

City Council  
Work Session Agenda  
March 8, 2010  
7:00 p.m.



Discussion:

1. Town of Watertown Lettiere Water System and Arsenal Street to Coffeen Street Sewer Connection

Presentation by Town of Watertown Supervisor Joel Bartlett

2. City of Watertown Local Waterfront Revitalization Program for the Black River

Presentation by Planning and Community Development Coordinator  
Kenneth A. Mix

3. United States Department of Agriculture – Infrastructure Grant

Presentation by Planning and Community Development Coordinator,  
Kenneth A. Mix

Reports:

1. New and Increased Revenue Proposal, City Manager Mary M. Corriveau, City Clerk Donna M. Dutton, March 3, 2010.
2. Request for Assistance, Fairgrounds YMCA, City Manager Mary M. Corriveau, March 3, 2010.
3. DARE Vehicle, City Manager Mary M. Corriveau, March 4, 2010.
4. 1017 Huntington Street, City Comptroller James E. Mills, March 4, 2010.
5. Short Parade Route, City Manager Mary M. Corriveau, March 5, 2010.
6. North Country Goes Green Irish Festival Parade Invitation.

Executive Session:

1. Employment History of Particular Individuals

March 3, 2010

To: The Honorable Mayor and City Council  
From: Kenneth A. Mix, Planning and Community Development Coordinator  
Subject: Local Waterfront Revitalization Program

On February 16, 2010 the City Council initiated the State Environmental Quality Review of the draft Local Waterfront Revitalization Program (LWRP), its associated Zoning Ordinance Revisions and the Consistency Review Law. A copy of the report's Executive Summary, the proposed Consistency Review Law and proposed Zoning Ordinance changes are attached for the Council's review. The complete document can be found on the Planning Office's page of the City's website, [www.watertown-ny.gov](http://www.watertown-ny.gov).

The Department of State, which is the only other involved agency, has responded that it concurs with the establishment of the City Council as the lead agency. The Council will be asked to perform its environmental review as lead agency on March 15, 2010. It will also be asked to adopt a resolution stating that the LWRP is complete and ready for the 60-day review by state and federal agencies, and set a public hearing date.

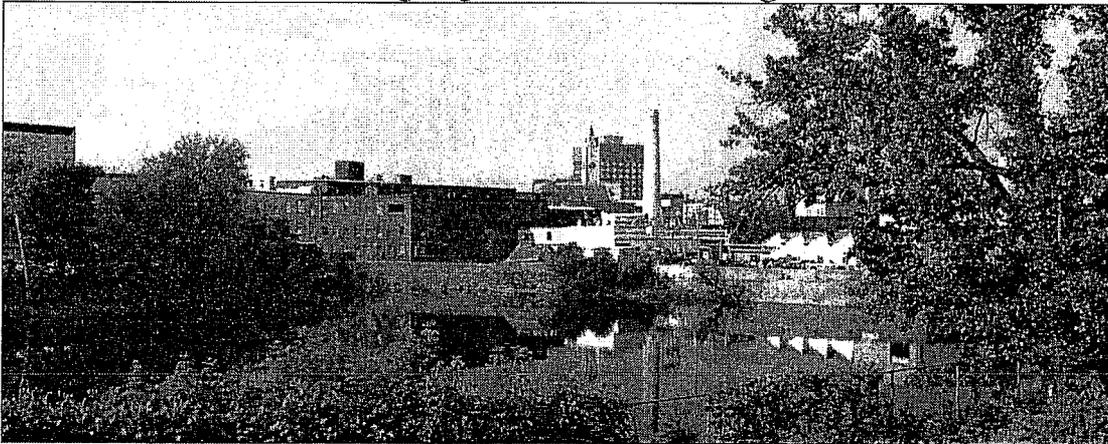
Staff will present the draft LWRP to the City Council and answer any questions at the Work Session on March 8, 2010.

**City of Watertown**

*Local Waterfront Revitalization Program (LWRP)  
for the Black River*

**Executive Summary**

*Rising Up to the Challenge*



Watertown residents have faced many challenges. From the early settlers' floods and washouts of their fragile timber crib dams and mills, to the more recent generation's challenge of factory closings and store vacancies, blizzards, and ice storms. Facing adversity with wisdom and courage has made Watertown a stronger community.

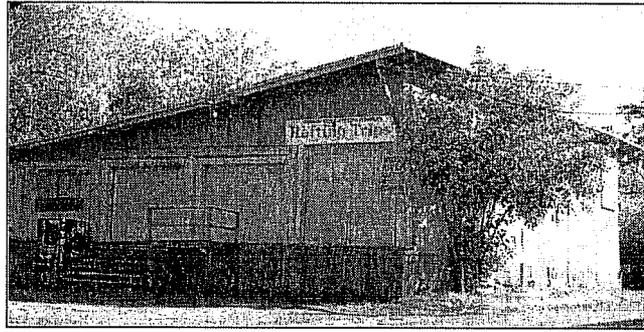
The city, unfortunately, has witnessed a staggering level of disinvestment. In rebuilding this great city, a historic center of northern New York, the leadership and citizenry continue to rise to the challenge. Not wanting any symbol of the city's culture tarnished, the community has pulled together project after project; the Roswell P. Flower Memorial, Thompson Park and the Zoo, the renovations to Public Square, to list but a few.

Today, the community is poised for rebirth. Not as a mill town anymore, but as a quality of life city. A city with friendly neighborhoods and pleasant streets. A city with a historic downtown and many cultural amenities. A city on the Black River, with world-class outdoor water sports. Many communities have done much with less. Think of San Antonio's famous Riverwalk, built around a creek. Watertown has the mighty Black River.

In its name, Watertown speaks of its identity. This plan presents a challenge to the leadership and all citizens of the city to continue to rise up to the challenge by investing toward the continuing rebirth of the identity of the city. In Watertown's history, along the Black River, and among the neighborhoods, lies its future opportunity.

## *A Riverfront Vision*

The Black River waterfront is a diverse and dynamic interface between natural, urban, and suburban development. The vision for the Black River calls for maintaining the existing water-dependent uses such as hydroelectric facilities, and whitewater rafting outfitters. It also calls for supporting the transition of much of the



waterfront from industrial and warehouse facilities to uses such as restaurants, specialty stores, and quality residential options. This new development should form a mixed-use pattern that fully showcases the natural, scenic, historic, and recreational opportunities of the riverfront and provides “people places” and areas for public interaction. A proposed land-use vision for the riverfront includes the following uses, described in detail below and illustrated on **LWRP Map 4.1: Proposed Land and Water Uses**.

### **Black River Corridor: Proposed Land and Water Uses**

*Water-Dependent Uses: includes hydroelectric facilities and whitewater rafting and kayaking facilities in a pattern that allows for waterfront open space and access.*

*Water-Enhanced Uses: primarily recreational, cultural, retail or entertainment uses that are enhanced by a waterfront location.*

*Open Space and Recreation: includes waterfront preserves, parks, recreation, trails, fishing access, boating access, open space and park-and-play whitewater access.*

*Waterfront Trail: an interconnected trail system that follows the Black River shoreline (and other important connections) and links together many of the open space and community resources along the Black River.*

*Dams: dams, diversions, and infrastructure for water-dependent uses.*

*Access points: access to the river for fishing, kayaking, canoeing, and rafting.*

*Blueway Trail: dedicated access for navigation by kayaks, rafts and other non-motorized boats; fishing; and canoe access along shoreline and flatwaters.*

## *Proposed Riverfront Revitalization Boundary Area*

The LWRP proposes to extend the existing state coastal boundary, which currently follows the Black River (with an approximately 100-foot buffer of the north and south banks of the river) for a length of approximately 7,300 feet (1.3 miles) from the city's western border east to an area near downtown Watertown. The proposed waterfront boundary includes the entire 5-mile length of the Black River in Watertown, and extends beyond the river banks to incorporate important roadways such as Newell Street, Water Street, Main Street, Factory Street and Huntington Street, and important revitalization areas such as Sewall's Island, Factory Square, and Public Square. Refer to **LWRP Map 1.1: Waterfront Revitalization Area Boundary (WRAB)** for more detail. *The WRAB is the area of focus for the LWRP's inventory, analysis, policies, and recommendations.*

## *Inventory and Analysis*

An extensive inventory of the existing natural, physical, historical, scenic, and cultural resources of the WRAB was undertaken to engender a comprehensive understanding of the Black River and surrounding area. Chapter II of this LWRP summarizes the inventory and accompanying maps are provided in Appendix A. The inventory, along with early community visioning workshops, led to the identification of several major opportunities and constraints to waterfront revitalization, as follows:

### **Constraints**

- ***Zoning and land use patterns along the river corridor are incompatible with the desired future use of the riverfront.***
- ***Many riverfront properties are currently vacant, underutilized, and unmaintained, creating an unattractive and potentially unsafe waterfront experience.***
- ***Some lands and roadways act as physical barriers to pedestrian-scaled waterfront access and circulation. Specifically, there is a lack of connection between the downtown and the waterfront because the roadways serve as barriers.***

### **Opportunities**

- ***The downtown-Black River connection offers a very unique urban-natural setting and an opportunity for reciprocal tourism between the downtown and the Black River.***

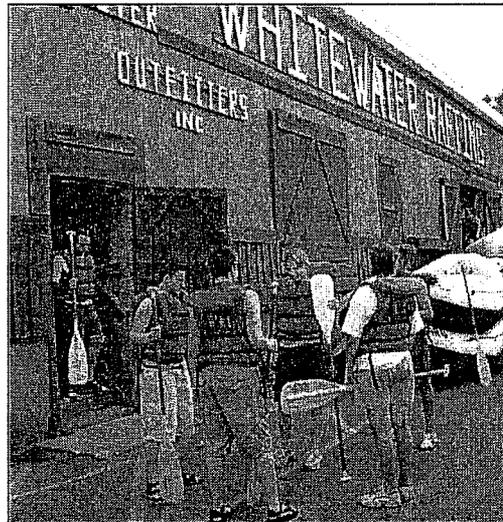
- ***The Black River's exceptional whitewaters and scenery offer opportunities for expansion and diversification of whitewater activities, as well as supporting retail and other services for tourist markets. The Black River also offers the potential for improved whitewater access areas, linked together by a continuous trail system.***



- ***Watertown's vacant waterfront lands offer opportunities for top-quality residential development, to fill the current demand for housing in the area.***
- ***The islands and open lands of the eastern portion of the Black River offer potential for passive and active recreation, nature preservation and viewing areas, as well as expanded public access.***

## *Riverfront Policies*

The riverfront policies developed in the LWRP (Chapter III) help to implement the goals of the LWRP. The policies are the basis for Federal and State consistency determinations for activities affecting the waterfront area. Under the locally-adopted consistency review law (Appendix B), all new projects and actions that meet certain thresholds defined in the law would be reviewed to ensure that they are consistent with the policies of the LWRP. These policies are broad, and cover four major topic areas: developed waterfront policies; natural waterfront policies; public waterfront policies; and working waterfront policies. Policies that are of particular importance to the Black River revitalization are summarized in the text box below.



