

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, June 15, 2015

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, June 15, 2015, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Authorizing Acceptance of Federal Emergency Management Agency (FEMA) Grant AFG 1549, Fire Department
- Resolution No. 2 - Approving the Site Plan for the Construction of a 38,819 square foot warehouse expansion, a 1,572 square foot office expansion and a 37-space parking lot expansion to the Renzi Foodservice Building at 901 Rail Drive, Parcel 9-43-101.008
- Resolution No. 3 - Approving the 2015 Youth and Young Adult Employment Training Program Contract Between the City of Watertown and the Jefferson-Lewis Local Workforce Development Area
- Resolution No. 4 - Approving No Increase in Flat Fee for Concessions, Jefferson County Agricultural Society
- Resolution No. 5 - Accepting Bid for Police Officers' Uniforms, Rosen's Uniforms
- Resolution No. 6 - Grant of Easement Between the City of Watertown and National Grid, Watertown Municipal Arena Renovation, Project #13-15-18442918

- Resolution No. 7 - Approving the Site Plan for the construction of a 6,500 square foot building addition at 748 Starbuck Avenue, Parcel Number 4-09-102.000
- Resolution No. 8 - Approving Change Order No. 1 for Watertown Municipal Arena Renovation, General Contractor, Bette & Cring
- Resolution No. 9 - Approving Change Order No. 2 for Watertown Municipal Arena Renovation, General Contractor, Bette & Cring
- Resolution No. 10 - Approving Change Order No. 1 for Watertown Municipal Arena Renovation, Plumbing/Fire Protection, Lawman Heating & Cooling, Inc.
- Resolution No. 11 - Authorizing Spending From Capital Reserve Fund
- Resolution No. 12 - Decommissioning Marshall Place and Jackson Street

ORDINANCES

- Ordinance No. 1 - Changing the Approved Zoning Classification of 1445 Washington Street, Parcel 13-22-208.000, from Neighborhood Business to Commercial
- Ordinance No. 2 - Amending the Code of the City of Watertown Section 310, Zoning
- Ordinance No. 3 - An Ordinance Amending the Ordinance Dated March 30, 2015, Authorizing the Issuance of \$10,300,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Design, Reconstruction and Expansion of the City's Fairgrounds Arena, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$10,400,000

LOCAL LAW

PUBLIC HEARING

- 7:30 p.m. Resolution No. 12 Decommissioning Marshall Place and Jackson Street

OLD BUSINESS

STAFF REPORTS

1. Donation Offer of 154 Winslow Street
2. 2014-2015 Crow Management Program Report – Loomacres Wildlife Management
3. Letter from Community Action Planning Council of Jefferson County, Inc.

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

ADJOURNMENT

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,
JULY 6, 2015.**

Res No. 1

June 7, 2015

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Authorizing Acceptance of Federal Emergency Management Agency (FEMA) Grant AFG 1549, Fire Department

On November 17, 2014, City Council granted approval to apply for a grant from the Federal Emergency Management Agency (FEMA). The funding opportunity was in the amount of \$257,660 and required 10% matching funds from the City. The Fire Department application request was to purchase equipment, namely five new mobile radios and to upgrade the current radio inventory to trunking, as well as personal protective equipment.

We have now received notification that this grant has been awarded to the City of Watertown Fire Department in the amount of \$147,362. This amount will only cover the cost of the radio equipment. The 10% match has been allocated from the FY15-16 Budget.

A resolution is attached for Council consideration authorizing Chief Herman to accept the grant on behalf of the City of Watertown. The grant award has a performance period of twelve months effective May 29, 2015. City staff will be available to answer any questions Council may have related to this grant opportunity.

RESOLUTION

Page 1 of 1

Authorizing Acceptance of Federal Emergency Management Agency (FEMA) Grant AFG 1549, Fire Department

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

Total

YEA	NAY

Introduced by

WHEREAS on November 17, 2014 City Council authorized the City of Watertown Fire Department to prepare an application that meets the intended purpose of the Federal Emergency Management Agency (FEMA) grant, which will allow the Department to purchase much needed supplies, and

WHEREAS this grant application was for funding in the amount of \$257,660 and required a matching fund of 10% from the City, and

WHEREAS the City has received notification that the grant has been awarded in the amount of \$147,362, which covers the cost of five new mobile radios to upgrade the current radio inventory to trunking,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the Fire Department to accept the grant award in the amount of \$147,362 from the Federal Emergency Management Agency (FEMA) AFG 1549, and

BE IT FURTHER RESOLVED that Fire Chief Dale C. Herman is hereby authorized and directed to execute the acceptance on behalf of the City of Watertown.

Seconded by

[Reply](#)

To: chief13

Date: 05/29/2015

Subject: Award Notification (Application Number: EMW-2014-FO-01549)

From: firegrants@dhs.gov

Congratulations!

Your grant application submitted under the Grant Programs Directorate's (DHS) FY 2014 Assistance to Firefighters Grant Program has been approved for award. Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

If you accept your award, you will see a link on the left side of the screen that says Update 1199A in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. After which you will be able to request payments online. If you have any questions regarding your SF-1199A, please call 1-866-274-0960.

[Go Back](#)



CITY OF WATERTOWN, NEW YORK

FIRE DEPARTMENT
224 South Massey Street
Watertown, New York 13601
(315) 785-7800
Fax: (315) 785-7821
Dale C. Herman, Fire Chief
dherman@watertown-ny.gov



November 10, 2014

Ms. Sharon Addison
City Manager
245 Washington Street
Watertown:

Dear Sharon:

The Federal Emergency Management Agency (FEMA) has been able to allocate over \$304,000,000 in the Assistance to Firefighters Grant Program. The City of Watertown Fire Department has conducted a needs assessment by which funding could aid our organization in providing personal protective equipment, interoperable radio equipment for fire vehicles that are not currently outfitted with such and a trunking radio upgrade to our existing radios to operate on the Jefferson County's new proposed radio system. With Council approval, a grant application would be applied for the following items:

80 MSA ultra-elite face pieces	\$ 38,800
80 Structural firefighting boots	22,400
80 Pair structural fighting gloves	8,160
20 45 minute self-contained breathing apparatus cylinders	26,200
5 25 UHF mobile radios with installation	20,802
Trunking upgrade installation for 106 mobile and portable radios	<u>141,298</u>
	\$257,660

The City would be responsible for 10% of the cost of the equipment purchased, and it is forecasted that if awarded, these expenses would be in the next fiscal year.

