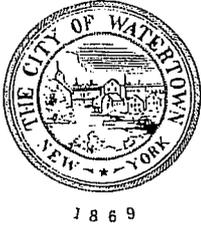
**Other Comments:** The following comments have also been noted after review of the plans:

1. A survey map that is stamped and signed with an original seal must be provided to the Engineering Department.
2. The proposed vinyl fence along the southern property line cannot exceed 6 ft in height per the City's Zoning Ordinance. Revise the callout on sheet D-1 and detail on sheet DE-2.
3. Final approval for this application will be given by the City Council after a recommendation from the Planning Board.
4. The proposed storage shed located on the east side of the main building is shown in the side yard of the property. Section 310-35 of the Zoning Ordinance states that accessory structures may not occupy any area other than the rear yard. The storage building must either be relocated to the rear yard or be attached to and made part of the main building. The applicant has indicated that they will attach the shed to the main building to resolve this issue. (see the attached plan).

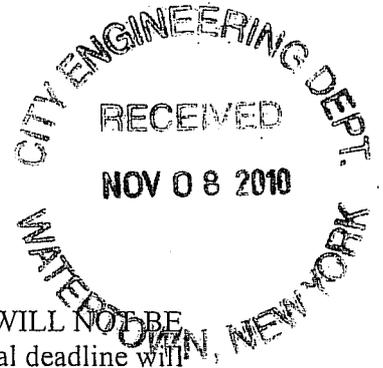
**Summary:** The following lists several key issues that should be addressed:

1. If stormwater approval from the NYSDOT is required for this project, a copy of all correspondence and submittals to the NYSDOT must be provided to the City Engineering Department.
2. At least one interior parking lot landscaped island should be provided with trees and shrubs.
3. Additional information regarding the design of the proposed pylon sign at the northwest corner of the site should be provided to determine whether or not there is a visibility and line of sight issue for drivers exiting the property.
4. A survey map that is stamped and signed with an original seal must be provided to the Engineering Department.
5. The proposed vinyl fence along the southern property line cannot exceed 6 ft in height per the City's Zoning Ordinance so the note on sheet D-1 and the detail on sheet DE-2 must be revised accordingly.
6. The proposed storage building must be attached to and made part of the main building.

cc: Planning Board Members  
City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II  
Brian J. Burri of Bergmann Associates



**CITY OF WATERTOWN  
SITE PLAN APPLICATION  
AND  
SHORT ENVIRONMENTAL  
ASSESSMENT FORM, PART 1**



\*\* 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: Sunoco/A-Plus  
Tax Parcel Number: 919102.2 & 919102  
Property Address: 1255 Arsenal Street  
Existing Zoning Classification: Commercial

**OWNER OF PROPERTY**

Name: Sunoco, Inc  
Address: 350 Eagleview Blvd, Suite 300  
Exton, PA 19341  
Telephone Number: 412-784-3474  
Fax Number: 732-352-7571

**APPLICANT**

Name: Sunoco, Inc.  
Address: 1840 Lyell Avenue  
Rochester, NY 14606  
Telephone Number: 585-264-8626 (Tom Boje)  
Fax Number: \_\_\_\_\_  
Email Address: tboje@sunocoinc.com

**ENGINEER/ARCHITECT/SURVEYOR**

Name: Bergmann Associates - Brian Burri  
Address: 28 East Main Street  
Rochester, NY 14614  
Telephone Number: 585-232-5137 ext. 411  
Fax Number: \_\_\_\_\_  
Email Address: bburri@bergmannpc.com

**PROJECT DESCRIPTION**

Describe project and proposed use briefly:

Remove existing building and construct new 3044 sf  
prototype building. Remove and replace fueling  
dispensers. Install new stand alone diesel dispenser  
and new 20,000 gallon UST

Is proposed Action:

New       Expansion       Modification/Alteration

Amount of Land Affected:

Initially: .6 +/- Acres      Ultimately: .6 +/- Acres

Will proposed action comply with existing zoning or other existing land use restrictions?

Yes       No      If no, describe briefly

What is present land use in vicinity of project?

Residential       Industrial       Commercial       Agriculture  
 Park/Forest/Open Space       Other

Describe: \_\_\_\_\_

Does project involve a permit approval, or funding, now or ultimately from any other Governmental Agency (Federal, State or Local)?

Yes       No      If yes, list agency(s) and permit/approval(s)

Does any aspect of the project have a currently valid permit or approval?

Yes       No      If yes, list agency(s) and permit/approval(s)



## REQUIRED DRAWINGS:

\*\* 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.

**ELECTRONIC COPY OF ENTIRE SUBMISSION** (PDF preferred)

**BOUNDARY & 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 National Geodetic Vertical Datum of 1929 (NGVD29).

1' contours are shown & 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 & distances), margins, acreage, zoning, existing land use, reputed owner, adjacent reputed owners & tax parcel numbers are shown and labeled.

The north arrow & 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**

All proposed above ground features are depicted and clearly labeled.

All proposed features are clearly labeled "proposed".

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

- Land use, zoning, & tax parcel number are shown.
- The Plan is adequately dimensioned including radii.
- The line work & text for all proposed features is shown darker than existing features.
- All vehicular & pedestrian traffic circulation is shown including a delivery or refuse vehicle entering and exiting the property.
- Proposed parking & loading spaces including ADA accessible spaces are shown and labeled.
- 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".
- The north arrow & graphic scale are shown.

**GRADING PLAN**

- All proposed below ground features including elevations & inverts are shown and labeled.
- All proposed above ground features are shown and labeled.
- The line work & text for all proposed features is shown darker than existing features.
- All proposed easements & right-of-ways are shown and labeled.
- 1' existing contours are shown dashed & labeled with appropriate spot elevations.
- 1' proposed contours are shown & labeled with appropriate spot elevations.
- All elevations are National Geodetic Vertical Datum of 1929 (NGVD29).
- Sediment & Erosion control are shown & 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 & below ground features are shown and labeled.
- All existing above & below ground utilities including sanitary, storm water, water, electric, gas, telephone, cable, fiber optic, etc. are shown and labeled.
- All proposed easements & right-of-ways are shown and labeled.
- The Plan is adequately dimensioned including radii.
- The line work & 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 supercede 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 & 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 & 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 & protection and traffic plans & 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.

**ENGINEERING REPORT**

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

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

GENERAL INFORMATION

ALL ITEMS ARE STAMPED & 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.

N/A

If required, a copy of the Stormwater Pollution Prevention Plan (SWPPP) submitted to the NYSDEC will also be sent to the City of Watertown Engineering Department.

N/A

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.

Signage will not be approved as part of this submission. It requires a sign permit from the Codes Department. See Section 310-52.2 of the Zoning Ordinance.

Plans have been collated and properly folded.

Explanation for any item not checked in the Site Plan Checklist.

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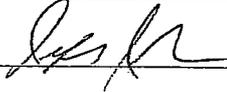
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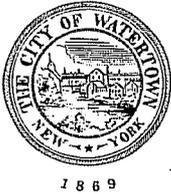
Completed SEQR – Short Environmental Assessment Form – Part I.  
\*A copy of the SEQR Form can be obtained from the City of Watertown website.

**SIGNATURE**

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

Applicant (please print) JEFFREY J. BAUER / SUNOCO, INC.

Applicant Signature  Date: 10/21/2010



# CITY OF WATERTOWN, NEW YORK

## CITY PLANNING BOARD

ROOM 302, WATERTOWN CITY HALL  
245 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601-3380  
(315) 785-7730

Meeting: December 7, 2010

**Present:**

Norman J. Wayte II, Chairman  
Alan Harris  
Sara Freda  
Lori Gervera  
Lawrence Coburn  
Sarah Warner

**Also:**

Kenneth A. Mix, Planning & Community  
Development Coordinator  
Michael A. Lumbis, Planner  
Justin Wood, Civil Engineer II

**Absent:**

Randy Fipps

The December 7, 2010 Planning Board meeting was called to order at 4:00 p.m. by Chairman Norman Wayte. Mr. Wayte called for a reading of the Minutes from the November 2, 2010 Planning Board Meeting. Mrs. Gervera moved to accept the Minutes as written. The motion was seconded by Mr. Harris and all voted in favor.

### **SITE PLAN APPROVAL – 1255 ARSENAL STREET, SUNOCO/A-PLUS**

The Planning Board considered a request for Site Plan Approval submitted by Brian J. Burri of Bergmann Associates on behalf of Sunoco, Inc. for the construction of a 3,044 square foot Sunoco/A-Plus store and new fuel dispensers at 1255 Arsenal Street, Parcel Nos. 9-19-102 and 9-19-102.002. In attendance to represent the proposed project were Brian Burri of Bergmann Associates and Tom Boje of Sunoco, Inc.

Mr. Burri began by stating that the existing site consists of a fairly large building that includes a convenience store and a car wash. He said the existing building will be removed but the gas pump canopy would remain. He said that the entire site would be repaved and that a 12' x 24' bottle building would be added on to the main building and would be incorporated into the main structure. He noted that the site would be landscaped around the perimeter. The new design would provide for safer traffic and pedestrian flow and that they are also planning to change the 8' fence at the rear of the property to a 6' fence. He noted that there was a suggestion in the staff report to create landscaped island within the parking lot. He said they would like to keep the area striped rather than installing an island for ease in snow removal and for vehicle circulation on the site. Mr. Harris asked if large removable planters could be placed in that location rather than an island. He noted this would allow for some greenery while giving some

flexibility to remove the planters in the winter. Mr. Burri responded that they would be willing to install planters.

Mr. Wayte asked Mr. Burri to address the list of summary items in the staff report. Mr. Burri noted that in reference to item No. 1, he has not heard whether approval from New York State DOT is going to be required but that if DOT approval is required, he would provide a copy of all correspondence and submittals as requested. Regarding item No. 2, which was the suggestion to install a landscaped island, Mr. Burri noted that they would be willing to install planters in lieu of the island as was previously discussed.

The third item was regarding the applicant providing additional information about the design of the proposed pylon sign. Mr. Burri provided the Planning Board with a sketch of the proposed sign which showed that there would be around 6' of clearance from the ground to the first panel on the sign. He noted that this was very similar to the existing pylon sign. Mr. Burri stated that they would also be willing to provide drawings which illustrated the site distance from both of the exits, but noted that the 6' clearance should provide an adequate line of sight for vehicles leaving the site. A discussion then followed regarding the proposed sign. Mrs. Freda asked if the applicant understood that the Planning Board is not approving the design or make up of the sign in terms of allowed square footage, but that it is only approving the location of the sign. She noted that a separate sign permit would be needed to be obtained from Code Enforcement. Mr. Burri acknowledged that a sign permit would be needed.

Referring back to the summary items, Mr. Burri noted that in item No. 4 that they would provide a stamped and signed copy of the survey map for Engineering. Regarding item No. 5, he noted that they would decrease the height of the proposed vinyl fence along the southern property line from 8' to 6' to meet the Zoning Ordinance. And finally, regarding item No. 6, Mr. Burri noted that the proposed storage building would be attached to and made part of the main building so that they would not be in violation of the Zoning Ordinance by having an accessory structure in the side yard. Mrs. Freda asked if the building would be accessible from the interior of the main structure. Mr. Burri responded that it would not be. Mrs. Freda asked what the building would be used for. Mr. Burri noted that it would be used for returnable can and bottle storage, as well as other miscellaneous storage. He noted that the structure would be constructed out of the same construction materials as the main building.

Hearing no further discussion on the proposed project, Mrs. Freda moved to recommend that the City Council approve the Site Plan Approval request submitted by Brian J. Burri of Bergmann Associates on behalf of Sunoco, Inc. for the construction of a 3,044 square foot Sunoco/A-Plus store and new fuel dispensers at 1255 Arsenal Street, Parcel Nos. 9-19-102 and 9-19-102.002, contingent upon the following:

1. If storm water approval from the NYSDOT is required for this project, a copy of all correspondence and submittals to the NYSDOT must be provided to the City Engineering Department.
2. The applicant shall add seasonal planter boxes to the interior parking lot area.
3. The applicant shall submit a drawing depicting the line of sight for vehicles exiting the parking lot and which illustrates that the design and location of the proposed pylon sign does not conflict with the sight distance.

4. A survey map that is stamped and signed with an original seal must be provided to the City Engineering Department.
5. The proposed vinyl fence along the southern property line shall be changed from 8' to 6' in height per the City's Zoning Ordinance. The note on sheet D-1 and the detail on sheet DE-2 must be revised accordingly.
6. The proposed storage building must be attached to and made part of the main building.
7. The applicant shall submit a revised site plan illustrating the proposed modifications.

The motion was seconded by Mr. Harris and all voted in favor.

### **SITE PLAN APPROVAL – 215 MAYWOOD TERRACE, WATERTOWN HOUSING AUTHORITY**

The Planning Board then considered a request for Site Plan Approval submitted by Brian Drake, I.E., Project Engineer of GYMO, P.C. on behalf of the Watertown Housing Authority for the construction of a 26 space parking lot at 215 Maywood Terrace, Parcel No. 3-01-201. In attendance to represent the proposed request was Brian Drake of GYMO, P.C.

Mr. Drake began by stating that the Watertown Housing Authority was proposing to demolish buildings 5-8 of the Maywood Terrace Apartment Complex and construct a 26 space parking lot for residents of the remaining apartments. He said that the removal of the buildings would create space for a future park and recreation area as well. He said that as part of the project, several underground utilities have to be rerouted and that the proposed site plan reflects those changes. He said that they are working on the required Storm Water Pollution Prevention Plan (SWPPP) and would be submitting it to the Engineering Department once it is complete.

Mr. Drake stated that he would like to address the summary items that were listed in the City's staff report. He said that item No. 1 was providing a stamped and signed copy of the SWPPP which would be completed soon and delivered thereafter. Mr. Drake addressed item No. 2, providing pre and post drainage calculations and drainage maps, by stating they would be completed as part of the SWPPP and submitted soon. Addressing item No. 3, Mr. Drake noted that catch basin No. 1 on the plans will be changed to a storm manhole as requested.

Mr. Wood then noted that item No. 4 in the summary was inadvertently added to the report and should be disregarded.

Addressing item No. 5, Mr. Drake noted that the construction entrances shall be maintained in accordance with the approved SWPPP and the contractor shall provide appropriate traffic control measures as requested.

Mr. Drake noted that items 6, 7, 8, and 9 were in reference to the water lines and noted that all of those items would be addressed as requested.

Mr. Drake then addressed item No. 10 which was in reference to providing a tree protection detail. He noted that they are trying to save as many of the existing trees on site as



**Department of Planning**  
175 Arsenal Street  
Watertown, NY 13601

Donald R. Canfield  
Director of Planning

(315) 785-3144  
(315) 785-5092 (Fax)

December 2, 2010

Michael A. Lumbis, Planner  
City of Watertown  
245 Washington Street, Room 304  
Watertown, N.Y. 13601

Re: Sunoco, Inc., Site Plan Review for new gas station retail store,  
JCDP File # C 8 - 10

Dear Michael,

On November 30, 2010, the Jefferson County Planning Board reviewed the above referenced project, referred pursuant to General Municipal Law, Section 239m.

The Board adopted a motion that the project does not have any significant County-wide or intermunicipal issues and is of local concern only.

During the review the County Planning Board determined that the NYSDOT is reviewing the drainage calculations for the site to determine if there will be an increase in drainage onto NYS Route 3.

Furthermore, the County Planning Board has the following local advisory comments.

Section 310-35 of the City Zoning Law states that accessory buildings are only allowed in the rear yard. There is a proposed storage shed located on the east side of the building. The applicant will need to attach the shed to the principle building or adjust the principle building location to allow the shed to be placed in the rear yard.

The local board should ensure that the proposed lighting will not have a negative impact on Arsenal Street or the adjacent properties.

The local board should determine if there is adequate room for snow storage.

Please note that the advisory comments are not a condition of the County Planning Board's action. They are listed to assist the local board in its review of the project. The local board is free to make its final decision.



General Municipal Law, Section 239m requires the local board to notify the County of its action on this matter within thirty (30) days after taking a final action.

Thank you.

Sincerely,

A handwritten signature in black ink that reads "Michael J. Bourcy". The signature is written in a cursive style with a large, prominent initial "M".

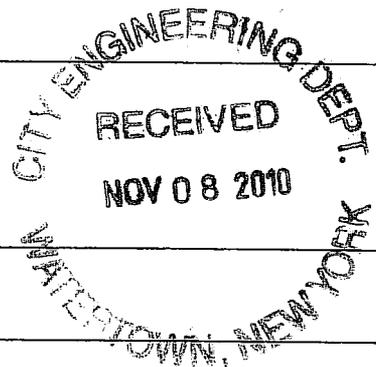
Michael J. Bourcy  
Senior Planner

c: Craig Orteib, NYS DOT

SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

PART 1 - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)



1. APPLICANT/SPONSOR  
Sunoco, Inc.

2. PROJECT NAME  
Sunoco/A-Plus 1255 Arsenal Street

3. PROJECT LOCATION:

Municipality City of Watertown

County Jefferson

4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map)

1255 Arsenal Street

5. IS PROPOSED ACTION:

New  Expansion  Modification/alteration

6. DESCRIBE PROJECT BRIEFLY:

Remove existing 3,020 +/- sf building and dispensers. Construct new 3,044 sf building and install new dispensers. Construct stand alone diesel dispenser.

7. AMOUNT OF LAND AFFECTED:

Initially 0.6 +/- acres Ultimately 0.6 +/- acres

8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS?

Yes  No If no, describe briefly

9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT?

Residential  Industrial  Commercial  Agriculture  Park/Forest/Open Space  Other

Describe: present use is a gas station/convenience store/carwash

10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)?

Yes  No If yes, list agency(s) and permit/approvals

11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL?

Yes  No If yes, list agency(s) and permit/approvals

12. AS A RESULT OF PROPOSED ACTION, WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION?

Yes  No

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor name: Jeffrey J. Bauer / Sunoco, Inc.

Date: 10/21/2010

Signature:

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.12?

If yes, coordinate the review process and use the FULL EAF.

Yes  No

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If NO, a negative declaration may be superseded by another involved agency.

Yes  No

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)

- C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic patterns, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:
- C2. Aesthetic agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:
- C3. Vegetation or fauna, fish shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:
- C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:
- C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly.
- C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly.
- C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly.

D. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CEA?

Yes  No

E. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?

Yes  No If yes, explain briefly

PART III - DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

**INSTRUCTIONS:** For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed.

Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.

Check this box if you have determined, based on the information and analysis above and any supporting documentation, that the proposed action **WILL NOT** result in any significant adverse environmental impacts AND provide on attachments as necessary, the reasons supporting this determination:

\_\_\_\_\_  
Name of Lead Agency

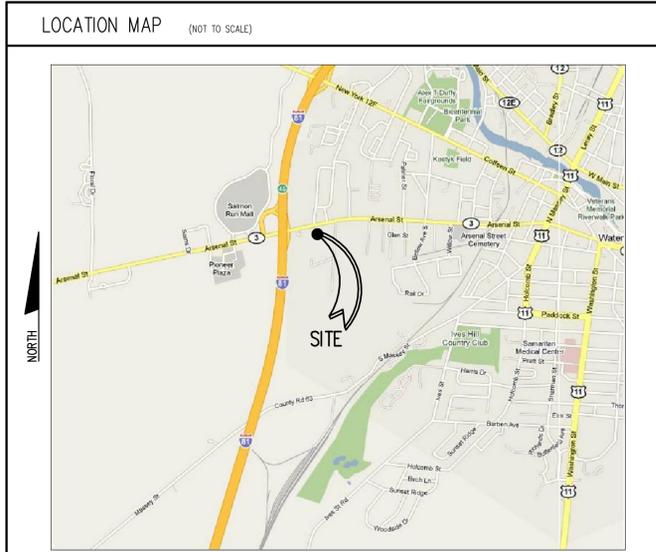
\_\_\_\_\_  
Print or Type Name of Responsible Officer in Lead Agency

\_\_\_\_\_  
Title of Responsible Officer

\_\_\_\_\_  
Signature of Responsible Officer in Lead Agency

\_\_\_\_\_  
Signature of Preparer (If different from responsible officer)

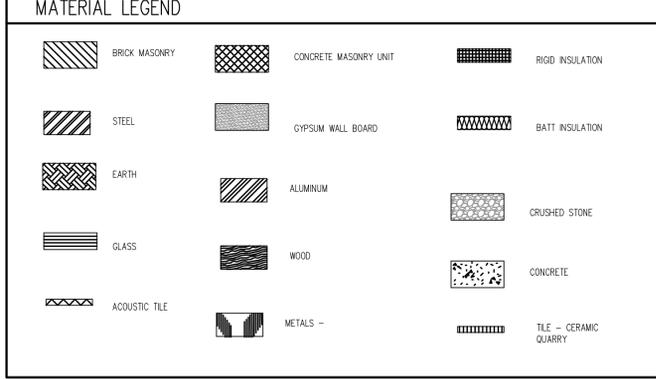
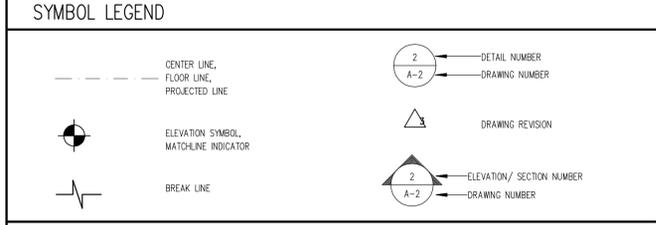
\_\_\_\_\_  
Date



### PROJECT DATA

**DESIGN CODES:**  
 ACCESSIBILITY: 2003 ICC/ANSI A117.1  
 BUILDING: 2007 BUILDING CODE OF NEW YORK STATE (BCNYS)  
 ELECTRICAL: NATIONAL ELECTRICAL CODE/NFPA 70-2005; NFPA-70E  
 ENERGY: 2007 ENERGY CONSERVATION CONSTRUCTION CODE OF NEW YORK STATE (ECNYS)  
 FIRE: 2007 FIRE CODE OF NEW YORK STATE (FCNYS)  
 HVAC: 2007 MECHANICAL CODE OF NEW YORK STATE (MCNYS)  
 PLUMBING: 2007 PLUMBING CODE OF NEW YORK STATE (PCNYS)  
 ADDITIONAL: 2007 FUEL GAS CODE OF NEW YORK STATE (FGNYS)  
 2000 NFPA 30 - FLAMMABLE AND COMBUSTIBLE LIQUIDS CODE  
 2000 NFPA 30A - CODE FOR MOTOR FUEL DISPENSING FACILITIES AND REPAIR GARAGES  
 2007 PROPERTY MAINTENANCE CODE OF NEW YORK STATE (PMCNYS)

**DESIGN CODE NOTE:** PROVIDE MATERIALS AND EQUIPMENT AND EXECUTE THE WORK, INCLUDING ALL TESTING AND INSPECTIONS, IN COMPLIANCE WITH APPLICABLE PROVISIONS OF FEDERAL, STATE AND LOCAL GOVERNMENT LAWS, ORDINANCES, REFERENCED CODES AND STANDARDS CURRENT AS OF THE ISSUE DATE OF THESE DRAWINGS. ORDINANCES, CODES AND STANDARDS CONSTITUTE MINIMUM REQUIREMENTS. ALL MORE STRINGENT REQUIREMENTS OF THE CONTRACT DOCUMENTS SHALL MODIFY, SUPPLEMENT AND SUPERSEDE APPLICABLE PORTIONS OF GOVERNING LAWS, ORDINANCES, CODES AND STANDARDS.



### ABBREVIATION LEGEND

L	ANGLE	HM	HOLLOW METAL	PNL	PANEL
ACT	ACOUSTIC CEILING TILE	HR	HORIZONTAL	PNT	PAINT
ABV	ABOVE	HR	HIGH POINT	PR	PAIR
ADJ	ADJUSTABLE	HT	HEIGHT	PROJ	PROJECT
AL	ALUMINUM			PT	PANT
ALUM	ALUMINUM				
APP	APPROVED				
		INSUL	INSULATION		
		INT	INTERIOR		
		INTERM	INTERMEDIATE		
BM	BEAM			QTY	QUANTITY
BLDG	BUILDING			QUAL	QUALITY
BLK	BLOCK				
BD	BOTTOM OF	JB	JUNCTION BOX		
BOT	BOTTOM	JNT	JOINT		
				R	RISER
				RAD	RADIUS
				RD	ROOF DRAIN
				REC	RECESSED
				REQD	REQUIRED
				RFG	ROOFING
CL	CENTER LINE			RLG	RAILING
CLG	CEILING			RM	ROOM
CLJ	CONTROL JOINT	L	LENGTH	RND	ROUND
		LNDG	LANDING	RO	ROUGH OPENING
CLR	CLEAR	LOC	LOCATION	RWL	RAIN WATER LEADER
CMU	CONCRETE MASONRY UNIT	LP	LOW POINT	R.O.	ROUGH WALL OPENING
COL	COLUMN	LT	LIGHT		
CONC	CONCRETE	LVR	LOUVER		
CONST	CONSTRUCTION			SB	SPLASH BLOCK
		MAS	MASONRY	SOL	SADDLE
		MATL	MATERIAL	SECT	SECTION
		MAX	MAXIMUM	SM	SIMILAR
		MECH	MECHANICAL	SLP	SLOPE
		MEMB	MEMBRANE		
		MTL	METAL	SPEC	SPECIFICATION
		MFG	MANUFACTURER	SPKLR	SPRINKLER
		MIN	MINIMUM	SO	SQUARE
		MNTD	MOUNTED	SS	STAINLESS STEEL
		MTG	MEETING		
				STD	STANDARD
				STL	STEEL
				STOR	STORAGE
				STRUCT	STRUCTURAL
EA	EACH	#	NUMBER		
EL	ELEVATION			T	TREAD
ELEC	ELECTRICAL	N/A	NOT APPLICABLE	TEMP	TEMPERED
ENCL	ENCLOSURE	NIC	NOT IN CONTRACT	TEMP	TEMPORARY
		NO	NUMBER	THK	THICK
		NTS	NOT TO SCALE	TO	TOP OF
EQ	EQUAL			TYP	TYPICAL
EQUIP	EQUIPMENT				
EMC	ELECTRIC WATER COOLER				
EXIST	EXISTING	OA	OVERALL		
EXP	EXPANSION	OC	ON CENTER		
EXT	EXTERIOR	OD	OUTSIDE DIMENSION	UON	UNLESS OTHERWISE NOTED
		OF	OUTSIDE FACE		
		OPNG	OPPOSITE HAND		
		OPP	OPPOSITE	VERT	VERTICAL
		ORIG	ORIGINAL		
FD	FLOOR DRAIN				
FIN	FINISH				
FLR	FLOOR				
FO	FACE OF				
				W/	WITH
				WP	WORKING POINT
GA	GAUGE	PERF	PERFORATED	WR	WATER RESISTANT
		PERIM	PERIMETER		
		PERM	PERMANENT		
		PL	PERPENDICULAR		
GL	GLASS				
GR	GRADE				
GYP	GYPSONUM WALL BOARD				

### DRAWING INDEX

DRAWING NO.	DRAWING TITLE	FIRST ISSUED DATE	REVISIONS DATE
SITE ENGINEERING DRAWINGS - BY BERGMANN ASSOCIATES ASSOCIATES, P.C.			
C-1	COVER SHEET	11.01.10	
SV-1	EXISTING CONDITIONS	11.01.10	
DM-1	DEMOLITION PLAN	11.01.10	
D-1	DEVELOPMENT PLAN	11.01.10	
G-1	GRADING PLAN	11.01.10	
U-1	UTILITY PLAN	11.01.10	
L-1	LANDSCAPING PLAN	11.01.10	
DE-1	MISCELLANEOUS DETAILS	11.01.10	
DE-2	MISCELLANEOUS DETAILS	11.01.10	
DE-3	MISCELLANEOUS DETAILS	11.01.10	
DE-4	CHAIN LINK FENCE TRASH ENCLOSURE DETAILS	11.01.10	
LG-1	LIGHTING PLAN	11.01.10	

### SUNOCO STANDARD DETAILS

DRAWING NO.	DRAWING TITLE	FIRST ISSUED DATE	REVISIONS DATE
0-001	COVER SHEET FOR 2010 STANDARD CONSTRUCTION DETAILS	3-12-08	03-2010
3-451XX	EQUIPMENT SCHEDULE	2-5-96	03-2010
3-459	DISPENSER ISLAND DETAILS	03-21-03	05-2009
3-507 (1 of 2)	TRUCK DIESEL DISP. ASSEMBLY ENCORE 500 HI SPEED SUMP DETAILS	01-23-08	03-2010
3-507 (2 of 2)	TRUCK DIESEL DISP. ASSEMBLY ENCORE 500 HI SPEED LAYOUT	01-23-08	03-2010
3-509	OPW DISPENSER SUMP DETAILS (ENCORE 500 S)	06-16-06	03-2010
3-511	DOUBLE WALL PIPING DETAILS AND LAYOUTS	02-16-09	03-2010
3-512	OPW DISPENSER SUMP DETAILS ENCORE 500 S (4+1 DISPENSER)	06-16-06	03-2010
3-513 (1 of 4)	FIBERGLASS TANK DETAILS (TANK ELEVATION)	01-06-09	03-2010
3-513 (2 of 4)	FIBERGLASS TANK DETAILS (TANK SUMP DETAILS)	01-06-09	03-2010
3-513 (3 of 4)	FIBERGLASS TANK DETAILS (STP MATRIX AND MSC DETAILS)	01-06-09	03-2010
3-513 (4 of 4)	FIBERGLASS TANK DETAILS (TANK BURIAL AND TANK MAT)	01-06-09	03-2010
4-500XX	EXTERIOR CONCRETE DETAILS	02-05-96	02-25-10
4-501	MISCELLANEOUS EXTERIOR CONCRETE DETAILS	01-04-91	03-2010
4-508	ADA STEWOK DETAILS	06-14-06	03-2010
4-511	TYPICAL TRAFFIC MARKINGS	02-25-09	03-2010
4-514	ISLAND MERCHANDISER & MISCELLANEOUS EQUIPMENT	03-2010	

### CONTACTS

**OWNER:**  
 SUNOCO, INC.  
 1840 LYELL AVENUE  
 ROCHESTER, NY 14606  
 TOM BOJE  
 585-254-8626

**CIVIL ENGINEER:**  
 BERGMANN ASSOCIATES  
 28 EAST MAIN STREET  
 200 FIRST FEDERAL PLAZA  
 ROCHESTER, NY 14614  
 BRIAN BURRI  
 585-232-5135

**SURVEY:**  
 BERGMANN ASSOCIATES  
 28 EAST MAIN STREET  
 200 FIRST FEDERAL PLAZA  
 ROCHESTER, NY 14614  
 BRIAN BURRI  
 585-232-5135

**ARCHITECT:**  
 BERGMANN ASSOCIATES  
 28 EAST MAIN STREET  
 200 FIRST FEDERAL PLAZA  
 ROCHESTER, NY 14614  
 BRIAN BURRI  
 585-232-5135

**GEOTECHNICAL ENGINEER:**  
 TIERNEY ENGINEER, PC  
 3445 WINTON PLACE  
 SUITE 117  
 ROCHESTER, NY 14623  
 KEVIN TIERNEY  
 585-424-6360

**CITY OF WATERTOWN:**  
 245 WASHINGTON STREET  
 WATERTOWN, NY 13601

**PLANNING DEPARTMENT:** 315-785-7730  
**CODE ENFORCEMENT DEPARTMENT:** 315-785-7735  
**ENGINEERING DEPARTMENT:** 315-785-7740  
**DEPARTMENT OF PUBLIC WORKS:** 315-785-7842  
**ELECTRICAL DEPARTMENT:** 315-785-7847  
**WATER DEPARTMENT:** 315-785-8870

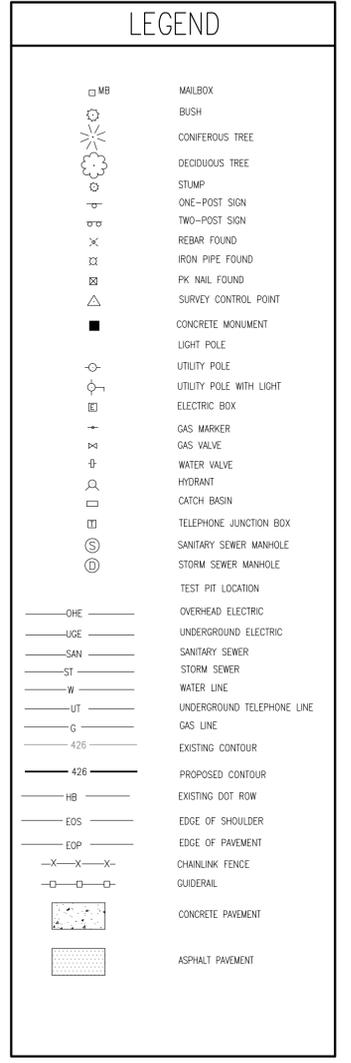
**ELECTRIC COMPANY:**  
 NATIONAL GRID (800-664-6729)  
 21265 STATE ROUTE 232  
 WATERTOWN, NY 13601  
 TODD FROYSELL  
 315-785-7225

**GAS COMPANY:**  
 NATIONAL GRID - (800-664-6729)  
 21265 STATE ROUTE 232  
 WATERTOWN, NY 13601  
 TYE GARVIN

**TELEPHONE COMPANY:**  
 VERIZON  
 610 COFFEEEN STREET  
 WATERTOWN, NY 13601  
 DALE PHILLIPS  
 315-785-7563

**NYS HEALTH DEPARTMENT:**  
 STATE OFFICE BUILDING  
 317 WASHINGTON STREET  
 WATERTOWN, NY 13601  
 STEVE POWERS  
 315-785-2277

**NYS DOT REGION 7:**  
 DULLES STATE OFFICE BUILDING  
 317 WASHINGTON STREET  
 WATERTOWN, NY 13601  
 CRAIG ORTLES - PERMITS  
 315-785-7981



**www.bergmannpc.com**  
 28 East Main Street  
 200 First Federal Plaza  
 Rochester, New York 14614  
 585.232.5135 / 585.232.4652 fax  
 Engineers / Architects / Planners / Surveyors

REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D BY	APP'VD.
1	12.10.10	REDATE DATE			

**SUNOCO, INC.**  
**Retail Engineering**  
**Exton, PA**

LOCATION: 1255 Arsenal Street  
 Watertown, NY  
 Jefferson County

PROJECT NO. E76021

COVER SHEET

APPROVED: B. Burri  
 CHECKED: T. Bot  
 DRAWN: T. Bot  
 DATE: 11/11/10

FACILITY NO. 0363-9911

DRAWING NO. C-1

REV. NO. 1

SCALE: No Scale

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Sunoco, Inc.