- Policy 1** *Foster a pattern of development in the proposed waterfront area that enhances community character, preserves open space, makes efficient use of infrastructure, and minimizes adverse effects of development.*
- Policy 2** *Preserve historic resources of the waterfront area.*
- Policy 3** *Enhance visual quality and protect scenic resources of the waterfront area.*
- Policy 9** *Provide for public access to, and recreational use of, waters, public lands, and public resources of the waterfront area.*
- Policy 10** *Protect water-dependent uses and promote siting of new water-dependent uses in suitable locations.*

### *Riverfront Opportunity Areas*

In an effort to focus planning, resources, and investment, the community has helped to identify a vision for six focus areas along the Black River. These opportunity areas are summarized in the text box below and discussed in more detail in Chapter IV of the LWRP. **Map 4.2: Proposed Land and Water Projects** illustrates these opportunities.

#### **Opportunity Areas**

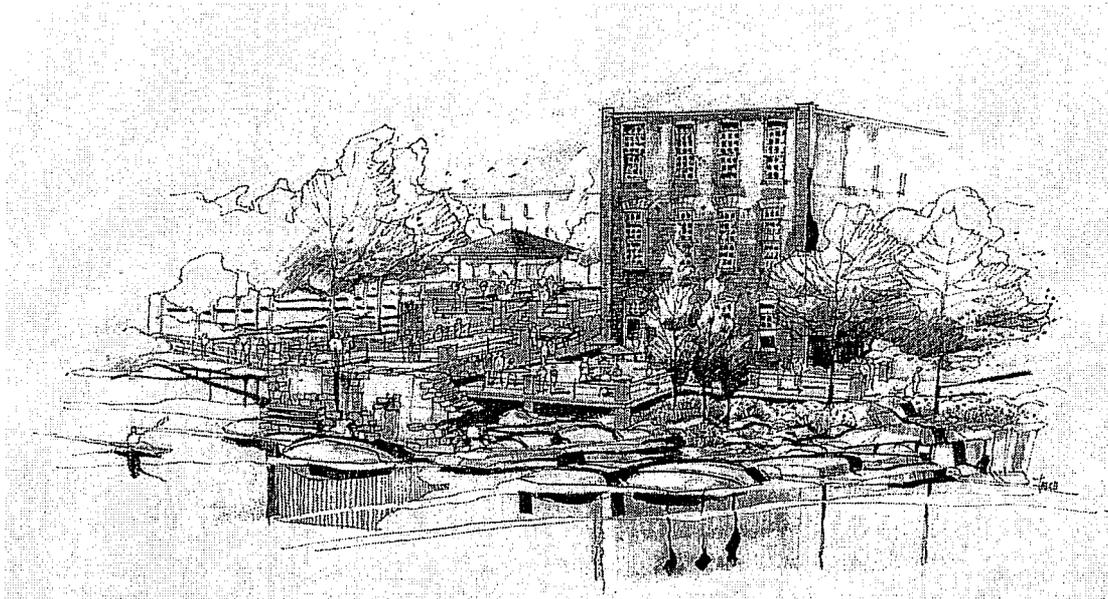
**Van Duzee Street Barns Residential Community:** *a waterfront-oriented residential community that features adaptive reuse of existing brick warehouse buildings.*

**Downtown Connection:** *a pedestrian-oriented connection between Public Square and the downtown waterfront that draws people to the waterfront.*

**Whitewater Park Waterfront Loft District:** *a mixed-use loft-style residential district oriented towards Whitewater Park and the Black River.*

**Factory Square and Sewall's Island Mixed-Use Communities:** *revitalized mixed-use complexes that offer opportunities for dining, shopping, retail and office space, and residential living surrounded by a revitalized Black River corridor.*

**Eastern Islands Park and Recreation Area:** *a park offering opportunities for active and passive recreation as well as preservation of wildlife habitat and natural and scenic landscapes.*



*The Whitewater Park Loft District pays homage to Watertown's industrial heritage and waterfront opportunities in a mixed use environment.*

### *Priority Project Highlights*

The community has identified short-term priority areas through the LWRP planning process. The most important priority to the community is developing the linkage between Public Square and the waterfront (the "Downtown Connection" opportunity area). This linkage is viewed as the most critical in terms of long-term success of the waterfront and also as a way to build momentum for the continued revitalization and success of existing businesses along Public Square.

#### **Priority Projects**

- **Physical Connection Between Downtown and the Waterfront**
- **Sewall's Island and Factory Square Redevelopment**
- **Whitewater Park Shoreline Improvements**
- **Route 3 Wave Access Improvements**

Additionally, progress in the redevelopment of the Sewall's Island and Factory Square area, while a massive undertaking, is important to the community. Along the Black River's edge, community priorities are focused on shoreline and access improvements at Whitewater Park and Route 3 Wave areas. In both locations, it is understood that a small amount of public investment in access and shoreline enhancements will substantially improve the areas for further private investment.

## *Implementation Program*

The implementation program includes a set of recommendations to help guide future actions to achieve the riverfront vision. These actions include necessary up-front organization to begin implementing waterfront revitalization, such as retaining adequate oversight for the project. Developing a financial strategy for implementing waterfront revitalization is an absolute necessary action, and should be considered integral to success of the program. Planning, marketing, and promotion are also critical to the success of the program, because this type of public investment paves the way for private investment in the riverfront. Capital projects, such as construction of trail segments and riverfront access improvements are critical catalysts for private investment and help to raise expectations and awareness of the Black River's vast potential. Implementation actions are summarized in the text box below and in the following pages. Additional information on the implementation program is available in **LWRP Section V: Local Implementation Techniques**.

### **Taking Steps to Implement Waterfront Revitalization**

1. **Get Started: Become Organized and Structured for Implementation of Waterfront Revitalization**
2. **Develop a Financing Strategy: Identify How to Structure and Support Waterfront Revitalization Projects and Actions**
3. **Plan for the Future of the Waterfront: Conduct the Necessary Planning Processes to Help Advance the Waterfront Vision and Projects**
4. **Promote and Market Waterfront Opportunities: Develop Materials to Encourage Private Investment and Public Awareness**
5. **Continue to Implement Waterfront Capital Projects: Advance the Waterfront Vision and Projects for the Opportunity Areas Identified in Chapter IV of this LWRP**

## *Implementation Actions*

The implementation program includes detailed recommendations for each of the five (5) action areas. Major recommendations for each action area are summarized below.

### **Action 1: Get Started**

#### **Adopt the LWRP as Policy**

Following adequate review and feedback, this draft LWRP will be modified to reflect both public comments and the New York State Department of State review. Upon completion, the final LWRP should be adopted by the Watertown City Council as policy. A review under the state environmental quality review act (SEQRA) procedures is required prior to adoption of the plan. The adopted LWRP will contain a consistency law which requires review of projects within the WRAB.

#### **Conduct Training for Consistency Review**

The Planning Board is the recommended entity for conducting consistency review. A series of workshops should be conducted to train the Planning Board and all other parties that will be involved in implementing the Consistency Review Law, including the Planning Department, Engineering Department, Code Enforcement, and City Council.

#### **Increase Staffing and Capacity to Implement Revitalization**

Ensure that adequate funding is allocated within the City's Planning Department to support and staff the implementation of the LWRP.

#### **Adopt the Revised City Zoning Law for the Waterfront Area**

As part of this LWRP, draft waterfront zoning have been created. These zoning districts should be reviewed by the community and should be integrated into the city's existing ordinance, which needs to be fully updated and revised from its 1959 format.

#### **Develop Waterfront Design Guidelines**

Create an illustrated set of waterfront design guidelines that can be used by the Planning Board and others during the review of proposed projects. Train Planning Board members and others in the use of the design guidelines. These guidelines and training sessions could be developed in conjunction with the consistency review training.

### **Action 2: Develop a Financing Strategy**

A financing strategy is integral to the success of this waterfront revitalization program. It should be responsive to Watertown's capacity and needs and should be designed to accommodate public-private partnerships. This strategy should build off of this LWRP and the complimentary economic study. It should address both soft costs and capital costs and should provide a realistic but aggressive phasing program.

A public-private partnership model should be used in financing waterfront revitalization. The city should continue to work with interested developers, landowners, and others to create conceptual plans and cost estimates for adaptive reuse projects (the development of site assessment and marketing plans will help to set the stage for public investment). Help to identify potential funding solutions for projects, and work collaboratively with developers to

identify cooperative agreements for investment (for example, the city may help to fund the necessary infrastructure improvements if the developer provides some level of commitment to the project.) These types of plans can be developed for a single property or building as well as for a larger focus area such as Factory Square or VanDuzee Street.

### **Action 3: Plan for the Future of the Waterfront**

#### **Create a Black River Greenway and Blueway Master Plan**

The concept of a greenway for Watertown is a linear trail that connects a sequence of parks and access areas together. The blueway is similar – it is a river trail that connects water access points together for kayaks, canoes and other non-motorized boats.

The City of Watertown should conduct a local planning process to develop a master plan for a Black River Greenway and Blueway in close coordination with landowners, the Tug Hill Commission, community and local and regional trails advocates, open space, recreation and tourism partners. This plan will determine a preferred alignment for a continuous waterfront trail, develop cost estimates for planning and construction or trail segments, and identify areas in need of additional study, among other things. The plan can be coordinated with the ongoing work of the Tug Hill Commission to develop a blueway trail system along the Black River. The trail plan in this LWRP can serve as a starting point for the master plan.

#### **Conduct a River-wide Brownfield Assessment and Remediation Program**

This recommendation has already been advanced through the city's applications to state grant programs. This program would provide grant funding for the city to conduct area-wide assessment and planning for brownfields in Watertown. It would help to assess on a site basis, the level of contamination and costs associated with remediation, and thus provide information to possible investors and others currently interested in waterfront properties but with potential concerns about the unknowns.

#### **Develop a City-wide Comprehensive Plan**

Planning for successful waterfront redevelopment and investment requires a holistic review of the city and region's overall land use and settlement patterns. A city-wide comprehensive plan would help to identify desired future land-use patterns in a more balanced approach to ensure that waterfront areas and other existing neighborhoods and commercial centers are prioritized as key redevelopment areas. The comprehensive plan would result in zoning revisions and other necessary policy and implementation actions. For example, zoning revisions can help to support focused development and revitalization efforts in the waterfront and downtown areas by providing incentives for developers who implement projects within the waterfront boundary. These incentives might include reduced development review period, increased flexibility in zoning provisions, or a reduction in fees, for example.

#### **Conduct a Planning Process to develop an Eastern Islands Nature Area Master Plan**

As identified in Chapter IV of the LWRP, the Eastern Islands (Delano, Huntington and environs) offer the opportunity for expanded partnership in creating a regional nature park with recreational amenities. A master planning process to identify potential options for ownership, natural areas for protection, appropriate uses for passive and

active recreation, etc. should be initiated. The master planning process should include extensive community and stakeholder participation.