The deadline for submission is December 5, 2014.

If you have any further questions, please do not hesitate to contact me.

Truly yours,

CITY OF WATERTOWN FIRE DEPARTMENT

Dale C. Herman
Fire Chief

DCH:cdb

Res No. 2

June 9, 2015

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: Approving the Site Plan for the Construction of a 38,819 Square Foot Warehouse Expansion, 1,572 Office Expansion and 37-space Parking Lot Expansion to the Renzi Foodservice Building at 901 Rail Drive, Parcel Number 9-43-101.008.

A request has been submitted by John Walsh of Paradigm Design and Bob Ross of FoodTech Inc., on behalf of MLR Realty, LLC, for the above subject site plan approval.

The City Planning Board reviewed the request on April 7, 2015 and voted to recommend that the City Council approve the site plan subject to several conditions.

Attached are copies of the report on the request prepared for the Planning Board and an excerpt from their meeting minutes.

While this application obtained Planning Board approval in April, the applicant has been working for two months to obtain and provide necessary data pursuant to the State Environmental Quality Review (SEQR). The Planning Board recommended site plan approval with the condition that the applicant address and provide additional data for all identified SEQR issues prior to the City Council considering the site plan for final approval. Specifically, the applicant needed to obtain documentation from the State Historic Preservation Office (SHPO) regarding archaeological concerns at the site and documentation from the NYS Department of Environmental Conservation (DEC) regarding endangered species and wetlands.

SHPO has provided the attached letter stating that the project will have no impact on archaeological and/or historic resources. In the attached email, the DEC addressed tree removal on the site stating they did not have a concern with the cutting of the trees located to the northeast of the existing building, provided that it was completed prior to March 31, 2015. This addressed concerns regarding the Indiana bat protection.

The applicant is still waiting to obtain Wetland Permitting from the DEC. The City Engineering Department has been in correspondence with the applicant and DEC with regards to this issue and DEC has communicated to the City Engineering

department that they are finalizing the details for wetland permitting and that they do not anticipate any significant adverse impacts from the proposed action.

The City Council must respond to the questions in Part 2 of the Short Environmental Assessment Form 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 site plan submitted to the City Engineering Department on March 24, 2015, subject to the conditions recommended by the Planning Board.

RESOLUTION

Page 1 of 3

Approving the Site Plan for the Construction of a 38,819 square foot warehouse expansion, a 1,572 square foot office expansion and a 37-space parking lot expansion to the Renzi Foodservice Building at 901 Rail Drive, Parcel 9-43-101.008

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

Total

YEA	NAY

Introduced by

WHEREAS John Walsh of Paradigm Design and Bob Ross of FoodTech Inc., on behalf of MLR Realty, LLC, has submitted an application for site plan approval for the construction of a 38,819 square foot warehouse expansion, 1,572 square foot office expansion and a 37-space parking lot expansion to the Renzi Foodservice Building at 901 Rail Drive, parcel 9-43-101.008, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on April 7, 2015, and voted to recommend that the City Council of the City of Watertown approve the site plan with the following conditions:

1. The fire apparatus road must be extended, at a minimum, to the rear northeast corner of the new addition and shall be designed to City specifications, approved by the City Engineer prior to construction, and must be properly maintained on a year-round basis to include snow removal and resurfacing and grading when required.
2. The applicant must address all of the Engineering Department’s stormwater design requirements and comments prior to the issuance of any City permits.
3. The applicant must forward a copy of the letter it receives from the New York State Department of Health to the City that grants the approval for the new hydrant.
4. The following note must be added to the Utilities Plan, “All water and main service work must be coordinated with the City of Watertown Water Department. The Water Department Requirements supersede all other plans and specifications provided.”
5. All utilities must be shown on the Utility Plan, including pipe inverts, pipe material, pond outlets, etc.

RESOLUTION

Page 2 of 3

Approving the Site Plan for the Construction of a 38,819 square foot warehouse expansion, a 1,572 square foot office expansion and a 37-space parking lot expansion to the Renzi Foodservice Building at 901 Rail Drive, Parcel 9-43-101.008

- Council Member BURNS, Roxanne M.
- Council Member BUTLER, Joseph M. Jr.
- Council Member JENNINGS, Stephen A.
- Council Member MACALUSO, Teresa R.
- Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

6. The applicant must make all of the required revisions to the Engineering Report and submit them to the Engineering Department prior to the issuance of any City permits.
7. The applicant must revise the plans to include all of the design details required and submit them to the Engineering Department prior to the issuance of any City permits.
8. The applicant shall create a separate landscaping plan or incorporate it into an existing plan sheet and provide a typical planting schedule that includes plant species, size and other standard information.
9. The applicant shall address and provide additional data for all of the identified SEQR issues prior to the City Council considering the site plan for approval.
10. The applicant must obtain, minimally, the following permits prior to construction: Building Permit and a Water Supply Permit.
11. The applicant shall obtain a letter from the property owner authorizing the applicant to apply for a site plan approval.

And,

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

RESOLUTION

Page 3 of 3

Approving the Site Plan for the Construction of a 38,819 square foot warehouse expansion, a 1,572 square foot office expansion and a 37-space parking lot expansion to the Renzi Foodservice Building at 901 Rail Drive, Parcel 9-43-101.008

- Council Member BURNS, Roxanne M.
- Council Member BUTLER, Joseph M. Jr.
- Council Member JENNINGS, Stephen A.
- Council Member MACALUSO, Teresa R.
- Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

forming the basis for this approval at the same time such plans are provided to the contractor. If plans are not provided as required by this condition of site plan approval, the City Code Enforcement Officer shall direct that work on the project site shall immediately cease until such time as the City Engineer is provided with the revised stamped plans. Additionally, any change in the approved plan which, in the opinion of the City Engineer, would require Amended Site Plan approval, will result in immediate cessation of the affected portion of the project work until such time as the amended site plan is approved. The City Code Enforcement Officer is 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 for the construction of a 38,819 square foot warehouse expansion, a 1,572 square office expansion and a 37-space parking lot expansion at 901 Rail Drive, parcel 9-43-101.008, as depicted on the plans submitted to the City Engineer on March 24, 2015, subject to the conditions recommended by the Planning Board and listed above.