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**NOTES**

- HORIZONTAL DATUM IS REFERENCED TO THE NEW YORK STATE PLANE COORDINATE SYSTEM (CENTRAL ZONE), NAD '83.
- VERTICAL DATUM USED IS THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD '88).
- SUBJECT PARCEL LIES IN ZONE "X", AREAS OF 500-YEAR FLOOD; AREAS OF 100-YEAR FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 100-YEAR FLOOD, AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP, COMMUNITY PANEL No. 360354 0001 E, LAST REVISED JANUARY 17, 1990.
- UTILITIES SHOWN HEREON ARE APPROXIMATE AND HAVE BEEN PLOTTED FROM PLANS AND PHYSICAL EVIDENCE LOCATED AT TIME OF SURVEY. THEY HAVE NOT BEEN CERTIFIED AS TO THE ACCURACY OF THEIR LOCATION.
- NO ABSTRACT OF TITLE OR TITLE REPORT PROVIDED. PARCELS MAY BE SUBJECT TO EASEMENTS AND ENCUMBRANCES OF RECORD.
- FIELD SURVEY COMPLETED BETWEEN SEPTEMBER 2007 AND SEPTEMBER 2009.

**REFERENCES**

- MAP MADE BY LAFAYE, WHITE & MCGOVERN, L.S., P.C., ENTITLED, "MAP OF LAND SURVEYED FOR ARSENAL STREET ASSOCIATES", LAST REVISED 10/8/96 (FILE 9-7).
- MAP MADE BY PECK, GOZALKOWSKI & MONCRIEF, PROFESSIONAL LAND SURVEYORS, ENTITLED, "TOPOGRAPHICAL & SURVEY MAP OF THE LANDS OF ATLANTIC REFINING CORP.", DATED 5/14/91 (FILE No. 91104).
- MAP MADE BY LAFAYE, WHITE, & MCGOVERN, LAND SURVEYORS AND ENGINEERS, ENTITLED, "SURVEY OF LANDS OF NORTH COUNTRY ASSOCIATES", LAST REVISED 3/20/86 (FILE 9-7).
- PROPERTY CONSOLIDATION MAP PREPARED BY BERGMANN ASSOCIATES, DRAWING NO. PR-1, DATED 11/19/10, TO BE RECORDED AT THE JEFFERSON COUNTY CLERK'S OFFICE.

**Existing Atlantic Refining & Marketing Corp. Parcel (L. 1148, P. 242)**

All that tract or parcel of land situate in the City of Watertown, County of Jefferson, State of New York, bounded and described as follows:

Beginning at the northeast boundary corner of lands now of formerly of Atlantic Refining & Marketing Corporation (Liber 1148 of Deeds, Page 242), said point being on the southerly right of way line of Arsenal Street (State Route 3 - Variable Width); thence;

- South 09°-58'-55" East, on the division line between said Atlantic Refining & Marketing Corporation on the west and lands now or formerly of AEA Arsenal Inc. (Liber 1535 of Deeds, Page 282) on the east, a distance of 156.16 feet to a pin and cap found on the northerly line of lands now or formerly of the Arsenal Street Associates (Liber 1544 Deeds, Page 254); thence,
- South 78°-46'-05" West, on the division line between said Atlantic Refining on the north and Arsenal Street Associates on the south, a distance of 200.00 feet, to an iron pipe found at the southeast corner of lands now or formerly of Sunoco Inc. (Liber 2007 of Deeds, Page 2818); thence,
- North 09°-59'-22" West, on the division line between said Atlantic Refining on the east and Sunoco Inc. on the west, a distance of 152.86 feet to a point on the southerly right of way line said Arsenal Street; thence,
- North 77°-49'-22" East, on said southerly right of way line of said Arsenal Street, a distance of 200.12 feet to the Point of Beginning.

Said parcel containing 0.709 acre, more or less.

**Existing Sunoco Parcel (L. 2007, P. 2818)**

All that tract or parcel of land situate in the City of Watertown, County of Jefferson, State of New York, bounded and described as follows:

Beginning at the northeast boundary corner of lands now of formerly of Sunoco Inc. (Liber 2007 of Deeds, Page 2818), said point being on the southerly right of way line of Arsenal Street (State Route 3 - Variable Width); thence;

- South 09°-59'-22" East, on the division line between said Sunoco Inc. on the west and lands now or formerly of Atlantic Refining & Marketing Corporation (Liber 1148 of Deeds, Page 242) on the east, a distance of 152.86 feet, to a pipe found on the northerly line of lands now or formerly of the Arsenal Street Associates (Liber 1544 Deeds, Page 254); thence,
- South 78°-46'-05" West, on the division line between said Sunoco Inc. on the north and Arsenal Street Associates on the south, a distance of 102.90 feet, to a point on the easterly line of lands now or formerly of the City of Watertown (Appropriation Map No. 223, Parcel No. 239); thence,
- North 13°-15'-35" East, on the division line between said Sunoco Inc. on the east and the City of Watertown on the west, a distance of 167.26 feet to a point on the southerly right of way line said Arsenal Street; thence,
- North 77°-49'-22" East, on said southerly right of way line of said Arsenal Street, a distance of 36.88 feet to the Point of Beginning.

Said parcel containing 0.244 acre, more or less.

**Combined Atlantic Refining & Marketing Corp. and Sunoco, Inc.**

All that tract or parcel of land situate in the City of Watertown, County of Jefferson, State of New York, bounded and described as follows:

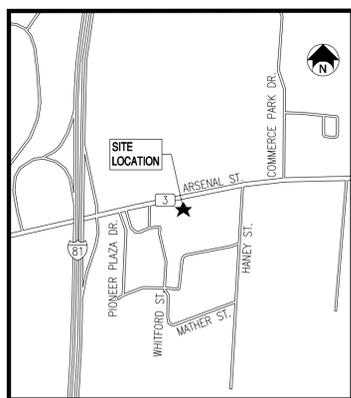
Beginning at the northeast boundary corner of lands now of formerly of Atlantic Refining & Marketing Corporation (Liber 1148 of Deeds, Page 242), said point being on the southerly right of way line of Arsenal Street (State Route 3 - Variable Width); thence;

- South 09°-58'-55" East, on the division line between said Atlantic Refining & Marketing Corporation on the east and lands now or formerly of AEA Arsenal Inc. (Liber 1535 of Deeds, Page 282) on the east, a distance of 156.16 feet, to a pin and cap found on the northerly line of lands now or formerly of the Arsenal Street Associates (Liber 1544 Deeds, Page 254); thence,
- South 78°-46'-05" West, on the division line between said Atlantic Refining on the north and Arsenal Street Associates on the south, a distance of 302.90 feet, to an iron pipe found at the southwest corner of lands now or formerly of Sunoco Inc. (Liber 2007 of Deeds, Page 2818); thence,
- North 13°-15'-35" East, on the division line between said Sunoco Inc. on the east and lands now or formerly of the City of Watertown (Appropriation Map No. 223, Parcel No. 239) on west, a distance of 167.26 feet to a point on the southerly right of way line of said Arsenal Street; thence,
- North 77°-49'-22" East, on said southerly right of way line of said Arsenal Street, a distance of 237.00 feet to the Point of Beginning.

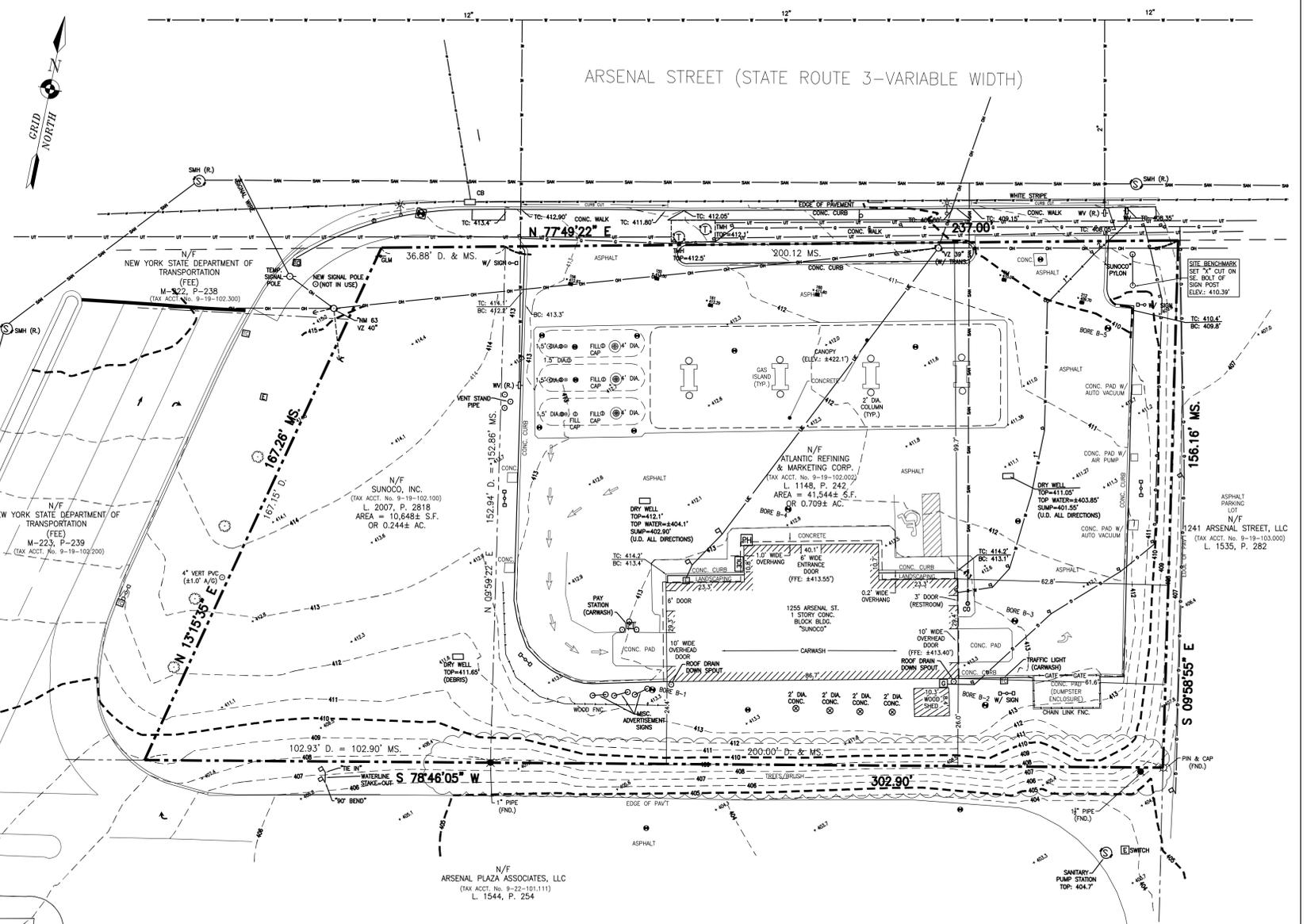
Said parcel containing 0.954 acre, more or less.

**LEGEND**

- BC = BOTTOM OF CURB
- CONC = CONCRETE
- DIA = DIAMETER
- ELEV. = ELEVATION
- FTE = FINISHED FLOOR ELEVATION
- FNC = FENCE
- R = RECORD
- TC = TOP OF CURB
- TPY = TYPICAL
- U.D. = UNDERDRAIN
- = BOLLARD/POST
- CB = CATCH BASIN
- ⊞ = ELECTRIC METER
- GLM = GAS LINE MARKER
- ⊞ = GAS METER
- = GUY WIRE
- = HAND HOLE
- = LIGHT POLE (1 HEAD)
- = LIGHT POLE (2 HEAD)
- = MONITORING WELL
- = UNKNOWN MANHOLE
- PH = PHONE BOOTH
- SMH = SANITARY MANHOLE
- SP = SPOT ELEVATION
- TMH = TELEPHONE MANHOLE
- UT = UTILITY STAKE-OUT
- = UTILITY POLE
- WV = WATER VALVE
- MS = MEASURED/SURVEYED
- D = DEED DIMENSION
- = ADJOINING PARCEL BOUNDARY
- = MAJOR CONTOUR (5' INTERVAL)
- = MINOR CONTOUR (1' INTERVAL)
- = OVERHEAD WIRES
- = PARCEL BOUNDARY
- = RIGHT OF WAY
- = SANITARY SEWER
- = STORM SEWER
- = UNDERGROUND GAS LINE
- = UNDERGROUND ELECTRIC
- = UNDERGROUND TELEPHONE
- = UNDERGROUND WATER LINE
- = AREA UNDER HEAVY CONSTRUCTION



**LOCATION MAP**



KEVIN M. SULLIVAN  
L.S. No. 49963

DATE



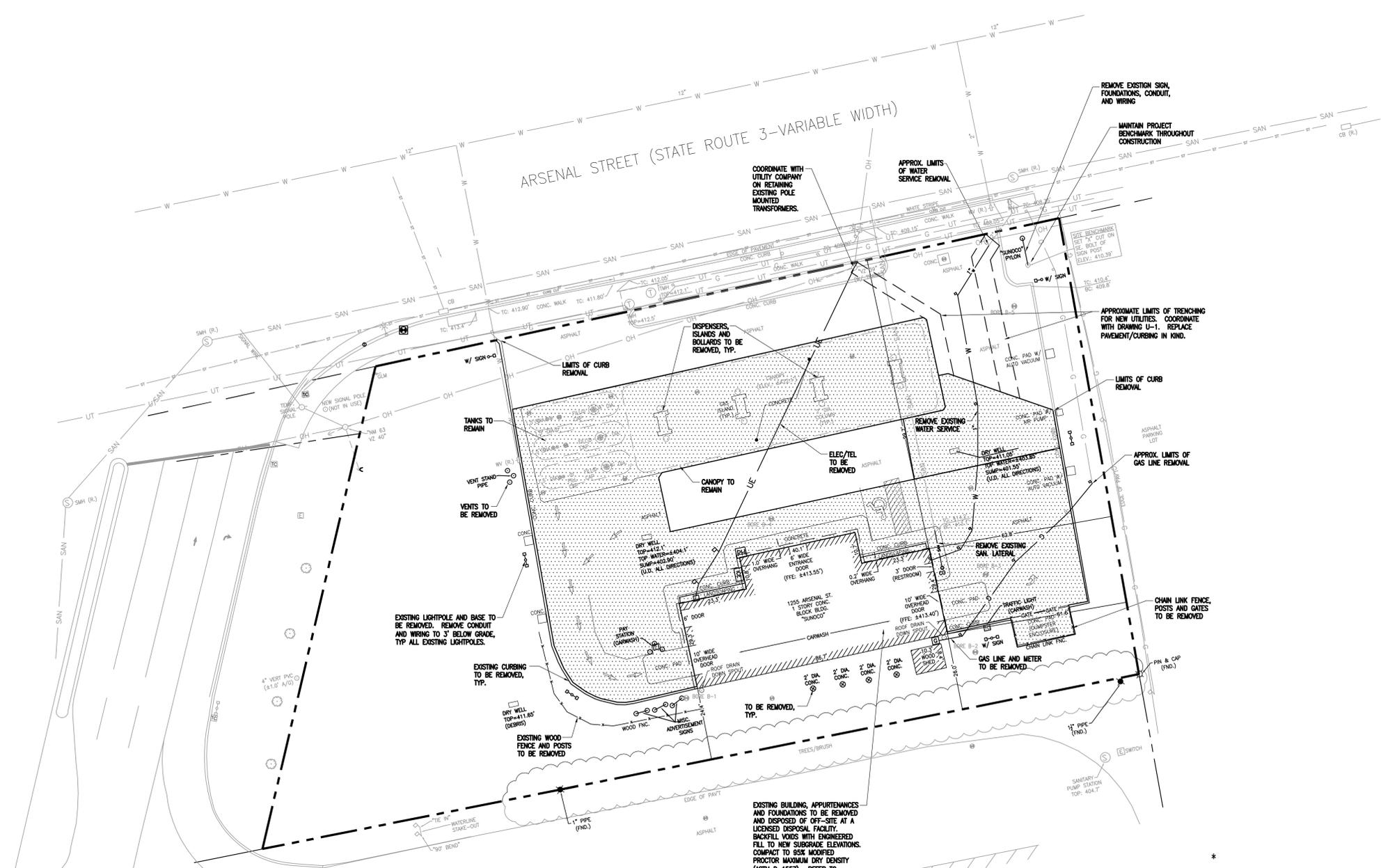
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Engineers / Architects / Planners / Surveyors

REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D BY	APPV'D.
1	12/10/10	REDATE DATE			
<b>SUNOCO, INC. Retail Engineering Exton, PA</b>					
LOCATION: 1255 Arsenal Street Watertown, NY Jefferson County				PROJECT NO. E76021	
EXISTING CONDITIONS					
APPROVED		FACILITY NO.	DRAWING NO.	REV. NO.	
CHECKED K. Sullivan		0363-9911	SV-1	1	
DRAWN P. McKeown		SCALE 1" = 20'-0"			
DATE 1/29/08					

C:\Sunoco\7530\_Watertown\3.0\_Drafts\3.2\_Survey\EP7530\_BASE.dwg

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- DEMOLITION NOTES:**
1. ALL REQUIRED DEMOLITION PERMITS MUST BE OBTAINED FROM ALL REQUIRED AGENCIES PRIOR TO COMMENCEMENT OF WORK.
  2. ANY ASBESTOS REMOVAL MUST BE DONE BY A CERTIFIED ASBESTOS REMOVAL CONTRACTOR.
  3. ALL UTILITY COMPANIES MUST BE NOTIFIED A MINIMUM OF 48 HOURS IN ADVANCE OF DEMOLITION.
  4. PROPER FENCING OR PUBLIC PROTECTION DEVICES MUST BE CONSTRUCTED AND MAINTAINED AROUND THE PERIMETER OF THE SITE AT ALL TIMES DURING DEMOLITION PHASE. FENCING MATERIAL TO BE DETERMINED BY SUNOCO.
  5. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTROL DUST, DIRT, AND DEBRIS DURING DEMOLITION AND CONSTRUCTION PHASES.
  6. REFER TO EXISTING STANDARD SUNOCO CONSTRUCTION/AS-BUILT DRAWINGS FOR UNDERGROUND TANK PIPING AND CONDUITS.
  7. THE CONTRACTOR'S ATTENTION DIRECTED TO THE LIABILITY INCURRED THROUGH DISTURBANCES OR DESTRUCTION OF GEODETIC SURVEY MONUMENT. THE CONTRACTOR SHALL LOCATE, MARK, SAFEGUARD, AND PRESERVE CONTROL AND RIGHT-OF-WAY MONUMENTS IN AREAS OF CONSTRUCTION.

**CAUTION - NOTICE TO CONTRACTORS:**  
 THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANY AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. DIG SAFELY: 1-800-962-7962.



ASPHALT/CONCRETE PAVEMENT REMOVAL

BOLD OR HEAVY LINE WEIGHT ITEMS ARE ITEMS TO BE REMOVED OR RELOCATED.



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NOT APPROVED:  
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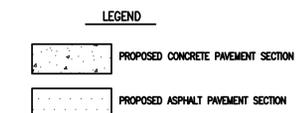
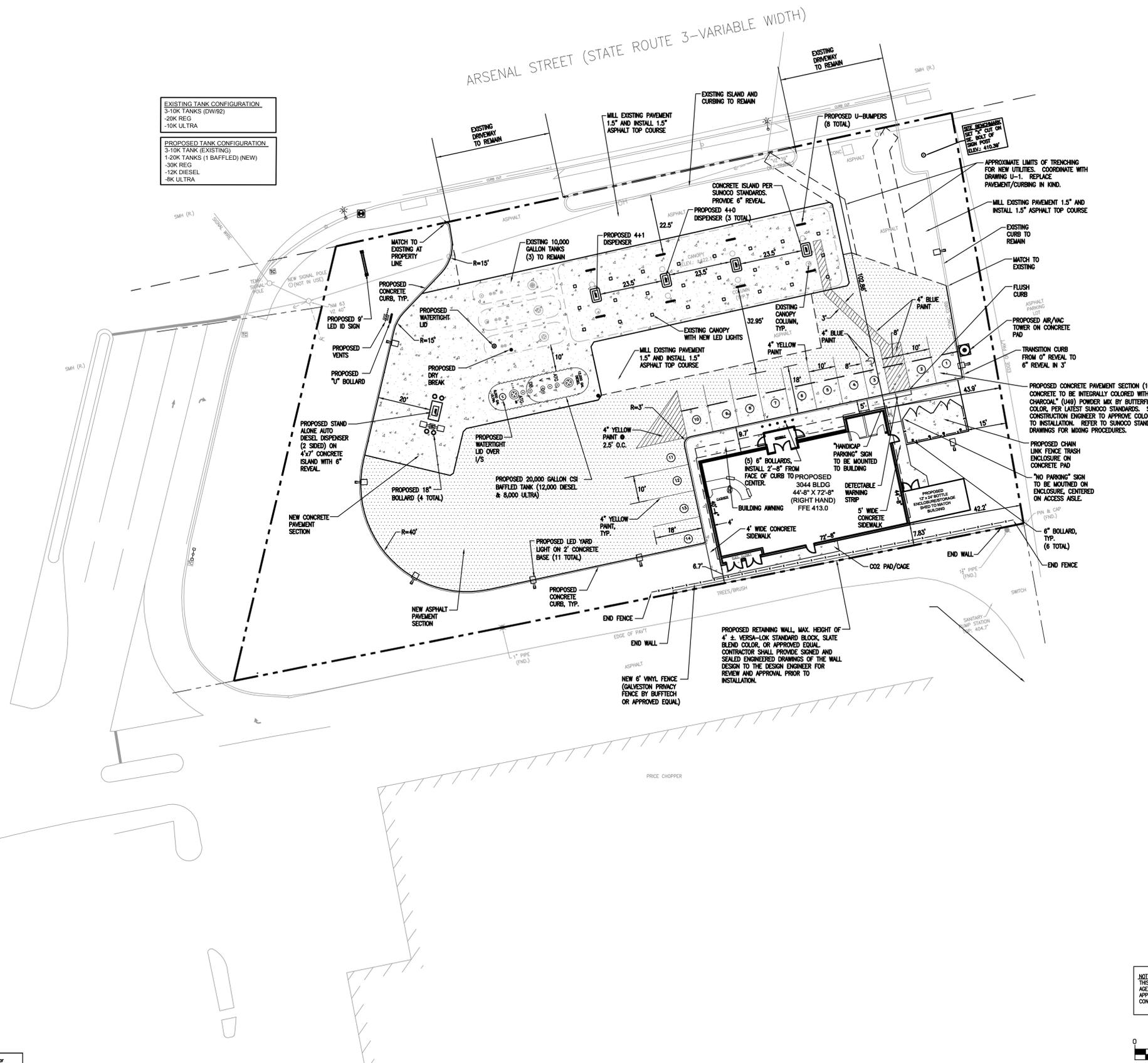
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1	12/10/10	REDATE DATE			
REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D BY	APPV'D.
<b>SUNOCO, INC.</b> Retail Engineering Exton, PA					
LOCATION: 1255 Arsenal Street Watertown, NY Jefferson County			PROJECT NO. E76021		
DEMOLITION PLAN SCALE 1" = 20'-0"					
APPROVED	FACILITY NO.	DRAWING NO.	REV. NO.		
CHECKED B. Burri	0363-9911	DM-1	1		
DRAWN T. Bolt					
DATE 11/1/10					

- GENERAL NOTES:**
1. THE CONTRACTOR'S ATTENTION DIRECTED TO THE LIABILITY INCURRED THROUGH DISTURBANCES OR DESTRUCTION OF GEODETIC SURVEY MONUMENT. THE CONTRACTOR SHALL LOCATE, MARK, SAFEGUARD, AND PRESERVE CONTROL AND RIGHT-OF-WAY MONUMENTS IN AREAS OF CONSTRUCTION.
  2. THE UNDERGROUND STRUCTURES AND UTILITIES SHOWN ON THIS MAP HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORD MAPS. THEY ARE NOT CERTIFIED TO THE ACCURACY OF THEIR LOCATION AND/OR COMPLETENESS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCATION AND EXTENT OF ALL UNDERGROUND STRUCTURES AND UTILITIES PRIOR TO ANY DIGGING OR CONSTRUCTION ACTIVITIES IN THEIR VICINITY. THE CONTRACTOR SHALL HAVE ALL EXISTING UTILITIES FIELD STAKED BEFORE STARTING WORK BY CALLING 1-800-962-7962.
  3. THE CONTRACTOR SHALL PERFORM ALL WORK IN COMPLIANCE WITH TITLE 29 OF FEDERAL REGULATIONS, PART 1928, SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION (OSHA).
  4. ALL ROADS, DRAINAGE SYSTEMS AND PRIVATE DRIVES SHALL BE KEPT CLEAN OF MUD, DEBRIS ETC. AT ALL TIMES.
  5. REFER TO ARCHITECTURAL DRAWINGS FOR PRECISE BUILDING DIMENSIONS. CONTRACTOR RESPONSIBLE TO VERIFY ALL BUILDING CONSTRUCTION IS WITHIN PROPERTY OF SUNOCO.
  6. THE CONTRACTOR SHALL CONSULT THE DESIGN ENGINEER BEFORE DEVIATING FROM THESE PLANS.
  7. IN ALL TRENCH EXCAVATIONS, CONTRACTOR MUST LAY THE TRENCH SIDE SLOPES BACK TO A SAFE SLOPE, USE A TRENCH SHIELD OR PROVIDE SHEETING AND BRACING.
  8. IF SUSPICIOUS AND/OR HAZARDOUS MATERIAL IS ENCOUNTERED DURING DEMOLITION/CONSTRUCTION, ALL WORK SHALL STOP AND THE DEPARTMENT OF HEALTH AND THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION SHALL BE NOTIFIED IMMEDIATELY. WORK SHALL NOT RESUME UNTIL THE OWNER HAS OBTAINED APPROPRIATE ACTION FOR DEALING WITH THE WASTE MATERIAL AND THE DEVELOPMENT PLANS ARE MODIFIED AS MAY BE NECESSARY.
  9. EXCAVATED WASTE MATERIAL REMOVED FROM THE SITE SHALL BE PLACED AT A LOCATION ACCEPTABLE TO THE NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION.
  10. THE CONTRACTOR SHALL TAKE PRECAUTIONS TO MAINTAIN A MINIMUM OF 1' OF COVER OVER ALL EXISTING AND NEW STORM AND SANITARY PIPES, DURING CONSTRUCTION.
  11. ALL EXISTING SURFACE APPURTENANCES TO REMAIN (I.E. WATER VALVES, CATCH BASIN FRAMES AND GRATES, MANHOLE COVERS, MONITORING WELLS) WITHIN THE PROJECT LIMITS SHALL BE ADJUSTED TO FINISHED GRADE. (NO SEPARATE PAYMENT).
  12. AREAS DISTURBED OR DAMAGED AS PART OF THIS PROJECTS CONSTRUCTION THAT ARE OUTSIDE OF THE PRIMARY WORK AREA SHALL BE RESTORED, AT THE CONTRACTORS EXPENSE, TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE.
  13. UNLESS COVERED BY THE CONTRACT SPECIFICATIONS OR AS NOTED ON THE PLANS, ALL WORK SHALL CONFORM TO THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS DATED MAY 1, 2006, AND ANY SUBSEQUENT APPENDICES.



- EXISTING TANK CONFIGURATION**  
 3-10K TANKS (DW/62)  
 -20K REG.  
 -10K ULTRA
- PROPOSED TANK CONFIGURATION**  
 3-10K TANK (EXISTING)  
 1-20K TANKS (1 BAFFLED) (NEW)  
 -30K REG.  
 -12K DIESEL  
 -8K ULTRA



**PROJECT DATA:**

APPLICANT:

1. SUNOCO, INC.  
1940 LYELL AVE.  
ROCHESTER, NEW YORK
2. TAX ACCOUNT NO. 919102.2 & 919102
3. EXISTING ZONING: COMMERCIAL
4. PROPOSED USE: 3,044 G.S.F. CONVENIENCE STORE/ GAS STATION (2,665 ± N.S.F.)

CITY OF WATERTOWN ZONING REQUIREMENTS	REQUIRED	PROPOSED
MIN. LOT SIZE (AREA)		0.953 ac. ±
FRONT YARD SETBACK	0 FT.	102.86 +/- FT. (BLDG.) 24.2 +/- FT. (EXIST. FUEL CANOPY)
SIDE YARD SETBACK	0 FT.	41 +/- FT.
REAR YARD SETBACK	0 FT.	6.7 +/- FT.
MAX. LOT COVERAGE (BUILDINGS)	0%	13.6%
GREENSPACE	0%	33%
MIN. BLDG. HEIGHT		25 FT. ±

**OFF STREET PARKING REQUIREMENT:**

5 SPACES PER 1,000 S.F.  
 5 x 3,044 (GROSS SF) = 15.22 SPACES, SAY 15 SPACES  
 5 x 2,665 (NET SF) = 13.3 SPACES, SAY 13 SPACES.