### **Work with the Community to Identify Interest and Develop Waterfront Community Center**

Work with the community to develop concepts for a waterfront community center. Begin by conducting initial scoping (possibly through a community charrette) to identify interest and potential programming/needs for such a community center. This LWRP recommends a potential site for the community center along the eastern edge of the Van Duzee Street property, however through the scoping process, the community may identify a more desired location.

### **Periodically Review this LWRP**

Continue to review this LWRP, as well as other local plans, to ensure that the community's vision and goals are being met. The LWRP should not be viewed as a static document but rather as a suite of visions and ideas for shaping the future. Ultimately, however, the future will depend on multiple factors, including local investment, regional, state and federal grant monies, the private sector (and associated real estate market), etc. Review of the LWRP's overall vision and policies, however, can help to ensure that future endeavors are consistent with the community's long-term waterfront vision.

## **Action 4: Promote and Market Waterfront Opportunities**

### **Expand the Promotion of Local and Regional Tourism Opportunities**

Continue to work with the Thousand Islands International Tourism Council on the development of a regional tourism plan. Also, work to develop some local strategies for tourism along the Black River. For example, local plans might identify gateway kiosks that will provide visitors with information on recreational activities, dining, shopping, lodging, etc. in the waterfront area. Ensure that plans allow for flexibility as the waterfront grows and tourism options diversify.

### **Continue to Complete Initial Site Assessment and Marketing Packages for Key Waterfront Revitalization Buildings**

Continue to work with the current owners to conduct initial site assessment for buildings with adaptive reuse potential in the near-term (such as the existing Factory Square and Samaritan Hospital warehouse buildings). This assessment could identify whether the building is for sale, lease, etc.; potential uses; floor plans; details on the building's condition; and other useful information. This information could be packaged together into spec-sheets for each building and marketed along with more general materials such as information on the local and regional opportunities, financial opportunities for renovation, and potential partners who might assist with business development, employee recruitment, etc.

### **Continue to Provide Educational and Interpretive Opportunities Along the Waterfront**

Within new projects, develop educational materials and opportunities along the river's edge to capture and promote Watertown's rich industrial and architectural history, such as the interpretive signs developed at Marble Street Park. Opportunities for interpretation can range from very simple "industrial heritage" walking tour brochure,

to a series of interpretive signs along the future Black River Waterfront Trail, to a more elaborate opportunity for an industrial heritage museum to feature the region's many industrial innovations.

## **Action 5: Continue to Implement Waterfront Capital Projects**

### **Continue to Work Towards Implementing Priority Waterfront Projects**

Chapter IV provides explanation as to the details of the many proposed projects within opportunity areas. To give order to the extensive list of desired waterfront projects, the community has helped to prioritize waterfront opportunity areas and projects. These priority projects are as follows:

- **Physical Connection Between Downtown and the Waterfront**
- **Sewall's Island and Factory Square Redevelopment**
- **Whitewater Park Shoreline Improvements**
- **Route 3 Wave Access Improvements**

### **Develop a Building Stabilization Program**

Create a building stabilization program for short-term protection of vacant adaptive reuse sites and waterfront properties to protect them from neglect and demolition. Identify a "top-ten" list of buildings in need of immediate stabilization (for example, roof repair, boarding of windows, protection from water damage, etc.) and prioritize and obtain any necessary clearance from property owners to implement stabilization measures. Explore potential sources of funds (e.g., CDBG) to create a revolving fund for building stabilization and recoup the costs during the sale/auction of the building.

### **Create a Waterfront Façade Program**

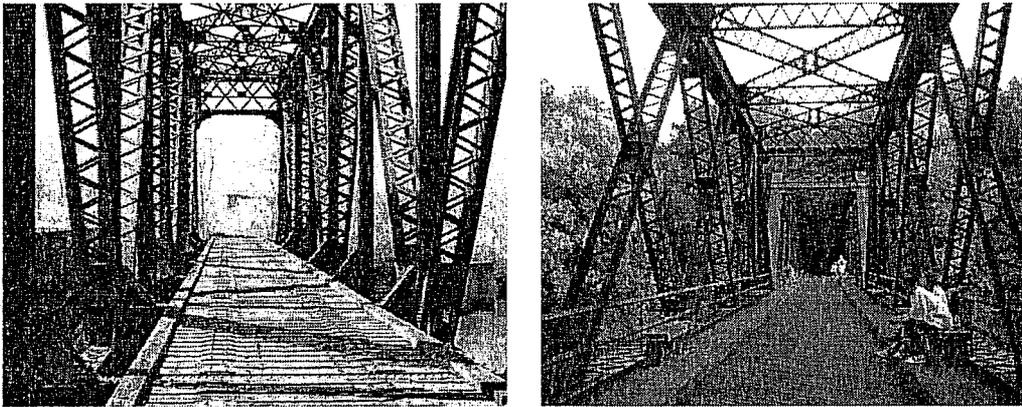
Explore the option of expanding the city's existing façade program to include the back sides of buildings on Public Square that face the Black River, as well as commercial buildings on Factory and Newell Streets. In conjunction with such a program, create an illustrated *Waterfront Façade Improvement Manual* to help property-owners undergoing façade renovations.

### **Construct the Sewall's Island Rail Trail**

Conduct planning and engineering design (Phase I), and subsequently construct the Sewall's Island Rail-Trail including potential anchor destinations at each end of the island.

### **Work Towards Completing the Waterfront Trail**

Continue to acquire and construct waterfront properties and trail easements as available. Waterfront properties may become available through tax foreclosure and/or sale. In addition, as new development is proposed along the waterfront, a trail easement can be obtained as part of the development review process. Defining the trail alignment through the master planning process is an important step that provides clear guidance for future planning and development efforts as to the location and design of the desired trail alignment.

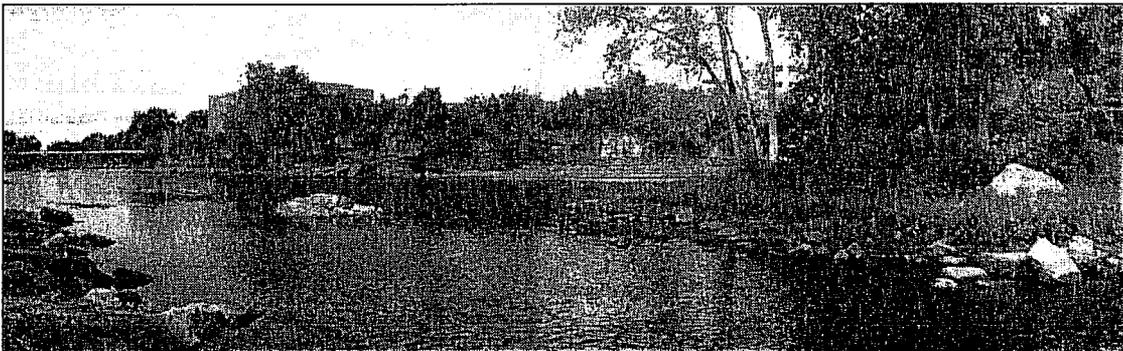


*The existing Sewall's Island rail bridge (left) and the potential for a future rail-trail (right).*

## *Conclusion*

In addition to sustaining and revitalizing Watertown's downtown and existing neighborhoods, the community has identified a new element of public investment and planning – the waterfront. The community has helped to shape a vision for the Black River waterfront that includes residential, commercial, recreational, and tourism options that complement and promote the Black River's exceptional opportunities. This vision calls for both public and private investment in the future of the Black River. It also calls for a transformation in the way that the community experiences, envisions, and invests in the waterfront.

This waterfront revitalization program is a call to action – for the City of Watertown and its leaders, entrepreneurs, and the larger community. Fulfilling this riverfront vision will take time, effort, and investment – but it will provide lasting returns in the quality of living for current and future generations.



**Appendix B**

**PROPOSED CONSISTENCY REVIEW LAW**

**CITY OF WATERTOWN**

Be it enacted by the City Council of the City of Watertown follows:

**GENERAL PROVISIONS**

**I. Title.**

This Local law will be known as the City of Watertown Waterfront Consistency Review Law.

**II. Authority and Purpose.**

A. This local law is adopted under the authority of the Municipal Home Rule Law and the Waterfront Revitalization of Coastal Areas and Inland Waterways Act of the State of New York (Article 42 of the Executive Law).

B. The purpose of this local law is to provide a framework for agencies of the City of Watertown to incorporate the policies and purposes contained in the City of Watertown Local Waterfront Revitalization Program (LWRP) when reviewing applications for actions or direct agency actions within the coastal area; and to assure that such actions and direct actions by City agencies are consistent with the LWRP policies and purposes.

C. It is the intention of the City of Watertown that the preservation, enhancement and utilization of the unique coastal area of the City take place in a coordinated and comprehensive manner to ensure a proper balance between protection of natural resources and the need to accommodate limited population growth and economic development. Accordingly, this local law is intended to achieve such a balance, permitting the beneficial use of coastal resources while preventing loss and degradation of living coastal resources and wildlife; diminution of open space areas or public access to the waterfront; disruption of natural coastal processes; impairment of scenic, cultural or historical resources; losses due to flooding, erosion and sedimentation; impairment of water quality; or permanent adverse changes to ecological systems.

D. The substantive provisions of this local law shall only apply when there is in existence a City of Watertown Local Waterfront Revitalization Program which has been adopted in accordance with Article 42 of the Executive Law of the State of New York.

### III. Definitions.

A. "Actions" include all the following, except minor actions:

- (1) projects or physical activities, such as construction or any other activities that may affect natural, manmade or other resources in the coastal area or the environment by changing the use, appearance or condition of any resource or structure, that:
  - (i) are directly undertaken by an agency; or
  - (ii) involve funding by an agency; or
  - (iii) require one or more new or modified approvals, permits, or review from an agency or agencies;
- (2) agency planning and policymaking activities that may affect the environment and commit the agency to a definite course of future decisions;
- (3) adoption of agency rules, regulations and procedures, including local laws, codes, ordinances, executive orders and resolutions that may affect coastal resources or the environment; and
- (4) any combination of the above.

B. "Agency" means any board, agency, department, office, other body, or officer of the City of Watertown.

C. "Code Enforcement Supervisor" means the person employed by the City of Watertown, and is in charge of the City's Code Enforcement Bureau.

D. "Coastal area" means that portion of New York State coastal waters and adjacent shorelands as defined in Article 42 of the Executive Law which is located within the boundaries of the City of Watertown, as shown on the coastal area map on file in the office of the Secretary of State and as delineated in the City of Watertown Local Waterfront Revitalization Program (LWRP).

E. "Coastal Assessment Form (CAF)" means the form, a sample of which is appended to this local law, used by an agency to assist in determining the consistency of an action with the Local Waterfront Revitalization Program.

F. "Consistent" means that the action will fully comply with the LWRP policy standards, conditions and objectives and, whenever practicable, will advance one or more of them.

G. "Direct Actions" mean actions planned and proposed for implementation by an agency, such as, but not limited to a capital project, rule making, procedure making and policy making.

H. "Environment" means the physical conditions that will be affected by a proposed action, including land, air, water, minerals, flora, fauna, noise, resources of agricultural, archeological,

historic or aesthetic significance, existing patterns of population concentration, distribution or growth, existing community or neighborhood character, and human health.