Seconded by

Parking and Vehicle Circulation: Access to the site will continue to be via the existing driveway connecting from Rail Drive. The existing site includes 82 parking spaces and 12 truck unloading bays. Adjacent to the proposed office addition, the applicant depicts 37 new parking spaces. Five accessible parking spaces will also be added in front of the building bringing the aggregate site total to 119. The site plan also depicts 10 new tractor-trailer spaces on the east side of the building.

The proposed building additions will bring the building to a total of 98,882 square feet. The parking requirement for light industrial uses is 200 square feet of parking area per 1,000 square feet of building space, meaning that 19,800 square feet of parking area is required. The existing car parking spaces total 19,188 sq. ft. Once the existing drive aisles and other paved areas are added in the total, there is more than adequate parking area provided.

The site plan depicts eliminating the rear gravel access road that encircles the building. While this is acceptable, the fire apparatus road must be extended, at a minimum, to the rear northeast corner of the new addition. The road must be designed to City specifications, approved by the City Engineer prior to construction, and must be properly maintained on a year-round basis to include snow removal and resurfacing and grading when required.

Lighting: There are 12 existing light poles within the site driveway and parking lot. In the Engineering Report, the applicant states they are not proposing any additional site lighting to accommodate the new parking area, only the addition of building wall pack units. However, on the actual photometric plan, a new light pole is depicted in the parking addition. The applicant must clarify this discrepancy.

Drainage & Grading: Runoff for the site as it currently exists drains to an infiltration basin located to the northwest of the existing parking lot. However, this basin is at or nearing capacity, and will overflow during major rain events. It is unable to handle the additional runoff created by the proposed expansions. The applicant is therefore proposing to install two pocket ponds, one on the east side of the site and one on the west side, to serve the proposed expansions. The pond to the west will collect runoff from the proposed office expansion and additional surface parking, and will discharge into the existing infiltration basin. The pond to the east will collect runoff from the proposed warehouse expansion and will discharge into an existing drainage ditch, which ultimately drains to Beaver Meadows, a wetland located downstream of the site.

The Engineering Department has the following requirements/comments regarding the stormwater design for the site that must be addressed prior to the issuance of a building permit:

1. Submit to the City a copy of the stormwater pollution prevention plan NOI acknowledgement letter from the DEC.
2. The DEC has classified Hay as an invasive species. Please replace reference to Hay Bales with Straw Bales in the Stormwater Pollution Prevention Plan (SWPPP).
3. Concrete Washout Areas shall be lined to facilitate the removal of all washout materials.
4. The SWPPP (NOI question 5) states that the applicant intends to disturb more than 5 acres at any one time. NYS DEC approval for such is required, otherwise revise NOI.
5. The SWPPP NOI Question 14 states that the project will not disturb soils within the protected 100 foot adjacent area. Without the delineation of onsite wetlands, this response cannot be verified.
6. The SWPPP NOI is not signed.
7. The NOI question #39 is not completed.
8. The NOI question #41 states that a Federal Wetland permit is not required, however there appear to be federal wetlands onsite.
9. The vegetated swales shall be labeled on the utility and grading plans.
10. The west pond refers to a 1" outlet but no outlet is shown on the plans. In addition, the table on Sheet 3.0 refers to Detail #10/C5.0 which appears to be for the East Pond.

Utilities: There are no new site utilities proposed for the warehouse or the office addition. All water and sewer needs will be handled by connecting to existing valves serving the current building. The applicant is, however, proposing to install a new fire hydrant on the east side of the building to ensure adequate fire protection to the warehouse addition. The addition of this hydrant will require approval from the New York State Department of

Health (DOH). The applicant must forward a copy of the letter to the City that is received from the DOH that grants the approval for the new hydrant.

The following note must be added to the Utilities Plan, “All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department Requirements supersede all other plans and specifications provided.”

Also, all utilities must be shown on the Utility Plan, including pipe inverts, pipe material, pond outlets, etc.

Engineering Report Revisions: The following revisions to the Engineering Report must be made and submitted to the Engineering Department prior to the issuance of a building permit:

1. The proposed water usage is listed as 350 gallons per month. It is assumed to mean 350 gallons per day and not per month. Please clarify that this is correct and revise if necessary.
2. Submit a hydraulic analysis of the water system, including hydrant flow test results and projected water pressure at the site. Any required outside hose allowances or fire protection demand (sprinklers) shall be included in the projected hydraulic analysis.

Design Details: The following design details must be included on the final plans and submitted to the Engineering Department prior to the issuance of a building permit:

1. A hydrant and gate valve detail.
2. Lightpole and lightpole base detail.
3. Typical lawn area installation detail.
4. Stormwater Pond and Profile for West Pond.
5. Detail of Pond outlet structure for West Pond.

Landscaping: The proposed office addition, corresponding additional parking and proposed pocket pond on the western end of the site, will all necessitate the removal of a number of trees. The applicant is proposing to plant 10 street trees along the entrance driveway. However, no additional trees are proposed throughout the rest of the site. The Landscaping and Buffer Zone Guidelines note that for existing sites undergoing an expansion, the objective is to gradually bring the site into compliance with the minimum standards of the guidelines. The Planning Board should consider whether or not the proposed trees sufficiently address the required removals and whether they are enough to start to bring the site into compliance with the guidelines.

A separate landscaping plan is not provided. Sheet C3.0, currently labeled “Grading Plan,” should be labeled “Site and Landscaping Plan” or the applicant shall provide a separate Landscaping Plan. Either way, plan should clearly identify tree removals and include a typical planting schedule with species and size information.

SEQR: The NYSDEC has an online tool called the EAF Mapper that assists applicants with compiling answers to Part 1 of the Short Environmental Assessment Form (EAF). The EAF that was submitted for this project using the online tool identifies several areas of concern. First, the Short EAF indicates that the project area is located within an archaeologically sensitive area. The applicant shall provide a “No Impact” letter from the New York State Historic Preservation Office (SHPO).

The Short EAF also indicates that a portion of the site, or its adjoining lands, contains regulated wetlands. The applicant shall provide copies of all correspondence between the applicant and DEC regarding offsite wetland impacts, including all information sent to DEC as well as documentation communicating DEC’s opinion on the matter.