**PROPOSED OFF-STREET PARKING:**

14 SPACES

AN ADDITIONAL 8 SPACES ARE PROVIDED AT THE DISPENSERS WHICH BRINGS THE TOTAL PARKING TO = 22 SPACES



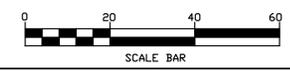
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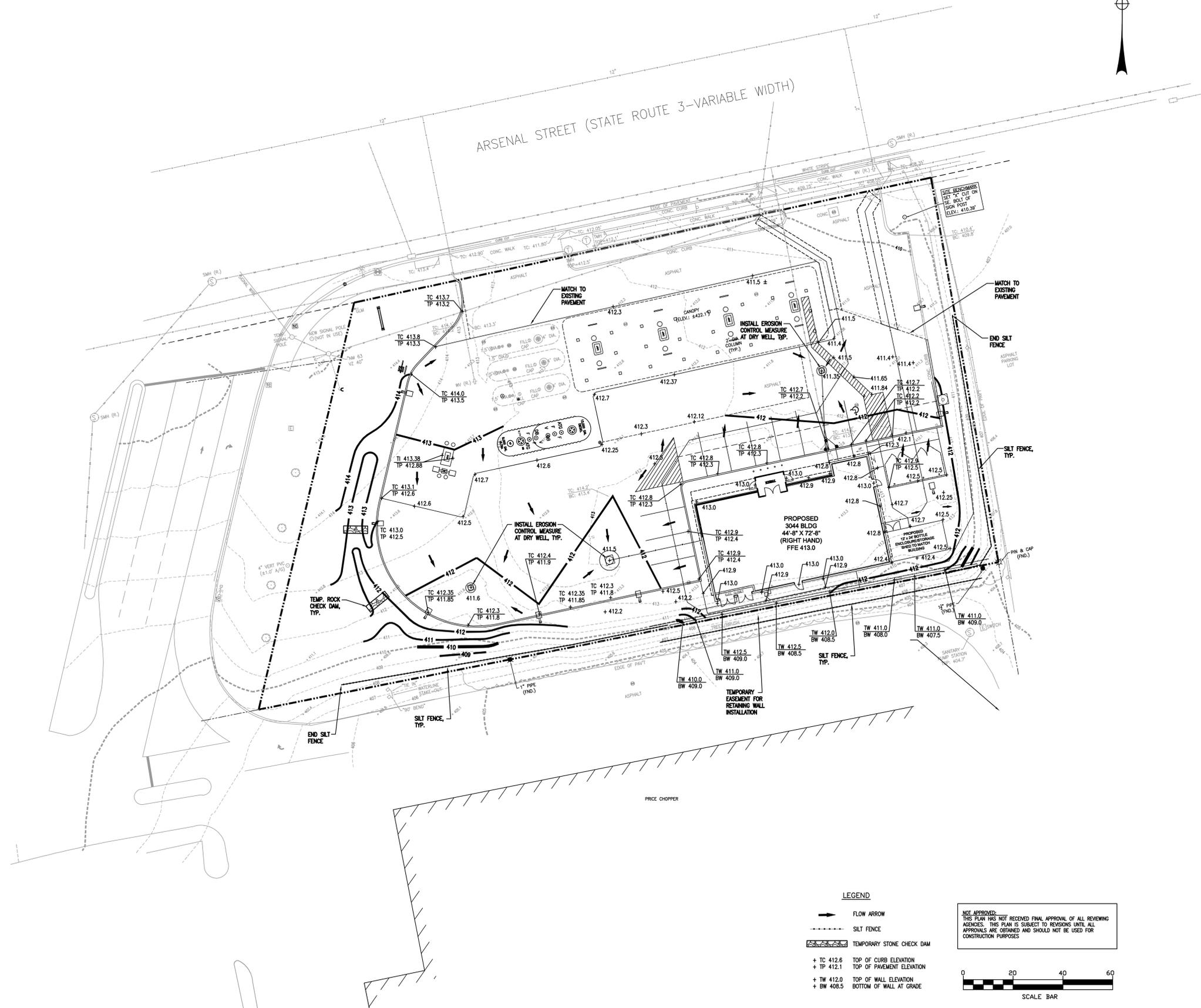
Engineers / Architects / Planners / Surveyors

1	12.10.10	REVISED PER CITY COMMENTS			
BASED ON CONCEPT PLAN CP-6, REV 7, DATED 5-6-10					
REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D. BY	APPV'D.
<b>SUNOCO, INC.</b> Retail Engineering Exton, PA					
LOCATION: 1255 Arsenal Street Watertown, NY Jefferson County			PROJECT NO. E76021		
DEVELOPED CONDITIONS					
APPROVED		FACILITY NO.	DRAWING NO.	SCALE 1" = 20'-0"	
CHECKED B. Burri		0363-9911	D-1	REV. NO.	
DRAWN T. Bolt				1	
DATE 11/1/10					

NOT APPROVED:  
 THIS PLAN HAS NOT RECEIVED FINAL APPROVAL OF ALL REVIEWING AGENCIES. THIS PLAN IS SUBJECT TO REVISIONS UNTIL ALL APPROVALS ARE OBTAINED AND SHOULD NOT BE USED FOR CONSTRUCTION PURPOSES



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- GRADING NOTES:**
- REMOVE AND STOCKPILE TOPSOIL AS DIRECTED BY THE CONSTRUCTION MANAGER. REPLACE TOPSOIL TO A MINIMUM 6" DEPTH. ALL DISTURBED AREAS TO BE HYDROSEED AS DIRECTED BY THE CONSTRUCTION MANAGER.
  - CONTRACTOR SHALL BE RESPONSIBLE FOR THE MAINTENANCE AND REMOVAL OF TEMPORARY SEDIMENTATION CONTROLS, CHECK DAMS, FILTER BAGS AND SILT FENCE. EROSION CONTROL MEASURES SHALL NOT BE REMOVED BEFORE VEGETATION HAS OCCURRED COMPLETELY.
  - ALL SILT FENCE TO BE REPLACED WHENEVER THEY BECOME CLOGGED OR IMPEPERABLE AND SHALL BE REPLACED AT A MINIMUM OF EVERY 3 MONTHS.
  - THE CONTRACTOR SHALL BE RESPONSIBLE FOR RESTORATION OF TOPSOIL TO ALL DISTURBED AREAS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAINTAIN EROSION CONTROL MEASURES AT ALL TIMES.
  - EROSION CONTROL MEASURES WILL BE IMPLEMENTED IN ACCORDANCE WITH THE NEW YORK STATE GUIDELINES FOR URBAN EROSION SEDIMENT CONTROL MANUAL, HEALTH DEPARTMENT, AND THE CITY OF WATERTOWN REQUIREMENTS.
  - ALL INLETS TO THE STORM SEWER SHALL HAVE STONE DROP INLET PROTECTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING THE BEST MANAGEMENT PRACTICES(BMP'S) UNTIL GROUND COVER IS ESTABLISHED.
  - SILT FENCE, JUTE MESH, AND/OR EROSION CONTROL BLANKETS WILL BE USED ON STEEP SLOPES AND WHEREVER NECESSARY TO CONTROL EROSION AND SILTATION OF EXISTING DRAINAGE SYSTEMS AS ORDERED BY THE ENGINEER OR SPECIFIED ON PLANS.
  - THE CONTRACTOR SHALL DESIGNATE A MEMBER OF HIS/HER FIRM TO BE RESPONSIBLE TO MONITOR EROSION CONTROL, EROSION CONTROL STRUCTURES, TREE PROTECTION AND PRESERVATION THROUGHOUT CONSTRUCTION.
  - ALL DISTURBED AREAS SHALL BE PROTECTED FROM EROSION EITHER BY MULCH OR TEMPORARY SEEDING WITHIN 2 WEEKS OF DISTURBANCE.

- EROSION CONTROL NOTES:**
- ALL SITE WORK SHALL CONFORM TO THE CLEARING, STRIPPING AND EROSION CONTROL REQUIREMENTS OF THE NYSDEC AND THE CITY OF WATERTOWN.
  - CONTRACTOR TO PROVIDE, INSTALL AND MAINTAIN ALL REQUIRED EROSION CONTROL MEASURES THROUGHOUT CONSTRUCTION. EROSION CONTROL DEVICES TO BE ESTABLISHED PRIOR TO COMMENCING EARTHWORK.
  - DISTURBED AREAS SHALL BE AS SMALL AS PRACTICAL, AND SHALL BE RESTORED, IMPROVED OR TEMPORARILY STABILIZED AS SOON AS POSSIBLE.
  - CONTRACTOR SHALL TAKE THE NECESSARY MEASURES, INCLUDING WATER SPRINKLING, TO PROVIDE DUST CONTROL DURING CONSTRUCTION.
  - CONTRACTOR SHALL PREVENT SEDIMENTS FROM ENTERING UTILITIES. ALL MANHOLES, CURB INLETS, FIELD INLETS, END SECTIONS OR OTHER SIMILAR DRAINAGE INLET STRUCTURES SHALL BE PROTECTED FROM SILTATION BY INSTALLING FILTER FABRIC AND/OR CRUSHED STONE.
  - SILT FENCE SEDIMENT BARRIERS SHALL BE INSTALLED PRIOR TO ANY GRADING WORK ALONG THE LIMITS OF DISTURBANCE AND SHALL BE MAINTAINED FOR THE DURATION OF THE WORK. NO SEDIMENT FROM THE SITE SHALL BE PERMITTED TO WASH OFF-SITE.

- SEQUENCE OF CONSTRUCTION:**
- PRE-CONSTRUCTION MEETING HELD BY PROJECT MANAGER AND THE OPERATOR'S ENGINEER PRIOR TO LAND DISTURBING ACTIVITIES
  - CLEARLY IDENTIFY PROJECT WORK LIMITS IDENTIFYING ALL AREAS WHERE CONSTRUCTION DISTURBANCE SHALL NOT BE PERMITTED INCLUDING, BUT NOT LIMITED TO, BUFFER AREAS, WETLANDS, SELECT TREES AND ADJOINING PROPERTIES.
  - INSTALL TREE PROTECTION AND PERIMETER EROSION CONTROL MEASURES. CONSTRUCT TEMPORARY EARTHEN BERM, SEDIMENT TRAP, SEDIMENT CONTROL CHECK DAMS AND ASSOCIATED EROSION AND SEDIMENT CONTROL MEASURES AS NECESSARY TO DIVERT RUNOFF FROM ENTERING AREAS OF PLAN.
  - ESTABLISH EROSION AND SEDIMENT CONTROL MEASURES PRIOR TO COMMENCING EARTHWORK OPERATIONS.
  - REMOVE AND DISPOSE OF ALL REMOVED VEGETATION OFF-SITE OR AS DIRECTED BY OWNER'S REPRESENTATIVE.
  - STRIP AND STOCKPILE TOPSOIL FROM STRUCTURAL FILL AND CUT AREAS (STOCKPILE LOCATIONS AS DIRECTED BY OWNER'S REPRESENTATIVE).
  - ESTABLISH MANS GRADE ELEVATIONS.
  - ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES AS WELL AS STOCK PILES ARE TO BE MULCHED AND SEEDED FOR TEMPORARY VEGETATIVE COVER IMMEDIATELY FOLLOWING GRADING.
  - CONSTRUCT STORM WATER MANAGEMENT FEATURES.
  - CONSTRUCT UTILITIES AND INFRASTRUCTURE IMPROVEMENTS.
  - FINE GRADE AND SPREAD TOPSOIL. INSTALL LANDSCAPING, SITE AMENITIES AND PERMANENT SEEDING.
  - REMOVE TEMPORARY EROSION AND SEDIMENT CONTROL FEATURES UPON ESTABLISHMENT OF PERMANENT GROUND COVER.
  - NOTIFY OWNER'S REPRESENTATIVE OF COMPLETION OF FINAL SITE STABILIZATION.

THE ACTUAL SCHEDULE FOR IMPLEMENTING POLLUTANT CONTROL MEASURES WILL BE DETERMINED BY PROJECT CONSTRUCTION PROGRESS AND THE CONTRACTOR WILL HAVE THE OPPORTUNITY TO VARY FROM THE SCHEDULE AS NECESSARY. ARRANGEMENT OF THESE ACTIVITIES ANOTHER WAY MAY BE REQUIRED TO MAINTAIN SATISFACTORY EROSION AND SEDIMENT CONTROL.

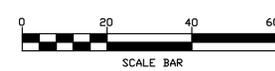


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- LEGEND**
- FLOW ARROW
  - - - SILT FENCE
  - ▨ TEMPORARY STONE CHECK DAM
  - + TC 412.8 TOP OF CURB ELEVATION
  - + TP 412.1 TOP OF PAVEMENT ELEVATION
  - + TW 412.0 TOP OF WALL ELEVATION
  - + BW 408.5 BOTTOM OF WALL AT GRADE

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1	12.10.10	REDATE DATE			
REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D BY	APP'VD.
<b>SUNOCO, INC.</b> <b>Retail Engineering</b> <b>Exton, PA</b>					
LOCATION: 1255 Arsenal Street Watertown, NY Jefferson County			PROJECT NO. <b>E76021</b>		
<b>GRADING/EROSION CONTROL PLAN</b> SCALE 1" = 10'-0"					
APPROVED	FACILITY NO.	DRAWING NO.	REV. NO.		
CHECKED B. Burri	0363-9911	G-1	1		
DRAWN T. Bolt					
DATE 11/1/10					

**UTILITY PLAN NOTES**

- CONTRACTOR IS RESPONSIBLE FOR REPAIRS OF DAMAGE TO ANY EXISTING UTILITY DURING CONSTRUCTION AT NO COST TO THE OWNER.
- ALL FILL MATERIAL IS TO BE IN PLACE, AND COMPACTED BEFORE INSTALLATION OF PROPOSED UTILITIES.
- CONTRACTOR SHALL NOTIFY THE UTILITY AUTHORITIES INSPECTORS 72 HOURS BEFORE CONNECTING TO ANY EXISTING LINE.
- WHERE WATER CROSSES STORM OR SANITARY SEWERS, 18" VERTICAL SEPARATION WILL BE MAINTAINED.
- ALL UTILITIES SHOULD BE KEPT TEN (10') APART (PARALLEL) OR WHEN CROSSING 18" VERTICAL CLEARANCE (OUTSIDE EDGE OF PIPE TO OUTSIDE EDGE OF PIPE).
- WATER SERVICE INSIDE THE BUILDING IS DETAILED ON THE ARCHITECTURAL DRAWINGS.
- PIPES UNDERGROUND SHALL BE INSTALLED, INSPECTED AND APPROVED BEFORE BACKFILLING.
- TOPS OF EXISTING MANHOLES AND WATER VALVE BOXES SHALL BE ADJUSTED AS NECESSARY TO BE FLUSH WITH PROPOSED PAVEMENT ELEVATIONS.
- ALL CONCRETE FOR ENCASUREMENTS AND THRUST BLOCKS SHALL HAVE A MINIMUM 28 DAY COMPRESSION STRENGTH AT 3000 P.S.I. UNLESS NOTED OTHERWISE.
- DRAWINGS DO NOT PURPORT TO SHOW ALL EXISTING UTILITIES.
- EXISTING UTILITIES SHALL BE VERIFIED IN FIELD PRIOR TO INSTALLATION OF ANY NEW LINES.
- CONTRACTOR IS RESPONSIBLE FOR COMPLYING TO THE CONSTRUCTION REQUIREMENTS OF THE CITY OF WATERTOWN WITH REGARD TO MATERIALS AND INSTALLATION OF THE SEWER LINES.
- THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES, AND WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
- ALL NECESSARY INSPECTIONS AND/OR CERTIFICATIONS REQUIRED BY CODES AND/OR UTILITY SERVICE COMPANIES SHALL BE PERFORMED PRIOR TO ANNOUNCED BUILDING POSSESSION AND THE FINAL CONNECTION OF SERVICE.
- CONTRACTOR SHALL COORDINATE WITH ALL UTILITY COMPANIES FOR INSTALLATION REQUIREMENTS AND SPECIFICATIONS.
- CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS AND SPECIFICATIONS FOR ACTUAL LOCATION OF ALL UTILITY ENTRANCES TO INCLUDE SANITARY SEWER LATERALS, DOMESTIC AND FIRE PROTECTION WATER SERVICE, ELECTRICAL, TELEPHONE, AND GAS SERVICE. CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES, IN SUCH A MANNER AS TO AVOID CONFLICTS AND ASSURE PROPER DEPTHS ARE ACHIEVED AS WELL AS COORDINATING WITH TOWN UTILITY REQUIREMENTS AS TO LOCATION AND SCHEDULING FOR THE INS/CONNECTIONS PRIOR TO CONNECTING TO EXISTING UTILITIES.
- THE CONTRACTOR SHALL CONDUCT ALL REQUIRED TESTS TO THE SATISFACTION OF THE RESPECTIVE UTILITY COMPANIES AND THE OWNER'S INSPECTING AUTHORITIES.
- CONTRACTOR SHALL COMPLY TO THE FULLEST EXTENT WITH THE LATEST STANDARDS OF OSHA DIRECTIVES OR ANY OTHER AGENCY HAVING JURISDICTION FOR EXCAVATION AND TRENCHING PROCEDURES. THE CONTRACTOR SHALL USE SUPPORT SYSTEMS, SLOPING, BENCHING, AND OTHER MEANS OF PROTECTION. THIS TO INCLUDE BUT NOT LIMITED TO ACCESS AND EGRESS FROM ALL EXCAVATION AND TRENCHING. CONTRACTOR IS RESPONSIBLE TO COMPLY WITH PERFORMANCE CRITERIA FOR OSHA.
- REFER TO BUILDING PLANS FOR SITE LIGHTING ELECTRICAL DESIGN AND LAYOUT.
- CONTRACTOR SHALL MAINTAIN A MINIMUM OF 5'-0" COVER ON ALL WATER LINES.
- STORM SEWER PIPE SHALL BE CORRUGATED PLASTIC PIPE (CPP) WITH SMOOTH FLOW INTERIOR, UNLESS OTHERWISE SPECIFIED.
- ALL WATER MAIN AND SERVICE WORK MUST BE COORDINATED WITH THE CITY OF WATERTOWN WATER DEPARTMENT. THE WATER DEPARTMENT REQUIREMENTS SUPERCEDE ALL OTHER PLANS AND SPECIFICATIONS PROVIDED.

**CAUTION - NOTICE TO CONTRACTORS:**  
 THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANY AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. OIG SAFETY: 1-800-462-7862.



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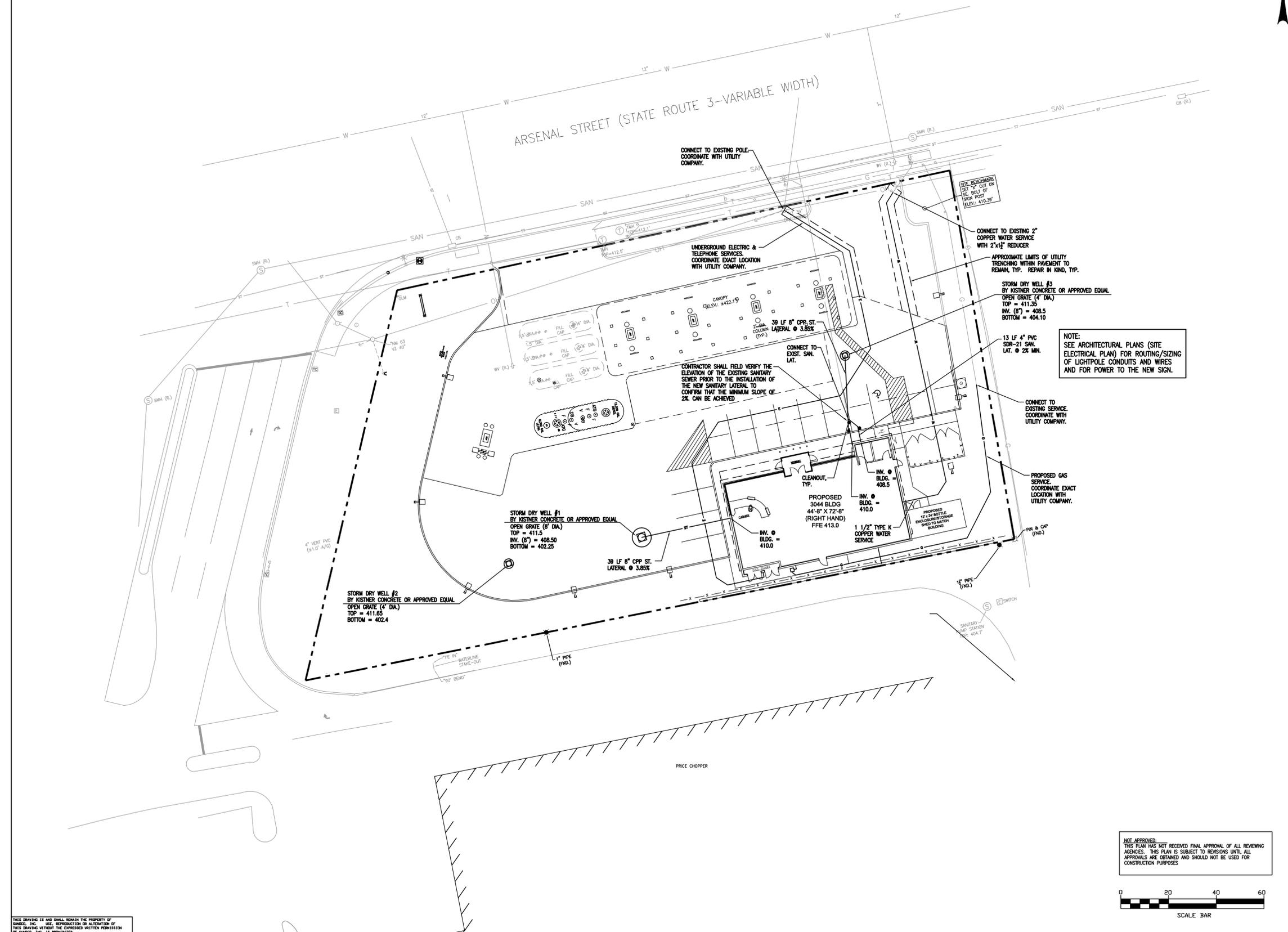
Engineers / Architects / Planners / Surveyors

1	12.10.10	REDATE DATE			
REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D BY	APP'VD.
<b>SUNOCO, INC.</b> <b>Retail Engineering</b> <b>Exton, PA</b>					
LOCATION:	1255 Arsenal Street Watertown, NY Jefferson County			PROJECT NO.	E76021
UTILITY PLAN SCALE 1" = 20'-0"					
APPROVED	FACILITY NO.	DRAWING NO.	REV. NO.		
CHECKED B. Burri	0363-9911	U-1	1		
DRAWN T. Bolt					
DATE 11/1/10					

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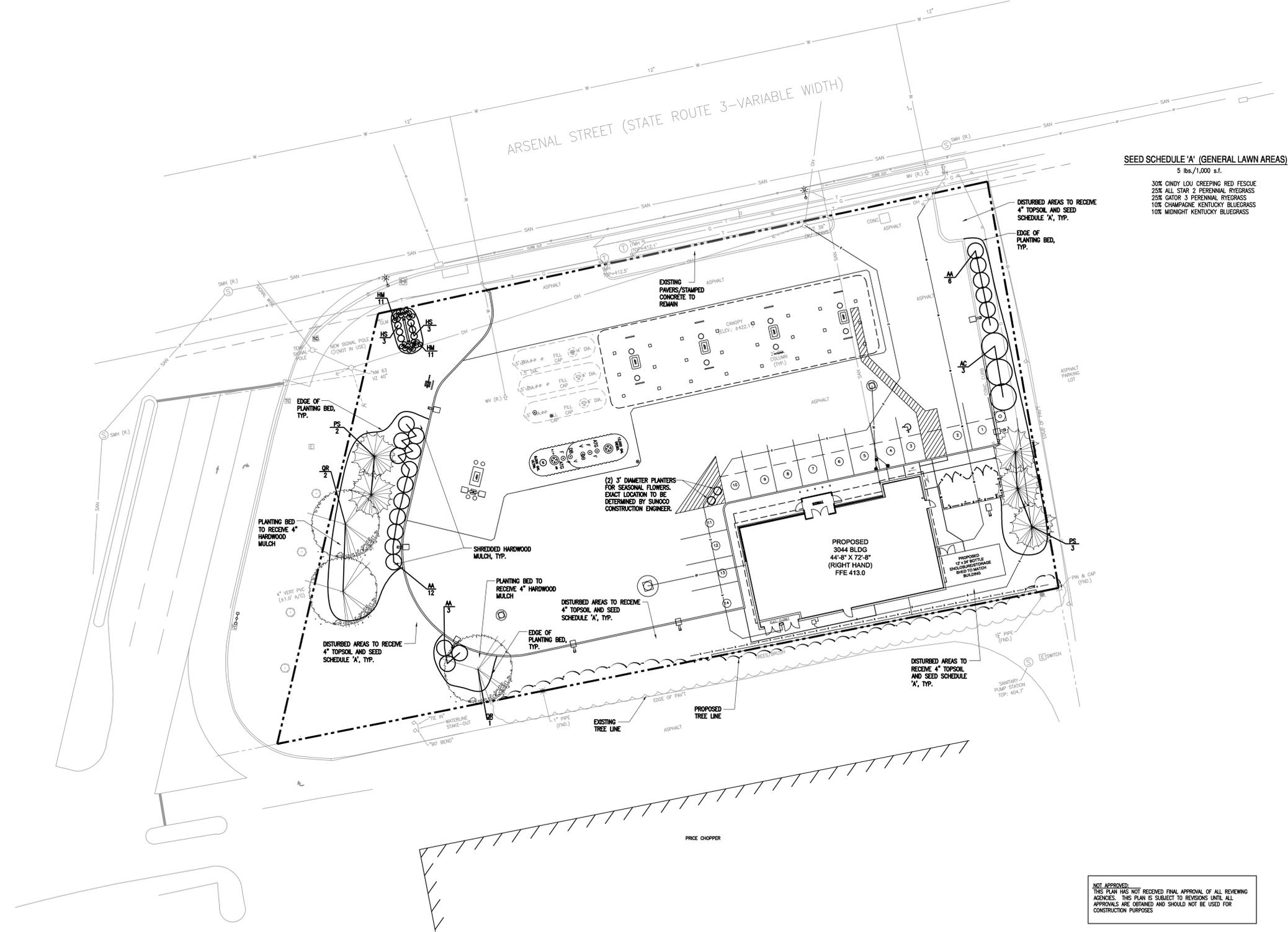


PLANT LIST						
SYMBOL KEY	SCIENTIFIC NAME	COMMON NAME	INSTALLED SIZE	MATURE SIZE	CONDITION	
OR	<b>STREET TREES</b> <i>Quercus rubra</i>	Northern Red Oak	2 - 2 1/2" Cal.	60-75' Ht./45-50' Sprd.	B&B	
PS	<b>EVERGREEN TREES</b> <i>Pinus strobus</i>	White Pine	6' Height	70-75' Ht./30-35' Sprd.	B&B	
AA	<b>SHRUBS/PERENNIALS</b> <i>Aronia arbutifolia</i> 'Brilliantissima'	Brilliant Red Chokeberry	No. 5 Cont.	6-8' Ht./6-8' Sprd.	Cont.	
AC	<i>Aronia arbutifolia</i>	Shadblow Serviceberry	4" Ht. CLUMP FORM	25' Ht./10-20' Sprd.	Cont.	
HM	<i>Hemerocallis</i> 'Stella D'oro'	Daylily	No 2 Cont.	18-20" Ht./18-20" Sprd.	Cont.	
HS	<i>Hosta</i> x 'Blue Angel'	Hosta	No 2 Cont.	30" Ht./30" Sprd.	Cont.	

- LANDSCAPE NOTES:**
- ALL PLANTS MUST BE HEALTHY, VIGOROUS MATERIAL, FREE OF PESTS AND DISEASE.
  - ALL PLANTS MUST BE SUITABLE FOR USE IN THE SOIL AND CLIMATE CONDITIONS OF THE PROJECT.
  - ALL PLANTS MUST BE CONTAINER GROWN OR BALLED AND BURLAPPED AS INDICATED IN THE PLANT LIST.
  - ALL TREES MUST BE STRAIGHT TRUNKED AND FULL HEADED AND MEET ALL REQUIREMENTS SPECIFIED.
  - MULCH ALL ISLANDS AND PLANTINGS IN LAWN AREAS WITH SHREDDED HARDWOOD MULCH, TO A MINIMUM DEPTH OF FOUR INCHES.
  - THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL QUANTITIES SHOWN ON THESE PLANS BEFORE PRICING THE WORK.
  - THE CONTRACTOR IS RESPONSIBLE FOR FULLY MAINTAINING ALL PLANT MATERIALS (INCLUDING BUT NOT LIMITED TO: WATERING, SPRAYING, MULCHING, FERTILIZING, ETC.) AND LAWN AREAS UNTIL THE WORK IS ACCEPTED IN TOTAL BY THE OWNER.
  - ANY PLANT MATERIAL WHICH DIES, TURNS BROWN, OR DEFOLIATES (PRIOR TO TOTAL ACCEPTANCE OF THE WORK) SHALL BE PROMPTLY REMOVED FROM THE SITE AND REPLACED WITH MATERIAL OF THE SAME SPECIES, QUANTITY, AND SIZE MEETING ALL PLANT LIST SPECIFICATIONS.
  - THE CONTRACTOR SHALL COMPLETELY GUARANTEE ALL PLANT MATERIAL FOR A PERIOD OF ONE (1) YEARS BEGINNING ON THE DATE OF TOTAL ACCEPTANCE. THE CONTRACTOR SHALL PROMPTLY MAKE ALL REPLACEMENTS BEFORE THE END OF THE GUARANTEE PERIOD.
  - STANDARDS SET FORTH IN "AMERICAN STANDARD FOR NURSERY STOCK" REPRESENT GUIDELINE SPECIFICATIONS ONLY AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIAL.
  - LOCATIONS OF EXISTING BURIED UTILITY LINES SHOWN ON THE PLANS ARE BASED UPON BEST AVAILABLE INFORMATION AND ARE TO BE CONSIDERED APPROXIMATE. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE LOCATIONS OF ALL UNDERGROUND UTILITY LINES ADJACENT TO THE WORK AREA. THE CONTRACTOR IS RESPONSIBLE FOR THE PROTECTION ALL UTILITY LINES DURING THE CONSTRUCTION PERIOD. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING ANY AND ALL DAMAGE TO UTILITIES, STRUCTURES, AND SITE APPURTENANCES, ETC., WHICH OCCURS AS A RESULT OF THE LANDSCAPE CONSTRUCTION.
  - ALL SHRUB PLANTING BEDS SHALL BE HAND SPADE OUT.
  - ALL DISTURBED/UNSURFACED AREAS SHALL RECEIVE 4" OF TOPSOIL, SEED, MULCH, AND WATER UNTIL A HEALTHY STAND OF GRASS IS OBTAINED. THIS IS EXCLUDING ALL LANDSCAPED ISLANDS AND ENTRANCE AREAS.
  - NO IRRIGATION SYSTEM IS TO BE INSTALLED.
  - SEE SHEET DE-2 FOR PLANTING DETAILS.
  - ALL EXISTING TREES SHALL BE PRESERVED WHERE POSSIBLE.

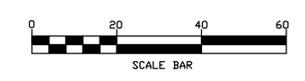
**SEED SCHEDULE 'A' (GENERAL LAWN AREAS)**  
5 lbs./1,000 s.f.

- 30% CINDY LOU CREEPING RED FESCUE
- 25% ALL STAR 2 PERENNIAL RYEGRASS
- 25% GATOR 3 PERENNIAL RYEGRASS
- 10% CHAMPAGNE KENTUCKY BLUEGRASS
- 10% MIDNIGHT KENTUCKY BLUEGRASS



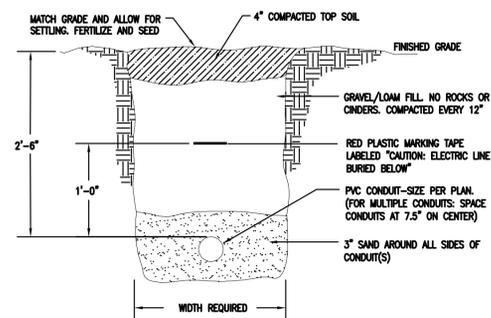
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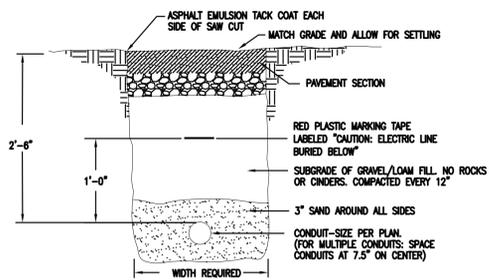
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REV. NO.	DATE	REVISIONS	DRAWN BY	CHECKED BY	APP'D.
1	12/10/10	REVISED PER CITY COMMENTS			
<b>SUNOCO, INC.</b> Retail Engineering Exton, PA					
LOCATION: 1255 Arsenal Street Watertown, NY Jefferson County			PROJECT NO. E76021		
LANDSCAPE PLAN					
APPROVED		FACILITY NO.	DRAWING NO.	SCALE 1" = 20'-0"	
CHECKED	A. Hort	0363-9911	L-1	REV. NO.	
DRAWN	T. Liddell			1	
DATE	11/1/10				



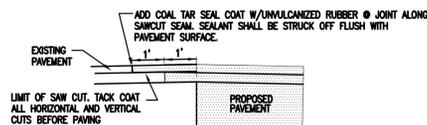
**ELECTRICAL CONDUIT TRENCH IN GRASS**

NO SCALE



**ELECTRICAL CONDUIT TRENCH IN PAVEMENT**

NO SCALE

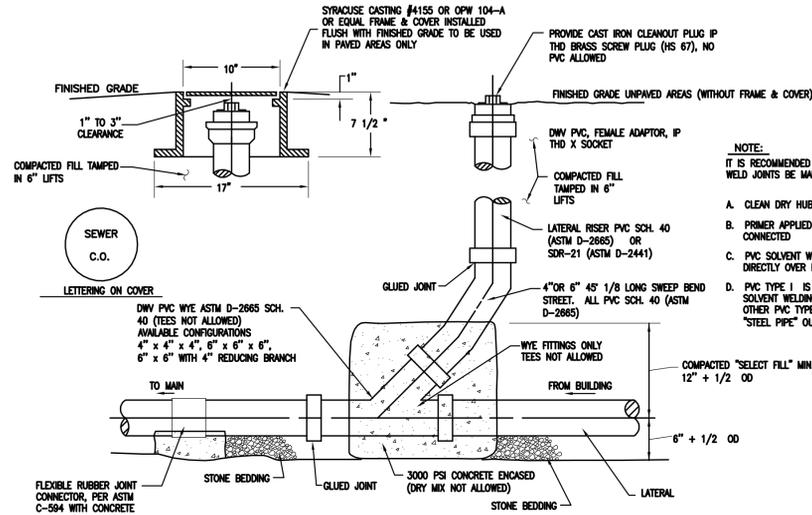


**SHEAR STEP DETAIL**

NO SCALE

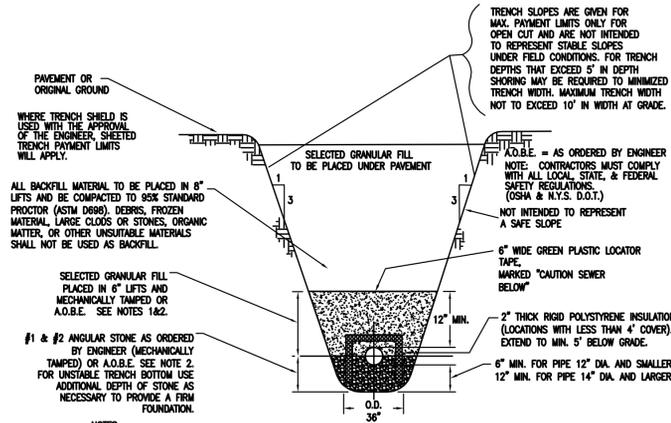
- NOTES:
1. IN AREAS WHERE THE EXISTING ASPHALT BASE COURSE IS INADEQUATE FOR THE SHEAR STEP, THE EXISTING TOP COURSE SHALL BE SAWCUT ONE FOOT WIDE.
  2. DEPTH OF SAWCUT SHALL BE DETERMINED ONCE THE PAVEMENT CROSS SECTION HAS BEEN EXPOSED.
  3. CAP ALL SEAMS BETWEEN NEW AND EXISTING PAVEMENT WITH UNMULCINIZED RUBBER SEAL COAT, STRIKE OFF SEAMS FLUSH W/PAVEMENT.