I. "Local Waterfront Revitalization Program" or "LWRP" means the Local Waterfront Revitalization Program of the City of Watertown, approved by the Secretary of State pursuant to the Waterfront Revitalization of Coastal Areas and Inland Waterways Act (Executive Law, Article 42), a copy of which is on file in the Office of the City Clerk of the City of Watertown.

J. "Minor actions" include the following actions, which are not subject to review under this chapter:

- (1) maintenance or repair involving no substantial changes in an existing structure or facility;
- (2) replacement, rehabilitation or reconstruction of a structure or facility, in-place and in-kind, on the same site, including upgrading buildings to meet building or fire codes,
- (3) repaving or widening of existing paved highways not involving the addition of new travel lanes;
- (4) street openings and right-of-way openings for the purpose of repair or maintenance of existing utility facilities;
- (5) maintenance of existing landscaping or natural growth, except where threatened or endangered species of plants or animals are affected, or within Significant Coastal Fish and Wildlife Habitat areas;
- (6) granting of individual setback and lot line variances, except in relation to a regulated natural feature or a bulkhead or other shoreline erosion protection structure;
- (7) minor temporary uses of land having negligible or no permanent impact on coastal resources or the environment;
- (8) installation of traffic control devices on existing streets, roads and highways;
- (9) mapping of existing roads, streets, highways, natural resources, land uses and ownership patterns;
- (10) information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any action;
- (11) official acts of a ministerial nature involving no exercise of discretion, including

building permits where issuance is predicated solely on the applicant's compliance or noncompliance with the relevant local building code;

(12) routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment;

(13) conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action;

(14) collective bargaining activities;

(15) investments by or on behalf of agencies or pension or retirement systems, or refinancing existing debt;

(16) inspections and licensing activities relating to the qualifications of individuals or businesses to engage in their business or profession;

(17) purchase or sale of furnishings, equipment or supplies, including surplus government property, other than the following: land, radioactive material, pesticides, herbicides, storage of road de-icing substances, or other hazardous materials;

(18) adoption of regulations, policies, procedures and local legislative decisions in furtherance of any action on this list;

(19) engaging in review of any part of an application to determine compliance with technical requirements, provided that no such determination entitles or permits the project sponsor to commence the action unless and until all requirements of this Part have been fulfilled;

(20) civil or criminal enforcement proceedings, whether administrative or judicial, including a particular course of action specifically required to be undertaken pursuant to a judgment or order, or the exercise of prosecutorial discretion;

(21) adoption of a moratorium on land development or construction;

(22) interpreting an existing code, rule or regulation;

(23) designation of local landmarks or their inclusion within historic districts;

(24) emergency actions that are immediately necessary on a limited and temporary basis for the protection or preservation of life, health, property or natural resources, provided that such actions are directly related to the emergency and are performed to cause the least change or

disturbance, practicable under the circumstances, to coastal resources or the environment. Any decision to fund, approve or directly undertake other activities after the emergency has expired is fully subject to the review procedures of this Part;

(25) local legislative decisions such as rezoning where the City of Watertown determines the action will not be approved.

#### **IV. Management and Coordination of the LWRP**

A. The City of Watertown Planning Board shall be responsible for coordinating review of actions in the City's coastal area for consistency with the LWRP, and will advise, assist and make consistency recommendations to other City agencies in the implementation of the LWRP, its policies and projects, including physical, legislative, regulatory, administrative and other actions included in the program.

B. The Planning Board shall coordinate with the New York State Department of State regarding consistency review of actions by Federal agencies and with State agencies regarding consistency review of their actions.

C. The Planning Board shall assist the City Council in making applications for funding from State, Federal, or other sources to finance projects under the LWRP.

D. The Planning Board shall perform other functions regarding the coastal area and direct such actions or projects as the City Council may deem appropriate, to implement the LWRP.

#### **V. Review of Actions.**

A. Whenever a proposed action is located within the City's coastal area, each City agency shall, prior to approving, funding or undertaking the action, make a determination that it is consistent with the LWRP policy standards summarized in Subparagraph I herein. No action in the coastal area shall be approved, funded or undertaken by that agency without such a determination.

B. Whenever a City agency receives an application for approval or funding of an action, or as early as possible in the agency's formulation of a direct action to be located in the coastal area, the agency shall refer a copy of the completed CAF to the Planning Board within ten (10) days of its receipt and prior to making its determination, shall consider the recommendation of the Planning Board with reference to the consistency of the proposed action.

C. After referral from an agency, the Planning Board shall consider whether the proposed action is consistent with the LWRP policy standards set forth in Subparagraph I herein. The Planning Board shall require the applicant to submit all completed applications, CAFs, EAFs, and any other information deemed necessary to its consistency recommendation.

The Planning Board shall render its written recommendation to the agency within thirty (30) days following referral of the CAF from the agency, unless extended by mutual agreement of the Planning Board and the applicant or in the case of a direct action, the agency. The Planning Board's recommendation shall indicate whether the proposed action is consistent with or inconsistent with one or more of the LWRP policy standards and shall elaborate in writing the basis for its opinion. The Planning Board shall, along with a consistency recommendation, make any suggestions to the agency concerning modification of the proposed action, including the imposition of conditions, to make it consistent with LWRP policy standards or to greater advance them.

In the event that the Planning Board's recommendation is not forthcoming within the specified time, the agency shall make its consistency decision without the benefit of the Planning Board's recommendation.

D. If an action requires approval of more than one City agency, decision making will be coordinated between the agencies to determine which agency will conduct the final consistency review, and that agency will thereafter act as designated consistency review agency. Only one CAF per action will be prepared. If the agencies cannot agree, the City Council shall designate the consistency review agency.

E. Upon receipt of the Planning Board's recommendation, the agency shall consider whether the proposed action is consistent with the LWRP policy standards summarized in Subparagraph I herein. The agency shall consider the consistency recommendation of the Planning Board, the CAF and other relevant information in making its written determination of consistency. No approval or decision shall be issued for an action in the coastal area without a written determination of consistency having first been rendered by a City agency.

F. The Zoning Board of Appeals is the designated agency for making the determination of consistency for variance applications subject to this law. The Zoning Board of Appeals shall consider the written consistency recommendation of the Planning Board in the event and at the time it makes a decision to grant such a variance and may impose appropriate conditions on the variance to make the activity consistent with the objectives of this law.

G. Where an EIS is being prepared or required, the draft EIS must identify applicable LWRP policies standards in Subparagraph I and include a discussion of the effects of the proposed action on such policy standards.

H. In the event the Planning Board's recommendation is that the action is inconsistent with the LWRP, and the agency makes a contrary determination of consistency, the agency shall elaborate in writing the basis for its disagreement with the recommendation and state the manner and extent to which the action is consistent with the LWRP policy standards.

I. Actions to be undertaken within the coastal area shall be evaluated for consistency in accordance with the following summary of LWRP policy standards, which are derived from and further explained and described in the City of Watertown LWRP, a copy of which is on file in the City Clerk's office and available for inspection during normal business hours. Agencies which undertake direct actions must also consult with Section IV, in making their consistency determination. The action must be consistent with the policies to:

1. Foster a pattern of development in the Waterfront Revitalization Area Boundary (WRAB) that enhances community character, preserves open space, makes efficient use of infrastructure and minimizes adverse effects of development (LWRP Policy 1).
2. Preserve historic resources of the WRAB (LWRP Policy 2).
3. Enhance visual quality and protect scenic resources of the WRAB (LWRP Policy 3).
4. Minimize loss of life, structures and natural resources from flooding and erosion (LWRP Policy 4).
5. Protect and improve water quality and supply in the WRAB (LWRP Policy 5).
6. Protect and restore the quality and function of the WRAB ecosystem (LWRP Policy 6).
7. Protect and improve air quality in the WRAB (LWRP Policy 7).
8. Minimize environmental degradation in the WRAB from solid waste and hazardous substances and wastes (LWRP Policy 8).
9. Provide for public access to, and recreational use of, waters, public lands, and public resources of the WRAB (LWRP Policy 9).
10. Protect water-dependent uses and promote siting of new water-dependent uses in suitable locations (LWRP Policy 10).
11. Promote sustainable use of living riverine resources in the WRAB (LWRP Policy 11).
12. Protect agricultural lands (LWRP Policy 12).
13. Promote appropriate use and development of energy and mineral resources (LWRP Policy 13).
14. All actions must conform to the State Environmental Quality Review Act (SEQRA) regulations (6NYCRR Part 617)
15. All actions must adhere to City protective measures for environmental resource preservation and the City's neighborhood and community plans.

J. The Planning Board and as applicable, each agency shall maintain a copy of the consistency determination in each file for each action made the subject of a consistency determination, including any recommendations received from the Planning Board. Such files shall be made available for public inspection upon request.

## **VI. Enforcement.**

No action within the City of Watertown coastal area which is subject to review under this

Chapter shall proceed until a written determination has been issued from a City agency that the action is consistent with the City's LWRP policy standards. In the event that an activity is being performed in violation of this law or any conditions imposed thereunder, the Code Enforcement Supervisor or any other authorized official of the City shall issue a stop work order and all work shall immediately cease. No further work or activity shall be undertaken on the project so long as a stop work order is in effect. The Code Enforcement Supervisor and City Attorney shall be responsible for enforcing this Chapter.

**VII. Violations.**

- A. A person who violates any of the provisions of, or who fails to comply with any condition imposed by this ordinance shall have committed a violation, punishable by a fine not exceeding five hundred dollars (\$500.00) for a conviction of a first offense and punishable by a fine of one thousand dollars (\$1,000.00) for a conviction of a second or subsequent offense. For the purpose of conferring jurisdiction upon courts and judicial officers, each week of continuing violation shall constitute a separate additional violation.
- B. The City Attorney is authorized and directed to institute any and all actions and proceedings necessary to enforce this local law. Any civil penalty shall be in addition to and not in lieu of any criminal prosecution and penalty. The City may also enforce this local law by injunction or other civil proceeding.

**VIII. Severability.**

The provisions of this local law are severable. If any provision of this local law is found invalid, such finding shall not affect the validity of this local law as a whole or any part or provision hereof other than the provision so found to be invalid.

**IX. Effective Date.**

This local law shall take effect immediately upon its filing in the office of the Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

APPENDIX A

COASTAL ASSESSMENT FORM

A. INSTRUCTIONS (Please print or type all answers)

1. Applicants, or in the case of direct actions, City of Watertown agencies, shall complete this CAF for proposed actions which are subject to the consistency review law. This assessment is intended to supplement other information used by a City of Watertown agency in making a determination of consistency.

2. Before answering the questions in Section C, the preparer of this form should review the policies and explanations of policy contained in the Local Waterfront Revitalization Program (LWRP), a copy of which is on file in the City of Watertown Clerk's office. A proposed action should be evaluated as to its significant beneficial and adverse effects upon the coastal area.

3. If any questions in Section C on this form are answered "yes", then the proposed action may affect the achievement of the LWRP policy standards contained in the consistency review law. Thus, the action should be analyzed in more detail and, if necessary, modified prior to making a determination that it is consistent with the LWRP policy standards. If an action cannot be certified as consistent with the LWRP policy standards, it shall not be undertaken.