The Short EAF also indicates that the site of the proposed action may contain endangered or threatened species or their associated habitats. This issue should also be investigated further and additional information should be provided to address this issue. The applicant shall provide copies of all correspondence between the applicant and DEC and a letter indicating DEC’s opinion on the proposed impact to threatened or endangered species.

Finally, the applicant shall fill out Question 14 of the Short EAF and shall change the answer to Question 18 on the form to identify the stormwater treatment area as an activity that will result in the impoundment of water.

Signs and Other Permits: Any proposed signage will be handled separately as an administrative permit by the Code Enforcement Bureau. Any depiction of signage on a site plan submittal does not constitute approval. The applicant must obtain the following City permits prior to construction: Water Supply Permit and Building Permit.

Miscellaneous: The applicant shall obtain a letter from the property owner authorizing the applicant to apply for a site plan approval.

Summary:

1. The fire apparatus road must be extended, at a minimum, to the rear northeast corner of the new addition and shall be designed to City specifications, approved by the City Engineer prior to construction, and must be properly maintained on a year-round basis to include snow removal and resurfacing and grading when required.
2. The applicant shall clarify the discrepancy regarding whether or not any new light poles will be constructed in the new parking area or anywhere else on the property.
3. The applicant must address all of the Engineering Department's stormwater design requirements and comments listed above prior to the issuance of any City permits.
4. The applicant must forward a copy of the letter it receives from the New York State Department of Health to the City that grants the approval for the new hydrant.
5. The following note must be added to the Utilities Plan, "All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department Requirements supersede all other plans and specifications provided."
6. All utilities must be shown on the Utility Plan, including pipe inverts, pipe material, pond outlets, etc.
7. The applicant must make all of the Engineering Report revisions noted above and submit them to the Engineering Department prior to the issuance of any City permits.
8. The applicant must revise the plans to include all of the design details noted above and submit them to the Engineering Department prior to the issuance of any City permits.
9. The applicant shall create a separate landscaping plan or incorporate it into an existing plan sheet and provide a typical planting schedule that includes plant species, size and other standard information.
10. The applicant shall address and provide additional data for all of the SEQR issues identified above prior to the City Council considering the site plan for approval.
11. The applicant must obtain, minimally, the following permits prior to construction: Building Permit and a Water Supply Permit.
12. The applicant shall obtain a letter from the property owner authorizing the applicant to apply for a site plan approval.

cc: City Council Members
Robert J. Slye, City Attorney
Brian Drake, Civil Engineer II
John Walsh, Paradigm Design, Inc.
Bob Ross, FoodTech, Inc. MLR Realty, LLC

EXCERPT FROM THE APRIL 7, 2015
PLANNING BOARD MEETING MINUTES

SITE PLAN APPROVAL – RENZI FOODSERVICE BUILDING EXPANSION
901 RAIL DRIVE: PARCEL # 9-43-101.008

The Planning Board then considered a request for site plan approval submitted by John Walsh of Paradigm Design and Bob Ross of FoodTech, Inc. on behalf of MLR Realty, LLC. Mr. Walsh was in attendance to present the project to the Planning Board.

Mr. Walsh began by introducing himself and noting that Paradigm Design was involved in the 2011 expansion of the same building. He said that Paradigm Design are cold storage experts. He continued by saying that the building was originally constructed in 2000 and that since the 2011 expansion, business has continued to grow. Mr. Walsh added that some operations from the north side of the City would be consolidated to this site. He said that the bulk of this project would be the warehouse expansion. There is a small office expansion proposed for the west side of the building and plans to add gravel parking for small trailers. He also said that the gravel road had been extended from original plans to provide fire access.

Mr. Walsh then said that the building's use would stay the same and that traffic into and out of the site would also essentially stay the same, with perhaps a few more trucks entering and leaving the site. Mr. Walsh added that he had met with Staff two weeks earlier for a pre-application meeting and said he was confident that all of Staff's conditions would be met. He said that the bigger challenges were going to be the checked boxes on the SEQR form.

Mr. Walsh disclosed that one of the "hits" on the SEQR form was that the project took place in an endangered species habitat, specifically that of the Indiana Bat. He then said that the New York State Department of Environmental Conservation (DEC) gave permission to cut down trees in the expansion area. Mr. Davis interjected to note that April 15 is the deadline for such cutting, because the bats are typically still in caves for the winter before this date.

Mr. Walsh then said that the SEQR form also flagged the project for technically having wetlands on the property, specifically Beaver Meadows. Mr. Walsh stated that he hoped to receive a non-jurisdictional letter that would dismiss this concern, and said that his clients feel that all activity is within the confines of a previously graded area.

Mr. Walsh then moved on to address Staff's comments on the memorandum. He first asked about the requirement to extend the fire apparatus road, at a minimum, to the rear northeast corner of the addition and asked if anyone present could clarify the intent of that comment.

Mr. Drake then stood up and pointed out a place on the site plan. Mr. Walsh then said that there was a lot of rock in that location and that his team had hoped to minimize their contact with rock. Mr. Drake responded by saying that the City Code Enforcement Bureau had noted that there are two doors in the rear of the building that need fire vehicle access from

somewhere. Mr. Walsh agreed to work with the Engineering Department on this requirement. Mr. Drake agreed to this and said that he would forward any future submissions to City Code Enforcement Supervisor Shawn McWayne for comments.

Mr. Walsh then moved on to Staff's request to clarify a discrepancy as to whether or not new parking lights would be installed. Mr. Walsh noted that although the engineering report that was submitted with the application said that there would be no new lights, that at the 11th hour, they found that they really did need extra light, but did not have the opportunity to update the report prior to the submission deadline.

Mr. Walsh then moved on to Staff's requirement to provide a letter from the New York State Department of Health (DOH) granting approval for a new hydrant. Mr. Drake responded by saying that DOH would likely provide a "no comment" letter and that this would be sufficient to satisfy the requirement.

Mr. Walsh then addressed the issue of landscaping. He acknowledged that Staff had asked for additional parking lot trees in 2011, but that they were never planted. He then said that in acquiescence to Staff's current request, street trees would be extended the length of the driveway from Rail Drive to the beginning of the parking lot.