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**BUILDING AND SEWER CLEAN-OUT**

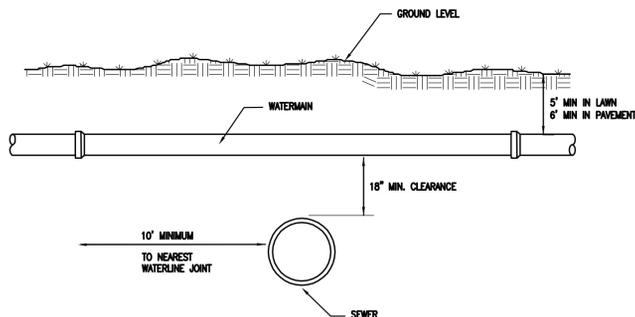
NO SCALE



**SANITARY SEWER BEDDING**

NO SCALE

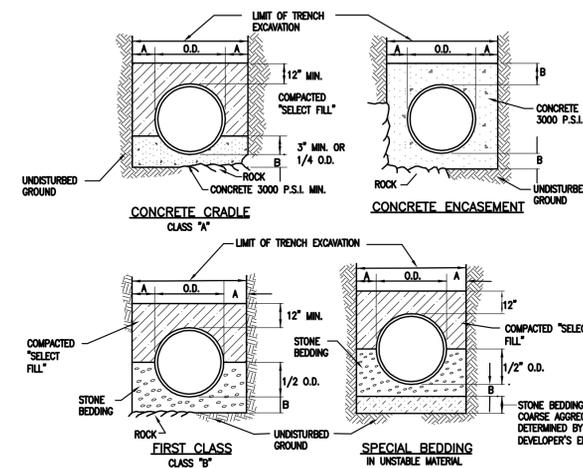
- NOTES:
- 1) NATIVE EXCAVATED GRANULAR MATERIAL MAY BE USED IF APPROVED BY THE ENGINEER.
  - 2) CRUSHED STONE NOT TO EXCEED #2 IN SIZE. GRANULAR FILL TO MEET THE FOLLOWING REQUIREMENTS:  
OR IN EXCESS OF 3"  
25%-70% PASSING #4 SIEVE  
0%-15% PASSING #200 SIEVE



**TYPICAL WATER LINE - SEWER LINE CROSSING**

NO SCALE

NOTE- ALL EXCAVATIONS UNDER ANY UTILITY WILL BE BACKFILLED WITH NO. 1 CRUSHED STONE TO A POINT AT LEAST 6" OVER THE TOP OF THE UTILITY.

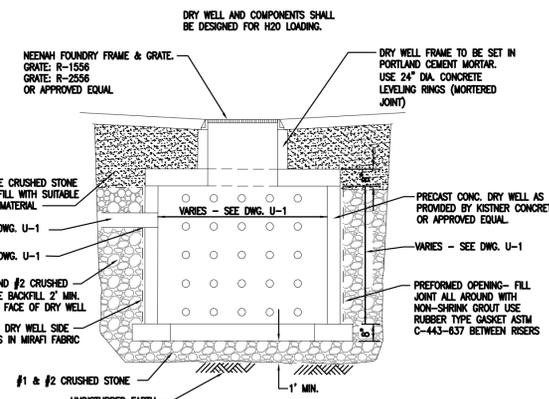


**STORM SEWER BEDDING MATERIAL DETAIL**

NO SCALE

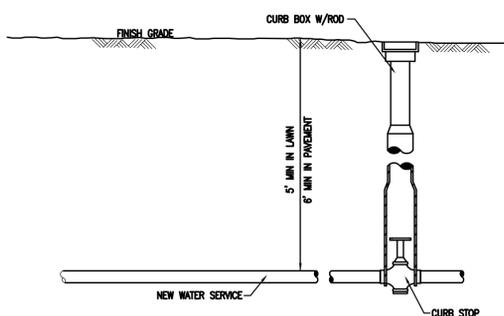
- NOTES:
1. TRENCH BACKFILL SHALL BE AS REQUIRED BY THE ENGINEER.
  2. SELECT FILL SHALL BE SAND, GRAVEL, AND SIMILAR MATERIAL WHICH SHALL BE FREE FROM CLAY, LOAM, ORGANIC MATERIAL, DEBRIS, FROZEN MATERIAL AND SHALL CONTAIN ONLY SMALL AMOUNTS OF STONE, PEBBLES OR LUMPS OVER ONE INCH IN GREATEST DIMENSION BUT NONE OVER TWO INCHES IN GREATEST DIMENSION.
  3. STONE BEDDING SHALL MEAN APPROVED IMPORTED AGGREGATE MEETING THE REQUIREMENTS OF THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION, STANDARD SPECIFICATION JAN 2, 2002 EDITION, AS REVISED, SUBSECTION 703-0201 "CRUSHED STONE". PRIMARY SIZE 1 OR A MIXTURE OF PRIMARY SIZES 1 AND 2.
  4. COARSE AGGREGATE SHALL MEAN APPROVED IMPORTED AGGREGATE MEETING THE REQUIREMENTS OF THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION, STANDARD SPECIFICATION, JAN 2, 2002 EDITION, AS REVISED, SUBSECTION 703-0201 "CRUSHED STONE". PRIMARY SIZE 3 AND/OR 4.
  5. THIS FIGURE APPLIES TO SANITARY, STORM AND COMBINED MAINLINE AND LATERAL PIPE INSTALLATIONS AS WELL AS FORCE MAINS.
  6. USE FIRST CLASS DETAIL UNLESS CONDITIONS WARRANT OTHERWISE.

PIPE DIA.	DIM. A	DIM. B
UP TO 18"	1.0'	6"
21" TO 36"	1.5'	9"
OVER 36"	1.5'	12"



**DRY WELL**

NO SCALE



**SERVICE INSTALLATION DETAIL**

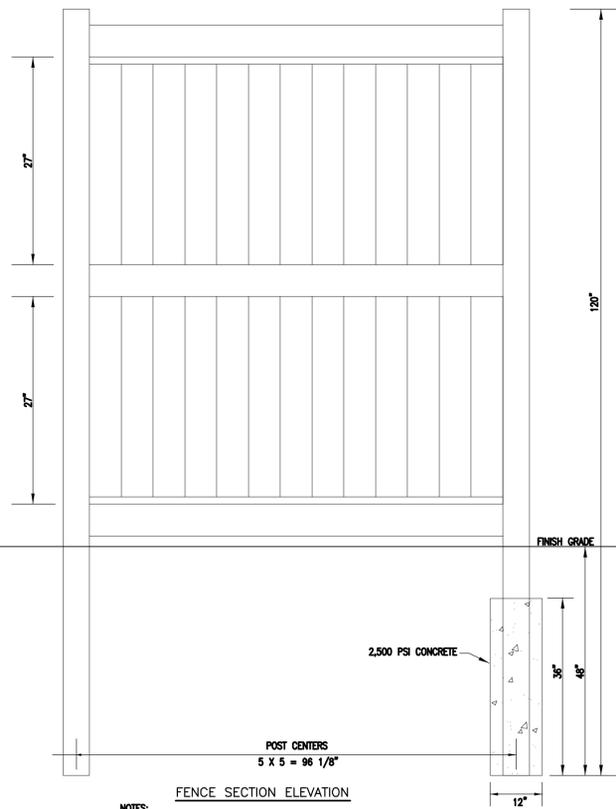
NO SCALE

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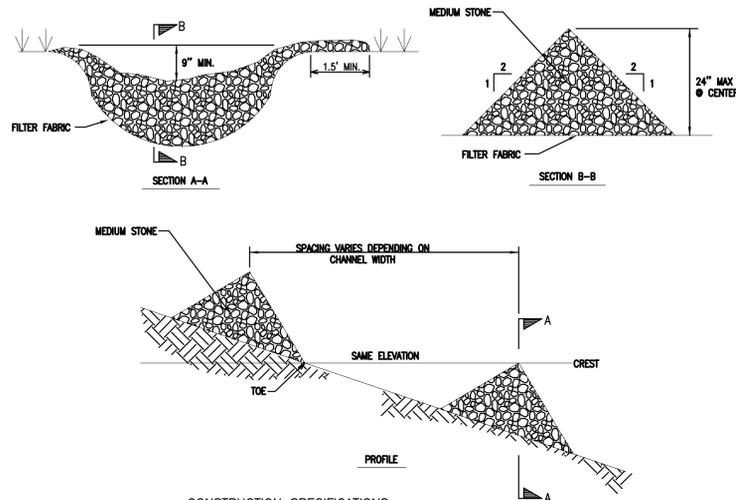
REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D BY	APP'VD.
1	12.10.10	REDATE DATE			
<b>SUNOCO, INC.</b> Retail Engineering Exton, PA					
LOCATION: 1255 Arsenal Street Watertown, NY Jefferson County				PROJECT NO. E76021	
MISCELLANEOUS DETAILS					
APPROVED	FACILITY NO.	DRAWING NO.	SCALE	REV. NO.	
CHECKED: B. Burri	0363-9911	DE-1	As Noted	1	
DRAWN: T. Bort					
DATE: 11/1/10					



**FENCE SECTION ELEVATION**  
NO SCALE

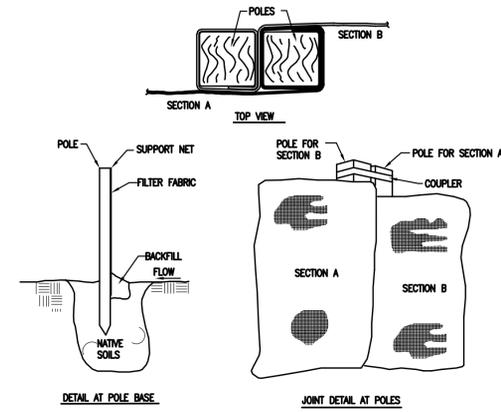
NOTES:  
WHITE GALVESTON STYLE FENCE BY BUFTTECH, INC. OR APPROVED EQUAL.  
1. SPECIFICATIONS SHOWN CAN BE CHANGED BY BUFTTECH ONLY.  
2. FOOTING WIDTH TO BE MIN. 12" DIA. MINIMUM DEPTH 48", 2,500 PSI CONCRETE.

**6'-0" HIGH WHITE VINYL FENCE**  
NO SCALE

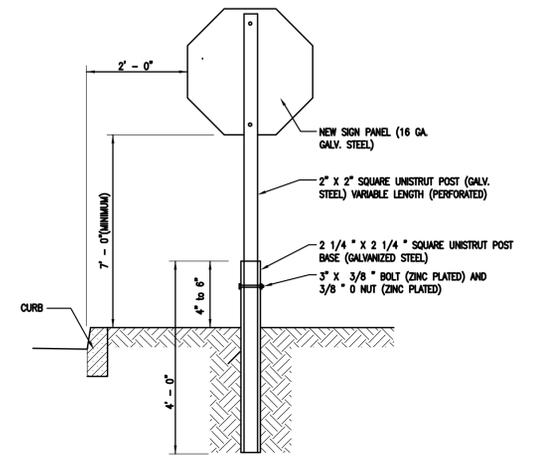


- CONSTRUCTION SPECIFICATIONS**
- STONE WILL BE PLACED ON A FILTER FABRIC FOUNDATION TO THE LINES GRADES AND LOCATIONS SHOWN ON THE PLAN.
  - SET SPACING OF CHECK DAMS TO ASSUME THAT THE ELEVATIONS OF THE CREST OF THE DOWNSTREAM DAM IS AT THE SAME ELEVATION OF THE TOE OF THE UPSTREAM DAM.
  - EXTEND THE STONE A MINIMUM OF 1.5' BEYOND THE DITCH BANKS TO PREVENT CUTTING AROUND THE DAM.
  - PROTECT THE CHANNEL DOWNSTREAM OF THE LOWEST CHECK DAM FROM SCOUR AND EROSION WITH STONE OR LINER AS APPROPRIATE.
  - ENSURE THAT CHANNEL APPURTENANCES SUCH AS CULVERT ENTRANCES BELOW CHECK DAMS ARE NOT SUBJECT TO DAMAGE OR BLOCKAGE FROM DISPLACED STONES.

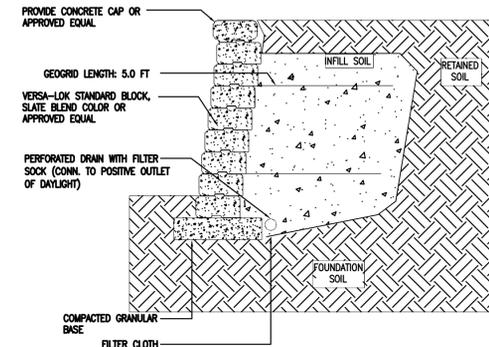
**LIGHT STONE CHECK DAM**  
NO SCALE



**SILT FENCE INSTALLATION DETAIL**  
NO SCALE

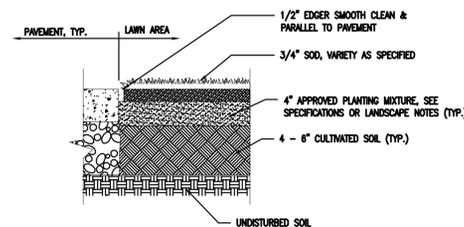


**POST MOUNT SIGN INSTALLATION IN SOIL**  
NO SCALE



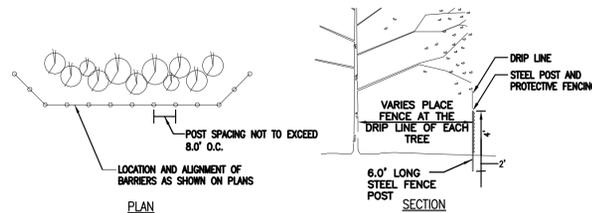
- NOTES:**
- THIS DESIGN SHALL MEET OR EXCEED THE MINIMUM FACTORS OF SAFETY REQUIRED BY VERSA-LOK BASED ON THE DESIGN PARAMETERS ESTABLISHED BY THE SRW ENGINEER. THE ANALYSIS SHALL BE CONDUCTED IN ACCORDANCE WITH THE NATIONAL CONCRETE MASONRY ASSOCIATION DESIGN MANUAL FOR SEGMENTAL RETAINING WALLS, LATEST EDITION.
  - THIS IS A PRELIMINARY, NON SITE-SPECIFIC DESIGN FOR BIDDING PURPOSES ONLY. CONTRACTOR SHALL SUBMIT SIGNED AND SEALED DRAWINGS BY A NEW YORK STATE LICENSED PROFESSIONAL ENGINEER TO THE DESIGN ENGINEER FOR REVIEW AND APPROVAL.
  - NO ANALYSIS OF GLOBAL STABILITY, TOTAL OR DIFFERENTIAL SETTLEMENT, OR SEISMIC EFFECTS HAS BEEN PERFORMED.
  - THIS DESIGN IS ONLY PROVIDED TO ILLUSTRATE THE GENERAL ARRANGEMENT OF THE SRW STRUCTURE. THIS DETAIL MUST BE USED IN CONJUNCTION WITH THE RELATED DETAIL DRAWINGS AND SPECIFICATIONS FOR PROPER DESIGN AND CONSTRUCTION.
  - STRUCTURES SUCH AS HANDRAILS, GUARDRAILS, FENCES, TERRACES, AND SITE CONDITIONS SUCH AS WATER APPLICATIONS, DRAINAGE AND SOIL CONDITIONS, ADDITIONAL LIVE AND DEAD LOADS, ETC., HAVE SIGNIFICANT EFFECTS ON THE WALL DESIGN AND MUST BE REVIEWED/APPROVED BY A QUALIFIED ENGINEER BEFORE BEING USED IN CONJUNCTION WITH THIS DESIGN.
  - FOR GEOGRID REINFORCED STRUCTURES, A MINIMUM LONG TERM ALLOWABLE DESIGN STRENGTH OF 14 KSI/M WAS ASSUMED. CONTACT YOUR MANUFACTURER OR RISI STONE SYSTEMS FOR A LIST OF APPROVED GEOGRID REINFORCEMENTS.

**SEGMENTAL RETAINING WALL DETAIL**  
NO SCALE

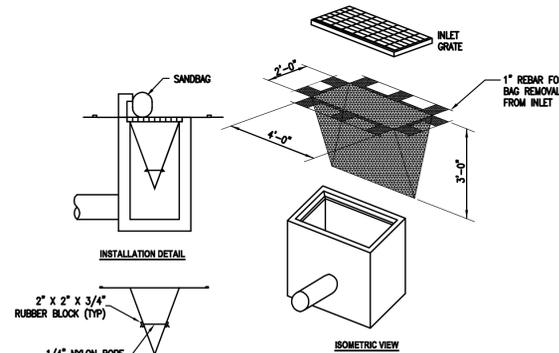


- SODDING PROCEDURE:**
- CULTIVATE ENTIRE AREA TO 4"-6" DEPTH. HANDRAKE SMOOTH. SPREAD 4" OF TOPSOIL.
  - APPLY ANY SOIL MODIFICATIONS AS NECESSARY (SEE SPECIFICATIONS OR LANDSCAPE NOTES).
  - WATER AREA TO BE SODDED PRIOR TO LAYING SOD.
  - LAY AND ROLL SOD AND WATER THOROUGHLY.
  - SOD IS TO BE INSTALLED SUCH THAT TOP OF SOIL AND ROOT LAYER IS LEVEL WITH THE TOP OF PAVEMENT.
  - DO NOT LAY DORMANT SOD OR INSTALL SOD ON FROZEN OR SATURATED SOIL.
  - DO NOT OVERLAY EDGES.

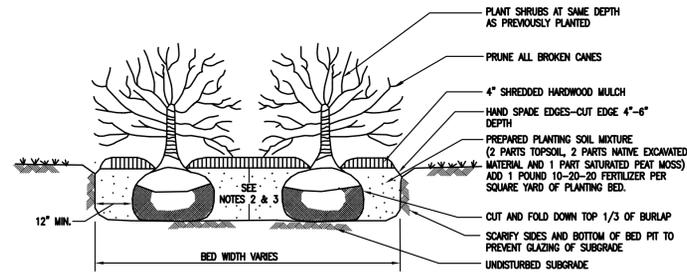
**SOD INSTALLATION DETAIL**  
NO SCALE



**VEGETATION PROTECTION BARRIER DETAIL**  
NO SCALE

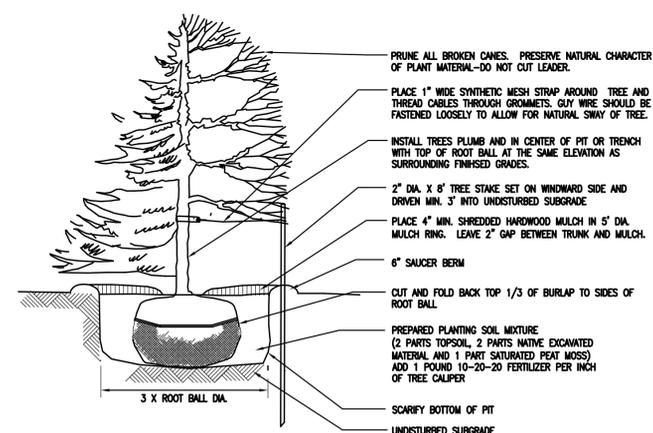


**FILTER BAG INLET PROTECTION**  
NO SCALE



- NOTE:**
- PLANTING BEDS SHALL BE GENTLY MOUNDING TOWARDS CENTER TO A HEIGHT OF 12". ANY MATERIAL REQUIRED TO ACHIEVE MOUNDING IN PLANTING BEDS SHALL BE SPECIFIED TOPSOIL.
  - PLANTING BED DEPTH IN LAWN AREAS SHALL BE A MIN. 12" DEEP.
  - PLANTING BED AREAS NOT IN LAWN AREAS, (INCLUDING BUT NOT LIMITED TO PARKING LOT ISLANDS AND FOUNDATION PLANTING AREAS, ETC.) SHALL BE OVER EXCAVATED TO A MIN. DEPTH OF 24" TO REMOVE ANY CONSTRUCTION DEBRIS. BACKFILL WITH PREPARED PLANTING SOIL MIXTURE AND COMPACT MIXTURE UNDER SHRUBS TO AVOID SETTLING.

**SHRUB PLANTING DETAIL**  
NO SCALE



**TREE PLANTING DETAIL**  
NO SCALE

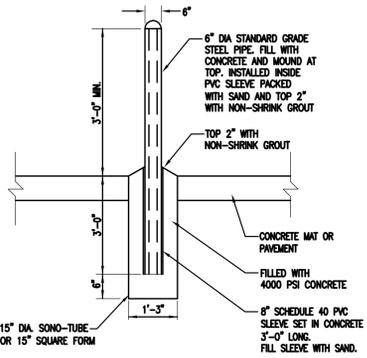
NOT APPROVED:  
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**Bergmann**  
associates

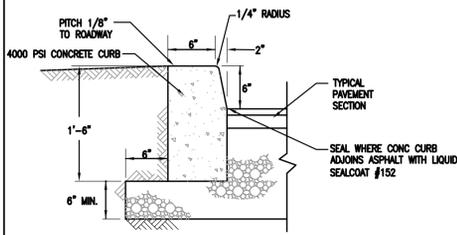
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200 First Federal Plaza  
Rochester, New York 14614  
585.232.5135 / 585.232.4682 fax  
Engineers / Architects / Planners / Surveyors

REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D BY	APP'VD.
1	12.10.10	REVISED FENCE PER CITY COMMENTS			
<b>SUNOCO, INC.</b> <b>Retail Engineering</b> <b>Exton, PA</b>					
LOCATION: 1255 Arsenal Street Watertown, NY Jefferson County			PROJECT NO. E76021		
MISCELLANEOUS DETAILS					
APPROVED	FACILITY NO.	DRAWING NO.	SCALE	As Noted	REV. NO.
CHECKED B. Burri	0363-9911	DE-2			1
DRAWN T. Bolt					
DATE 11/1/10					

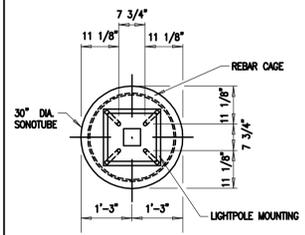
- NOTES:**
1. PAINT ONLY GRAY, UNLESS BUMPER POST IS USED TO PROTECT A POTENTIAL ENVIRONMENT THREAT, SUCH AS AT PROPANE TANKS, THEN PAINT SAFETY YELLOW.
  2. SPACING FOR PROPER PROTECTION FROM VEHICLE IMPACT IS 4FT ON CENTER.
  3. PLACE NO LESS THAN 3FT FROM PROTECTED OBJECT.
  4. SEE SUNOCO STANDARD SPECIFICATIONS FOR CONCRETE REQUIREMENTS.
  5. FILL MATERIAL AROUND FOOTING TO BE COMPACTED TO 95%.



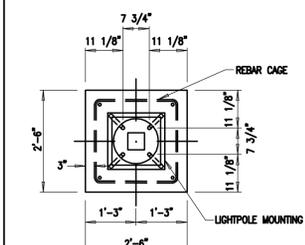
**6" DIA. STEEL PIPE BUMPER POST**  
NO SCALE



**CONCRETE CURB DETAIL**  
NO SCALE

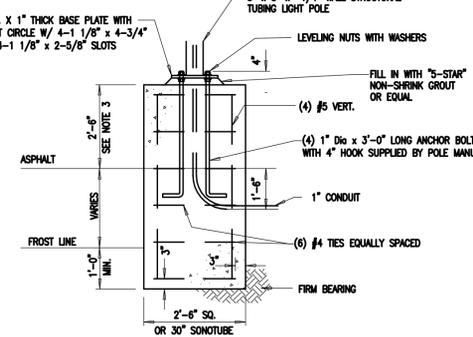


**PLAN VIEW - SONOTUBE FOUNDATION**  
N.T.S.

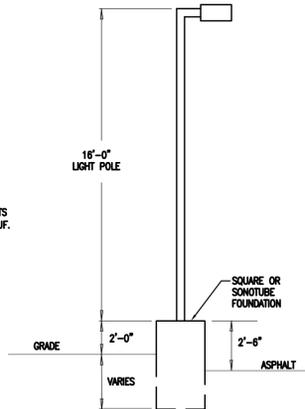


**PLAN VIEW - SQUARE FOUNDATION**  
N.T.S.

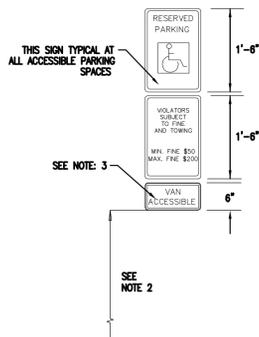
- NOTES:**
1. FORMED CONCRETE FOUNDATION POURS ARE TO BE PERFORMED WITH USE OF A CEMENT VIBRATOR.
  2. FORMED CONCRETE SURFACES SHALL BE SURFACE FINISHED AS SOON AS PRACTICAL AND NOT LATER THAN 6 HOURS FOLLOWING FORM WORK REMOVAL. REMOVE ALL FORM TIES, FINIS AND PROJECTIONS. PATCH THE HOLES, INDENTATIONS AND OTHER SURFACE IRREGULARITIES WITH SAND CEMENT PATCHING MORTAR 3000 PSI. FILL AND REPAIR HONEYCOMB AND HOLES AS NECESSARY.
  3. DIMENSION IS 2'-6" FROM ASPHALT TO TOP OF FOUNDATION AND 2'-0" FROM SURROUNDING GROUND TO TOP OF FOUNDATION.
  4. 4000 PSI MIN. 28 DAY COMPRESSIVE STRENGTH CONCRETE WITH GRADE 60 KSI ASTM A-307 REINFORCING STEEL.



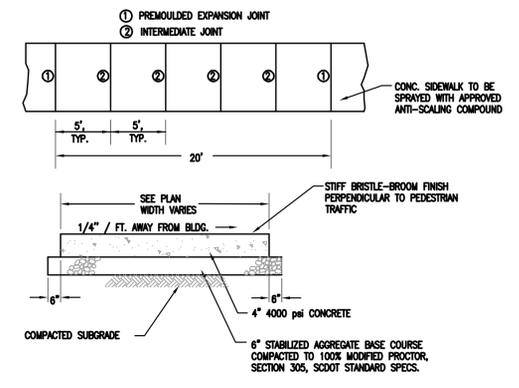
**SITE LUMINAIRE FOUNDATION DETAIL**  
NO SCALE



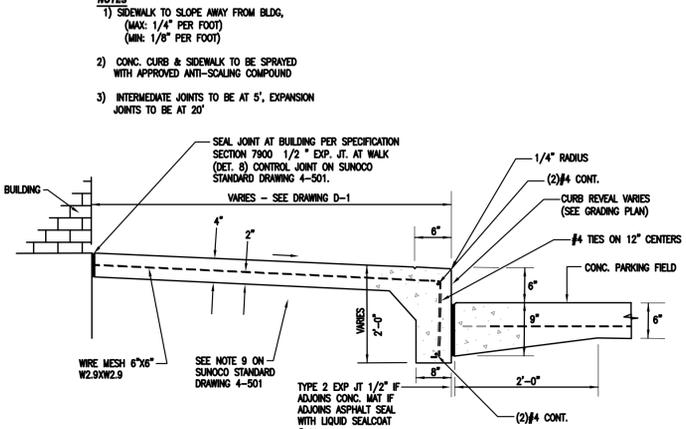
**YARD LIGHT ELEVATION**  
N.T.S.



**WALL MOUNTED SIGN**  
NO SCALE



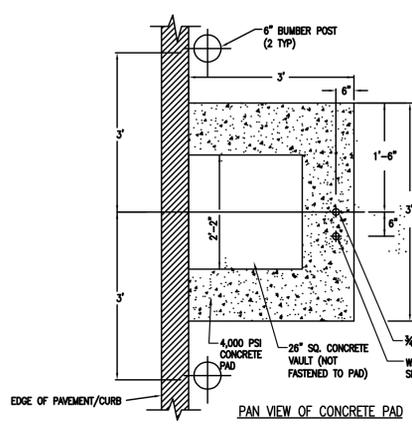
**CONCRETE SIDEWALK SECTION**  
NO SCALE



**SIDEWALK AND CURB ADJOINING DRIVEWAY**  
NO SCALE

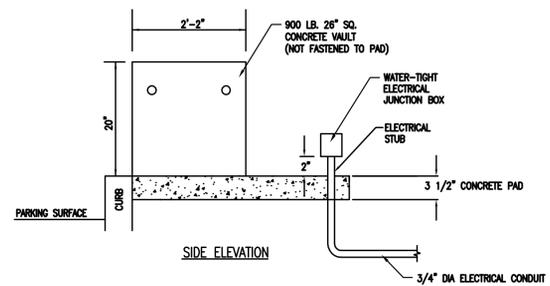
- NOTES:**
- HC LANDING:
- 1) GRADING
    - A) BOTTOM LANDING AREA, CROSS SLOPE AND RUNNING SLOPE NOT TO EXCEED 1:50 (2%).
  - 2) TRUNCATED DOME SPEC:
    - A) ARMOR TILE  
MFG: ENGINEERING PLASTIC, INC.  
300 INTERNATIONAL DRIVE, SUITE 100  
WILLAMSVILLE, NY 14221  
800-682-2525
    - B) SURFACE MOUNTED 2'x5' ARMOR TILE  
1/2" MAX. THICKNESS  
PART NO. ADA-S-3660 (36"x60")  
OTHER SIZES AVAILABLE THROUGH ARMOR TILE
    - C) TILES TO BE COLORED FEDERAL YELLOW (FEDERAL #33538)
  - 3) INSTALLATION INSTRUCTIONS FOR SURFACE MOUNTED TRUNCATED DOMES:  
GRIND SUBSTRATE, REMOVE DUST ON TILE AND SUBSTRATE, APPLY ADHESIVE TO BACK OF TILE, DRILL INTO CONCRETE, INSTALL FASTENERS, CLEAN TILE SURFACE, APPLY PERIMETER SEALANT.
  - 4) TRUNCATED DOMES NOT INSTALLED ON RAMP.
  - 5) TRUNCATED DOMES ARE TO BE 2'-0" MIN. IN DEPTH AND 5'-0" MIN. WIDTH OR ARE TO MATCH WIDTH OF EXISTING RAMP.
- HC SIDEWALK RAMP NOTES:
- 1) CROSS SLOPE SHALL NOT EXCEED 1:50 (2%).
  - 2) RUNNING SLOPE SHALL NOT EXCEED 1:12 (8.33%), SLOPE OF CURB TO FOLLOW RAMP.
  - 3) MAXIMUM SLOPE ON SIDEWALK CURB FLARE SHALL NOT EXCEED 1:10 (10%).
- HC SIDEWALK NOTES:
- 1) SIDEWALKS AND ACCESSIBLE PATHS:
    - A) CROSS SLOPE SHALL NOT EXCEED 1:50 (2%).
    - B) RUNNING SLOPE SHALL NOT EXCEED 1:20 (5%).

**ACCESSIBLE RAMP DETAIL @ BUILDING**  
NO SCALE

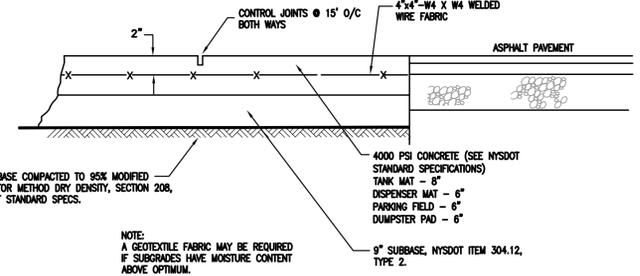


**PAN VIEW OF CONCRETE PAD**

**AIR SERV UNIT VAULT FOUNDATION AND MOUNTING PAD DETAIL (AIR AND/OR VAC NOT SHOWN FOR CLARITY)**  
NO SCALE



- NOTES:**
1. SEE SUNOCO STANDARD DRAWINGS FOR EXPANSION JOINT DETAILS.
  2. THIS DETAIL IS FOR CONCRETE PAVEMENT AND FOR EXTERIOR CONCRETE SLABS.
  3. FOR CANOPY, TANK MATS, AND CONCRETE PARKING AREAS, USE CONCRETE SEAL COAT WITH W.R. MEADOWS VOCOMP-30 PER MANUFACTURER'S INSTALLATION PROCEDURES.
    - A. FOR NEW CANOPY, TANK MATS, AND CONCRETE PARKING, APPLY TWO COATS. FOR WALKWAYS APPLY ONE COAT.
    - B. FOR EXISTING CONCRETE SEALER INSTALLATION, CONCRETE MUST BE CLEAN AND DRY (REMOVE ALL OIL, GREASE, AND DIRT) PRIOR TO INSTALLATION.