B. DESCRIPTION OF SITE AND PROPOSED ACTION

1. Type of agency action (check appropriate response):

- (a) Directly undertaken (e.g. capital construction, planning activity, agency regulation, land transaction) \_\_\_\_\_
- (b) Financial assistance (e.g. grant, loan, subsidy) \_\_\_\_\_
- (c) Permit, approval, license, certification \_\_\_\_\_
- (d) Agency undertaking action: \_\_\_\_\_

2. Describe nature and extent of action: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Location of action: \_\_\_\_\_  
\_\_\_\_\_

Street or Site Description

4. Size of site: \_\_\_\_\_

5. Present land use: \_\_\_\_\_

6. Present zoning classification: \_\_\_\_\_

7. Describe any unique or unusual land forms on the project site (i.e. steep slopes, swales, ground

depressions, other geological formations): \_\_\_\_\_  
\_\_\_\_\_

- 8. Percentage of site which contains slopes of 15% or greater: \_\_\_\_\_
- 9. Streams, lakes, ponds or wetlands existing within or contiguous to the project area?  
(1) Name: \_\_\_\_\_  
(2) Size (in acres): \_\_\_\_\_
- 10. If an application for the proposed action has been filed with the agency, the following information shall be provided:  
(a) Name of applicant: \_\_\_\_\_  
(b) Mailing address: \_\_\_\_\_  
(c) Telephone number: Area Code ( ) \_\_\_\_\_  
(d) Application number, if any: \_\_\_\_\_
- 11. Will the action be directly undertaken, require funding, or approval by a state or federal agency?  
Yes \_\_\_ No \_\_\_ If yes, which state or federal agency? \_\_\_\_\_

C. COASTAL ASSESSMENT (Check either "Yes" or "No" for each of the following questions)

- 1. Will the proposed action be located in, or contiguous to, or have a potentially adverse effect upon any of the resource areas identified on the coastal area map:... YES NO  
\_\_\_\_\_
- (a) Significant fish or wildlife habitats?..... \_\_\_\_\_
- (b) Scenic resources of local or statewide significance? \_\_\_\_\_
- (c) Important agricultural lands?..... \_\_\_\_\_
- (d) Natural protective features in an erosion hazard area..... \_\_\_\_\_
- If the answer to any question above is yes, please explain in Section D any measures which will be undertaken to mitigate any adverse effects.
- 2. Will the proposed action have a significant effect upon: YES NO  
\_\_\_\_\_
- (a) Commercial or recreational use of fish and wildlife resources?..... \_\_\_\_\_
- (b) Scenic quality of the coastal environment?..... \_\_\_\_\_
- (c) Development of future, or existing water dependent uses?..... \_\_\_\_\_
- (d) Operation of the State's major ports?..... \_\_\_\_\_
- (e) Land or water uses within a small harbor area?..... \_\_\_\_\_
- (f) Stability of the shoreline?..... \_\_\_\_\_
- (g) Surface or groundwater quality?..... \_\_\_\_\_
- (h) Existing or potential public recreation opportunities?..... \_\_\_\_\_

- (i) Structures, sites or districts of historic, archeological or cultural significance to the City of Watertown, State or nation?.....

3. Will the proposed action involve or result in any of the following: YES NO

- (a) Physical alteration of land along the shoreline, land under water or coastal waters?.....
- (b) Physical alteration of two (2) acres or more of land located elsewhere in the coastal area?.....
- (c) Expansion of existing public services or Infrastructure in undeveloped or low density areas of the coastal area?.....
- (d) Energy facility not subject to Article VII or VIII of the Public Service Law?.....
- (e) Mining, excavation, filling or dredging in coastal waters?.....
- (f) Reduction of existing or potential public access to or along the shore?.....
- (g) Sale or change in use of publicly-owned lands located on the shoreline or under water?.....
- (h) Development within a designated flood or erosion hazard area?.....
- (i) Development on a beach, dune, barrier island or other natural feature that provides protection against flooding or erosion?.....
- (j) Construction or reconstruction of erosion protective structures?.....
- (k) Diminished surface or groundwater quality?.....
- (l) Removal of ground cover from the site?.....

4. PROJECT YES NO

- (a) If a project is to be located adjacent to shore:
- (1) Will water-related recreation be provided?.....
  - (2) Will public access to the foreshore be provided?....
  - (3) Does the project require a waterfront site?.....
  - (4) Will it supplant a recreational or maritime use?....
  - (5) Do essential public services and facilities presently exist at or near the site?.....
  - (6) Is it located in a flood prone area?.....
  - (7) Is it located in an area of high erosion?.....

YES NO

- (b) If the project site is publicly owned:
- (1) Will the project protect, maintain and/or increase the level and types of public access to water-related recreation resources and facilities?.....
  - (2) If located in the foreshore, will access to those and adjacent lands be provided?.....
  - (3) Will it involve the siting and construction of

### Appendix B

- major energy facilities?.....
- (4) Will it involve the discharge of effluents from major steam electric generating and industrial facilities into coastal facilities?.....
- (c) Is the project site presently used by the community neighborhood as an open space or recreation area?.....
- (d) Does the present site offer or include scenic views or vistas known to be important to the community?.....
- (e) Is the project site presently used for commercial fishing or fish processing?.....
- (f) Will the surface area of any waterways or wetland areas be increased or decreased by the proposal?.....
- (g) Does any mature forest (over 100 years old) or other locally important vegetation exist on this site which will be removed by the project?.....
- (h) Will the project involve any waste discharges into coastal waters?.....
- (i) Does the project involve surface or subsurface liquid waste disposal?.....
- (j) Does the project involve transport, storage, treatment or disposal of solid waste or hazardous materials?.....
- (k) Does the project involve shipment or storage of petroleum products?.....
- (l) Does the project involve discharge of toxics, hazardous substances or other pollutants into coastal waters?.....
- (m) Does the project involve or change existing ice management practices?.....
- (n) Will the project affect any area designated as a tidal or freshwater wetland?.....
- (o) Will the project alter drainage flow, patterns or surface water runoff on or from the site?.....
- (p) Will best management practices be utilized to control storm water runoff into coastal waters?.....
- (q) Will the project utilize or affect the quality or quantity of sole source or surface water supplies?.....
- (r) Will the project cause emissions which exceed federal or state air quality standards or generate significant amounts of nitrates or sulfates?.....

D. REMARKS OR ADDITIONAL INFORMATION: (Add any additional sheets to complete this form.)

If assistance or further information is needed to complete this form, please contact City of Watertown Planning Department (315)785-7730

Preparer's Name: \_\_\_\_\_ Telephone Number: (\_\_\_\_) \_\_\_\_\_

Title: \_\_\_\_\_ Agency: \_\_\_\_\_ Date: \_\_\_\_\_

**Appendix C**  
**Proposed Zoning Ordinance Changes**

Add

**ARTICLE I Definitions and Word Usage**

**§ 310-1. Terms defined; word usage.**

- A. Words in the present tense include the future; the singular number includes the plural, and the plural the singular; the word “lot” includes the word “plot,” and the word “building” includes the word “structure.”
- B. For the purpose of this chapter, certain words and terms shall have the following meanings:

BUILDING SETBACK – The minimum distance allowed between a building or structure and a lot line.

ORDINARY HIGH WATER MARK – The highest level reached by a body of water that has been maintained for a sufficient period of time to leave evidence on the landscape.

RIVER SETBACK – The minimum distance allowed between a building, structure, or parking area and a river’s or stream’s top-of-bank.

TOP-OF-BANK – The point of inflection on the river bank where the trend of the land slope changes by 10 percent to begin its descent to the ordinary high water mark of the river. If there is no major change within a distance of 50 ft from the ordinary high water mark, then the top of bank will be the elevation 2 ft above the ordinary high water level. Distances shall be measured horizontally from the top of bank.

WATER-DEPENDENT USE – An activity that can only be conducted on, in over or adjacent to a water body because such activity requires direct access to that water body, and which involves, as an integral part of such activity, the use of the water.

WATER-ENHANCED USE – An activity that does not require a location adjacent to or over coastal waters, but whose location on land adjacent to the shore adds to the public use and enjoyment of the water’s edge. Water-enhanced uses are primarily recreational, cultural, retail, or entertainment uses.

ARTICLE II Establishment of Districts

§ 310-2. Enumeration of districts; Zone Map

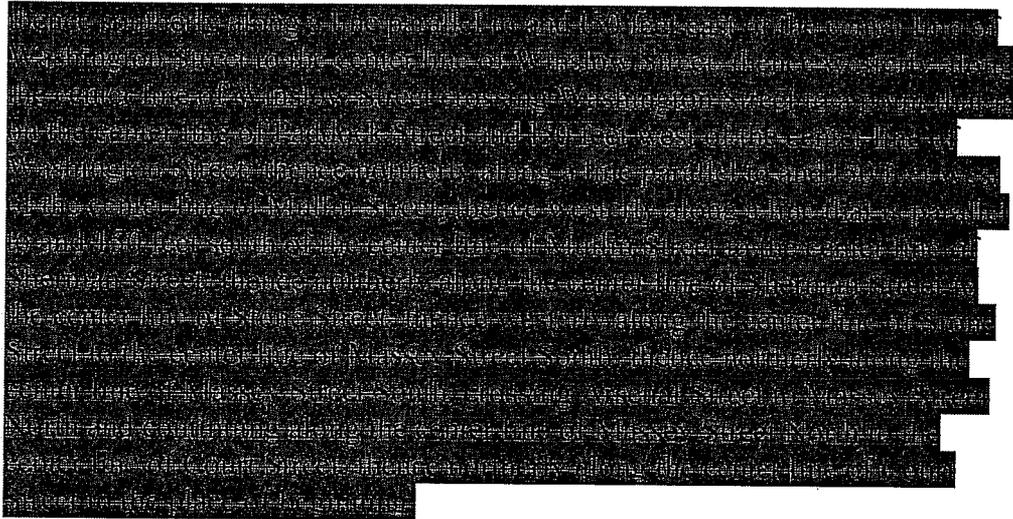
A. For the purpose of this chapter, the City of Watertown is divided into the following types of districts:

Residence A Districts -----	RA
Residence B Districts -----	RB
Residence C Districts -----	RC
Limited Business Districts -----	LB
Neighborhood Business Districts -----	NB
Commercial Districts -----	CD
[REDACTED]	
Downtown District -----	DT
Health Services Districts -----	HS
Light Industrial Districts -----	LI
Heavy Industrial Districts -----	HI
[REDACTED]	
Open Space and Recreation District -----	OS
Waterfront District -----	WD
Planned Development Districts -----	PD

[REDACTED]

[REDACTED]

[REDACTED]



### ARTICLE III District Use Regulations

#### § 310-9.1. Downtown District

A. Purpose. The purpose and intent of this district is to regulate development in such a way that the compact pedestrian-oriented quality of the downtown area is maintained. This is primarily a commercially oriented district with a significant amount of upper floor housing where the synergy between the uses is intended to revitalize the activity in the area.