Mr. Walsh then said that the next step after today was to apply for a building permit, but that Renzi Foodservice still needed to give Paradigm Design permission to apply for it. Mr. Drake then said that Paradigm Design needed to have such permission before an application could be processed.

Mr. Walsh concluded his presentation by saying that the site today does not drain particularly well and that two new pocket ponds are proposed to handle the additional runoff. He acknowledged that because of the proposed ponds, some work still had to be done with SEQR. Mr. Walsh then asked the Planning Board if they had any questions.

Ms. Capone at this time disclosed that she works for the Development Authority of the North Country who is a lender to Renzi Foodservice. Mr. Davis then indicated he was ready to make a motion to approve the site plan. Mr. Lumbis said that the Planning Board could remove Summary Item 2.

Mr. Davis then moved to recommend that City Council approve the request for site plan approval submitted by John Walsh of Paradigm Design and Bob Ross of FoodTech, Inc. on behalf of MLR Realty, LLC for construction of a 38,819 square foot warehouse expansion, a 1,572 square foot office expansion and a 37-space parking lot expansion to the Renzi Foodservice Building at 901 Rail Drive, Parcel Number 9-43-101.008, as submitted on March 24, 2015, subject to the following conditions:

1. The fire apparatus road must be extended, at a minimum, to the rear northeast corner of the new addition and shall be designed to City specifications, approved by the City Engineer prior to construction, and must be properly maintained on a year-round basis to include snow removal and resurfacing and grading when required.

2. The applicant must address all of the Engineering Department's stormwater design requirements and comments prior to the issuance of any City permits.
3. The applicant must forward a copy of the letter it receives from the New York State Department of Health to the City that grants the approval for the new hydrant.
4. The following note must be added to the Utilities Plan, "All water and main service work must be coordinated with the City of Watertown Water Department. The Water Department Requirements supersede all other plans and specifications provided."
5. All utilities must be shown on the Utility Plan, including pipe inverts, pipe material, pond outlets, etc.
6. The applicant must make all of the required revisions to the Engineering Report and submit them to the Engineering Department prior to the issuance of any City permits.
7. The applicant must revise the plans to include all of the design details required and submit them to the Engineering Department prior to the issuance of any City permits.
8. The applicant shall create a separate landscaping plan or incorporate it into an existing plan sheet and provide a typical planting schedule that includes plant species, size and other standard information.
9. The applicant shall address and provide additional data for all of the identified SEQR issues prior to the City Council considering the site plan for approval.
10. The applicant must obtain, minimally, the following permits prior to construction: Building Permit and a Water Supply Permit.
11. The applicant shall obtain a letter from the property owner authorizing the applicant to apply for a site plan approval.

The motion was seconded by Ms. Fields and all voted in favor.



Parks, Recreation, and Historic Preservation

ANDREW M. CUOMO
Governor

ROSE HARVEY
Commissioner

April 13, 2015

Mr. John Walsh
Civil Engineer
Paradigm Design, Inc
550 3 Mile Rd NW
Grand Rapids, MI 49544

Re: DEC
Renzi Foodservice - Warehouse Expansion
901 Rail Drive, Watertown, NY 13601
15PR01286

Dear Mr. Walsh:

Thank you for requesting the comments of the Office of Parks, Recreation and Historic Preservation (OPRHP). We have reviewed the project in accordance with the New York State Historic Preservation Act of 1980 (Section 14.09 of the New York Parks, Recreation and Historic Preservation Law). These comments are those of the OPRHP and relate only to Historic/Cultural resources. They do not include potential environmental impacts to New York State Parkland that may be involved in or near your project. Such impacts must be considered as part of the environmental review of the project pursuant to the State Environmental Quality Review Act (New York Environmental Conservation Law Article 8) and its implementing regulations (6 NYCRR Part 617).

Based upon this review, it is the New York State Office of Parks, Recreation and Historic Preservation's opinion that your project will have no impact on archaeological and/or historic resources listed in or eligible for the New York State and National Registers of Historic Places.

If further correspondence is required regarding this project, please be sure to refer to the OPRHP Project Review (PR) number noted above.

Sincerely,

Ruth L. Pierpont

Deputy Commissioner for Historic Preservation

Subject: RE: Renzi Foodservice - 901 Rail Drive, Watertown
Date: Tuesday, March 24, 2015 at 1:48:23 PM Eastern Daylight Time
From: Latremore, Erik J (DEC)
To: John R. Walsh
CC: Farquhar, James (DEC)

John,

Per our discussion earlier, our Department does not have a concern with the cutting of the trees located to the northeast of the existing building. The March 15th deadline for cutting trees is a general date used for Indiana bat protection. That date is being relaxed to March 31, 2015, because the hibernating bats have not migrated out of their hibernaculum as of recently.

Erik Latremore

Biologist 1 (Ecology)

New York State Department of Environmental Conservation
317 Washington St., 5th Floor, Watertown, New York 13601
P: (315) 785-2293 | F: (315) 785-2242 | erik.latremore@dec.ny.gov

www.dec.ny.gov |  | 

From: John R. Walsh [mailto:jwalsh@paradigmae.com]
Sent: Tuesday, March 24, 2015 1:42 PM
To: Latremore, Erik J (DEC)
Subject: FW: Renzi Foodservice - 901 Rail Drive, Watertown

Erik:

Per our discussion, can you please confirm that the NY DEC does not have any objection to the property owner above cutting trees/vegetation down within what the EAF mapper identified as an area with potential to contain Indiana Bats? We intend to complete any clearing/tree cutting no later than March 31, 2015, which is past the published March 15 deadline.