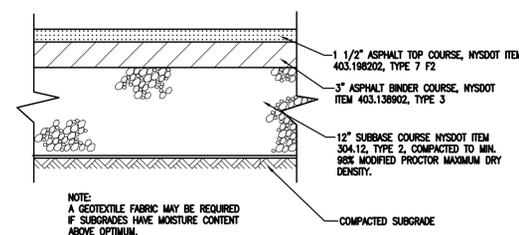


**TYPICAL HEAVY DUTY CONCRETE PAVING**  
NO SCALE

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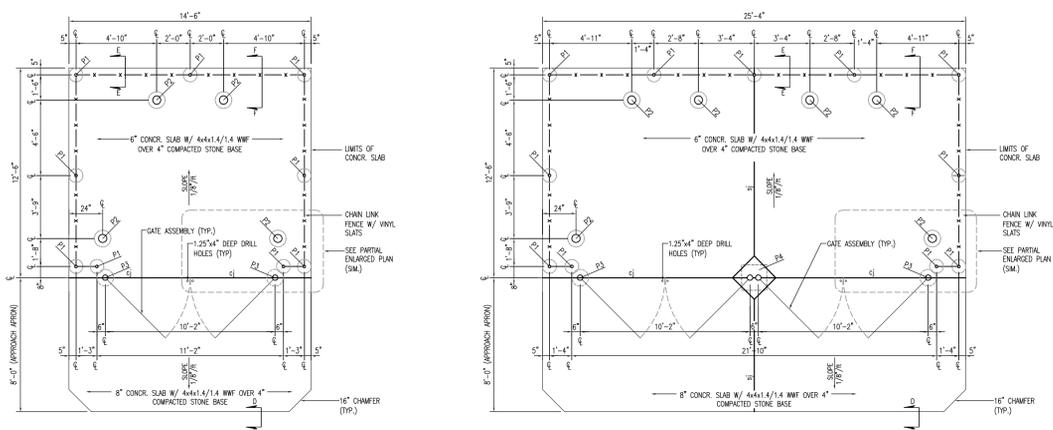
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**TYPICAL ASPHALT PAVEMENT SECTION**  
NO SCALE

REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D BY	APPV'D.
1	12.10.10	REDATE DATE			
<b>SUNOCO, INC.</b> Retail Engineering Exton, PA					
LOCATION: 1255 Arsenal Street Watertown, NY Jefferson County			PROJECT NO. E76021		
MISCELLANEOUS DETAILS					
APPROVED	FACILITY NO.	DRAWING NO.	SCALE	As Noted	REV. NO.
CHECKED B. Burri	0363-9911	DE-3			1
DRAWN T. Bot					
DATE 11/1/10					

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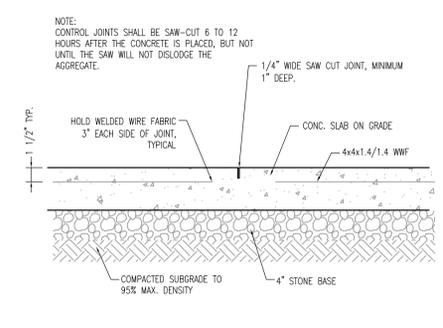


**ENCLOSURE PLAN - SINGLE**  
SCALE: NONE

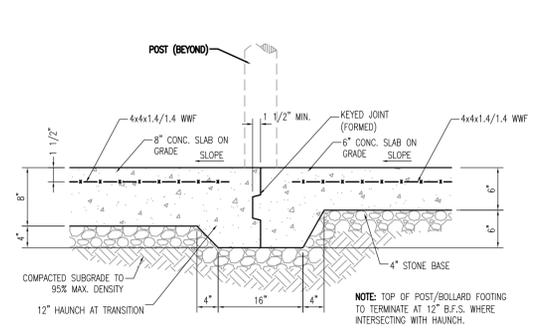
**ENCLOSURE PLAN - DOUBLE**  
SCALE: NONE

MARK	PIPE SIZE	FOOTING SIZE	FOOTING DEPTH	REMARKS	PIPE HEIGHT
P1	2" DIA.	10" DIA.	36" B.F.S.	SEPARATE POUR	6'-0" MIN. A.F.S.
P2	6" DIA.	12" DIA.	36" B.F.S.	SEPARATE POUR	36" A.F.S.
P3	4" DIA.	12" DIA.	48" B.F.S.	SEPARATE POUR	6'-3" A.F.S.
P4	(2) 4" DIA.	18"x18" SQ.	48" B.F.S.	SEPARATE POUR	6'-3" A.F.S.

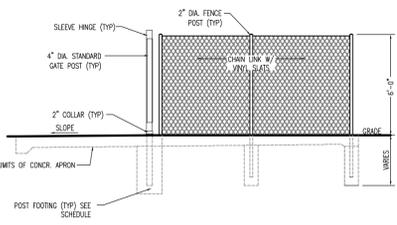
NOTES:  
 1. ALL FOOTINGS SHALL REST ON VIRCON SOILS OR ENGINEERED FILL.  
 2. B.F.S. = BELOW FINISH SLAB.  
 3. VERIFY APRON CONFIGURATION WITH FINAL LAND DEVELOPMENT PLANS.  
 4. ALL POSTS/BOLLARDS SHALL BE GROUTED SOLE WITH DOMED TOPS.  
 5. ALL BACKFILL MATERIALS MUST BE COMPACTED TO 95% MAX. DENSITY.



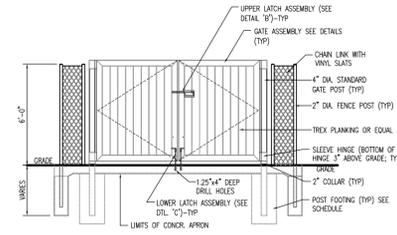
**TYPICAL SAW JOINT DETAIL (sj)**  
SCALE: NONE



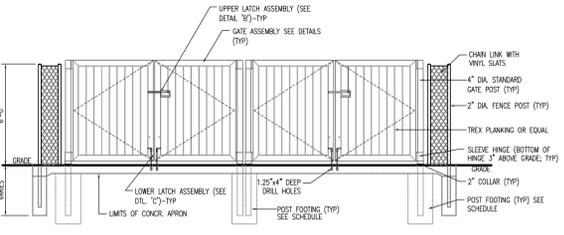
**TYPICAL CONTROL JOINT DETAIL (cj)**  
SCALE: NONE



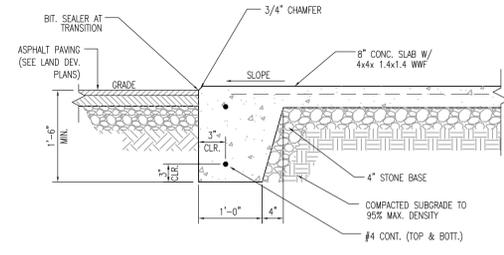
**ENCLOSURE ELEVATION - SIDE (TYP)**  
SCALE: NONE



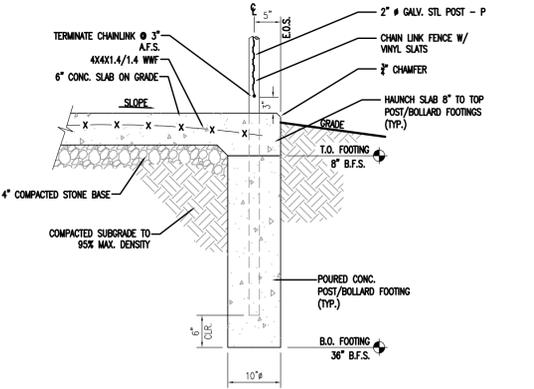
**ENCLOSURE ELEVATION - SINGLE**  
SCALE: NONE



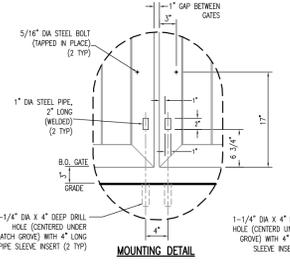
**ENCLOSURE ELEVATION - DOUBLE**  
SCALE: NONE



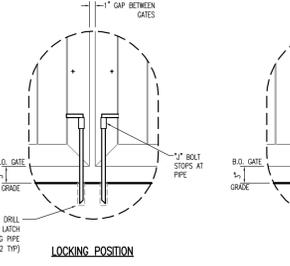
**APRON HAUNCH DETAIL 'D'**  
SCALE: NONE



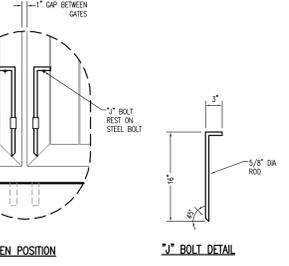
**TYPICAL SECTION 'E'**  
SCALE: NONE



**DETAIL 'C' - BOTTOM LATCH ASSEMBLY**  
SCALE: NONE



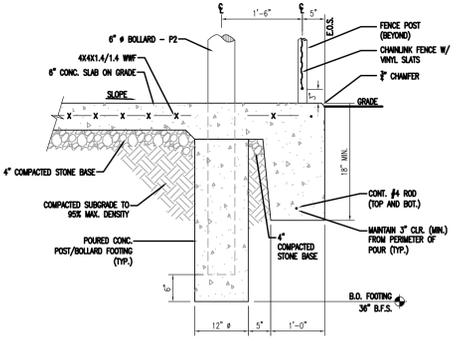
**DETAIL 'B' - UPPER LATCH ASSEMBLY**  
SCALE: NONE



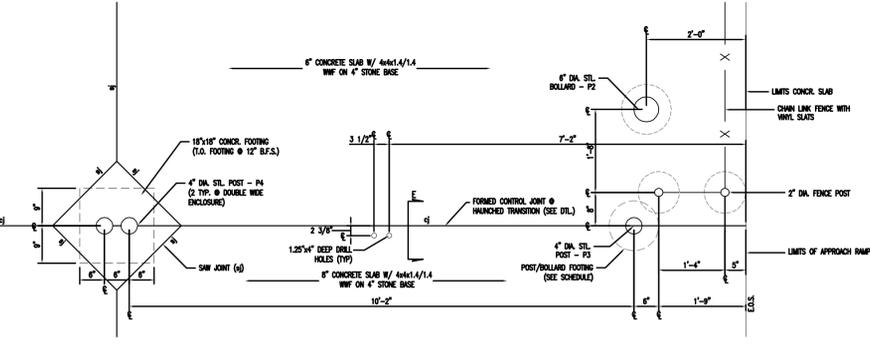
**DETAIL 'A' - GATE ASSEMBLY DETAILS**  
SCALE: NONE



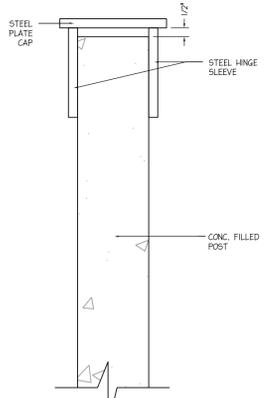
**DETAIL 'J' - BOLT DETAIL**  
SCALE: NONE



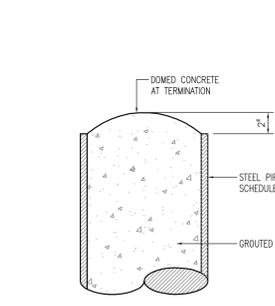
**TYPICAL SECTION 'F'**  
SCALE: NONE



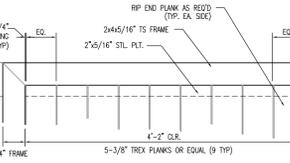
**PARTIAL ENLARGED PLAN**  
SCALE: NONE



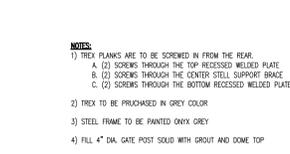
**POST CAP DETAIL**  
SCALE: NONE



**TYP. POST/BOLLARD CAP**  
SCALE: NONE



**PLANKING DETAIL**  
SCALE: NONE



**BRACKET SECTION**  
SCALE: NONE

- NOTES:  
 1) TREX PLANKS ARE TO BE SCREWED FROM THE REAR.  
 2) SCREWS THROUGH THE TOP RECESSED WELDED PLATE.  
 3) SCREWS THROUGH THE CENTER STEEL SUPPORT BRACE.  
 4) SCREWS THROUGH THE BOTTOM RECESSED WELDED PLATE.  
 5) TREX TO BE FINISHED IN GREY COLOR.  
 6) STEEL FRAME TO BE PAINTED WHITE GREY.  
 7) FILL 4" DIA. GATE POST SOLID WITH GROUT AND DOME TOP.

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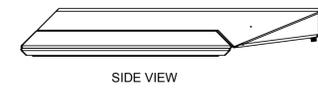
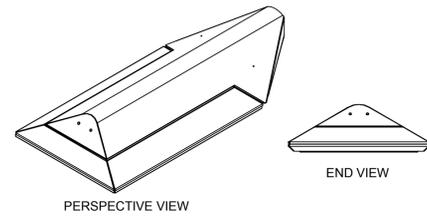
Engineers / Architects / Planners / Surveyors

REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D BY	APP'D.
1	12.18.10	REDATE DATE			
SUNOCO, INC. Retail Engineering Exton, PA					
LOCATION: 1255 Arsenal Street Watertown, NY Jefferson County			PROJECT NO. E76021		
CHAIN LINK FENCE TRASH ENCLOSURE DETAILS					
APPROVED	FACILITY NO.	DRAWING NO.	SCALE	As Noted	
CHECKED B. Burt	0363-9911	DE-4			
DRAWN T. Bolt					
DATE 11/1/10					

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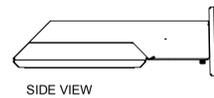
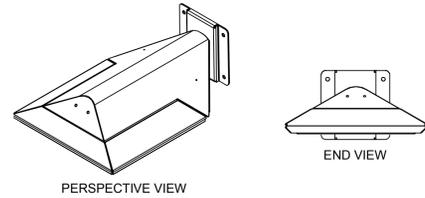
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**XAM3**  
LED Crossover Area Light

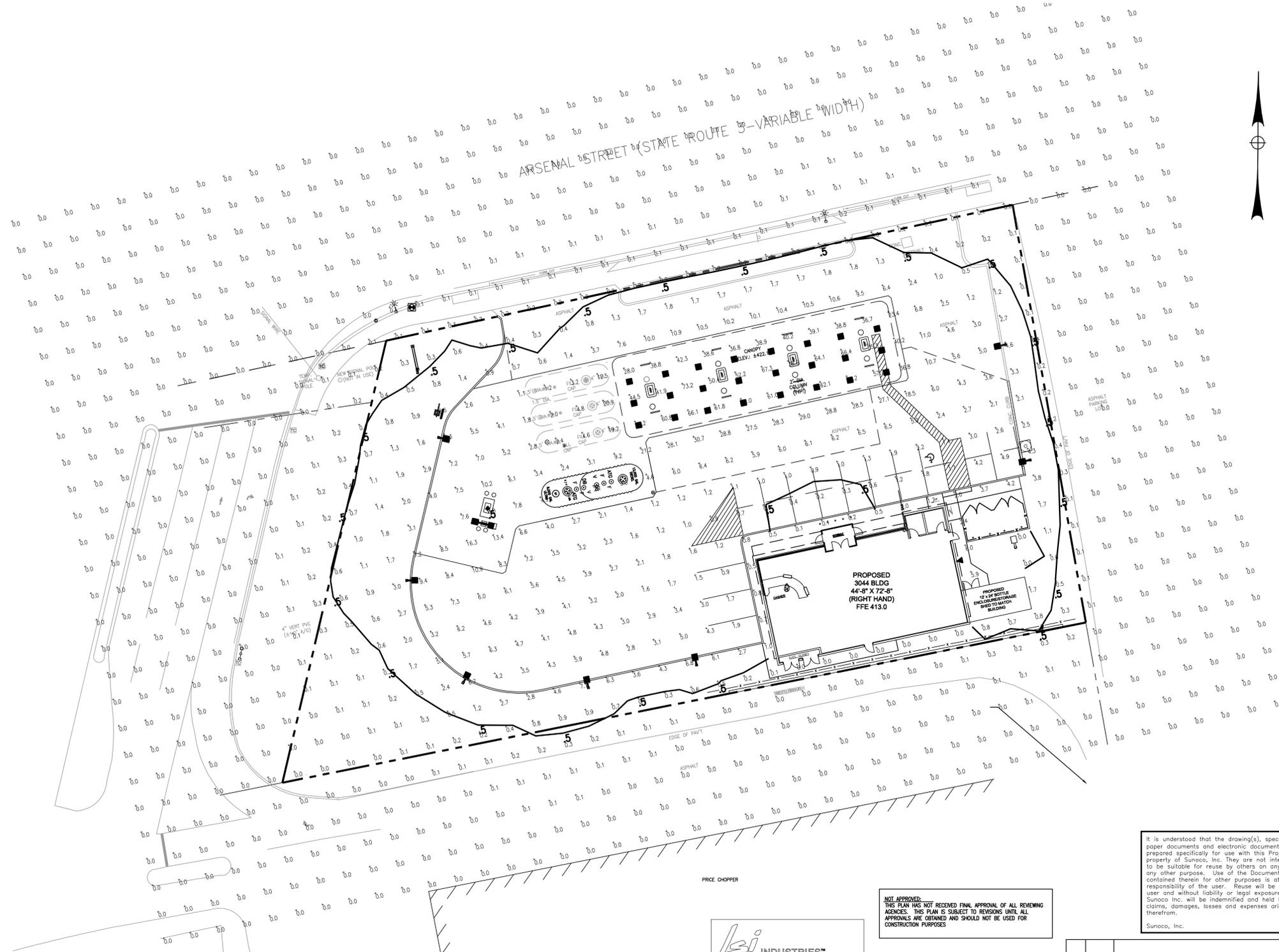


*Crossover*  
**GENERATION 3**

**XAWS**  
LED Crossover Wall Light



*Crossover*  
SOLID-STATE LIGHTING



Symbol	Qty	Label	Arrangement	Description	LLF	Lumens/Lamp	Arr. Lum. Lumens	Arr. Watts
■	24	A	SINGLE	CRO3-S-LED-84-450-CW-UE	1.000	N.A.	9750	128
■	7	B	SINGLE	XAM3-FIT-LED-119-350-CW-UE-HSS-PRE-S-16'POLE+ 2' BASE	1.000	N.A.	7448	138
■	1	C	D180	XAM3-FIT-LED-119-350-CW-UE-D180-16'POLE+ 2' BASE	1.000	N.A.	20056	276
■	1	D	SINGLE	XAWS-FIT-LED-63-CW-UE	1.000	N.A.	5348	75

Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
ALL CALC POINTS	ILLUMINANCE	Fc	2.48	73.2	0.0	N.A.	N.A.
CANOPY	ILLUMINANCE	Fc	48.80	73.2	23.4	2.09	3.13
INSIDE CURB	ILLUMINANCE	Fc	5.48	30.7	0.0	N.A.	N.A.

Total Project Watts  
Total Watts = 4389  
Footcandle levels at grade.

Based on the information provided, all dimensions and luminaire locations shown represent recommended positions. The engineer and/or architect must determine applicability of the layout to existing or future field conditions.  
This lighting pattern represents illumination levels calculated from laboratory data taken under controlled conditions utilizing current industry standard lamp ratings in accordance with Illuminating Engineering Society approved methods. Actual performance of any manufacturer's luminaire may vary due to variation in electrical voltage, tolerance in lamps and other variable field conditions. Calculations do not include obstructions such as buildings, curbs, landscaping, or any other architectural elements unless noted.

**LeI INDUSTRIES™**  
LIGHTING PROPOSAL FOR  
SUNOCO  
1255 ARSENAL ST  
WATERTOWN, NY  
SCALE: 1"=20'  
DATE: 10-21-10  
BY: MKM SHEET OF 1

NOT APPROVED.  
THIS PLAN HAS NOT RECEIVED FINAL APPROVAL OF ALL REVIEWING AGENCIES. THIS PLAN IS SUBJECT TO REVISIONS UNTIL ALL APPROVALS ARE OBTAINED AND SHOULD NOT BE USED FOR CONSTRUCTION PURPOSES.



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Sunoco, Inc.

1	12.10.10	REDATE DATE			
BASED ON CONCEPT PLAN CP-6, REV 7, DATED 5-6-10					
REV. NO.	DATE	REVISIONS	DRAWN BY	CHK'D BY	APP'VD.
<b>SUNOCO, INC.</b> Retail Engineering Exton, PA					
LOCATION: 1255 Arsenal Street Watertown, NY Jefferson County			PROJECT NO. E76021		
LIGHTING PLAN					
SCALE: 1" = 20'-0"					
APPROVED	FACILITY NO.		DRAWING NO.	REV. NO.	
CHECKED B. Burri	0363-9911		LG-1	1	
DRAWN T. Bolt					
DATE 11/1/10					

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7:30 p.m. – Public Hearing  
Local Law No. 5 of 2010

December 15, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Local Law No. 5 of 2010, Annexation of Property  
From Town of Watertown

Attached for City Council consideration is a Local Law annexing a City-owned two acre landlocked parcel from the Town of Watertown. I have attached a copy of a letter received from City Attorney Robert J. Slye that details the situation surrounding this annexation which was initially requested in 1996.

As you can see on the attached map, this parcel is adjacent to a parcel a parcel owned by the City, that is located within the corporate limits of the City. It appears that since 1997 this parcel has been off the tax rolls in the Town of Watertown, but because of this office was unaware that the Town approved the annexation, we never held the Public Hearing to begin the final steps in the annexation process.

A Public Hearing to consider the proposed annexation has been scheduled for December 20, 2010 at 7:30 p.m. in the City Council Chambers. Following the Public Hearing the City Council can consider this Local Law.

This is the first step in the process to complete the annexation. Once this Local Law has been adopted we will need to survey the property, mark the boundaries, create a map, file it with the appropriate authorities, and adopt another Local Law amending the City Charter to incorporate this property into the City's boundaries.

A Local Law Annexing Territory  
from the Town of Watertown

Council Member BURNS, Roxanne M.  
Council Member BUTLER, Joseph M. Jr.  
Council Member MACALUSO, Teresa R.  
Council Member SMITH, Jeffrey M.  
Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

*Introduced by*

Council Member Jeffrey M. Smith

WHEREAS on May 23, 1996, the City of Watertown petitioned for annexation of City-owned vacant territory from the Town of Watertown pursuant to Article 17 of the New York General Municipal Law, said territory being a landlocked 2-acre parcel off Outer Washington Street, and

WHEREAS the Town Board of the Town of Watertown provided appropriate notice of the requested annexation to all involved schools and fire districts pursuant to Article 17 of the New York Municipal Law, and

WHEREAS after a meeting held, upon such notice, on November 6, 1997, the Town Board of the Town of Watertown resolved to consent to the annexation of the City of Watertown parcel, tax parcel No. 91.05-1-12 to the City, and

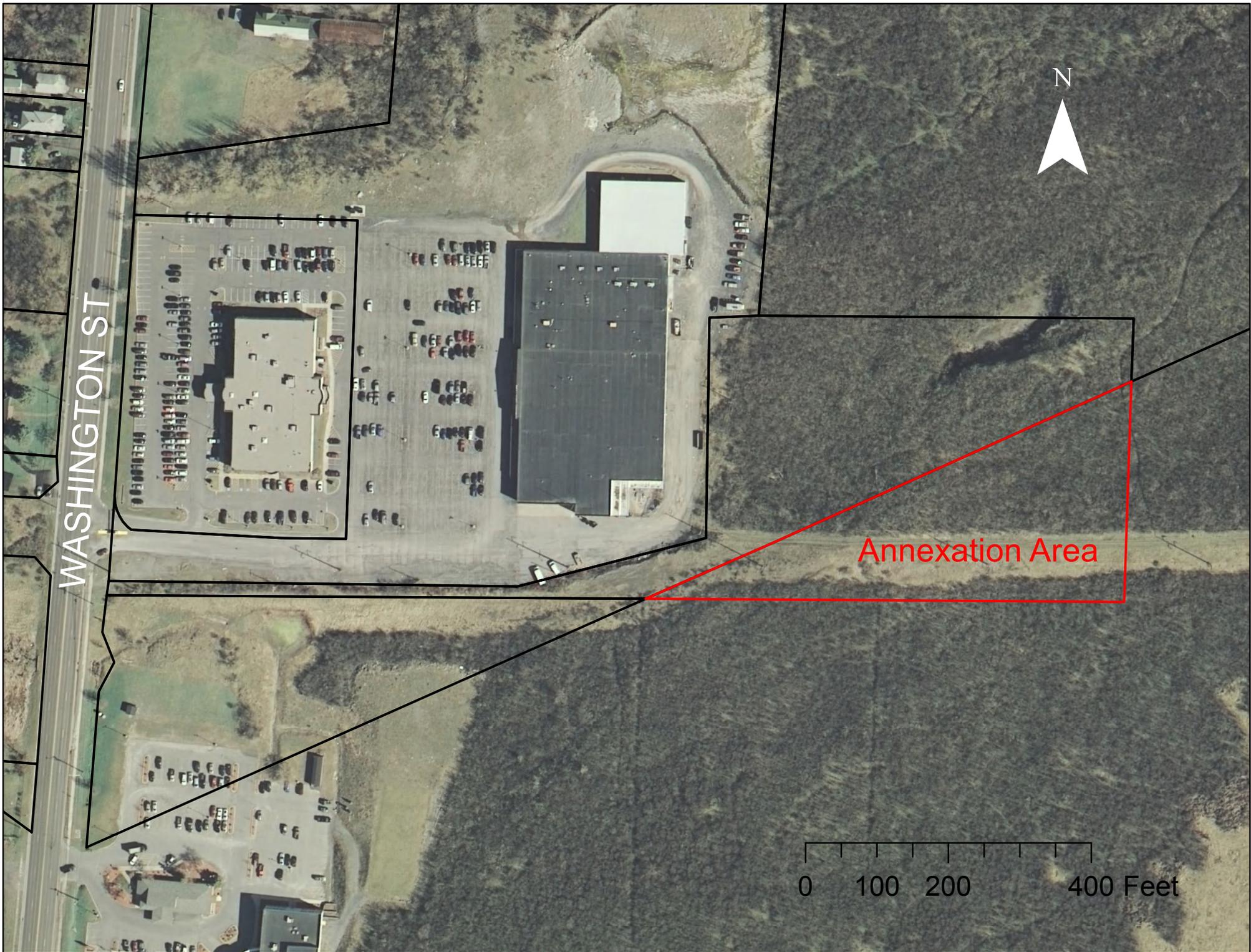
WHEREAS the property was then removed from the Town tax rolls, but a formal annexation of the property, pursuant to Section 714(2) of the New York General Municipal Law, required to be adopted by Local Law by the City, never occurred, and

WHEREAS a public hearing was held on this amendment on December 20, at 7:30 p.m. in the City Council Chambers, and

NOW THEREFORE BE IT FURTHER ENACTED, that the City Council of the City of Watertown, New York hereby annexes City-owned vacant property known as tax parcel No. 91.05-1-12 pursuant to the provisions of Section 706(2) of the New York General Municipal Law.

BE IT FURTHER ENACTED that this Local Law shall take effect immediately upon filing with the New York Secretary of State.

Seconded by Council Member Joseph M. Butler, Jr.



WASHINGTON ST

Annexation Area

N

0 100 200 400 Feet

**SLYE & BURROWS**  
ATTORNEYS AT LAW  
104 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601

ROBERT J. SLYE  
JAMES A. BURROWS  
CHRISTINA E. STONE

(315) 786-0266  
FAX: (315) 786-3488

December 2, 2010

City of Watertown  
245 Washington Street  
Watertown, New York 13601

Attn: Ms. Mary M. Corriveau  
City Manager

**Re: Local Law No. 5 of 2010 (Annexation of Tax Parcel No. 91.05-1-12)**

Dear Ms. Corriveau:

In May of 1996, the City of Watertown petitioned the Town Board of the Town of Watertown for annexation of a City-owned vacant parcel located in the Town of Watertown. The 2-acre parcel is located immediately behind Samaritan Medical Center's property on Outer Washington Street (the old K-Mart property).

In May of 1999, I wrote the City Manager's office, indicating that it was my understanding that the Town Board had declined to permit the City's annexation. I am now provided with resolutions of the Town Board of the Town of Watertown from October and November of 1997, scheduling the meeting approving the annexation, and actually approving it. I have no explanation for the discrepancy, or lapse in time, other than the famous movie line "what we have here is a failure to communicate."

The City's Assessor, Brian Phelps, informs me that the property has long since been removed from the Town's tax rolls. Accordingly, the City has not been paying taxes on the parcel for some time. Its assessed value, in 1996, was \$3,000.00.

To remedy this, we have prepared a Local Law annexing the property pursuant to Section 714(2) of the New York General Municipal Law. We ask that the Local Law be included in the next agenda for the scheduling of a public hearing.

Section 717 of the General Municipal Law requires the City, within a reasonable time after an annexation, "to have a survey to be made of the annexed territory, the boundaries of the same to be marked from monuments, and a map to be made including the annexed territory, which map to be filed in the office of the City Clerk, the County Clerk, and the office of the

City of Watertown  
December 2, 2010  
Page 2

Secretary of State.” In addition to this requirement, it will be necessary to amend Section 2 of the City Charter, by separate Local Law, to include the annexed property.

If you have any questions concerning this matter, please do not hesitate to give me a call.

Very truly yours,

SLYE & BURROWS

By:



Robert J. Slye

RJS/ktl

December 8, 2010

To: The Honorable Mayor and City Council  
 From: James E. Mills, City Comptroller  
 Subject: Tourism Fund

On March 22, 1988 Jefferson County adopted Local Law No. 2 enacting a 3% Hotel or Motel Room Occupancy Tax. The occupancy taxes collected are distributed 49% to the County, 49% to the City or Town in which the tax originated and 2% to the County to defray the expenses administering the tax.

Per the legislation the funds generated through this occupancy tax shall be used only for the purpose of promoting and developing tourism related resources of Jefferson County, its City, towns and villages in order to increase conventions, trade shows and tourism business.

Based on the County's 2011 budget the County realized \$401,338 in revenues for its share of the occupancy tax. On a calendar year basis the City's 2009 revenue would have been \$213,934 which indicates that 53% of the occupancy taxes collected for 2009 were generated in the City.

Quarter Ending	2010	2009	2008	2007
February 28	\$ 38,290	\$ 35,759	\$ 35,066	\$ 22,064
May 31	43,920	58,127	46,705	30,927
August 31	68,039	57,708	64,027	53,105
November 30	??	<u>60,331</u>	<u>56,284</u>	<u>45,923</u>
City Occupancy Tax Revenue	\$ 152,260	\$ 213,934	\$ 204,089	\$ 154,025
County Occupancy Tax Revenue	??	\$ 401,338	\$ 370,161	\$339,210
Percentage of Occupancy Tax generated within City	??	53.31%	55.14%	45.41%
Approximate Gross Hotel Revenues in City	??	\$ 14,553,367	\$ 13,883,582	\$10,477,897
Approximate Gross Hotel Revenues in County	??	\$ 27,301,905	\$ 25,181,020	\$ 23,075,510

The following analysis represents a ten year history of the City's share of the occupancy tax revenues and its use of those funds.

**Analysis of Tourism Revenues and Expenditures**

FY 2000-01 to current

	<u>Budget 2010-</u> <u>11</u>	<u>2009-10</u>	<u>2008-09</u>	<u>2007-08</u>	<u>2006-07</u>	<u>2005-06</u>	<u>2004-05</u>	<u>2003-04</u>	<u>2002-03</u>	<u>2001-02</u>	<u>2000-01</u>
<b><u>Revenues:</u></b>											
Hotel Occupancy Tax	\$ 205,000	\$ 200,250	\$ 214,197	\$ 180,798	\$ 121,492	\$ 96,783	\$ 89,401	\$ 86,770	\$ 73,154	\$ 69,656	\$ 72,434
Interest and Earnings	\$ 825	\$ 1,147	\$ 3,210	\$ 4,777	\$ 4,564	\$ 208	\$ -	\$ -	\$ -	\$ -	\$ 1,642
NYS - Downtown Awareness Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Gifts and Donations	\$ -	\$ 795	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ 205,825	\$ 202,192	\$ 217,407	\$ 185,575	\$ 126,056	\$ 106,991	\$ 89,401	\$ 86,770	\$ 73,154	\$ 69,656	\$ 74,076
<b><u>Expenditures:</u></b>											
Thousand Islands Regional Tourism Development	\$ 35,000	\$ 35,913	\$ -	\$ 24,625	\$ 36,650	\$ 25,850	\$ 22,675	\$ 22,680	\$ 34,400	\$ 33,000	\$ 70,000
Jefferson County Historical Society	\$ 5,000	\$ 5,000	\$ 3,297	\$ 4,537	\$ 7,080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Undesignated budget balance	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Blackwater Development - kayak events	\$ -	\$ -	\$ 5,678	\$ 4,988	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Infinite Media -Library brochures	\$ -	\$ -	\$ -	\$ 7,978	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Christmas Parade	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
Miss NYS Scholarship Pagaent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 4,000	\$ -	\$ -	\$ -
River rock removal	\$ -	\$ -	\$ 11,120	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -
Thompson Park - Mountain lion exhibit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Holiday Decorations	\$ -	\$ 4,471	\$ 5,295	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Capital Fund - Black River Parks Project	\$ -	\$ -	\$ 61,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to Capital Fund - Hole Brothers Project	\$ -	\$ -	\$ 20,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer to General Fund	\$ 255,825	\$ 231,750	\$ 62,500	\$ 49,719	\$ 70,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 34,500	\$ 36,200	\$ 72,500
Total Expenditures	\$ 305,825	\$ 277,134	\$ 169,890	\$ 91,846	\$ 113,730	\$ 83,850	\$ 62,675	\$ 61,680	\$ 68,900	\$ 69,200	\$ 143,000
Net increase / (decrease) in Fund Balance	\$ (100,000)	\$ (74,942)	\$ 47,517	\$ 93,729	\$ 12,326	\$ 23,141	\$ 26,726	\$ 25,090	\$ 4,254	\$ 456	\$ (68,924)
Ending Fund Balance	\$ 59,045	\$ 159,045	\$ 233,987	\$ 186,470	\$ 92,741	\$ 80,416	\$ 57,275	\$ 30,549	\$ 5,458	\$ 1,204	\$ 749
<b><u>General Fund Debt Service related to Tourism:</u></b>											
Thompson Park	\$ 68,981	\$ 71,252	\$ 73,995	\$ 78,555	\$ 80,513	\$ 81,746	\$ 87,491	\$ 89,866	\$ 96,280	\$ 88,364	\$ 97,476
Flower Memorial Library	69,421	71,612	76,377	78,643	98,016	25,990	24,067	24,937	36,322	31,505	34,283
Fairgrounds Complex	90,247	98,689	222,502	204,724	185,510	195,822	166,698	198,089	203,355	198,665	210,662
River Parks	149,940	165,857	159,528	19,620	20,160	20,655	-	-	-	-	-
	\$ 378,589	\$ 407,410	\$ 532,401	\$ 381,541	\$ 384,200	\$ 324,213	\$ 278,256	\$ 312,892	\$ 335,956	\$ 318,533	\$ 342,421
Tourism related debt not funded by occupancy tax	\$ 122,764	\$ 175,660	\$ 469,901	\$ 331,822	\$ 314,200	\$ 289,213	\$ 243,256	\$ 277,892	\$ 301,456	\$ 282,333	\$ 269,921
<b><u>General Fund Debt Service related to Tourism over</u></b>											
<b><u>Next 5 Fiscal Years:</u></b>											
	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>						
Thompson Park	\$ 68,981	\$ 66,051	\$ 64,119	\$ 53,423	\$ 4,510						
Flower Memorial Library	\$ 69,421	\$ 72,121	\$ 56,636	\$ 54,916	\$ 54,176						
Fairgrounds Complex	\$ 90,247	\$ 87,283	\$ 48,258	\$ 33,618	\$ 10,778						
River Parks	\$ 149,940	\$ 131,500	\$ 77,515	\$ 7,063	\$ 6,898						
	\$ 378,589	\$ 356,955	\$ 246,528	\$ 149,020	\$ 76,361						

December 16, 2010

To: Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Margin Parking Legislation, Vehicles and Traffic

At the request of Council Member Roxanne M. Burns, I asked a group of City Staff members to look at the issue of parking in the street margin. The Committee did research to see how other communities addressed this issue. After much discussion, and review by City Attorney Robert J. Slye, they have submitted for City Council review the attached amendments to the City Code section 293, Vehicles and Traffic.