B. Permitted principal uses. In Downtown Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Multifamily dwelling, except on the ground floor

(2) Business or professional office

(3) Retail store

(4) Bank or monetary institution

(5) Restaurant or other place for serving of food and beverages

(6) Theater

(7) Place of business of the following and businesses of a similar nature:

- Barber
- Caterer
- Dance or music classes
- Decorator
- Hairdresser
- Laundry
- Martial arts classes
- Photocopy services
- Photographer
- Printer
- Shoe repairer
- Tailor or seamstress
- Tanning services

(8) Church or other place of worship

(9) Public park

(10) Hotel

#### **§ 310-11.1. Open Space and Recreation District**

A. Purpose. The purpose and intent of this district is to provide a suitable classification for sites designated for park, open space and/or recreational use.

B. Permitted principal uses. In Open Space and Recreation Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Public park

(2) Golf course

(3) Cemetery

(4) Athletic field

(5) Zoo

#### **§ 310-11.2. Waterfront District**

A. Purpose. The purpose and intent of this district is to allow the Black River to be used as an economic development catalyst while protecting its environmental characteristics. Priority is given to water dependent uses and then water enhanced uses. Providing public access to the river is an important policy that is promoted through these regulations.

C. Permitted principal uses. In Waterfront Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Multifamily dwelling

(2) Water-dependent Use

(3) Water-enhanced Use

Water - enhanced uses shall not be allowed on or over surface waters unless the proposed use meets all of the following criteria:

(a) The proposed use will not be sited so as to encroach upon water uses such as navigational channels.

(b) The proposed use will not be sited so as to degrade or diminish natural resources.

(c) The proposed use will not be sited so as to degrade or diminish significant scenic views.

(d) The proposed use will not be sited so as to degrade or diminish the reasonable exercise of riparian rights by waterfront owners.

(e) The proposed use will not create conflicts between potential water-dependent uses.

(f) The proposed use shall provide meaningful public access.

(4) Public park

#### **ARTICLE IV Area and Yard Regulations**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

C. [REDACTED]

**§ 310-13. Minimum Lot Sizes.**

Every parcel of land shall meet the following minimum sizes for the district it is located in:

<u>District</u>	<u>Lot Size</u>	<u>Lot Size/ Household</u>	<u>Lot Width</u>
<u>Residence A</u>	<u>7,500 sq. ft.</u>	<u>7,500 sq. ft.</u>	<u>75 ft.</u>
<u>Residence B</u>	<u>6,000 sq. ft.</u>	<u>3,000 sq. ft.</u>	<u>60 ft.</u>
<u>Residence C</u>	<u>5,000 sq. ft.</u>	<u>2,500 sq. ft.</u>	<u>50 ft.</u>
<u>Limited Business</u>		<u>1,000 sq. ft.</u>	
<u>Neighborhood Business</u>		<u>1,000 sq. ft.</u>	
<u>Commercial</u>		<u>1,000 sq. ft.</u>	
<u>Downtown</u>		<u>250 sq. ft.</u>	
<u>Health Services</u>		<u>2,500 sq. ft.</u>	
<u>Light Industrial</u>		<u>N.A.</u>	
<u>Heavy Industrial</u>		<u>N.A.</u>	
<u>Open Space and Recreation</u>		<u>N.A.</u>	
<u>Waterfront</u>		<u>500 sq. ft.</u>	

**§ 310-15. Lot coverage.**

[REDACTED]

[REDACTED]

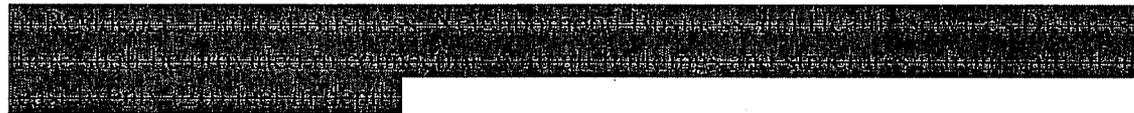
[REDACTED]

[REDACTED]

[REDACTED]

The total area of each parcel covered by buildings shall not exceed the following percentages:

<u>District</u>	<u>Maximum Lot Area Covered by Buildings</u>
<u>Residence A</u>	<u>30%</u>
<u>Residence B</u>	<u>35%</u>
<u>Residence C</u>	<u>40%</u>
<u>Limited Business</u>	<u>40%</u>
<u>Neighborhood Business</u>	<u>40%</u>
<u>Commercial</u>	<u>40%</u>
<u>Downtown</u>	<u>100%</u>
<u>Health Services</u>	<u>40%</u>
<u>Light Industrial</u>	<u>50%</u>
<u>Heavy Industrial</u>	<u>50%</u>
<u>Open Space and Recreation</u>	<u>10%</u>
<u>Waterfront</u>	<u>30%</u>



§ 310-16. Minimum Setbacks.

Every building shall be setback from property lines according to the minimum distances listed below.

<u>District</u>	<u>Front Yard</u>	<u>Side Yard</u>	<u>Rear Yard</u>
<u>Residence A</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Residence B</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Residence C</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Limited Business</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Neighborhood Business</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Commercial</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Downtown</u>	<u>0'*</u>	<u>0'</u>	<u>0'</u>
<u>Health Services</u>	<u>20'</u>	<u>5'</u>	<u>25'</u>
<u>Light Industrial</u>	<u>0'</u>	<u>0'</u>	<u>0'</u>
<u>Heavy Industrial</u>	<u>0'</u>	<u>0'</u>	<u>0'</u>
<u>Open Space and Recreation</u>	<u>50'</u>	<u>50'</u>	<u>50'</u>
<u>Waterfront</u>	<u>20'</u>	<u>5'</u>	<u>30'</u>

\*Also the maximum.



A. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

B. [REDACTED]

**§ 310-21.1. River setback.**

A. [REDACTED] No building, structure or parking area shall be constructed within 50 feet of the top-of-bank of any river or stream, except for structures that are designed and built specifically for the purpose of providing pedestrian access and travel along the bank, for improving the safety of such access and travel, or for facilitating boat access to the river without disturbing pedestrian access.

B. The setback from the top-of-bank may be reduced to 30 feet if public access to the river or stream bank, which has the potential for connecting with a continuous pedestrian trail along the river or stream, is provided through a permanent easement. A licensed engineer must certify that the soils within the reduced setback area are stable and suitable for development.

**ARTICLE V Accessory Uses and Buildings**

**§ 310-36. Parking of motor vehicles in required yards.**

A. Open-air parking of vehicles shall be prohibited in Residence, Limited Business and Health Services Districts in the area of the front yard, except for hospitals and nursing homes. An exception to this shall be to permit the parking of not more than two noncommercial vehicles in the area of the front of an attached carport or garage.

B. For hospitals or nursing homes, all parking spaces shall be at least 20 feet back from any street lot line.

C. Open air parking of vehicles shall be prohibited in Waterfront districts in the area of the yard between buildings and the river. Vehicles also shall not be parked closer than 30 feet from the top of bank.

**ARTICLE VII Parking and Loading**

**§ 310-44. Parking facilities or vehicle storage required.**

- A. Except as provided in Subsections B and C of this section, for every building or structure hereafter erected or addition to a structure or building hereafter made, to be used for any of the purposes hereinafter set forth, there shall be provided parking facilities or vehicle storage as set forth in § § 310-45 through 310-51.
- B. Off-street parking shall not be required for any use within the [REDACTED] Downtown District.
- C. Because the property within [REDACTED] Waterfront Districts is valuable for recreational purposes and there exists little space for off-street parking, off-street parking is not required in this district for buildings within 300 feet of a public parking lot.

**ARTICLE VIII Miscellaneous Provisions**

**§ 310-52.2. Signs.**

- G. Signs Allowed With a Permit. All signs which are not classified under “General Prohibitions” or “Signs Allowed Without a Permit” are considered “Signs Allowed With a Permit” and are subject to the following requirements.

(1) Allowed Sign Surface Area.

- (a) A parcel is allowed a total sign surface area not to exceed two (2) square feet for each linear foot of building frontage. The total sign surface area may be allocated to the occupants of the parcel in any manner, except in no case shall the allocation per occupant exceed the maximum sign surface area listed in the following table:

District	Occupant Max. Sign Surface Area
Res. A, B, & C	4 sq. ft.
Limited Business	35 sq. ft.
Neighborhood Business	75 sq. ft.
[REDACTED]	[REDACTED]
Commercial	200 sq. ft.
<u>Downtown</u>	<u>100 sq. ft.</u>
Health Services	200 sq. ft.
Light & Heavy Industrial	200 sq. ft.
<u>Open Space &amp; Recreation</u>	<u>200 sq. ft.</u>
<u>Waterfront</u>	<u>100 sq. ft.</u>

- (b) In all districts, except Residence A, B, and C, each occupant located above the ground floor level of a multistory building is allowed window signs covering fifty percent (50%) of the window surface area of the space occupied by the business. This allowed window sign surface area is in addition to the total sign surface area allowed.
- (c) In all districts, except Residence A, B, and C, additional sign surface area is allowed on each parcel for directional and informational signs. One (1) directional sign, not to exceed four (4) square feet, and one (1) informational sign, not to exceed thirty-two (32) square feet, are allowed per parcel.
- (d) In Residence A, B, and C districts, churches, schools and other allowed institutions may have additional sign surface area of not more than thirty-six (36) square feet.
- (e) In Residence A, B, and C districts, subdivisions and multi-family dwellings may have additional sign surface area of not more than sixteen (16) square feet for each street on which it has a frontage.
- (f) In Planned Development Districts, unless signs are addressed in the regulations adopted at the creation of the PDD, as amended, the sign regulations within this section pertaining to Commercial Districts shall apply to commercial uses and sign regulations within this section pertaining to Residential Districts shall apply to residential uses.
- (g) Commerce Centers shall be allowed additional sign surface area to identify the center, up to the maximum per parcel for each district in the chart below:

District	Commerce Center ID Max. Sign Area
Limited Business	10 sq. ft.
Neighborhood Business	15 sq. ft.
	
Commercial	100 sq. ft.
<u>Downtown District</u>	<u>20 sq. ft.</u>
Light & Heavy Industrial	100 sq. ft.

March 4, 2010

To: The Honorable Mayor and City Council  
From: Kenneth A. Mix, Planning and Community Development Coordinator  
Subject: USDA Rural Business Enterprise Grants

Patrick Donegan has made City staff aware of a U.S. Department of Agriculture (USDA) grant program that can fund some of the sanitary sewer improvements needed to serve his and other developments between Arsenal and Coffeen Streets. He also arranged a meeting with USDA Rural Development staff.

The Rural Business Enterprise Grants (RBEG) program is the only USDA grant program that we have seen that can be used in the City. Normally, Watertown's population is too high. This program, however, has an upper population limit of 50,000.

The RBEG program will fund utilities to job creating developments. The money could be used for the Gaffney Drive Sanitary Sewer Upgrade. It was recommended that the application be for less than \$100,000, because more rating points are given for smaller grants. If the City Council is interested in pursuing this grant, it will have to pass a resolution on March 15, 2010. The local Rural Development office would like the pre-applications to be submitted by March 15<sup>th</sup> so they can be finalized by March 31<sup>st</sup>.