Thank you

John Walsh, P.E., LEED® AP

Corporate Director
Direct: 616.785.5567
Cell: 616.723.3914



550 3 Mile Road N.W. Suite B
Grand Rapids, MI 49544
www.paradigmAE.com

617.20
Appendix B
Short Environmental Assessment Form

Instructions for Completing

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

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

Part 1 - Project and Sponsor Information			
Name of Action or Project: Renzi Foodservice - Building Expansion			
Project Location (describe, and attach a location map): 901 Rail Drive, Watertown, NY			
Brief Description of Proposed Action: The project consists of an approximately 39,000 square foot warehouse expansion on the southeast corner of the existing building, along with gravel semi trailer parking spaces on the easterly buildnig wall. The project will also include an approximately 1,000 square foot office expansion on the west side of the building along with 35 +/- additional auto parking spaces adjacent to the office expansion.			
Name of Applicant or Sponsor: MLR Realty LLC		Telephone: E-Mail:	
Address: 901 Rail Drive			
City/PO: Watertown		State: NY	Zip Code: 13601
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		21.0 +/- acres	
b. Total acreage to be physically disturbed?		3.6 +/- acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		21.0 +/- acres	
4. Check all land uses that occur on, adjoining and near the proposed action. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input checked="" type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: _____ Date: _____		
Signature: _____		

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

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

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input type="checkbox"/>	<input type="checkbox"/>

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

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT

June 10, 2015

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: Approving the 2015 Youth & Young Adult Employment Training Program Contract Between the City of Watertown and the Jefferson-Lewis Workforce Development Area

The City of Watertown has received approval for four (4) training positions under the 2015 Summer Youth & Young Adult Employment Training Program. The Jefferson County Department of Employment and Training will be the employer and, as such, will pay the wages and fringe benefits of the youths employed under this program.

The four positions will be assigned to various departments as follows:

Assessment Department (Clerical Aide)	1 position
Wastewater Treatment Plant (Landscape Maintenance Aide)	1 position
Water Treatment Plant (Landscape Maintenance Aide)	1 position
Code Enforcement (Clerical Aide)	1 position

A copy of the Agreement between the City and the Jefferson-Lewis Workforce Development Area is attached for City Council review. A resolution has been prepared for City Council consideration that authorizes the City's participation in the 2015 Summer Youth & Young Adult Employment and Training Program.

RESOLUTION

Page 1 of 1

Approving the 2015 Youth and Young Adult Employment Training Program Contract Between the City of Watertown and the Jefferson-Lewis Local Workforce Development Area

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

YEA	NAY

Introduced by

WHEREAS the Jefferson County Department of Employment and Training and the Jefferson-Lewis Local Workforce Development Area has allocated to the City of Watertown four (4) funded training positions under the Summer Youth & Young Adult Employment Training Program, and

WHEREAS various departments of the City of Watertown can provide training opportunities for young people of the community, and

WHEREAS the City and Jefferson County Department of Employment and Training have cooperated in past years with this same program,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby authorizes the City’s participation in the 2015 Summer Youth & Young Adult Employment Training Program, and

BE IT FURTHER RESOLVED that the City Manager, Sharon Addison, is hereby authorized and directed to execute the Youth & Young Adult Employment Training Program Contract on behalf of the City of Watertown.

Seconded by

YOUTH & YOUNG ADULT EMPLOYMENT TRAINING PROGRAM

CONTRACT

Between the following parties:

Jefferson-Lewis Local Workforce Development Area
(hereinafter referred to as WORKFORCE DEVELOPMENT AREA)

AND

City of Watertown
245 Washington St.
Watertown, NY 13601

(hereinafter referred to as WORKSITE)

The parties agree that:

This agreement shall take effect on July 1, 2015 and terminate on August 15, 2015*.

In return for the **WORKSITE** providing work experience for youth in a manner consistent with the terms and conditions herein contained, the **WORKFORCE DEVELOPMENT AREA** will pay the wages and fringe benefits of such employed youth and young adults. This agreement can be modified only by another written agreement if circumstances warrant.

FOR THE WORKFORCE DEVELOPMENT AREA

FOR THE WORKSITE

Signature

Signature

CHERYL A. MAYFORTH, DIRECTOR

Typed Name and Title

Typed Name and Title

*represents general program parameters, not necessarily the specific dates of the work experience activity for participants

The **WORKSITE** will comply with the requirements of the **Workforce Innovation and Opportunity Act of 2014 (WIOA)** and the regulations and policies promulgated thereunder.

These requirements include, but are not limited to the following matters:

The **WORKSITE** must:

1. Permit participants to begin work only with prior approval from the **WORKFORCE DEVELOPMENT AREA**.
2. Inform participants of supervisor's name, role, and responsibilities and provide youth the opportunity to relate any problems that might arise.
3. Provide contingency plan for inclement weather when Worksites are outdoors.
4. Notify the **WORKFORCE DEVELOPMENT AREA** within 24 hours of any accidents, special situations, or unusual occurrences.
5. Evaluate each participant with regard to performance as agreed upon by the **WORKFORCE DEVELOPMENT AREA**.
6. Avoid personal and organizational conflict of interest.
7. Avoid paying or receiving kickbacks.
8. Maintain accurate financial and statistical records that are easily traceable to source documents.
9. Prohibit the charging of a fee to a participant for the referral to a job or placement in a job.
10. Avoid nepotism.
11. Avoid political patronage, lobbying or political activities.
12. Avoid involvement with religious or anti-religious activities.
13. Avoid prompting or opposing unionization and avoid employment of a participant in a place involved in a work stoppage.
14. Avoid Maintenance of Effort, meaning that no funds will be used to fill a job opening created by the action of an employer in laying off or terminating the employment of any other regular employee not supported under the Act in anticipation of filling the vacancy so created by hiring an employee to be supported under the Act.
15. Avoid the theft or embezzlement of WIOA funds, improper inducement for employment or contracts, and obstruction of investigation under the Act, its regulations or local policies.
16. Maintain sufficient, auditable and adequate records which support all expenditures under the Act for a period of not less than 3 years after the close of the grant of funds.