This proposed legislative amendment would prohibit any parking within or upon any margin, at any time. If the City Council wants to consider any exceptions to the prohibition against margin parking, then the new Section 293-21 D would need to be amended.

**SLYE & BURROWS**

**MEMORANDUM**

TO: Margin Parking Ad Hoc Committee  
FROM: Robert J. Slye  
DATE: December 6, 2010  
RE: Margin Parking Legislation

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After reviewing the relevant portions of the City Code, the following represents a proposal to eliminate margin parking on a year-round basis.

1. §293-1 Amendment.

B. "Margin." [new definition]

That portion of the street located between the curbline and the adjacent property lines. If a sidewalk is constructed in that portion of the street, the term includes the sidewalk.

2. §293-21.

C. Amend section to remove the phrase "or road."

D. [New] – Parking prohibited at margins.

No person shall park any vehicle within or upon any margin at any time.

December 15, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Sales Tax Revenue – November 2010

Today, the City received the monthly sales tax revenue numbers from Jefferson County. In comparison to November 2009, the November 2010 sales tax numbers are up \$146,832 or 13.90%, actual to actual for the month. In comparison to our budget projection for the month of November, the sales tax numbers are up \$141,496 or 13.33%.

This is a monthly payment; the next quarter end, true-up payment for the fiscal year will be available in January. Year to date, actual to actual receipts are up \$562,661 or 9.21%. Year to date, budget to actual receipts are up \$531,797 or 8.66%.

The spreadsheet shows the detail collections for this year and last year, along with the budgeted numbers. Collections for Fiscal Year's 2007-2008 and 2008-2009 have been added to provide historical prospective.

## Sales Tax Collections

through November 2010

	<u>Actual 2007-08</u>	<u>Actual 2008-09</u>	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Variance</u>	<u>% Inc/(Dec)to Prior Year</u>
July	\$ 1,202,556	\$ 1,276,583	\$ 1,054,235	\$ 1,294,030	\$ 239,795	22.75%
August	\$ 1,150,965	\$ 1,268,437	\$ 1,111,868	\$ 1,250,127	\$ 138,260	12.43%
September	\$ 1,777,545	\$ 1,529,231	\$ 1,805,736	\$ 1,777,374	\$ (28,362)	-1.57%
October	\$ 1,041,228	\$ 1,103,267	\$ 1,081,394	\$ 1,147,531	\$ 66,137	6.12%
November	\$ 1,089,851	\$ 1,106,240	\$ 1,056,203	\$ 1,203,035	\$ 146,832	13.90%
December	\$ 1,554,307	\$ 1,413,485	\$ 1,606,018	\$ -	\$ -	0.00%
January	\$ 1,055,815	\$ 1,073,261	\$ 1,103,884	\$ -	\$ -	0.00%
February	\$ 925,894	\$ 843,971	\$ 921,272	\$ -	\$ -	0.00%
March	\$ 1,591,250	\$ 1,458,063	\$ 1,572,098	\$ -	\$ -	0.00%
April	\$ 1,044,484	\$ 954,271	\$ 1,121,188	\$ -	\$ -	0.00%
May	\$ 1,070,945	\$ 960,159	\$ 1,079,512	\$ -	\$ -	0.00%
June	\$ 1,689,660	\$ 1,479,763	\$ 1,709,687	\$ -	\$ -	0.00%
YTD	<u>\$ 15,194,501</u>	<u>\$ 14,466,732</u>	<u>\$ 15,223,095</u>	<u>\$ 6,672,097</u>	<u>\$ 562,661</u>	<u>9.21%</u>

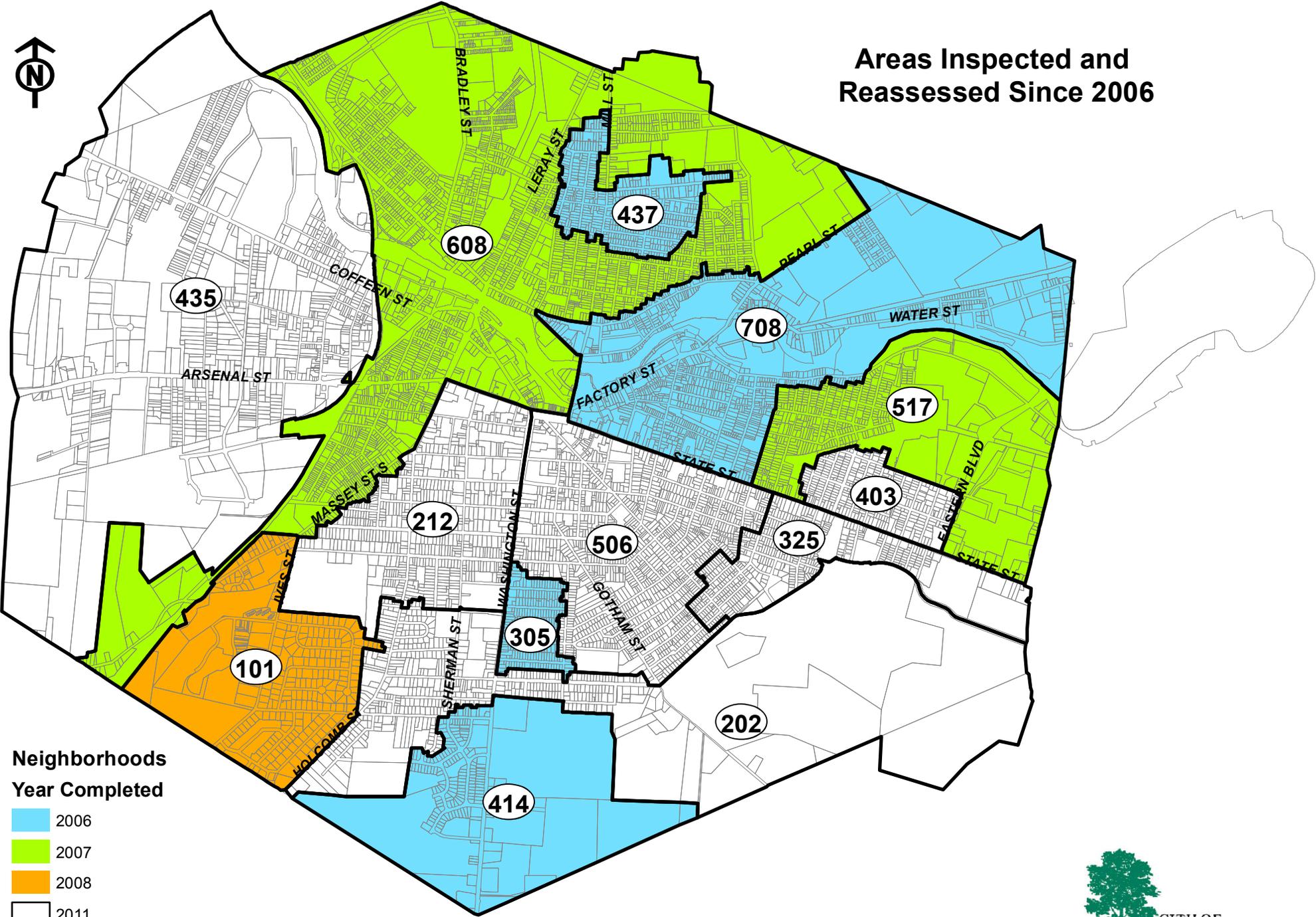
	<u>Budget 2010-11</u>	<u>Actual 2010-11</u>	<u>Variance</u>	<u>%</u>
July	\$ 1,059,561	\$ 1,294,030	\$ 234,469	22.13%
August	\$ 1,117,485	\$ 1,250,127	\$ 132,643	11.87%
September	\$ 1,814,859	\$ 1,777,374	\$ (37,485)	-2.07%
October	\$ 1,086,857	\$ 1,147,531	\$ 60,674	5.58%
November	\$ 1,061,538	\$ 1,203,035	\$ 141,496	13.33%
December	\$ 1,614,131	\$ -	\$ -	0.00%
January	\$ 1,109,461	\$ -	\$ -	0.00%
February	\$ 925,926	\$ -	\$ -	0.00%
March	\$ 1,580,040	\$ -	\$ -	0.00%
April	\$ 1,126,852	\$ -	\$ -	0.00%
May	\$ 1,084,966	\$ -	\$ -	0.00%
June	\$ 1,718,325	\$ -	\$ -	0.00%
YTD	<u>\$ 15,300,000</u>	<u>\$ 6,672,097</u>	<u>\$ 531,797</u>	<u>8.66%</u>

December 16, 2010

To: Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Reassessment Map

At the December 13, 2010 city Council work session, City Assessor Brian Phelps made a presentation to the City Council regarding the revaluations that have been done for the 2011 City Tax Roll. The Council asked that they be provided with a map that delineated the areas, by year, that have been revalued in the City. As a follow-up to my email to the Council on Tuesday, attached is a hard copy of the map.

# Areas Inspected and Reassessed Since 2006



December 14, 2010

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Quarterly Financial Report

Attached for City Council review is the Financial Report for the quarter ended September 2010.

**CITY OF WATERTOWN  
FY 2010/11 FINANCIAL REPORT (UNAUDITED)  
THROUGH THE FISCAL YEAR ENDED SEPTEMBER 30, 2010**

**GENERAL FUND SUMMARY**

General Fund Summary	2010-11 Revised Budget	YTD Actual	%	Prior YTD Actual	2009-10 Actual
Revenues	\$ 35,085,878	\$ 12,938,108	36.88%	\$ 12,506,327	\$ 35,036,788
Expenditures	\$ 36,326,322	\$ 6,494,712	17.88%	\$ 6,668,068	\$ 34,326,934
Net Change in Fund Balance	\$ (1,240,444)	\$ 6,443,396		\$ 5,838,259	\$ 709,854

**GENERAL FUND REVENUES**

General fund revenues are up \$431,781 or 3.45% compared to last year due mostly to the increase in sales tax (\$349,692) and tax levy (\$143,536). The 10 largest general fund budgeted revenues account for over 92% of the total general fund revenues. A summary of general fund revenues is as follows:

GENERAL FUND REVENUES	2010-11 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Sept. = 25%)	Prior Y-T-D	2009-10 Actual
State Admin. Sales & Use Tax	\$ 15,300,000	\$ 4,321,532	28.25%	\$ 3,971,839	\$ 15,223,095
Real Property Taxes(net of reserve)	\$ 7,410,974	\$ 7,497,055	101.16%	\$ 7,351,927	\$ 7,316,832
State Aid, Per Capita	\$ 4,835,667	\$ -	0.00%	\$ -	\$ 4,988,373
Sale of Surplus Power	\$ 3,156,000	\$ 333,601	10.57%	\$ 451,841	\$ 2,706,571
Refuse and Garbage Charges	\$ 693,000	\$ 214,164	30.90%	\$ 156,180	\$ 698,933
State Aid, Mortgage Tax	\$ 400,000	\$ -	0.00%	\$ -	\$ 398,710
Utilities Gross Income Tax	\$ 318,000	\$ 71,411	22.46%	\$ 45,643	\$ 346,709
Interest and Earnings	\$ 127,000	\$ 24,166	19.03%	\$ 34,107	\$ 108,037
Payments in Lieu of Taxes	\$ 126,770	\$ 124,232	98.00%	\$ 124,117	\$ 128,018
Interest/Penalties on Property Taxes	\$ 110,000	\$ 9,068	8.24%	\$ 9,181	\$ 115,443
Subtotal	\$ 32,477,411	\$ 12,595,227	38.78%	\$ 12,144,835	\$ 32,030,719
All Other General Fund Revenues	\$ 2,608,467	\$ 342,881	13.14%	\$ 361,493	\$ 3,006,069
Total	\$ 35,085,878	\$ 12,938,108	36.88%	\$ 12,506,327	\$ 35,036,788

**Real Property Tax Collections:** Gross property tax revenue for FY 10-11 is \$7,487,431 of which \$372,616 or 4.98% remained uncollected at the end of the quarter. Adjusted for the 218 Stone Street parcel owned by MGNH the outstanding amount is \$273,934 or 3.66%. Last year at this time \$365,602 or 4.88% of the gross property tax revenue of \$7,343,895 remained uncollected.

participation of outside investors at the City tax sale certificate auctions the City continues to realize a decrease in the number of tax sale certificates held by being the default bidder and thus a lower amount of revenue from interest and penalties on tax sale certificate redemptions.

**Sales Tax Revenue:** The City's sales tax collections are above last year's actual results by \$349,692 or 8.80%. Compared to the adopted budget, revenue is up \$329,627 or 8.26%.

**Sale of Surplus Power:** The City's sale of surplus power is down compared to last year by \$118,240 or 26.17%. Compared to FY 2008/09 revenue is down \$397,614 or 54.38%.

**Utilities Gross Income Tax Revenue:** Under General Municipal Law, the City imposes a 1% tax on the gross income from every utility doing business in the City. Revenue is up compared to last year by \$ 25,767 or 56.45% due in part to the disputed method in which National Grid was remitting gross receipt taxes to municipalities.

**Mortgage Tax Revenue:** The City receives 1/2% tax for each mortgage recorded on property located within the City. The City has not yet received the next semi-annual payment from the County.

**CITY OF WATERTOWN  
FY 2010/11 FINANCIAL REPORT (UNAUDITED)  
THROUGH THE FISCAL YEAR ENDED SEPTEMBER 30, 2010**

**GENERAL FUND EXPENDITURES**

The following 10 departments / categories represent 86% of the General Fund budgeted expenditures. General fund expenditures are down by \$173,357 or 2.60% compared to last year.

GENERAL FUND EXPENDITURES	2010-11 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Sept. = 25%)	Prior Y-T-D	2009-10 Actual (Unaudited)
Fire	\$ 7,986,475	\$ 1,459,122	18.27%	\$ 1,436,378	\$ 7,397,772
Police	\$ 7,138,059	\$ 1,253,727	17.56%	\$ 1,184,366	\$ 6,617,824
Department of Public Works	\$ 5,103,365	\$ 855,257	16.76%	\$ 813,739	\$ 4,772,466
Debt Service	\$ 3,444,674	\$ 443,402	12.87%	\$ 524,400	\$ 3,794,158
Health Insurance-Retirees	\$ 3,181,827	\$ 775,733	24.38%	\$ 799,720	\$ 3,234,349
Parks and Recreation	\$ 1,151,161	\$ 312,337	27.13%	\$ 353,550	\$ 1,130,807
Library Transfer	\$ 1,066,499	\$ 168,000	15.75%	\$ 205,000	\$ 984,210
Traffic Control & Lighting	\$ 787,972	\$ 133,260	16.91%	\$ 126,010	\$ 756,213
Bus	\$ 747,549	\$ 140,342	18.77%	\$ 168,466	\$ 801,267
Transfer to Capital Projects	\$ 580,000	\$ 58,039	10.01%	\$ 102,102	\$ 381,404
SUBTOTAL	\$ 31,187,582	\$ 5,599,220	17.95%	\$ 5,713,732	\$ 29,870,470
All Other Departments/Transfers	\$ 5,138,741	\$ 895,492	17.43%	\$ 954,337	\$ 4,456,464
TOTAL	\$ 36,326,322	\$ 6,494,712	17.88%	\$ 6,668,068	\$ 34,326,934

86%

**GENERAL FUND - PERSONAL SERVICES**

Personal service expenditures account for over 41% of the general fund budgeted expenditures. The following table presents the 10 largest departmental budgeted personal services. These 10 departments represent nearly 83% of the budgeted general fund personal service expenditures. Fire department overtime was down compared to last year by \$26,637 or 8.74%. Police department overtime was down \$24,924 or 10.07%.

Department	2010-11 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Sept. = 25%)	Prior Y-T-D	2009-10 Actual (Unaudited)
Fire	\$ 5,073,379	\$ 1,041,580	20.53%	\$ 4,941,762	\$ 4,941,762
Police	\$ 4,318,971	\$ 832,551	19.28%	\$ 4,316,723	\$ 4,316,723
DPW Snow Removal	\$ 496,408	\$ -	0.00%	\$ 538,137	\$ 538,137
Engineering	\$ 491,190	\$ 89,250	18.17%	\$ 524,419	\$ 524,419
DPW Administration	\$ 364,732	\$ 73,562	20.17%	\$ 72,802	\$ 345,767
Municipal Executive	\$ 344,271	\$ 51,909	15.08%	\$ 71,841	\$ 423,255
DPW Refuse & Garbage	\$ 343,045	\$ 77,570	22.61%	\$ 57,308	\$ 280,935
DPW Central Garage	\$ 328,094	\$ 64,571	19.68%	\$ 64,653	\$ 313,153
Bus	\$ 308,067	\$ 60,335	19.58%	\$ 63,759	\$ 313,452
Comptroller	\$ 303,535	\$ 60,553	19.95%	\$ 61,064	\$ 292,815
SUBTOTAL	\$ 12,371,692	\$ 2,351,880	19.01%	\$ 10,712,468	\$ 12,290,418
All Other Departments	\$ 2,565,899	\$ 659,318	25.70%	\$ 700,234	\$ 2,437,665
TOTAL	\$ 14,937,591	\$ 3,011,198	20.16%	\$ 11,412,703	\$ 14,728,083

**CITY OF WATERTOWN  
 FY 2010/11 FINANCIAL REPORT (UNAUDITED)  
 THROUGH THE FISCAL YEAR ENDED SEPTEMBER 30, 2010**

**WATER FUND**

Revenues were higher compared to last year by \$103,276 or 11.22%. The quarterly bill for September to DANC was up \$17,993 or 14.38% compared to the same quarter last year. Expenditures are higher by \$44,381 or 5.429% compared to last year.

	2010-11		Y-T-D % of Budget		2009-10
Water Fund Summary	Revised Budget	Y-T-D Actual	(Sept. = 25%)	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 4,609,475	\$ 1,023,525	22.20%	\$ 920,249	\$ 4,621,827
Expenditures	\$ 4,696,812	\$ 863,098	18.38%	\$ 818,717	\$ 4,464,276
Net Change in Fund Balance	\$ (87,337)	\$ 160,427		\$ 101,531	\$ 157,551

**SEWER FUND**

Revenues have increased from last year, up \$84,977 or 9.45%. Revenues from tanker hauled sludge and leachate have increased \$39,221 or 55.52%. Expenditures have decreased by \$33,678 or 3.83% compared to last year.

	2010-11		Y-T-D % of Budget		2009-10
Sewer Fund Summary	Revised Budget	Y-T-D Actual	(Sept. = 25%)	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 4,461,500	\$ 984,630	22.07%	\$ 899,653	\$ 4,802,797
Expenditures	\$ 4,325,062	\$ 844,625	19.53%	\$ 878,303	\$ 4,302,426
Net Change in Fund Balance	\$ 136,438	\$ 140,005		\$ 21,350	\$ 500,370

**LIBRARY FUND**

Excluding the transfer from the General Fund, revenues are up compared to last year by \$618 or 2.17%. Expenditures were down by \$6,414 or 3.08% compared to last year.

	2010-11		Y-T-D % of Budget		2009-10
Library Fund Summary	Revised Budget	Y-T-D Actual	(Sept. = 25%)	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 1,133,423	\$ 197,128	17.39%	\$ 233,510	\$ 1,052,422
Expenditures	\$ 1,173,704	\$ 201,533	17.17%	\$ 207,947	\$ 1,053,916
Net Change in Fund Balance	\$ (40,281)	\$ (4,406)		\$ 25,563	\$ (1,494)

The majority of the Library revenues shown in this fund are a result of the library transfer expense (\$168,000) shown up above in the General Fund Expenditures section. All available library revenues such as fines and grants are utilized prior to any transfer from the General Fund.

**SELF-INSURANCE FUND**

Revenues are downup compared to last year by \$141,390 or 7.37%. Expenditures were up by \$525,330 or 45.73% compared to last year.

	2010-11		Y-T-D % of Budget		2009-10
Self-Insurance Fund Summary	Revised Budget	Y-T-D Actual	(Sept. = 25%)	Prior Y-T-D	Actual (Unaudited)
Revenues	\$ 7,559,936	\$ 1,778,101	23.52%	\$ 1,919,490	\$ 8,326,132
Expenditures	\$ 7,849,936	\$ 1,674,130	21.33%	\$ 1,148,800	\$ 7,531,785
Net Change in Fund Balance	\$ (290,000)	\$ 103,971		\$ 770,691	\$ 794,347

**CITY OF WATERTOWN**  
**FY 2010/11 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED SEPTEMBER 30, 2010**

	2010-11 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Sept. = 25%)	Prior Y-T-D	2009-10 Actual	Current YTD vs. Prior YTD	
						Variance	%
<b>General Fund Revenues</b>							
Real Property Taxes	\$ 7,487,424	\$ 7,487,431	100.00%	\$ 7,343,895	\$ 7,343,895	\$ 143,536	1.95%
Special Assessments (sidewalks)	\$ 13,550	\$ 9,624	71.03%	\$ 8,032	\$ 10,463	\$ 1,592	19.82%
Real Property Tax Reserve	\$ (90,000)	\$ -	0.00%	\$ -	\$ (37,526)	\$ -	0.00%
Federal Payments in Lieu of Taxes	\$ 25,500	\$ -	0.00%	\$ -	\$ 31,102	\$ -	0.00%
Other Payments in Lieu of Taxes	\$ 101,270	\$ 124,232	122.67%	\$ 124,117	\$ 96,915	\$ 115	0.09%
Interest/Penalties on Property Taxes	\$ 110,000	\$ 9,068	8.24%	\$ 9,181	\$ 115,443	\$ (113)	-1.23%
State Admin. Sales & Use Tax	\$ 15,300,000	\$ 4,321,532	28.25%	\$ 3,971,839	\$ 15,223,095	\$ 349,692	8.80%
Utilities Gross Income Tax	\$ 318,000	\$ 71,411	22.46%	\$ 45,643	\$ 346,709	\$ 25,767	56.45%
Franchises	\$ 434,700	\$ 70,342	16.18%	\$ 67,815	\$ 415,047	\$ 2,527	3.73%
Tax Sale Advertising	\$ 12,000	\$ -	0.00%	\$ -	\$ 13,080	\$ -	0.00%
Comptroller's Fees	\$ 7,500	\$ 2,055	27.40%	\$ 1,870	\$ 7,192	\$ 185	9.89%
Assessor's Fees	\$ 375	\$ 5	1.27%	\$ 9	\$ 543	\$ (4)	-47.22%
Clerk Fees	\$ 115,000	\$ 29,246	25.43%	\$ 26,661	\$ 103,829	\$ 2,585	9.69%
Civil Service Fees	\$ 1,200	\$ -	0.00%	\$ -	\$ 3,397	\$ -	0.00%
Police Fees	\$ 4,000	\$ 429	10.71%	\$ 752	\$ 4,109	\$ (324)	-43.02%
Demolition Charges	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Public Works Fees	\$ 80,000	\$ 38,624	48.28%	\$ 24,565	\$ 94,879	\$ 14,059	57.23%
DPW Charges - Fuel	\$ 25,695	\$ 4,048	15.75%	\$ 3,671	\$ 22,032	\$ 377	10.26%
Bus Fares	\$ 165,000	\$ 35,388	21.45%	\$ 41,396	\$ 158,874	\$ (6,008)	-14.51%
Bus Advertising	\$ 7,500	\$ 7,255	96.73%	\$ 1,030	\$ 4,872	\$ 6,225	604.37%
Parks & Recreation Charges	\$ 7,500	\$ 1,714	22.85%	\$ 3,050	\$ 11,874	\$ (1,336)	-43.81%
Recreation Concessions	\$ 35,000	\$ 4,382	12.52%	\$ 732	\$ 35,363	\$ 3,650	498.45%
Special Recreation Facility Charges	\$ -	\$ -	0.00%	\$ 12,000	\$ 24,000	\$ (12,000)	-100.00%
Pool Fees	\$ 500	\$ -	0.00%	\$ -	\$ 337	\$ -	0.00%
Arena Fees	\$ 121,600	\$ -	0.00%	\$ 7,725	\$ 106,861	\$ (7,725)	-100.00%
Skating Rink Charges	\$ 50,000	\$ -	0.00%	\$ -	\$ 50,800	\$ -	0.00%
Zoning Fees	\$ 3,000	\$ 650	21.67%	\$ 550	\$ 2,925	\$ 100	18.18%
Refuse and Garbage Charges	\$ 500,000	\$ 129,568	25.91%	\$ 122,188	\$ 497,138	\$ 7,380	6.04%
Toter Fees	\$ 193,000	\$ 84,596	43.83%	\$ 33,992	\$ 201,795	\$ 50,604	148.87%
Sale of Surplus Power	\$ 3,156,000	\$ 333,601	10.57%	\$ 451,841	\$ 2,706,571	\$ (118,240)	-26.17%
Taxes/Assessment Svcs. Other Govt.	\$ 4,495	\$ -	0.00%	\$ 4,502	\$ 4,502	\$ (4,502)	-100.00%
Civil Service Charges-School District	\$ 26,600	\$ -	0.00%	\$ -	\$ 27,085	\$ -	0.00%
Police Services	\$ 92,775	\$ 12,500	13.47%	\$ 14,019	\$ 91,814	\$ (1,519)	-10.84%
Transportation Services, Other Govts.	\$ -	\$ -	0.00%	\$ -	\$ 10,000	\$ -	0.00%
Misc. Revenues, Other Govts.	\$ -	\$ -	0.00%	\$ -	\$ 15,916	\$ -	0.00%
Interest and Earnings	\$ 127,000	\$ 24,166	19.03%	\$ 34,107	\$ 108,037	\$ (9,941)	-29.15%
Rental of Real Property	\$ 53,550	\$ 16,479	30.77%	\$ 4,479	\$ 27,115	\$ 12,000	267.92%
Business and Occupational Licenses	\$ 6,000	\$ 2,300	38.33%	\$ 2,250	\$ 6,087	\$ 50	2.22%
Games of Chance Licenses	\$ 100	\$ 10	10.00%	\$ -	\$ 80	\$ 10	#DIV/0!
Bingo Licenses	\$ 4,000	\$ 2,169	54.22%	\$ 727	\$ 3,778	\$ 1,442	198.45%
Building & Alterations Permits	\$ 50,000	\$ 9,599	19.20%	\$ 8,569	\$ 40,644	\$ 1,031	12.03%
City Permits	\$ 17,000	\$ 75	0.44%	\$ 825	\$ 18,928	\$ (750)	-90.91%
Plumbing Permits	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Sanitary Sewer Permits	\$ 2,000	\$ 810	40.50%	\$ 160	\$ 13,715	\$ 650	406.25%
Storm Sewer Permits	\$ 500	\$ -	0.00%	\$ 75	\$ 950	\$ (75)	-100.00%
Fines & Forfeited Bail	\$ 135,000	\$ 15,321	11.35%	\$ 22,100	\$ 106,463	\$ (6,779)	-30.67%
Scrap & Excess Materials Sale	\$ 4,500	\$ 12,330	274.01%	\$ 310	\$ 9,211	\$ 12,020	3876.22%
Minor Sales	\$ -	\$ -	0.00%	\$ -	\$ 32	\$ -	0.00%
Sale of Real Property	\$ 5,000	\$ 888	17.75%	\$ 13	\$ 17,191	\$ 874	6598.26%
Sale of Equipment	\$ 5,000	\$ -	0.00%	\$ -	\$ 16,383	\$ -	0.00%
Insurance Recoveries	\$ 22,500	\$ -	0.00%	\$ 1,103	\$ 13,842	\$ (1,103)	-100.00%
Other Compensation for Loss	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Refund of Prior Year Expense	\$ 5,000	\$ 373	7.47%	\$ 1,980	\$ 2,079	\$ (1,606)	-81.14%
Gifts & Donations	\$ 5,000	\$ 1,000	20.00%	\$ -	\$ 18,407	\$ 1,000	#DIV/0!
Other Unclassified Revenues	\$ 1,000	\$ 2,429	242.85%	\$ 1	\$ 406	\$ 2,428	240349.50%
Central Printing & Mailing	\$ 2,700	\$ 803	29.75%	\$ 627	\$ 2,809	\$ 176	28.05%
Central Garage	\$ 85,000	\$ 24,418	28.73%	\$ 24,368	\$ 85,470	\$ 50	0.21%
State Aid, Per Capita	\$ 4,835,667	\$ -	0.00%	\$ -	\$ 4,988,373	\$ -	0.00%
State Aid, Real Property Tax Law	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
State Aid, Mortgage Tax	\$ 400,000	\$ -	0.00%	\$ -	\$ 398,710	\$ -	0.00%
State Aid, STAR	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
State Aid, Records Management	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
State Aid, Other	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%