March 3, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: New and Increased Revenue Proposal, City Clerk's Office

As part of the budget process I have asked every department head to look at ways to streamline their operational budgets, capital proposals and spend time looking at ways to increase departmental revenues. During the review of the City Clerk's Office budget, City Clerk Donna M. Dutton proposed increasing a number of fees within her office as well as establishing a new fee for paternity acknowledgements.

As you can see from her memorandum increasing the fee for certified copies of vital records will require Home Rule legislation. If the City Council is interested in considering this specific proposal, Mrs. Dutton and I are recommending that we immediately begin outreach to our State representatives to see if they will support our request, as the Home Rule approval process can be time consuming.



# Memo



**To:** The Honorable Mayor and City Council  
**From:** Donna M. Dutton, City Clerk  
**Date:** March 3, 2010 *DD*  
**Re:** Vital Records Fees

In an effort to look for new or revised revenue streams, I would ask that City Council begin the process to have our vital record certified copy fees raised to \$20.00 per copy. This would pertain to birth, death and marriage certificates which at the present time are \$10 each. There has been no increase since October 1991. New York State set the fee at that time. However, since then, they have increased their own fees for the exact same documents to \$30 per copy.

Onondaga County charges \$35 for the first copy and \$30 for additional copies. Monroe County, Rochester and Buffalo charge \$30 per copy. The City of Oswego currently charges \$15.00 per copy.

If we raised the fee to \$20.00 per copy, the additional revenue would be approximately \$60,000 a year.

To increase the fee, it will require home rule action by Council beginning the process with a resolution requesting the change and asking our state legislative representatives to prepare the legislation.

In addition, I would request an ordinance from Council authorizing a \$5.00 fee for paternity acknowledgements. This is not a NYS Dept. of Health form and does not need State authorization. The form is used to establish paternity in certain cases. The original form is on file in our office and certified copies are issued from that. Most of the larger municipalities charge a processing fee of up to \$5.00. At present time, we do not have a fee in place for it.

I would also request an ordinance be approved authorizing wedding photo fees be raised to \$15.00 per sheet.

With these changes in place, I believe that we could realize increased revenues of over \$70,000 a year for the General Fund.

March 3, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Request for Assistance, Fairgrounds YMCA

Since taking over the operation at the Fairgrounds, the YMCA has grown the operation and is now experiencing some minor pains from their hard work and good fortune. The YMCA has submitted the attached request for assistance from the City to help them defray some of the costs associated with building a 10,000 sq.ft. parking lot on the Rand Drive side of their building. They estimate that this lot will provide them with an additional 30 to 40 parking spaces and help alleviate some of the parking congestion in this area. I have attached a map of the area currently leased by the YMCA at the Fairgrounds for your review.

Staff is looking for direction from the City Council regarding this request for assistance.



YMCA

We build strong kids,  
strong families, strong communities.

March 1, 2010

Mrs. Mary Corriveau  
City Manager  
City of Watertown  
Municipal Building  
Washington Street  
Watertown, New York  
13601



Dear Mary,

I am writing this letter seeking the support of the City of Watertown for an expansion of the parking lot at the Fairgrounds YMCA.

While it is a great problem to have, there is a constant issue related to parking on evenings and week ends at this facility. This is a significant concern due to the large number of children and youth who are involved in the Y programs and the safety concerns related to moving them from street parking to the Y.

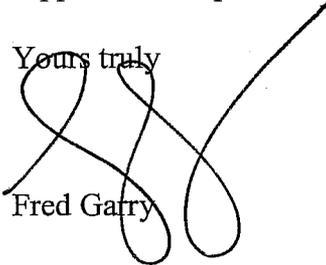
Anyone who has been to the Y on a Saturday morning has seen cars parked all the way from the Y to the municipal ice arena.

The financial support of the City of Watertown would help us continue to offer programs and services that are affordable and accessible to everyone in our community. In the difficult financial times of 2009 our Y offered over \$300,000 in financial assistance to 1,181 individuals to help them get involved in our membership or our programs. This is supported by over 11,000 hours of volunteer support given to us in support of policy setting, special events and coaching.

We are proposing the addition of 10,000 square feet of parking on the Rand Street side of our building which would link our front lot with our back driveway and create an additional 30 – 40 spaces. We estimate the cost to excavate and prepare the lot for blacktopping to be \$17,000 and an additional \$27,000 for blacktopping.

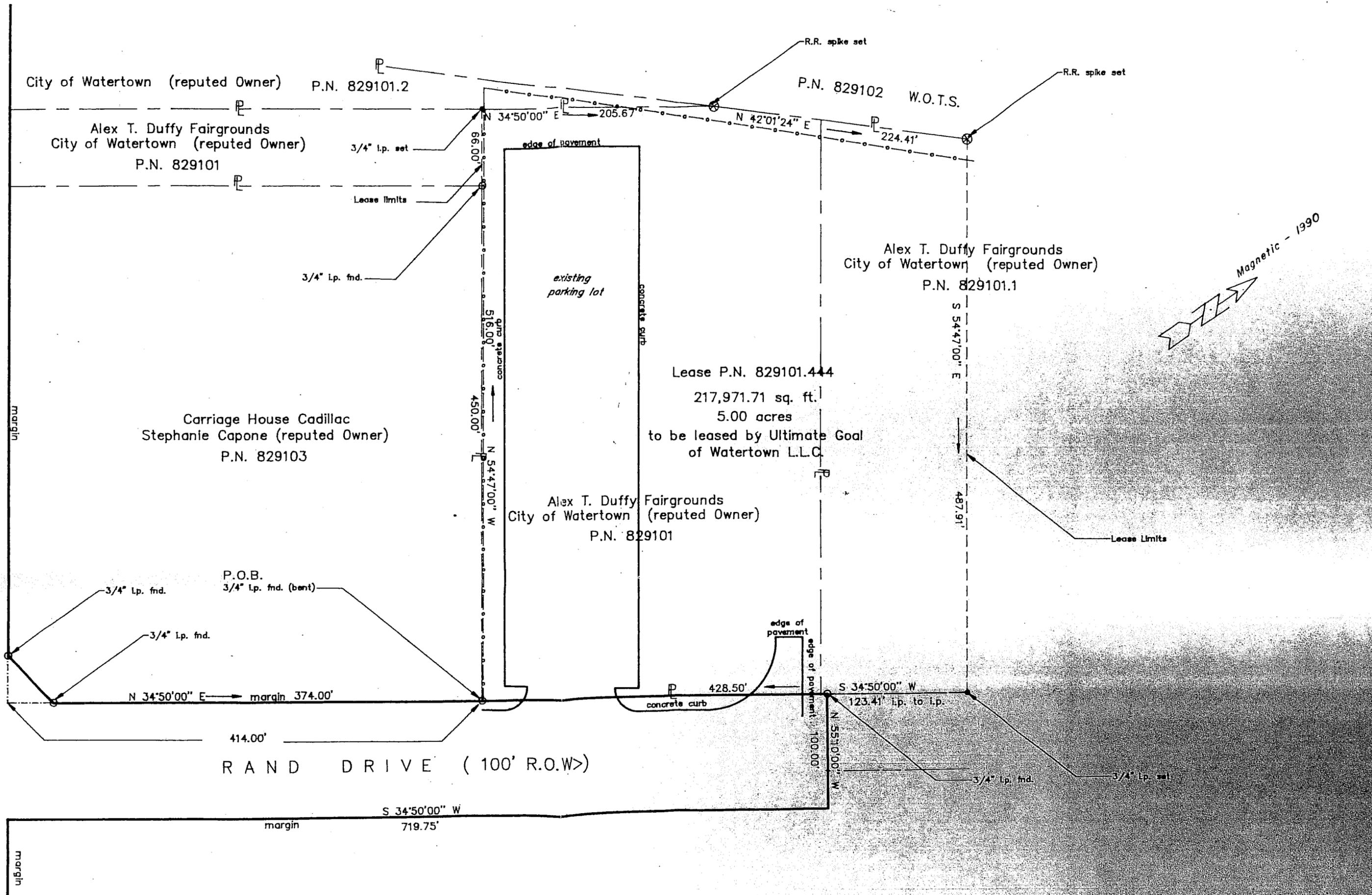
Any assistance we could get for this would be greatly appreciated. As the Fairgrounds YMCA continues to change and grow to meet new community needs your support will help us ensure safe and affordable use of this great community asset.

Yours truly

  
Fred Garry



Peter Schmitt



City of Watertown (reputed Owner) P.N. 829101.2

Alex T. Duffy Fairgrounds  
City of Watertown (reputed Owner)  
P.N. 829101

P.N. 829102 W.O.T.S.

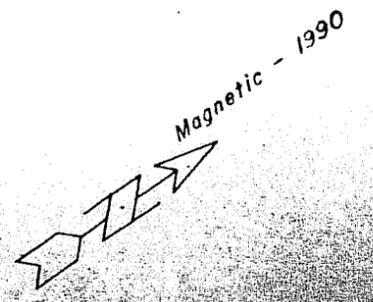
Alex T. Duffy Fairgrounds  
City of Watertown (reputed Owner)  
P.N. 829101.1

Carriage House Cadillac  
Stephanie Capone (reputed Owner)  
P.N. 829103

Lease P.N. 829101.444  
217,971.71 sq. ft.  
5.00 acres  
to be leased by Ultimate Goal  
of Watertown L.L.C.

Alex T. Duffy Fairgrounds  
City of Watertown (reputed Owner)  
P.N. 829101

RAND DRIVE (100' R.O.W.)



margin

margin

margin

S 34°50'00" W  
719.75'

414.00'

N 34°50'00" E margin 374.00'

3/4" Lp. fnd.

3/4" Lp. fnd.

P.O.B.  
3/4" Lp. fnd. (bent)

N 54°47'00" W  
450.00'

516.00'

3/4" Lp. fnd.

Lease limits

3/4" Lp. set

66.00'

edge of pavement

existing parking lot

concrete curb

edge of pavement

428.50'

concrete curb

N 55°10'00" W  
100.00'

S 34°50'00" W  
123.41' i.p. to i.p.

487.91'

S 54°47'00" E

Lease Limits

224.41'

N 34°50'00" E  
205.67'

N 42°01'24" E

R.R. spike set

R.R. spike set

3/4" Lp. fnd.

3/4" Lp. set

March 4, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: DARE Vehicle

In 2007 the City entered into a no cost lease with Dealmaker Auto Group for a Dodge Dakota used by the Watertown Police Department's D.A.R.E. program. This lease has expired.

As the attached memorandum indicates, FX Caprara has graciously offered to provide the Police Department with a 2009 Dodge Ram truck for one year. Caprara will continue to own the vehicle and the City will be responsible for insuring and maintaining the vehicle while it is used by the department.

If the City Council is willing to accept this offer of use of a vehicle provided by FX Caprara, I will prepare a resolution authorizing acceptance of this gift.