17. Recognize the **WORKFORCE DEVELOPMENT AREA'S** mandated obligation to review and monitor any and all worksite activity, and program related records on a regular basis. Therefore, the **WORKSITE** will allow the **WORKFORCE DEVELOPMENT AREA** to have unrestricted access to program related forms or documents whether or not they are **WORKFORCE DEVELOPMENT AREA** forms or **WORKSITE** forms of any source or nature; and the unrestricted right to review worksite activity, with or without prior notification. Furthermore, the **WORKFORCE DEVELOPMENT AREA** has the right to make inquiries to and procure information from **WORKSITE** non-WIOA and WIOA employees for the purpose of monitoring and evaluating program operation.
18. Recognize the **WORKFORCE DEVELOPMENT AREA'S** mandated obligation to have sole control over the intake, eligibility determination and verification of all participants under this contract.
19. Recognize the **WORKFORCE DEVELOPMENT AREA'S** mandated obligation to provide counseling services for all participants so as to improve their employability. To meet this requirement, the **WORKSITE** will allow private consultation and unrestricted observation of participants during participant working hours by counselors. As part of the effort to improve employability to participants, it may be necessary from time to time to allow participants time off during working hours, for a length of time decided by the **WORKFORCE DEVELOPMENT AREA** for workshops, assessment, training, job searches or other related activities. These activities will be permitted and encouraged by the **WORKSITE**. The **WORKFORCE DEVELOPMENT AREA** will also ensure that each participant has proper working papers, if required.
20. Recognize the **WORKFORCE DEVELOPMENT AREA'S** requirement to provide remediation to all program enrollees found deficient in educational skill areas (i.e.-math, reading), as determined by the **WORKFORCE DEVELOPMENT AREA**. As part of the mandate to provide remediation, the **WORKSITE** shall encourage/promote the attendance of youth at the scheduled classes, and not permit the youth to work when he/she should be attending class. Should the youth attend work instead of class, this will be considered as an absence, and not subject to payment of wages for the unauthorized attendance at the worksite. As such, potential liability coverage for the unauthorized attendance and wages may not be allowable under existing workman's compensation coverage provided to program enrollees, thereby making the worksite liable in a case of on-site injury during unauthorized work time.
21. Recognize that the government, all levels, is committed to carry out Affirmative Action to assure equal employment opportunities for all individuals in the labor force.

The County of Jefferson has a commitment to the spirit and intent of Affirmative Action in the operation of the WIOA program. The policy of the United States government on Affirmative Action will be employed in the Jefferson County WIOA program and is stated as follows:

“No person in the United States shall, on the grounds of race, color, religion, sex, national origin, age, handicap, or political affiliation or belief be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or be denied employment if the administration of or in connection with any program or activity funded in whole or in part with funds made available under this Act.”

The Jefferson County Department of Employment and Training (The WorkPlace) will require all agencies participating in the WIOA program to comply with the intent of Affirmative Action.

22. Recognize that the **WORKFORCE DEVELOPMENT AREA** has full responsibility and authority to operate the complaint and grievance procedures. The grievance procedure will be utilized for any complaint procedure alleging a violation of the Act, regulations, grant, or any other agreement under the Act.
23. Recognize that the **WORKFORCE DEVELOPMENT AREA** shall determine participant time limitation for activities on this program. The **WORKSITE** will immediately inform the **WORKFORCE DEVELOPMENT AREA** of discretionary leaves of absences that might affect participant time limitations. Such leaves of absences are subject to the approval of the **WORKFORCE DEVELOPMENT AREA**.
24. Conform to the policies of the **WORKFORCE DEVELOPMENT AREA**, which is responsible for implementation of the federal job training regulations and other state policies which the **WORKFORCE DEVELOPMENT AREA** may be required or may at its discretion put into effect.
25. Permit the **WORKFORCE DEVELOPMENT AREA** to issue press releases regarding WIA activities when in the **WORKFORCE DEVELOPMENT AREA'S** sole discretion it is advisable. The **WORKSITE** must consult with and receive **WORKFORCE DEVELOPMENT AREA** approval prior to the issuance of press releases on any activity involving WIOA participants.
26. Notify the **WORKFORCE DEVELOPMENT AREA** immediately of any change in participant's status.
27. Provide adequate on-site supervision for each participant which means that there will be at least one supervisor for every five participants and that a substitute supervisor will be available during the absence of the regular supervisor.
28. Provide sufficient work to occupy participants during working hours including adequate equipment and materials for participants to perform those duties.
29. Provide a safe and healthy working environment and adhere to the provisions of the state child labor laws and applicable federal rules and laws.
30. Provide potential supervisors with sufficient time in order that all immediate worksite supervisor(s) receive orientation as to their duties and responsibilities to the Youth and Young Adult Employment Training Program.
31. Comply with the **WORKFORCE DEVELOPMENT AREA** policy concerning the completion of time sheets and the reporting of attendance as has been detailed by the initial worksite interview and work supervisor orientation. This includes, but is not limited to, the assurance that participants will not be paid for unexcused absences, unworked hours or for solely recreational activities.
32. By signing this contract, the agency certifies the participants of the Youth and Young Adult Employment Training Program is not displacing any currently employed worker, and no individuals are on layoff status from the same job title or substantially equivalent job task which a participant shall be employed in. This also certifies this agency has not terminated the employment of any regular employee or otherwise reduced the size of the agency workforce for the purpose of filling the vacancy created by hiring a participant.

33. Recognize the **WORKFORCE DEVELOPMENT AREA**'s requirement to provide orientation to participants on program purposes, policies, and procedures.
34. Recognize the **WORKFORCE DEVELOPMENT AREA**'s requirement to provide the **WORKSITE** with instructions and procedure forms.
35. Recognize the **WORKFORCE DEVELOPMENT AREA**'s requirement to provide Labor Market Orientation, Career Exposure Activities, Counseling, and Supportive Services to the participant.
36. Recognize the **WORKFORCE DEVELOPMENT AREA**'s to be considered the employer and provide workman's compensation, social security, federal and state income tax. Payroll checks will be mailed on a bi-weekly basis.
37. Recognize that the performance of work under this contract may be terminated by the **WORKFORCE DEVELOPMENT AREA** when, for any reason, it is determined that such termination is in the best interest of the program or when it has been determined that the **WORKSITE** has failed to provide any of the services specified or to comply with any of the provisions contained in the contract. The contract is contingent upon the availability of funding from the New York State Department of Labor. In the event such funding is terminated, the **WORKFORCE DEVELOPMENT AREA** reserves the right to terminate this contract prior to the scheduled determination date.
38. Recognize that trainees will not be terminated without prior notice to the trainee and the **WORKFORCE DEVELOPMENT AREA**, with reasonable opportunity for correction or improvement of performance. This may include, but is not limited to, sub-standard or unsatisfactory progress or conduct.
39. Agree to maintain the confidentiality of any information regarding workers and/or applicants or their families, which may be obtained through application form, interviews, tests, reports from public agencies or counselors, or any other source.

40. Signing of this contract certifies agency compliance with Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participant's Responsibilities, published as Part VII of the May 26, 1988 Federal Register.