**CITY OF WATERTOWN  
FY 2010/11 FINANCIAL REPORT (UNAUDITED)  
THROUGH THE FISCAL YEAR ENDED SEPTEMBER 30, 2010**

	2010-11 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Sept. = 25%)	Prior Y-T-D	2009-10 Actual	Current YTD vs. Prior YTD	
						Variance	%
State Reimbursement-Worker's Comp.	\$ 65,000	\$ -	0.00%	\$ -	\$ 60,110	\$ -	0.00%
State Reimbursement-Court Security	\$ 32,500	\$ -	0.00%	\$ -	\$ 27,471	\$ -	0.00%
State Reimbursement-Court Postage	\$ 1,752	\$ 438	25.00%	\$ 438	\$ 1,752	\$ -	0.00%
State Reimbursement-CHIPs	\$ 5,000	\$ 3,664	73.27%	\$ -	\$ 7,516	\$ 3,664	#DIV/0!
State Mass Transportation Assistance	\$ 180,000	\$ 43,139	23.97%	\$ 45,318	\$ 255,509	\$ (2,179)	-4.81%
State Aid-Transportation Grants	\$ -	\$ -	0.00%	\$ -	\$ 7,033	\$ -	0.00%
State Aid, Youth Program	\$ 8,915	\$ -	0.00%	\$ -	\$ 10,211	\$ -	0.00%
State Aid, Juvenile Program	\$ 5,800	\$ -	0.00%	\$ -	\$ 6,146	\$ -	0.00%
State Aid, Other Home & Community Service	\$ 133,960	\$ -	0.00%	\$ -	\$ 23,788	\$ -	0.00%
State Aid, Codes	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Fed Aid - Other (TSA)	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Federal Aid Police Block Grant	\$ -	\$ -	0.00%	\$ 22,500	\$ 127,336	\$ (22,500)	-100.00%
Federal Aid Highway Safety	\$ 10,500	\$ -	0.00%	\$ -	\$ 6,585	\$ -	0.00%
Federal Transportation Assistance	\$ 124,600	\$ -	0.00%	\$ -	\$ 116,400	\$ -	0.00%
Federal Aid-Transportation Grants	\$ -	\$ -	0.00%	\$ -	\$ 56,261	\$ -	0.00%
Federal Aid-Other Home & Community Serv.	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Interfund Transfers	\$ 442,150	\$ -	0.00%	\$ 15,302	\$ 707,033	\$ (15,302)	-100.00%
Total Revenue	\$ 35,085,878	\$ 12,938,108	36.88%	\$ 12,506,327	\$ 35,036,788	\$ 431,781	3.45%
Appropriated Fund Balance	\$ 1,107,500	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Revenue and Fund Balance	\$ 36,193,378	\$ 12,938,108	35.75%	\$ 12,506,327	\$ 35,036,788	\$ 431,781	3.45%
<b>General Fund Expenditures</b>							
Legislative Board	\$ 66,677	\$ 15,367	23.05%	\$ 14,652	\$ 65,112	\$ 715	4.88%
Mayor	\$ 27,369	\$ 10,902	39.83%	\$ 10,644	\$ 25,074	\$ 258	2.42%
Municipal Executive	\$ 496,101	\$ 68,811	13.87%	\$ 95,068	\$ 420,747	\$ (26,256)	-27.62%
Comptroller	\$ 509,266	\$ 83,764	16.45%	\$ 97,612	\$ 480,979	\$ (13,847)	-14.19%
Purchasing	\$ 129,051	\$ 23,932	18.54%	\$ 23,980	\$ 125,398	\$ (48)	-0.20%
Assessment	\$ 267,641	\$ 47,375	17.70%	\$ 56,400	\$ 247,955	\$ (9,026)	-16.00%
Tax Advertising	\$ 14,600	\$ 150	1.02%	\$ 160	\$ 14,546	\$ (10)	-6.51%
Property Acquired for Taxes	\$ 52,550	\$ 18,356	34.93%	\$ 40	\$ 3,394	\$ 18,316	45791.18%
Fiscal Agent Fees	\$ 2,390	\$ -	0.00%	\$ -	\$ 2,955	\$ -	0.00%
Clerk	\$ 203,481	\$ 41,372	20.33%	\$ 43,259	\$ 199,036	\$ (1,888)	-4.36%
Law	\$ 191,800	\$ 33,989	17.72%	\$ 38,220	\$ 180,221	\$ (4,231)	-11.07%
Civil Service	\$ 71,925	\$ 16,017	22.27%	\$ 15,819	\$ 73,895	\$ 198	1.25%
Engineering	\$ 731,956	\$ 123,606	16.89%	\$ 130,854	\$ 656,623	\$ (7,247)	-5.54%
DPW Administration	\$ 649,233	\$ 118,312	18.22%	\$ 119,470	\$ 638,704	\$ (1,158)	-0.97%
Buildings	\$ 188,448	\$ 34,241	18.17%	\$ 41,905	\$ 190,764	\$ (7,664)	-18.29%
Central Garage	\$ 682,682	\$ 116,952	17.13%	\$ 114,499	\$ 610,786	\$ 2,452	2.14%
Central Printing & Mailing	\$ 81,004	\$ 18,227	22.50%	\$ 16,391	\$ 70,072	\$ 1,837	11.21%
Information Technology	\$ 480,903	\$ 125,169	26.03%	\$ 124,864	\$ 450,014	\$ 305	0.24%
Judgements & Claims	\$ 50,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Land	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Taxes on Property	\$ 29,200	\$ 672	2.30%	\$ 502	\$ 29,121	\$ 171	34.02%
Contingency	\$ 180,747	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Police	\$ 7,138,059	\$ 1,253,727	17.56%	\$ 1,184,366	\$ 6,617,824	\$ 69,361	5.86%
Fire	\$ 7,986,475	\$ 1,459,122	18.27%	\$ 1,436,378	\$ 7,397,772	\$ 22,744	1.58%
Control of Animals	\$ 89,651	\$ -	0.00%	\$ -	\$ 85,382	\$ -	0.00%
Safety Inspection	\$ 328,158	\$ 56,984	17.36%	\$ 60,824	\$ 297,084	\$ (3,839)	-6.31%
DPW Municipal Maintenance	\$ 544,988	\$ 158,621	29.11%	\$ 99,488	\$ 539,129	\$ 59,133	59.44%
DPW Road Maintenance	\$ 754,765	\$ 137,625	18.23%	\$ 165,817	\$ 718,231	\$ (28,191)	-17.00%
DPW Snow Removal	\$ 1,192,309	\$ 50,778	4.26%	\$ 70,998	\$ 1,019,436	\$ (20,221)	-28.48%
Hydro Electric Production	\$ 306,500	\$ 67,788	22.12%	\$ 66,148	\$ 302,476	\$ 1,640	2.48%
Traffic Control & Lighting	\$ 787,972	\$ 133,260	16.91%	\$ 126,010	\$ 756,213	\$ 7,250	5.75%
Bus	\$ 747,549	\$ 140,342	18.77%	\$ 168,466	\$ 801,267	\$ (28,124)	-16.69%
Off Street Parking	\$ 67,219	\$ 24,927	37.08%	\$ 38,048	\$ 53,753	\$ (13,121)	-34.49%
Community Action	\$ 52,000	\$ -	0.00%	\$ -	\$ 52,000	\$ -	0.00%
Publicity	\$ 8,250	\$ 2,183	26.46%	\$ -	\$ 440	\$ 2,183	#DIV/0!
IND CTR, LDC, EDZ	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Recreation Administration	\$ 163,269	\$ 29,047	17.79%	\$ 35,640	\$ 163,194	\$ (6,592)	-18.50%
Thompson Park	\$ 275,796	\$ 68,705	24.91%	\$ 77,461	\$ 265,445	\$ (8,756)	-11.30%
Recreation Playgrounds	\$ 54,338	\$ 31,728	58.39%	\$ 41,173	\$ 52,898	\$ (9,446)	-22.94%
Recreation Fairgrounds	\$ 106,007	\$ 46,580	43.94%	\$ 45,929	\$ 109,118	\$ 651	1.42%
Recreation Athletic Programs	\$ 58,233	\$ 20,874	35.85%	\$ 26,272	\$ 45,900	\$ (5,398)	-20.55%
Recreation Outdoor Swimming Pool	\$ 147,641	\$ 79,165	53.62%	\$ 88,334	\$ 148,394	\$ (9,169)	-10.38%
Recreation Ice Arena	\$ 345,877	\$ 36,238	10.48%	\$ 38,741	\$ 345,858	\$ (2,503)	-6.46%

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	2010-11 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Sept. = 25%)	Prior Y-T-D	2009-10 Actual	Current YTD vs. Prior YTD	
						Variance	%
Historian	\$ 250	\$ -	0.00%	\$ -	\$ 187	\$ -	0.00%
Zoning	\$ 2,500	\$ 629	25.18%	\$ 376	\$ 1,186	\$ 254	67.45%
Planning	\$ 85,000	\$ 768	0.90%	\$ 6,344	\$ 65,706	\$ (5,576)	-87.89%
DPW Storm Sewer	\$ 335,681	\$ 77,801	23.18%	\$ 82,110	\$ 330,109	\$ (4,309)	-5.25%
DPW Refuse & Garbage	\$ 943,707	\$ 195,168	20.68%	\$ 161,357	\$ 916,071	\$ 33,812	20.95%
Worker's Compensation	\$ 93,200	\$ 12,434	13.34%	\$ 12,654	\$ 96,945	\$ (220)	-1.74%
Unemployment Insurance	\$ 7,500	\$ -	0.00%	\$ -	\$ 13,326	\$ -	0.00%
Health Insurance-Retirees	\$ 3,181,827	\$ 775,733	24.38%	\$ 799,720	\$ 3,234,349	\$ (23,987)	-3.00%
Medicare Reimbursements	\$ 251,026	\$ 65,394	26.05%	\$ 59,575	\$ 241,877	\$ 5,819	9.77%
Compensated Absences	\$ 25,000	\$ -	0.00%	\$ -	\$ (32,489)	\$ -	0.00%
Other Employee Benefits	\$ 12,378	\$ 2,434	19.66%	\$ -	\$ 7,686	\$ 2,434	#DIV/0!
General Liability Reserve Transfer	\$ 25,000	\$ -	0.00%	\$ -	\$ 25,000	\$ -	0.00%
Library Transfer	\$ 1,066,499	\$ 168,000	15.75%	\$ 205,000	\$ 984,210	\$ (37,000)	-18.05%
Serial Bonds - Principal	\$ 2,439,879	\$ 279,500	11.46%	\$ 325,500	\$ 2,718,219	\$ (46,000)	-14.13%
Serial Bonds-Interest	\$ 974,295	\$ 156,472	16.06%	\$ 191,359	\$ 1,045,996	\$ (34,887)	-18.23%
Bond Anticipation Notes - Principal	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
NYPA Loan Principal	\$ 30,000	\$ 7,332	24.44%	\$ 7,142	\$ 28,942	\$ 190	2.65%
NYPA Loan Interest	\$ 500	\$ 99	19.75%	\$ 399	\$ 1,001	\$ (300)	-75.25%
Capital Reserve Fund	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Capital Fund Transfer	\$ 580,000	\$ 58,039	10.01%	\$ 102,102	\$ 381,404	\$ (44,063)	-43.16%
Black River Trust Fund Transfer	\$ 10,000	\$ -	0.00%	\$ -	\$ 10,000	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 36,326,322</b>	<b>\$ 6,494,712</b>	<b>17.88%</b>	<b>\$ 6,668,068</b>	<b>\$ 34,326,934</b>	<b>\$ (173,357)</b>	<b>-2.60%</b>
<b>Water Fund Revenues</b>							
Water Rents	\$ 3,153,950	\$ 802,779	25.45%	\$ 724,533	\$ 3,617,752	\$ 78,246	10.80%
Unmetered Water	\$ 12,000	\$ 4,752	39.60%	\$ 5,746	\$ 15,726	\$ (994)	-17.30%
Outside User Fees	\$ 1,112,000	\$ 143,122	12.87%	\$ 125,129	\$ 544,160	\$ 17,993	14.38%
Water Service Charges	\$ 65,000	\$ 10,449	16.07%	\$ 11,418	\$ 90,366	\$ (970)	-8.49%
Interest & Penalties on Water Rents	\$ 75,000	\$ 19,306	25.74%	\$ 23,151	\$ 69,620	\$ (3,845)	-16.61%
Interest Earnings	\$ 11,000	\$ 1,545	14.05%	\$ 1,834	\$ 4,854	\$ (289)	-15.75%
Sale of Scrap	\$ 1,250	\$ 1,130	90.40%	\$ 1,324	\$ 1,785	\$ (194)	-14.66%
Sale of Equipment	\$ 1,000	\$ 47	4.70%	\$ -	\$ -	\$ 47	#DIV/0!
Insurance Recoveries	\$ 1,000	\$ -	0.00%	\$ 2,305	\$ 5,870	\$ (2,305)	-100.00%
Refund of Prior Years Expenditure	\$ 100	\$ -	0.00%	\$ 24	\$ 68	\$ (24)	-100.00%
Premium on Obligations	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Unclassified Revenues	\$ 100	\$ -	0.00%	\$ 67	\$ 2,121	\$ (67)	-100.00%
Metered Water Sales Funds	\$ 95,000	\$ 39,333	41.40%	\$ 24,718	\$ 96,409	\$ 14,616	59.13%
State Aid - CHIPS	\$ -	\$ 1,063	0.00%	\$ -	\$ -	\$ -	0.00%
State Aid - Home & Community	\$ 8,075	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Interfund Transfers	\$ 74,000	\$ -	0.00%	\$ -	\$ 173,098	\$ -	0.00%
Total Revenue	\$ 4,609,475	\$ 1,023,525	22.20%	\$ 920,249	\$ 4,621,827	\$ 103,276	11.22%
Appropriated Fund Balance	\$ 156,227	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Revenue and Fund Balance	\$ 4,765,702	\$ 1,023,525	21.48%	\$ 920,249	\$ 4,621,827	\$ 103,276	11.22%
<b>Water Fund Expenditures</b>							
Taxes on Property	\$ 725	\$ -	0.00%	\$ 131	\$ 672	\$ (131)	-100.00%
Contingency	\$ 46,750	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Water Administration	\$ 263,069	\$ 50,751	19.29%	\$ 47,043	\$ 253,155	\$ 3,708	7.88%
Source of Supply, Power and Pump	\$ 585,526	\$ 101,680	17.37%	\$ 88,804	\$ 415,956	\$ 12,876	14.50%
Water Purification	\$ 1,427,873	\$ 335,516	23.50%	\$ 295,360	\$ 1,377,847	\$ 40,156	13.60%
Transmission and Distribution	\$ 1,175,630	\$ 228,306	19.42%	\$ 229,773	\$ 1,079,265	\$ (1,467)	-0.64%
Worker's Compensation	\$ 5,000	\$ 598	11.97%	\$ 252	\$ 4,719	\$ 347	137.90%
Unemployment Insurance	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Health Insurance	\$ 147,234	\$ 29,011	19.70%	\$ 36,645	\$ 154,631	\$ (7,634)	-20.83%
Medicare Reimbursements	\$ 13,303	\$ 3,037	22.83%	\$ -	\$ -	\$ 3,037	#DIV/0!
Compensated Absences	\$ 2,500	\$ -	0.00%	\$ -	\$ (3,533)	\$ -	0.00%
Other Employee Benefits	\$ 1,144	\$ 167	14.64%	\$ -	\$ -	\$ 167	#DIV/0!
General Liability Transfer	\$ 7,500	\$ -	0.00%	\$ -	\$ 7,500	\$ -	0.00%
Serial Bonds - Principal	\$ 811,782	\$ 72,000	8.87%	\$ 72,000	\$ 902,992	\$ -	0.00%
Serial Bonds - Interest	\$ 178,776	\$ 42,032	23.51%	\$ 48,710	\$ 216,744	\$ (6,679)	-13.71%
Bond Anticipation Notes - Principal	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Transfer to Coagulation Reserve	\$ 30,000	\$ -	0.00%	\$ -	\$ 30,000	\$ -	0.00%
Transfer to Capital	\$ -	\$ -	0.00%	\$ -	\$ 24,328	\$ -	0.00%
<b>TOTAL</b>	<b>\$ 4,696,812</b>	<b>\$ 863,098</b>	<b>18.38%</b>	<b>\$ 818,717</b>	<b>\$ 4,464,276</b>	<b>\$ 44,381</b>	<b>5.42%</b>

**CITY OF WATERTOWN**  
**FY 2010/11 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED SEPTEMBER 30, 2010**

	2010-11 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Sept. = 25%)	Prior Y-T-D	2009-10 Actual	Current YTD vs. Prior YTD	
						Variance	%
<b>Sewer Fund Revenues</b>							
Sewer Rents	\$ 2,792,200	\$ 552,246	19.78%	\$ 506,638	\$ 2,697,049	\$ 45,608	9.00%
Sewer Charges	\$ 269,250	\$ 109,867	40.80%	\$ 70,646	\$ 428,751	\$ 39,221	55.52%
Interest & Penalties on Sewer Rents	\$ 65,000	\$ 16,096	24.76%	\$ 16,733	\$ 59,232	\$ (637)	-3.81%
Sewer Rents-Governments	\$ 1,037,875	\$ 198,564	19.13%	\$ 216,645	\$ 1,118,282	\$ (18,080)	-8.35%
Interest Earnings	\$ 10,275	\$ 1,438	13.99%	\$ 880	\$ 2,507	\$ 557	63.31%
Permit Fees	\$ 22,000	\$ 21,000	95.45%	\$ 21,750	\$ 20,500	\$ (750)	-3.45%
Sale of Scrap	\$ 1,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Sale of Equipment	\$ -	\$ -	0.00%	\$ -	\$ 14,550	\$ -	0.00%
Insurance Recovery	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Refund of Prior Years Expenditure	\$ -	\$ -	0.00%	\$ 115	\$ 115	\$ (115)	-100.00%
Premium on Obligations	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Unclassified Revenues	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Interfund Revenues	\$ 176,250	\$ 84,664	48.04%	\$ 66,246	\$ 163,716	\$ 18,417	27.80%
State Aid - Workers Compensation	\$ 5,500	\$ -	0.00%	\$ -	\$ 6,849	\$ -	0.00%
State Aid - CHIPSS	\$ -	\$ 756	0.00%	\$ -	\$ 767	\$ 756	#DIV/0!
State Aid - Home & Community	\$ 7,150	\$ -	0.00%	\$ -	\$ 767	\$ -	0.00%
Interfund Transfer	\$ 75,000	\$ -	0.00%	\$ -	\$ 289,711	\$ -	0.00%
Total Revenue	\$ 4,461,500	\$ 984,630	22.07%	\$ 899,653	\$ 4,802,797	\$ 84,977	9.45%
Appropriated Fund Balance	\$ (130,649)	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Total Revenue	\$ 4,330,851	\$ 984,630	22.74%	\$ 899,653	\$ 4,802,797	\$ 84,977	9.45%

<b>Sewer Fund Expenditures</b>							
Sewer Administration	\$ 142,801	\$ 38,057	26.65%	\$ 17,241	\$ 136,538	\$ 20,816	120.73%
Sanitary Sewer	\$ 427,324	\$ 95,702	22.40%	\$ 105,445	\$ 386,377	\$ (9,744)	-9.24%
Sewage Treatment and Disposal	\$ 2,877,637	\$ 530,410	18.43%	\$ 570,569	\$ 2,643,406	\$ (40,159)	-7.04%
Contingency	\$ 39,080	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Worker's Compensation	\$ 3,200	\$ 592	18.51%	\$ 199	\$ 3,741	\$ 393	197.48%
Unemployment Insurance	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Health Insurance- Retirees	\$ 119,394	\$ 29,849	25.00%	\$ 30,994	\$ 135,274	\$ (1,146)	-3.70%
Medicare Reimbursements	\$ 6,362	\$ 1,922	30.21%	\$ -	\$ -	\$ 1,922	#DIV/0!
Compensated Absences	\$ 1,000	\$ -	0.00%	\$ -	\$ 982	\$ -	0.00%
Other Employee Benefits	\$ 967	\$ 167	17.32%	\$ -	\$ -	\$ 167	#DIV/0!
General Liability Transfer	\$ 7,500	\$ -	0.00%	\$ -	\$ 7,500	\$ -	0.00%
Serial Bonds - Principal	\$ 519,231	\$ 103,500	19.93%	\$ 102,500	\$ 502,681	\$ 1,000	0.98%
Serial Bonds - Interest	\$ 178,367	\$ 43,923	24.63%	\$ 50,844	\$ 184,965	\$ (6,921)	-13.61%
Bond Anticipation Notes - Principal	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
NYPA Principal	\$ 2,100	\$ 496	23.62%	\$ 483	\$ 1,958	\$ 13	2.65%
NYPA Interest	\$ 100	\$ 7	6.69%	\$ 27	\$ 68	\$ (20)	-75.22%
Transfer to Capital Fund	\$ -	\$ -	0.00%	\$ -	\$ 298,936	\$ -	0.00%
TOTAL	\$ 4,325,062	\$ 844,625	19.53%	\$ 878,303	\$ 4,302,426	\$ (33,678)	-3.83%

<b>Library Fund Revenues</b>							
Library Fines	\$ 17,000	\$ 4,165	24.50%	\$ 3,548	\$ 16,672	\$ 617	17.40%
Insurance Recovery	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Refund of Prior Years Expenditure	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Library Grant	\$ 49,924	\$ 24,962	50.00%	\$ 24,962	\$ 51,540	\$ 0	0.00%
Unclassified Revenues	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
State Aid, Library Construction Grant	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Interfund Transfer	\$ 1,066,499	\$ 168,000	15.75%	\$ 205,000	\$ 984,210	\$ (37,000)	-18.05%
Total Revenue	\$ 1,133,423	\$ 197,128	17.39%	\$ 233,510	\$ 1,052,422	\$ (36,382)	-15.58%
Appropriated Fund Balance	\$ 40,000	\$ 4,406	11.01%	\$ -	\$ 1,494	\$ 4,406	#DIV/0!
Revenue and Fund Balance	\$ 1,173,423	\$ 201,533	17.17%	\$ 233,510	\$ 1,053,916	\$ (31,977)	-13.69%

<b>Library Fund Expenditures</b>							
Contingency	\$ 16,297	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Library Fund Expenditures	\$ 829,287	\$ 164,121	19.79%	\$ 172,622	\$ 823,844	\$ (8,501)	-4.92%
Worker's Compensation	\$ 1,500	\$ 225	15.00%	\$ 89	\$ 1,669	\$ 136	153.35%
Unemployment Insurance	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Health Insurance	\$ 90,989	\$ 28,066	30.85%	\$ 29,942	\$ 136,650	\$ (1,875)	-6.26%
Medicare Reimbursements	\$ 16,195	\$ 4,338	26.79%	\$ -	\$ -	\$ 4,338	#DIV/0!
Compensated Absences	\$ 500	\$ -	0.00%	\$ -	\$ 139	\$ -	0.00%
Other Employee Benefits	\$ 515	\$ 84	16.26%	\$ -	\$ -	\$ 84	#DIV/0!

**CITY OF WATERTOWN**  
**FY 2010/11 FINANCIAL REPORT (UNAUDITED)**  
**THROUGH THE FISCAL YEAR ENDED SEPTEMBER 30, 2010**

	2010-11 Revised Budget	Current Y-T-D	Y-T-D % of Budget (Sept. = 25%)	Prior Y-T-D	2009-10 Actual	Current YTD vs. Prior YTD	
						Variance	%
Serial Bonds - Principal	\$ 51,084	\$ -	0.00%	\$ -	\$ 51,084	\$ -	0.00%
Serial Bonds - Interest	\$ 18,337	\$ -	0.00%	\$ -	\$ 20,528	\$ -	0.00%
Bond Anticipation Notes - Principal	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
NYPA Principal	\$ 18,750	\$ 4,637	24.73%	\$ 4,517	\$ 18,304	\$ 120	2.65%
NYPA Interest	\$ 250	\$ 62	24.98%	\$ 252	\$ 633	\$ (190)	-75.24%
Transfer to Capital	\$ 130,000	\$ -	0.00%	\$ 526	\$ 1,065	\$ (526)	-100.00%
<b>TOTAL</b>	<b>\$ 1,173,704</b>	<b>\$ 201,533</b>	<b>17.17%</b>	<b>\$ 207,947</b>	<b>\$ 1,053,916</b>	<b>\$ (6,414)</b>	<b>-3.08%</b>

**Self-Insurance Fund Revenues**

Shared Service Charges	\$ 6,532,621	\$ 1,628,442	24.93%	\$ 1,752,994	\$ 6,922,797	\$ (124,552)	-7.11%
Interest and Earnings	\$ 10,000	\$ 2,678	26.78%	\$ 2,620	\$ 10,878	\$ 58	2.21%
Insurance Recoveries	\$ 200,000	\$ -	0.00%	\$ -	\$ 471,529	\$ -	0.00%
Medicare Part D reimbursement	\$ 180,000	\$ -	0.00%	\$ -	\$ 191,504	\$ -	0.00%
Employee Contributions	\$ 572,315	\$ 146,981	25.68%	\$ 163,848	\$ 575,840	\$ (16,867)	-10.29%
Unclassified Revenues	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Prescription Reimbursements	\$ 65,000	\$ -	0.00%	\$ 29	\$ 153,585	\$ (29)	-100.00%
<b>Total Revenue</b>	<b>\$ 7,559,936</b>	<b>\$ 1,778,101</b>	<b>23.52%</b>	<b>\$ 1,919,490</b>	<b>\$ 8,326,132</b>	<b>\$ (141,390)</b>	<b>-7.37%</b>
Appropriated Fund Balance	\$ 290,000	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Revenue and Fund Balance	\$ 7,849,936	\$ 1,778,101	22.65%	\$ 1,919,490	\$ 8,326,132	\$ (141,390)	-7.37%

**Self-Insurance Fund Expenditures**

Administration	\$ 632,833	\$ 213,452	33.73%	\$ 186,625	\$ 572,569	\$ 26,827	14.37%
Medical Claims	\$ 4,664,073	\$ 958,760	20.56%	\$ 504,716	\$ 4,614,445	\$ 454,044	89.96%
Pharmacy Claims	\$ 2,553,030	\$ 501,919	19.66%	\$ 457,459	\$ 2,344,772	\$ 44,459	9.72%
<b>TOTAL</b>	<b>\$ 7,849,936</b>	<b>\$ 1,674,130</b>	<b>21.33%</b>	<b>\$ 1,148,800</b>	<b>\$ 7,531,785</b>	<b>\$ 525,330</b>	<b>45.73%</b>

December 15, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: New York Conference of Mayors, *You Can't Cap  
What You Can't Control*

Attached for City Council review is a copy of the recommendations of New York Conference of Mayor's Mayoral Task Force on Mandate and Property Tax Relief, which NYCOM is releasing at a series of news conferences this week. Along with the report, NYCOM issued the attached new release on Tuesday.

With the fiscal challenges facing New York State and its municipalities, I believe it is important for the members of the City Council to be informed about the mandate relief proposals that NYCOM is suggesting the State address prior to adopting any form of property tax cap.

**YOU CAN'T CAP**

**WHAT YOU CAN'T CONTROL.**



**Recommendations of  
the Mayoral Task Force  
on Mandate and  
Property Tax Relief**

December 2010

**NY  
COM**

**New York State Conference of Mayors and Municipal Officials**

## **YOU CAN'T CAP WHAT YOU CAN'T CONTROL**

Recommendations of the Mayoral Task Force on Mandate and Property Tax Relief  
December 2010

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Written by  
Barbara J. VanEpps  
NYCOM Deputy Director

Designed by  
Jennifer L. Purcell  
NYCOM Publications Editor



## New York State Conference of Mayors and Municipal Officials

119 Washington Avenue, Albany, New York 12210 • Ph (518) 463-1185 • Fx (518) 463-1190  
Toll free number for NYCOM members 1-800-446-9266  
[www.nycom.org](http://www.nycom.org)

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Mayor, Jamestown

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#### Executive Director

**Peter A. Baynes**

Dear Fellow New Yorker:

Local governments throughout our state are facing an imminent crisis that has been years in the making. Decades of arbitrary state mandates have accumulated to trump local control and fiscal logic. These mandates are insatiable in their appetite for property taxes and, if left unchecked, threaten the sustainability of our local governments, communities and state. But in every crisis there is opportunity.

The message of NYCOM's Mayoral Task Force on Mandate and Property Tax Relief can be summed up by the simple truth that "you can't cap what you can't control." In other words, a property tax cap will certainly fail if it is not preceded by significant mandate relief, exclusions for those costs (i.e., pensions and health insurance) that will continue to rise rapidly even after enactment of mandate relief, and maintenance of an equitable state revenue sharing program.

There is no doubt that the road to recovery will be long and will require shared sacrifice from all. We must be willing to endure some pain now to prevent the need for even greater pain in the future. "The journey of a thousand miles begins with a single step," and the time to take that all important step is clearly upon us.

I am proud of what this Task Force has accomplished during the last several months and thank each and every member for their knowledge, insight and commitment to our mission. I also want to thank Peter Baynes, NYCOM Executive Director, for his steadfast leadership and guidance throughout this process.

I look forward to working with my colleagues from across the state, our elected state representatives, and the incoming Administration to implement these recommendations with the single goal of achieving a better and more affordable New York.

Mayor Sam Teresi  
City of Jamestown  
NYCOM President, Task Force Chair

# NYCOM's Mayoral Task Force on Mandate and Property Tax Relief

On September 17, 2010, NYCOM President Sam Teresi, Mayor of the City of Jamestown, appointed mayors from across the state to join him on NYCOM's Mayoral Task Force on Mandate and Property Tax Relief. Working with the NYCOM Executive Committee, the Task Force was charged with developing a significant set of mandate relief proposals that must be adopted by the State Legislature prior to considering any form of property tax cap. These recommendations would focus on those state mandates that are the key culprits in obstructing local officials' efforts to control spending and property taxes. The Task Force was also asked to identify those rapidly rising costs – the growth of which is beyond local control – that must be excluded from a property tax cap. The Task Force will work with the NYCOM Executive Committee and full membership throughout 2011 to pursue enactment of the mandate reforms necessary to truly achieve property tax relief.

## Members



**Mayor Sam Teresi, Jamestown**  
Task Force Chair



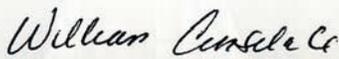
**Mayor Phil Amicone, Yonkers**



**Mayor Mary Bossart, Rockville Centre**



**Mayor James Brown, Rome**



**Mayor William Cansdale, Jr., Lancaster**



**Mayor Richard Donovan, Minoa**



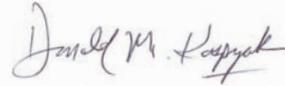
**Mayor Mary Foster, Peekskill**



**Mayor Shawn Hogan, Hornell**



**Mayor Gerald Jennings, Albany**



**Mayor Donald Kasprzak, Plattsburgh**



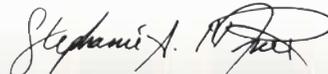
**Mayor John McDonald, Cohoes**



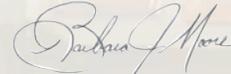
**Mayor Richard Miller, Oneonta**



**Mayor Richard Milne, Honeoye Falls**



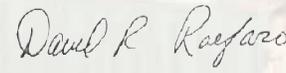
**Mayor Stephanie Miner, Syracuse**



**Mayor Barbara Moore, Greenwood Lake**



**Mayor Paul Pontieri, Patchogue**



**Mayor David Roefaro, Utica**



**Mayor Matthew Ryan, Binghamton**



**Mayor Brian Stratton, Schenectady**



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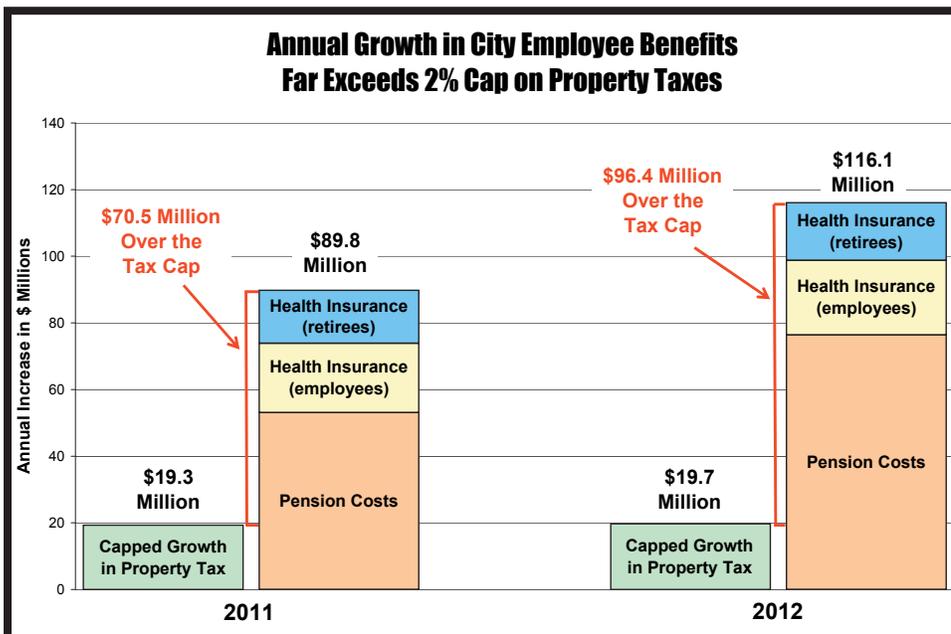
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**Local** governments across the state are facing unprecedented fiscal challenges. Rapidly rising expenses largely beyond a mayor’s control, such as pensions and health insurance, are devouring municipal budgets and threatening the ability to provide essential services at a cost affordable to taxpayers. Additionally, local governments’ already limited non-property tax revenues are stagnant or in decline, and state aid meant to provide municipal property tax relief – the AIM program – has been cut.

At the same time, there is a growing sense that a property tax cap may be the singular answer to New York’s property tax woes. While it may provide political appeal in its simplicity, a property tax cap without specific exclusions (such as costs associated with health care, pensions, extraordinary capital expenditures and

reductions in state aid) and relief from state mandates will result in destructive local budget deficits, decimated municipal work forces and a dangerous reduction in the essential services provided by local governments. As shown on the chart below, over the next two years city pension and health insurance costs will rise by a combined \$206 million, compared to a \$39 million increase in property tax levies allowed under a 2% property tax cap.<sup>1</sup>

**What has become readily apparent to local officials all across the state is that their residents do, in fact, want the essential services that municipalities provide, they just want them provided more cost-effectively.**



What has become readily apparent to local officials all across the state is that their residents do, in fact, want the essential services that municipalities provide, they just want them provided more cost-effectively. In order to do this and truly achieve property tax relief, we must first reform the cost drivers that lead to high property taxes in New York, particularly the many mandates on local governments pertaining to collective bargaining and managing workforce costs.

Furthermore, while the emphasis on government consolidation continues to be a popular theme among public officials and the media, it is essential that the state repeal the many mandates that not only inflate the cost of municipal operations, but also act as barriers to ongoing efforts by local government officials to work cooperatively. Eliminating local governments is not the answer. Doing so decreases the connection between “local” government and its citizens, while failing to reduce the underlying causes of overly expensive government in New York. Instead, ensuring that existing local governments have the ability to effectuate the consolidation and sharing of services – and deliver all municipal services cost-effectively – is the best way to maximize efficiency and minimize property taxes.