Watertown Police Department  
Inter Office Memo

To: City Manager Mary Corriveau

From: Chief Joseph Goss

Date: February 26, 2010

Subject: DARE Truck



Mary – FX Caprara has agreed to donate a 09 Dodge Ram truck to the DARE program. Unlike Dealmaker who actually leased a vehicle and let the PD use it, this truck is owned by Caprara and is on loan. We are agreeing to insure it and yearly we will see if they want to extend the loan or not. They may want the truck back to sell but will replace according to Mr. Charlton.

Dealmaker was approached but Mr. Simiao declined to participate due to financial consideration. He stated he wished he could but the time was not right for them. We advised we understood and were very thankful for his generosity and a "thank You" letter is being sent. We did give him first crack at replacing the leased vehicle so that if he sees the truck donated by Caprara he would not feel slighted.

We have the vehicle here at the PSB and insurance has been placed on it. In the coming weeks we will make arraignments to have the radio installed as well as the DARE decals. JG

**WATERTOWN POLICE DEPARTMENT  
INTER-OFFICE MEMORANDUM**

To: Chief Goss

Date: 02/15/2010

From: J.A.O. Badalato

Subject: DARE Vehicle from FX Caprara

The FX Caprara Car Company is going to donate a vehicle to the City of Watertown for the DARE program. The vehicle will be donated for a one-year term. At the end of the one-year term FX Caprara will take back the vehicle and re-evaluate the program for the following year. It will be the City of Watertown's responsibility to provide insurance for the vehicle.

The vehicle is a white 2009 Dodge Ram 1500, four wheel drive, vin # 1D3HV18P49S784350.



# *F. X. Caprara Car Companies*



February 12, 2010

To: City of Watertown, Watertown Police Dept.

From: FX Caprara Car Company

Subject: D.A.R.E. vehicle

The FX Caprara Car Company would like to donate a vehicle to the City of Watertown for use in the Watertown Police Department's D.A.R.E. program. The vehicle is a 2009 Dodge Ram 1500, 4wd., white in color, Vin# 1D3HV18P49S784350.

FX Caprara Car Company is offering this vehicle for a term of 1 year. At the end of 1 year FX Caprara Car Company will take back the vehicle and at that time we will re-evaluate the program for the following year.

**F. X. CAPRARA**  
CHEVROLET-OLDS-BUICK, Inc.  
3326 MAPLE AVE.  
PULASKI, N.Y. 13142  
315-298-5181

**F. X. CAPRARA DODGE,**  
CHRYSLER, JEEP, EAGLE, Inc.  
44170 N.Y. S RTE. 12  
ALEXANDRIA BAY, N.Y. 13607  
315-482-7400

**F. X. CAPRARA CAR COMPANY, Inc.**  
DBA F. X. CAPRARA VOLKSWAGEN & KIA  
18476 US ROUTE 11  
WATERTOWN, N.Y. 13601  
315-788-7400

March 4, 2010

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Property purchase offer

Attached please find a copy of an email and attached letter received from Bruce Halloran requesting to purchase 1017 Huntington Street in the amount of \$2,500. The City acquired the lot on June 28, 2002 through the tax sale certificate process. I have attached information from the City Assessment Department relative to this lot.

## Mills, James E

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**From:** Halloran, Bruce CTR USA [Bruce.Halloran@us.army.mil]  
**Sent:** Friday, February 26, 2010 11:45 AM  
**To:** jmills@watertown-ny.gov  
**Subject:** Letter of Intent (UNCLASSIFIED)

**Attachments:** LOIfeb10.doc



LOIfeb10.doc  
(44 KB)

Classification: UNCLASSIFIED

Caveats: FOUO

Mr. Mills,

Per our conversation I have prepared a letter of intent for the purchase of the lot we discussed please see attached.

Thank You

Mr. Bruce Halloran  
Training Team Lead  
Science Applications International Corporation (SAIC) Battle Command Training Center (BCTC) Bldg 990 Ninth St M  
FT Drum NY 13602 Reception (315) 772-7544  
dsn 772-7544

Ft Drum-"The Army and Soldier's First Choice."

Classification: UNCLASSIFIED

Caveats: FOUO

2/26/2010

James Mills  
City Comptroller  
City of Watertown  
245 Washington St. Watertown, NY 13601

**RE: Letter of Intent**

To Mr. Mills:

Please consider this as a letter of intent to purchase a city owned lot located at 1017 Huntington St., Watertown NY.

The description of lot, waterfront 42X104, 612513 Tax Map ID# 6-12-513.000; I would like to make an offer for the lot in the amount of \$2500.00. Please contact me within 30-days regarding this purchase offer at 773-4213.

Sincerely,

Bruce Halloran

Purchaser:  
Bruce Halloran  
128 Pine Dr.  
Black River, NY 13612



# Property Description Report For: 1017 Huntington St, Municipality of City of Watertown



**Status:** Active  
**Roll Section:** Wholly Exem  
**Swis:** 221800  
**Tax Map ID #:** 6-12-513.000  
**Account #:** 08056260  
**Property Class:** 311 - Res vac land  
**Site:** RES 1  
**In Ag. District:** No  
**Site Property Class:** 311 - Res vac land  
**Zoning Code:** RB - Residential B  
**Neighborhood Code:** 00708  
**Total Assessment:** 2010 - Tentative \$3,300  
2009 - \$3,300  
2008 - \$5,600  
**School District:** Watertown  
**Legal Property Desc:** Waterfront 42x104 612513  
**Deed Page:** 174  
**Grid North:** 1449802

**Land Assessment:** 2010 - Tentative \$3,300  
2009 - \$3,300  
2008 - \$5,600  
**Total Acreage/Size:** 42 x 104  
**Full Market Value:** 2010 - Tentative \$3,450  
2009 - \$3,568  
2008 - \$5,773  
**Deed Book:** 1869  
**Grid East:** 1002140

## Owners

City of Watertown  
245 Washington St  
Watertown NY 13601

## Land Types

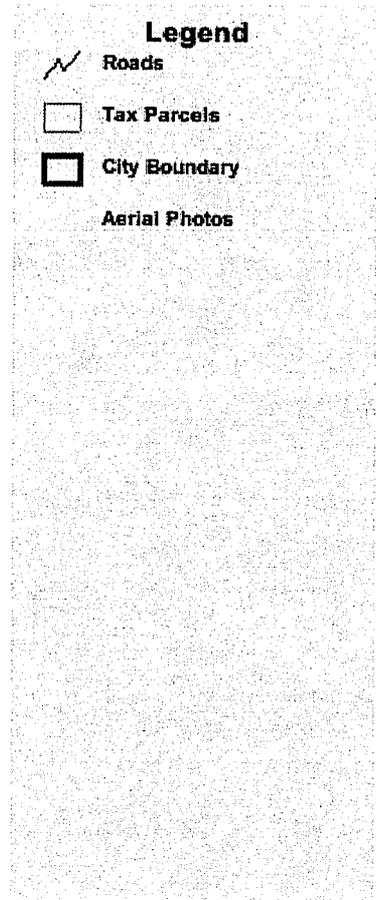
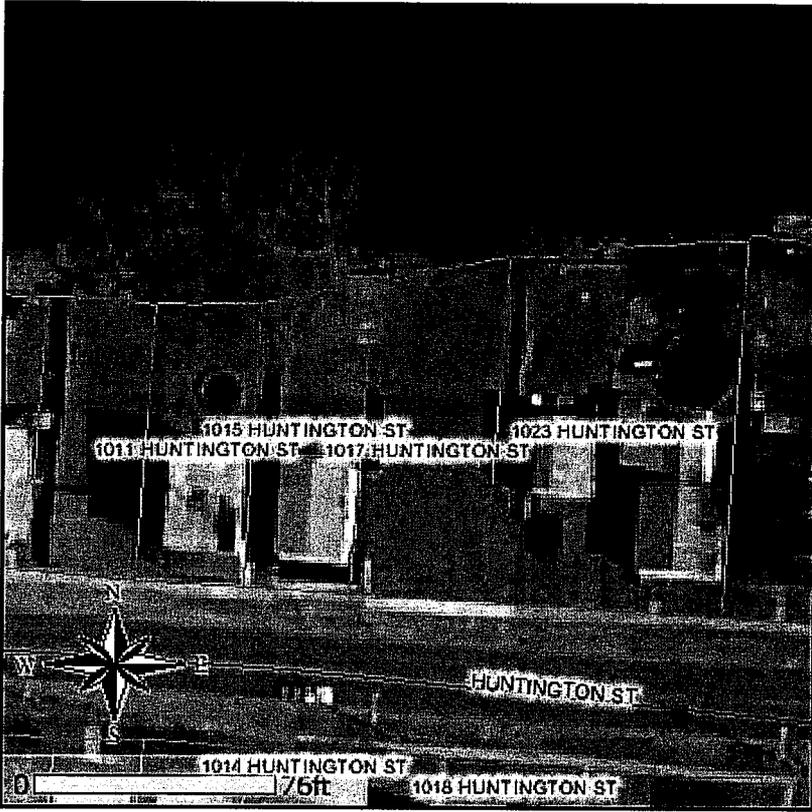
Type	Size
Undeveloped	42 x 104

Photo for 6-12-513.000 in City of Watertown



Photo

# 1017 Huntington Street



March 4, 2010

**Disclaimer:** This map was prepared by the City of Watertown Internet Mapping Application. The information was compiled using the most current data available. It is deemed accurate, but is not guaranteed.

March 5, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Short Parade Route

As the City Council may recall the North Country Goes Green Irish Festival Parade Committee asked that the City consider an alternative parade route for their parade. Due to the time of year and the cool temperatures impact on musical instruments, the Irish Festival Parade Committee wanted a shorter route than the City's established route from the High School to the Stone Street Parking Lot. The Committee was looking for a four block route that finished at or near the State Office Building.

A shorter route has been established for this year's North Country Goes Green Irish Festival Parade. The parade will begin at Paddock/Winslow Streets and Washington Street and will disband at Stone Street. The Parade Committee made arrangements with the property owners in that area of Paddock and Winslow to use their parking lots to line-up the parade. With the parade being held on a Sunday, there is little to no conflict with the owner's use of the parking lots. This event will take place on March 14, 2010 at 1:00 p.m. The reviewing stand will be in-front of the State Office Building.

We are all hopeful that this shortened route will meet the needs of the Parade organizers and the community.

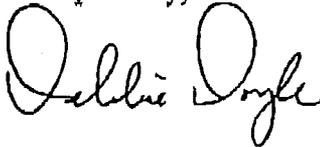
**NORTH COUNTY GOES GREEN IRISH FESTIVAL**

Dear Mayor Graham and City Council Members,

On Sunday, March 14, 2010 we will be hosting our annual parade. On behalf of the Irish Festival Committee I would like to extend an invitation for your participation at this event. The parade will begin at 1:00 pm.

With the luck of the Irish the weather will cooperate and the sun will smile on us.

Respectfully,

A handwritten signature in cursive script that reads "Debbie Doyle". The signature is written in black ink and is positioned below the word "Respectfully,".

Debbie Doyle-Parade Chairperson