Finally, it should be noted that many of the recommendations that follow are not new ideas, and the mandates with which they are associated have been repeatedly identified by mayors, county executives, town supervisors, and school officials as the ones most in need of reform. The state’s perennial unwillingness to address these cost drivers has clearly exacerbated the challenges facing municipalities, as the cumulative financial impacts of these legal constraints have resulted not only in excessive property tax levels, but, through the financial pressures they generate, a reduction in municipal services and the workforce necessary to deliver that which taxpayers have paid for. Consequently, with or without a property tax cap, significant, enduring fiscal relief is essential – and long overdue.

## **Temporary Freeze on Public Sector Wages**

The current fiscal crisis facing the state and its local governments is intensified by the fact that, even while experiencing significant revenue declines and increasing costs in pensions and health insurance that are largely unavoidable, both the state and municipalities are locked into multi-year collective bargaining agreements that require unaffordable salary increases. Even if there is no contract currently in effect, step increases must still be granted due to the Triborough Amendment. Consequently, while private sector employers may avoid layoffs by freezing salaries, local government employers have no such option.

In May 2010, labor relations attorneys Terry O’Neill and Howard Miller of Bond, Schoeneck and King, issued



a legal opinion stating that a legislatively imposed public sector wage freeze would be legal under state and federal law “as long as specific legislative findings demonstrate that the scope and duration of the freeze is reasonable and necessary to protect the public.”<sup>2</sup> Furthermore, when wage freezes were imposed by control boards in Buffalo and New York City, in both instances the courts rejected the affected unions’ challenges that such action was unconstitutional or violated the Taylor Law. Legislation was introduced in the State Senate in 2010 (S.7940) which, if enacted, would declare a state of fiscal emergency and suspend all salary increases for state, municipal, and school district

**... a municipality would have the ability to opt-out of the wage freeze if it demonstrated that it had negotiated an offset of equal or greater value with its unionized and non-unionized workforce.**

employees for one year, including any increases for holiday, vacation pay or shift differentials.

Although the bill was never acted upon, this idea has recently received considerable attention as New York’s Governor-elect, Andrew Cuomo, and President Obama have both

proposed a wage freeze

for state and federal government employees, respectively.

Given the fiscal stress the state and its local governments are currently facing, the State Legislature should declare a state of financial emergency and impose a one-year wage freeze for all state, local government and school district employees. This concept of “suspended animation” would give the state and its local governments greater ability to address the fiscal challenges they are confronting, without having to dramatically reduce their workforce or curtail essential municipal services, until the other cost saving reforms outlined below are implemented. Based on NYCOM’s survey of New York’s 61 cities outside of New York City, such a one-year freeze in compensation would yield \$44.2 million in savings. Such savings are not insignificant, as this amount equates to allowing city leaders to avoid up to a 4.6% increase in property taxes, avert layoffs of up to 400 firefighters or police officers, or pay a majority of their \$53 million increase in pension costs.<sup>3</sup>

Under this proposal, a municipality would have the ability to opt-out of the wage freeze if it demonstrated that it had negotiated an offset of equal or greater value with its unionized and non-unionized workforce (e.g., increased employee contributions for health insurance). We no longer



have the luxury to simply tinker around the edges. Instead, we need to significantly reform and restructure how local governments operate, particularly when it comes to managing their workforces.

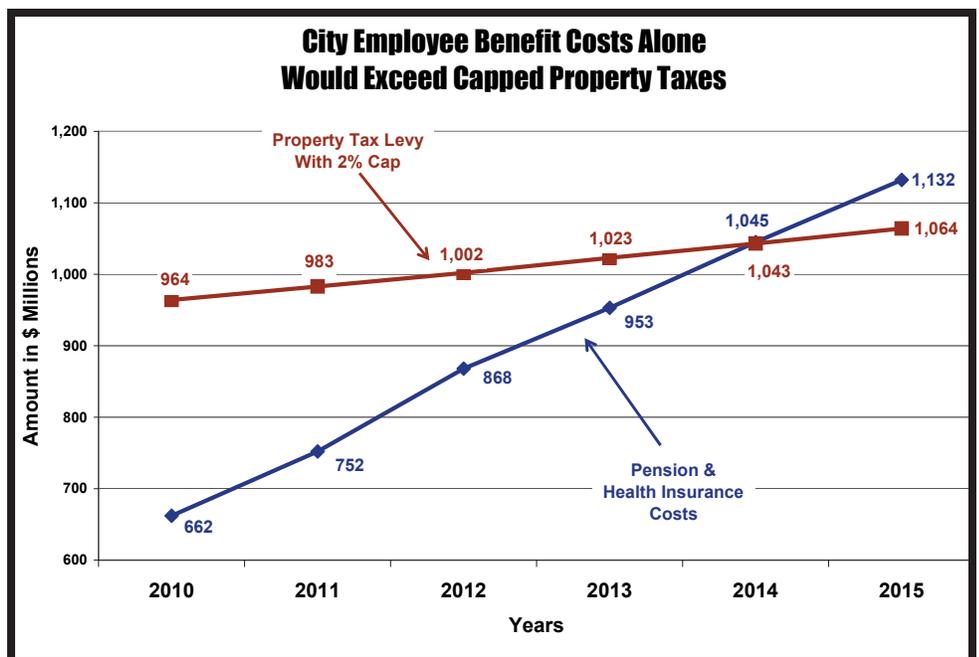
# Employee Benefits

## Require Local Government Employees and Retirees to Contribute to the Cost of Health Insurance

Health insurance costs are one of the largest and fastest growing components of municipal budgets. Between 2002 and 2008, health insurance expenses for cities grew by an average annual rate of 8% and now amount to a \$460 million expense for cities outside of New York City.<sup>4</sup> Furthermore, retiree health insurance accounts for

**... with mandates like binding arbitration and the Triborough Amendment undermining the collective bargaining process, achieving concessions on health insurance issues is extremely difficult.**

\$200 million (43%) of total health insurance expense in cities, and in many instances the cost of retiree health insurance exceeds the cost of health insurance for active employees. A recent report of the Empire Center for New York State Policy estimates that the total unfunded retiree health care liability for New York’s local governments and school districts (including New York City) is a staggering \$130.4 billion.<sup>5</sup> The cost of health insurance is largely uncontrollable, due to the fact that it is usually subject to negotiation, and with public safety employees is subject to binding arbitration. When these massive costs are added to rapidly rising and state-defined pension costs, and placed in the context of a 2% property tax cap, the road to fiscal ruin becomes readily apparent. The adjacent chart highlights the untenable reality that employee benefits would, in a few short years, consume every single dollar of capped property taxes.<sup>6</sup>



While health insurance for active employees is a mandatory subject of negotiation, health insurance for retirees is not. In addition, it is rare for a private sector company to provide health insurance to an employee “free of charge” or to offer retiree health insurance at all. Despite this, the cost of local government employee and retiree health insurance is often covered entirely by the local government. Although municipal employers have come to realize that this funding structure is unsustainable, with mandates like binding arbitration and the Triborough Amendment undermining the collective bargaining process, achieving concessions on health insurance issues is extremely difficult.

The state should require a minimum employee contribution of 10% for individual coverage and 25% for family coverage, as well a 25% contribution from covered retirees. This proposal would be phased-in over a three-year period to provide individuals ample time to adjust to the change in expendable income. Not only will this initiative reduce health insurance costs for local governments, it will also change the dynamic at the collective bargaining table since both employers and employees will have a vested interest in ensuring that health benefits and premiums are reasonable and affordable.

### **Restructure Pension Cost-Sharing and Benefits**

In recent years, the pension cost crisis has revealed the underlying imbalance between the high cost of New York’s public pension benefit structure and the limited fiscal capacity of local governments and their taxpayers. The state and its local governments operate under a defined benefit plan, where employees are guaranteed a certain level of benefits financed primarily by (1) state and local employer contributions to the retirement system and (2) the retirement system’s return on its investments. Not only is this type of system essentially unheard of in the private sector, but the average retirement benefit for all state and local government retirees in New York in 2009 was more than twice the average company or union pension benefit.<sup>7</sup>

Under a defined benefit system, property tax levies and taxpayers are subject to the vagaries of Wall Street. In the 1980s and 1990s when investment returns were hitting all-time highs, employer contribution rates dropped and the State Legislature enacted pension sweeteners, assuming that these trends would continue. Unfortunately, this was not the case. Over the years, as benefit outlays have increased and pension fund assets have declined, pension costs have become increasingly more difficult to sustain. In fact, villages and cities (outside NYC) experienced a tenfold



increase in pension costs between 2003 and 2005. Furthermore, they are currently facing increases ranging from 25% to 40% in pension contributions amounts for both 2011 and 2012, and the predictions for 2013 and beyond are just as ominous. For cities, total pension costs are projected to rise from \$203 million in 2010 to \$457 million in 2015. A recent report by the Empire Center of New York State Policy estimates that state and local employer contributions will more than double over the next five years, adding nearly \$4 billion

**When combined with other mounting fiscal pressures on local governments, these exorbitant jumps in pension costs will undoubtedly lead to property tax increases and cutbacks in essential municipal services, and potentially threaten the fiscal solvency of municipalities across the state.**

to annual taxpayer costs.<sup>8</sup> When combined with other mounting fiscal pressures on local governments, these exorbitant jumps in pension costs will undoubtedly lead to property tax increases and cutbacks in essential municipal services, and potentially threaten the fiscal solvency of municipalities across the state.

To address this issue in the near-term, the state must immediately reinstate the 3% employee pension

contribution that was eliminated in 2000 for Tier 3 and Tier 4 members of the state Employees' Retirement System upon completion of 10 years of service. The state must also undertake a thorough analysis of the benefits, funding methodology and oversight structures of our public pension system. Going forward, the state must offer new hires the option of a defined contribution plan – like nearly every private business in New York – which will provide greater stability and predictability in determining local government pension costs, while shifting the risk of investment losses from the employer/taxpayer to the employee. This type of plan also facilitates worker mobility by providing for the portability of public employee pension benefits – that is, employees could take their pension earnings with them when they change jobs.

## The Taylor Law

### Reform Compulsory Arbitration

While the Taylor Law is a comprehensive labor relations statute that provides many important privileges for public sector employees, including the right to organize and to negotiate the terms and conditions of their employment, it has the effect of increasing government costs by placing

**“When you factor in the annual increases for employee pensions, benefits, and health insurance, there are simply no resources remaining for raises, or anything else for that matter.”**

*- Mayor Don Kasprzak,  
City of Plattsburgh*

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key decisions concerning the salary and benefits of local public safety employees outside the control of local officials and property taxpayers. In the event an impasse is reached in negotiations with a police or firefighter union, the final step in the impasse resolution process is the use of compulsory arbitration. An arbitration panel has significant power and may issue an award which requires an increase in taxes. However, such panel is not responsible for its award, is not directly impacted by its decision, and is not accountable to taxpayers. Over the years that the compulsory arbitration law has been in existence, many bargaining units have sought to rush to arbitration and avoid substantive negotiations. This is especially true in years when resources are scarce and inflation is low because union leaders recognize that binding arbitration panels often disregard such conditions.

The compulsory arbitration statute imposes an unfunded mandate upon municipalities and therefore should be allowed to sunset in June 2013. However, until then, amendments to the statute in four areas would help mitigate the impact on municipal workforce costs:

- **Define ability to pay.** The statute has no definition of its phrase “ability to pay.” It should be amended to require that an arbitration panel accord substantial weight to “ability to pay” when making an award and the term should be defined as the ability of a public employer to pay all economic costs to be imposed on it by an arbitration award without requiring a reduction in municipal services or an increase in the level of real property taxes in existence for each year or years addressed by the award.
- **Prohibit consideration of non-compensation issues.** Other unions (e.g., county sheriffs, State Police) which are permitted to seek arbitration of a bargaining impasse are denied the right to pursue non-compensation matters before an arbitration panel. Municipalities should be entitled to the same restriction.
- **Limit access to binding arbitration.** Currently there is no limit on the number of times a police or firefighter union can seek binding arbitration. This should be changed so that once a union decides to go to binding arbitration, they will lose that ability for the next two successive collective bargaining cycles. This limitation will help to ensure that the option of going to binding arbitration is not routinely used as a way to avoid good faith negotiations.
- **Add transparency to arbitration process.** Currently, an arbitration panel deliberates and renders its decision behind closed doors. Making their proceedings subject to the Open

Meetings Law by requiring the arbitration panel to deliberate in a public forum within the municipality under arbitration and to present its decision at a meeting of the legislative body, will add a level of accountability to a process that currently lacks any degree of transparency. This much-needed transparency should ultimately be applied to all aspects of collective bargaining.

### **Repeal the Triborough Amendment**

The 1982 Triborough Amendment to the Taylor Law prohibits a public employer from changing any provision of an expired labor agreement until a new agreement is reached. In the private sector, where collective bargaining has existed for more than 60 years under the National Labor Relations Act, no similar restriction is imposed upon employers who are parties to a labor contract. The Triborough Amendment was approved with the strong support of unions and has the effect of stagnating the bargaining process by discouraging unions from offering concessions or givebacks. The Task Force supports repeal of this amendment.

## **Impact of PERB Decisions**

The Public Employment Relations Board (PERB) is a state agency established by the Taylor Law to administer that law. In addition to a three-member board that adjudicates and establishes public policy concerning public sector labor relations issues, the agency is comprised of attorneys for the board, administrative law judges that hear claims of improper practices, and mediators that assist public employers and employee organizations in contract negotiations. While state oversight in this arena certainly serves a purpose, the law needs to be amended to ensure that PERB does not insert itself into the local legislative process as it has in many instances through its adjudicative decisions.

### **Make the Decision to Transfer the Work of Unionized Employees a Non-mandatory Subject of Negotiation**

Once a union has been recognized or certified to represent employees in a designated bargaining unit, the work performed by those unit members is referred to as unit work. PERB has consistently held that a decision to transfer bargaining unit work is generally a mandatory subject of negotiation, if the work has exclusively been performed by the unionized workers and the tasks to be reassigned would be substantially similar to those performed by unit employees.<sup>9</sup> As a result, essentially any proposal to save money by outsourcing or consolidating



**“We’re working to protect the taxpayers, critical services and our workers. This effort requires tough decisions.”**

*- Mayor Matt Ryan,  
City of Binghamton*





services must be negotiated and agreed to by the union. To promote the ability of local governments to consolidate functions, the Taylor Law should be amended to provide that a decision to transfer the work of unionized employees shall be a non-mandatory subject of negotiation.

### **Ensure “Past Practices” are Explicitly Authorized By Employers**

PERB has found many unilaterally established “past practices” to be binding on public employers, even when the practice was established without the approval of the chief executive and/or legislative body – the two parties necessary to create a binding contract. Often-times, if an employer attempts to act on its own to change the past practice, it may be subject to an improper practice charge or a grievance alleging a breach of a contractual requirement. Such determinations violate home rule, arbitrarily limit the ability of management to implement efficiency measures, and often result in higher property taxes. Consequently, all “past practices” should be explicitly authorized by the chief executive and formally approved by the legislative body.

## **Police and Firefighter Disability**

### **Limit Payments Under General Municipal Law § 207-a and § 207-c**

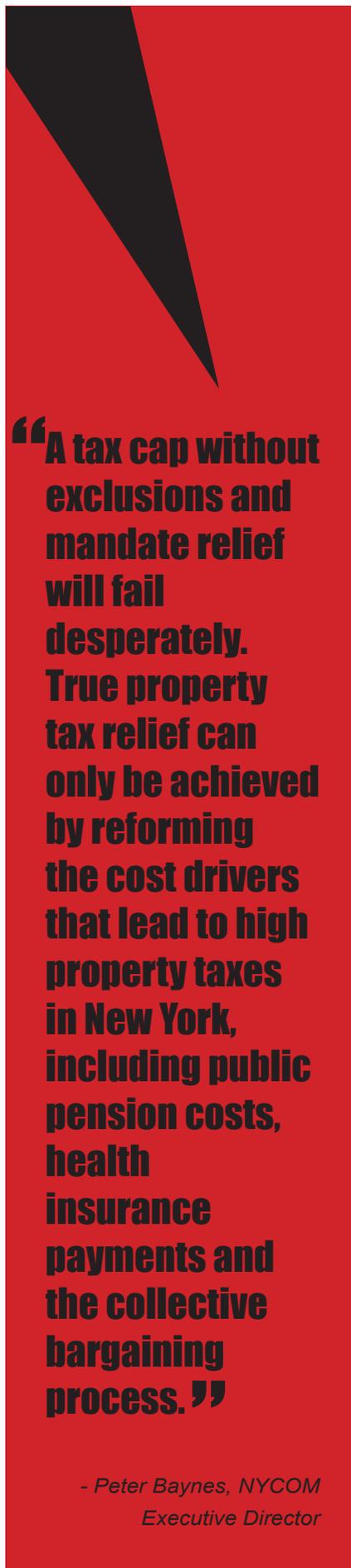
Paid firefighters and police officers are eligible for generous municipal disability benefits if an injury or illness is incurred in the “performance of duty” under § 207-a and § 207-c of the General Municipal Law (GML), respectively. In the event of an injury in the performance of duty, the individual is entitled to all necessary medical treatment and receipt of a municipal disability benefit equal to the full amount of regular salary or wages, which is exempt from state income taxes, until retirement. With respect to firefighters on § 207-a, even after retirement, they continue to receive payments equal to 100% of their salary and, additionally, any raises and longevity increases granted to active firefighters. To put the fiscal impact of these benefits into context, the average city’s total compensation cost is \$110,297 per firefighter and \$116,577 per police officer. Based on NYCOM’s survey, it is estimated that there are more than 500 firefighters currently out on § 207-a and 170 police officers out on § 207-c in the 61 cities outside of New York City.<sup>10</sup>

These sections of the GML should be amended to provide the following reasonable reforms:

- **Apply “Heightened Risk” Standard.** Under this standard, an injury incurred while performing a work duty which did not involve a hazardous activity would not be eligible for the municipal disability benefit available under GML § 207-a and § 207-c. A police officer or firefighter who might be injured while involved with a nonhazardous work duty would instead file a claim for workers’ compensation benefits.
- **Limit Length of Benefit.** These benefits should be available to an individual for no more than two years, which is comparable to a state trooper’s line of duty disability benefit. This would not only relieve some of the financial burden incurred by municipalities but it may also accelerate the process for determining when an individual is eligible for disability retirement – something that has long been criticized as taking much longer than necessary.
- **Increase State Share of Firefighter Benefit.** When a firefighter is awarded a work-related disability retirement, the firefighter receives an accidental disability retirement allowance, and is also entitled to a supplemental pension payment which is largely funded by the municipal employer. This payment continues until such individual reaches the mandatory retirement age, which literally can be decades. While the municipal share continues to grow as the salary of an active firefighter grows, the state share of this supplemental pension is capped. This “formula” needs to be amended so that the state assumes a greater share of this supplemental pension payment.
- **Prohibit Pension Credit.** An individual out on disability under GML § 207-a or § 207-c should not receive pension credit during the time which he or she is not working, nor should the municipality have to make pension contributions on behalf of that individual during that time.

### **Prohibit Retirement Plan Changes Once a Disability Occurs**

As previously stated, the provisions of GML § 207-a and § 207-c require that, in the event a workplace injury to a paid firefighter or police officer prevents the performance of work, full wages for a firefighter must be continued until the individual reaches the mandatory retirement age established for the retirement plan in which he or she is a member. The same is true for a police officer unless the individual is granted a disability retirement before reaching the mandatory retirement age. The Retirement and Social Security Law permits an individual who has joined a special plan to move to another plan prior to retirement.



**“A tax cap without exclusions and mandate relief will fail desperately. True property tax relief can only be achieved by reforming the cost drivers that lead to high property taxes in New York, including public pension costs, health insurance payments and the collective bargaining process.”**

*- Peter Baynes, NYCOM  
Executive Director*

Police and firefighters who have been injured on the job and who are receiving 207-a/207-c payments have withdrawn from special retirement plans in order to enroll in a plan which has a higher mandatory retirement age. The appropriate statutes should be amended to prohibit these individuals from changing retirement plans once an on-the-job disability determination has been made.

## Enhance Management Flexibility Under Civil Service Law

New York’s Civil Service Law places restrictions on public employers with respect to employee compensation, hiring, firing, pay scales and discipline, severely limiting an employer’s ability to appropriately manage their workforce. Reforms to the system are necessary to allow thoughtful and creative management and workforce deployment that best meets the needs of the public. Specific amendments to state statute would include replacing the hiring “Rule of Three” with the “Rule of Ten,” giving managers greater ability to choose the best candidate for the job, and eliminating the “first in last out” requirement, which often means that highly qualified individuals with the least amount of seniority are the first to be laid off. Additionally, under the current structure, those in managerial positions – and who therefore should be on the “management” side of the bargaining table – are often members of a union whose interests are contrary to those of management. This inherent conflict undermines the management-union balance that is essential to fair and reasonable bargaining. Reforms must be enacted to ensure that those in managerial positions cannot also be part of a unionized bargaining unit.

## Reform Prevailing Wage

Labor Law § 220 mandates that, for all contracts for public works projects, the contractor must pay workers “prevailing wages” and supplements – that is, wages and benefits equivalent to those paid to laborers and workers performing the same types of work on private projects. Also, Labor Law § 230 imposes the prevailing wage mandate on contracts to provide services to municipal buildings, provided the contract is more than \$1,500. This dollar exemption dates back to 1971. In that time span, consumer prices have quadrupled.

Although the payment of prevailing wages is an obligation of



the contractor, this cost is passed through to the governmental entity since it must pay the contractor for performing the work. Consequently, the more widespread the application of prevailing wage, the higher the cost to property taxpayers and the more limited the opportunities for local contractors and companies to bid on municipal work. These statutes should be amended to exempt public works contracts of less than \$35,000 from prevailing wage obligations and to exempt building service contracts of less than \$20,000 from the coverage of the prevailing wage law. In addition, the state must stop its practice of continually expanding the type of work that is subject to prevailing wage.

## Conclusion

Unlike a struggling private business, local governments faced with rapidly rising mandated costs can't simply close unprofitable operations or reduce their hours of service. Mayors can't relocate their governments to the Carolina's, outsource production overseas or declare bankruptcy and go out of business. Instead, New York's local governments have no choice but to grin and bear the avalanche of unfunded mandates and pay the price, by passing along to our residents and businesses a painful combination of service cuts and destructive property tax increases.

Ironically, local leaders have reached a point where they must ask the state to intervene – to, in essence, ask for mandates to relieve us from prior mandates. Given the severity of the fiscal distress facing local governments, this is the only way to begin to mitigate the impacts of those mandates that have been tying our hands for so long. The difference, however, is the mandates we are asking for will save money, not cost money; will preserve services, not reduce services; and will avoid property tax increases, not require property tax increases.

It is important to note that local officials have often contended that New York does, in fact, have a property tax relief program already in place. The AIM program, formerly known as revenue sharing, exists to provide state aid to all of New York's cities, villages and towns. When adequately funded, AIM has proven to be an effective mechanism for local tax relief, especially for New York's cities. While the initiatives contained in this report are essential to meaningful structural reform, a strong and growing state-local fiscal partnership is just as imperative. Once the current fiscal crisis subsides, the state must renew its commitment



to an AIM program that is predictable and based upon a formula that reflects the rising costs of providing essential municipal services.

These extraordinary times and the arrival of a new Administration offer a unique opportunity to finally change the way state and local governments do business. The micro-managing of municipal operations must cease if the Empire State is to survive and prosper. These recommendations, if enacted, would begin the long-awaited journey to a better and more affordable New York.

## Endnotes

1. Property tax levy amounts were calculated using 2009 data from the NYS Office of the State Comptroller's "Overlapping Real Property Tax Rates and Levies," applying a 3% increase to bring such amounts to 2010 levels, and then applying a 2% cap in growth for 2011 and 2012. Pension amounts for 2010, pension estimates for 2011, and pension projections for 2012 were provided by the New York State and Local Retirement System. Health insurance amounts for 2010 are from NYCOM's November 2010 survey of 61 cities (excluding NYC), with conservatively assumed annual increases of 8% for 2011 and 2012.
2. "Legal Opinion: Legislature Can Freeze Employee Pay," Empire Center For New York State Policy news release, May 3, 2010; [http://www.empirecenter.org/AboutUS/news\\_releases/2010/05/legalop050310.cfm](http://www.empirecenter.org/AboutUS/news_releases/2010/05/legalop050310.cfm).
3. Based on results of NYCOM's survey of 61 cities on "Fiscal Impact of Workforce Mandates," November 2010.
4. Data on health insurance costs from 2002 to 2008 was provided by the NYS Office of the State Comptroller. Data on 2010 health insurance expenditures is from NYCOM's survey on "Fiscal Impact of Workforce Mandates."
5. McMahon, E.J. "Iceberg Ahead: The Hidden Cost of Public Sector Retiree Health Benefits in New York," Empire Center for New York State Policy, September 2010, p 1.
6. Property tax levy amounts were calculated using 2009 data from the NYS Office of the State Comptroller's "Overlapping Real Property Tax Rates and Levies," applying a 3% increase to bring such amounts to 2010 levels, and then applying a 2% cap in growth for 2011 through 2015. Pension amounts for 2010, 2011 and 2012 were provided by the New York State and Local Retirement System, and 2013 through 2015 are based on projections by the Empire Center for New York State Policy. Health insurance amounts for 2010 are from NYCOM's November 2010 survey of 61 cities (excluding NYC), with conservatively assumed annual increases of 8% for 2011 through 2015.
7. McMahon, E.J. and Barro, Josh, "New York's Exploding Pension Costs," Empire Center for New York State Policy, December 2010, p. 14.
8. McMahon, E.J. and Barro, Josh, "New York's Exploding Pension Costs," Empire Center for New York State Policy, December 2010, p. 1.
9. See Niagara Frontier Transportation Authority, 18 PERB ¶ (1985).
10. NYCOM survey of cities on "Fiscal Impact on Workforce Mandates," November 2010.







**The New York State Conference of Mayors and Municipal Officials is an association of, and for, cities and villages in New York. Since 1910, NYCOM has united local government officials in an active statewide network, advocating for city and village interests to the executive, legislative and judicial branches of state government. We are a readily accessible source of practical information touching upon every area of municipal activity. NYCOM is also a leader in the ongoing training and education of local officials. From legislative advocacy to training programs to legal and technical assistance, NYCOM helps city and village officials provide essential public services in the most cost effective manner.**



# NEWS RELEASE

New York State Conference of Mayors and Municipal Officials  
119 Washington Avenue, Albany, New York 12210 • (518) 463-1185

Peter A. Baynes  
*Executive Director*

For Release: Immediately

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## **NYCOM's Mayoral Task Force on Mandate and Property Tax Relief Releases Recommendations**

A delegation of mayors from across the state today released a report containing recommendations of the New York State Conference of Mayors' Task Force on Mandate and Property Tax Relief. The report, entitled ***"You Can't Cap What You Can't Control,"*** contains a significant set of mandate relief proposals, primarily in the workforce arena, that must be adopted by the State Legislature prior to considering any form of a property tax cap. It also identifies those rapidly rising costs – the growth of which is beyond local control – that must be excluded from a property tax cap.

"For decades, state mandates have been tying the hands of local officials, particularly with respect to public sector salaries and benefits," said Sam Teresi, Mayor of the City of Jamestown and NYCOM President. "While these costs are the largest single component of city and villages budgets, they are also the most difficult to control because they are collectively bargained and, in the case of public safety, subject to binding arbitration. This report highlights the necessary steps that must be taken to finally give us the ability to better manage our finances without having to resort to drastic cuts in services and jobs."

In addition to first calling on the state to impose a temporary freeze on public sector wages, the recommendations focus on ways to provide property tax relief by reducing local government expenses associated with employee pensions, health insurance, and police and firefighter disability benefits. The report also identifies necessary reforms to the prevailing wage and civil service laws that would help lower municipal infrastructure costs and provide public employers greater ability to manage their workforce so they can provide services more cost-effectively.

**- MORE -**

"A property tax cap without mandate relief and necessary exclusions is doomed to fail," said Peter A. Baynes, NYCOM Executive Director. "Projected growth in pension and health insurance costs alone will exceed the 2% tax cap fivefold in its first two years. The untenable reality is that employee benefits would, in a few short years, consume every single dollar of capped property taxes."

The Task Force, NYCOM's Executive Committee and full membership look forward to working with the new Administration and the State Legislature to implement these recommendations in the hope of achieving a better and more affordable New York.

*A variety of other statewide organizations have expressed support for the Task Force recommendations:*

G. Jeffrey Haber, Executive Director, Association of Towns of the State of New York: "Everyone agrees that property taxes are too high in New York. There is no way to responsibly address that without substantial and meaningful mandate relief. Whatever increases in town property taxes over the past few years that might have occurred is more the result of passed down mandates and reductions in revenue sharing than increases in local spending. Just a tax cap limit without mandate relief can only result in a reduction in services and the quality of life for New York residents."

Elizabeth Lynam, Vice President and Director of State Studies, Citizens Budget Commission: "Mandate relief should be paired with any effort to cap local taxes. State leaders need to begin taking responsibility for their part in driving the local tax burden."

Stephen J. Acquario, Executive Director, New York State Association of Counties: "Through its state mandates and cost shifts, the state is responsible for much of New York's high property tax burden. For counties, 9 state mandates consume 90 percent of the county property tax levy statewide. If state leaders are serious about property tax relief they must first reform and reduce the mandates they impose on each of our local governments."

David Little, Director of Government Relations, New York State School Boards Association: "There can no longer be doubt that we are in decidedly bleak fiscal circumstances. Only decisive action will allow a return to prosperity. Locally elected school officials embrace the need for greater efficiency, while striving for greater effectiveness and so NYSSBA joins with NYCOM to advance dramatic, but long overdue reforms."

Duncan MacKenzie, Chief Executive Officer, New York State Association of Realtors: "A property tax cap, mandate relief and consolidation of services are three powerful bullets in the chamber, but state lawmakers must pull the trigger on all three simultaneously in order to truly achieve property tax relief. This is a watershed moment for New York State's economic future that we must not let pass without comprehensive and meaningful reform."

James H. McGowan

Suite 200 • 308 Maltbie Street  
Syracuse, New York 13204-1498  
Phone (315) 474-7541

December 14, 2010



Hon. Mary Corriveau  
City Manager  
City Hall  
245 Washington Street, Room 302  
Watertown, New York 13601

Dear Ms. Corriveau:

I have followed with interest the proposal for constructing an entrance road to the J.B. Wise parking lot next to the Woodruff Professional Building, 53-59 Public Square, the purpose of which is to connect the parking facility with Public Square. While I haven't seen all of the objections, those I have reviewed make very good sense, particularly those from people suffering with disabilities.

I grew up in Watertown. I do business there on a regular basis. So I am quite familiar with the site and have traversed it on many occasions.

It makes little sense to me that this area should become a public street.

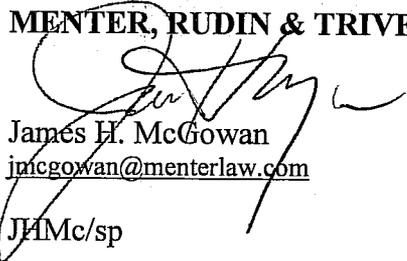
I would be surprised if the pitch doesn't violate generally accepted standards for good road construction although I don't know that for sure. But it does seem the danger created by permitting automobile traffic through an area shared with pedestrians some of whom have substantial disabilities, makes no sense.

While governmental decisions enjoy a certain amount of immunity, making a vehicle thoroughfare through that area would seem to create such an obvious danger that the City should be very concerned about potential for liability.

I'd be happy to discuss this further with you should you so desire.

Very truly yours,

**MENTER, RUDIN & TRIVELPIECE, P.C.**



James H. McGowan  
[jmcgowan@menterlaw.com](mailto:jmcgowan@menterlaw.com)

JHMc/sp

WOODRUFF PROFESSIONAL GROUP, LLC  
53-59 PUBLIC SQUARE  
WATERTOWN, NEW YORK 13601  
(315)782-8653



December 14, 2010

Watertown City Council  
245 Washington Street  
Watertown, New York 13601

Re: Proposed Driveway to J.B. Wise Lot

Hon. Mayor and Members of the City Council:

Thank you for meeting last night to view the proposed driveway site from Public Square to the J.B. Wise parking lot. We appreciate the work involved in staking the site and illuminating the area, and staff attendance to answer questions.

Our main concern remains the placement of the entrance into the parking lot interfering with safe, convenient drop-offs at the building. As medical doctors, we concede we are not engineers. We do, however, know our business. The close proximity to the rear entry door poses a safety hazard to our patients. The only concession made by Council was to add four handicapped parking spaces in the parking lot, which did not even address the entrance problem.

The location of future drop-off areas remains unanswered. As cited last night, there is a need for more than one area, as there are times more than one medical transport is in service, which may include an emergency ambulance. We were told there would be **one** drop-off point at the rear of the building. It was left at that. Patients are to fend for themselves.

As the owners of the newest building downtown, employers of 66 people, the destination of over 300 patients per day, and as taxpayers paying \$53,470.18 in 2010 real property taxes, we had hoped we would be heard, listened to, and able to work toward a safe, workable solution.

Very truly yours,

WOODRUFF PROFESSIONAL GROUP, LLC

By:

  
Collins F. Kellogg, Jr., M.D.

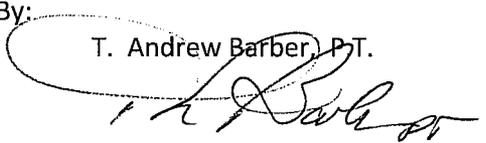
By:

  
Frank Rhode, M.D.

By:

  
Laverne R. VanDewall, D.O.

By:

  
T. Andrew Barber, P.T.