Executive Order 12549 states:

The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

*Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

*Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

*Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or Local) with commission of any of the offenses enumerated the above paragraphs of this certification; and

*Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or Local) terminated for cause or default.

Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this contract.

Complete instructions for certification regarding debarment, suspension, and other responsibility matters are available through the Jefferson County Department of Employment and Training (The WorkPlace).

APPENDIX A
Certification of a Drug-Free Workplace

The Employer hereby certifies that it will or will continue to provide a drug-free work place by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Employer's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the work place;
 - ii. The Employer's policy of maintaining a drug-free workplace;
 - iii. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - iv. The penalties that may be imposed upon employees for drug violations occurring in the work place;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
 - i. Abide by the terms of the statement; and
 - ii. Notify the employer in writing of his/her conviction for a violation of a criminal drug statute occurring in the workplace no later five calendar days after such conviction;
- (e) Notify the Jefferson County Department of Employment and Training in writing, within ten calendar days after receiving notice under paragraph (d)(ii.) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice will include the identification number(s) of each affected grant;
- (f) Taking one of the following action within 30 calendar days of receiving notice under paragraph (d)(ii.), with respect to any employee who is so convicted:
 - i. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - ii. Requiring such employees to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free work place through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The Employer may insert the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (street address, city, county, state, and zip code) _____

Check [] if there are workplaces on file that are not identified here.

Signature

Name and Title

Res No. 4

June 4, 2015

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Flat Fee for Concession, Jefferson County
Agricultural Society

Superintendent of Parks and Recreation Erin Gardner met with the Jefferson County Agricultural Society (Fair Board) about this year's Jefferson County Fair, scheduled for July 14 to 19, 2015. As stated in Ms. Gardner's attached report, she is recommending no increase to the flat fee for concessions of \$975. I concur with this recommendation.

A resolution for City Council consideration is attached.

RESOLUTION

Page 1 of 1

Approving No Increase in Flat Fee for Concessions,
Jefferson County Agricultural Society

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

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown owns and operates the Alex T. Duffy Fairgrounds, and

WHEREAS the Jefferson County Agricultural Society has agreed to no increase to the flat fee in the amount of \$975.00 for their concessions during the 2015 Jefferson County Fair operating July 14 to July 19, and

WHEREAS City Council of the City of Watertown desires to promote recreational activities at this community recreational facility,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby approves the flat fee in the amount of \$975 for their concessions during the 2015 Jefferson County Fair operating July 14 to July 19, 2015.

Seconded by

June 3rd, 2015

To: Sharon Addison, City Manager
From: Erin E. Gardner, Superintendent of Parks and Recreation
Subject: Jefferson County Agricultural Society

The Superintendent of Parks and Recreation is requesting City Council to approve the flat concession fee for Jefferson County Agricultural Society for the week of the Jefferson County Fair in the amount of \$975.00. The fee in 2014 was \$975.00. Superintendent Gardner is not recommending an increase due to the increase in costs that the Jefferson County Agricultural Society has and also due to not having access to the Arena for the week of the Fair. The Fair will start on July 14th and end on July 19th. Bob Simpson, President of the Jefferson County Fair has indicated that the number of concessionaires will not be increasing.

Flat Concession Fee: \$975
RV Fee per Municipal Code A320: \$75 per site

Superintendent Gardner will be in attendance at the meeting if Council has questions.

Res No. 5

June 9, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Accepting Bid for Police Officers' Uniforms

The City Purchasing Department has advertised and received sealed bids for the purchase of new and unused Police uniform apparel, on an as needed basis, as specified by our Police Department for the period July 1, 2015 – June 30, 2017, with the option to renew for two additional one-year contracts.

Invitations to bid were issued to nine (9) prospective bidders, with two (2) bids submitted to the Purchasing Department where they were publicly opened and read on Thursday, June 4, 2015, at 11:00 a.m.

City Purchasing Agent Amy M. Pastuf reviewed the bids received with the Police Department and it is their recommendation that the City Council accept the bid submitted by Rosen's Uniforms as the lowest qualified bidder meeting our specifications. The other bid submitted is detailed in the attached report of Mrs. Pastuf.

RESOLUTION

Page 1 of 1

Accepting Bid for Police Officers' Uniforms,
Rosen's Uniforms

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

YEA	NAY

Introduced by

WHEREAS the City Purchasing Agent has advertised and received sealed bids for the purchase of new and unused police uniform apparel, on an as needed basis, as specified by the Police Department for the period July 1, 2015 – June 30, 2017, with the option to renew for two additional one-year contracts, and

WHEREAS invitations to bid were issued to nine (9) prospective bidders with two (2) bids submitted to the Purchasing Department, and

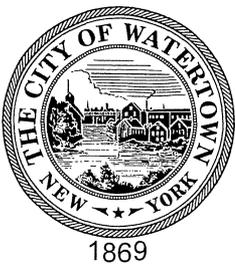
WHEREAS on Thursday, June 4, 2015, at 11:00 a.m., the bids received were publicly opened and read, and

WHEREAS City Purchasing Agent Amy M. Pastuf reviewed the bids received with the Police Department and is recommending that the City Council accept the bid submitted by Rosen's Uniforms,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid of Rosen's Uniforms in the total bid amount of \$2,682.00 for Police Officers' uniforms, on an as needed basis, and

BE IT FURTHER RESOLVED that City Manager Sharon Addison is hereby authorized and directed to sign all contracts associated with implementing the award to Rosen's Uniforms.

Seconded by



CITY OF WATERTOWN, NEW YORK

ROOM 205, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3380
E-MAIL APastuf@watertown-ny.gov
Phone (315) 785-7749 Fax (315) 785-7752

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2015-10 – Police Uniforms
DATE: 6/5/2015

The City's Purchasing Department advertised in the Watertown Daily Times on May 7, 2015 calling for sealed bids for the purchase of new and unused police uniforms as per City of Watertown bid specifications. The bid creates a standard price list from which orders for apparel will be placed on an as-needed basis for the contract period of July 1, 2015 to June 30, 2017, with the option to renew for two additional one-year contracts.

Invitations to bid were issued to nine (9) prospective bidders and two (2) sealed bids were submitted to the Purchasing Department. The sealed bids were publically opened and read on Thursday, June 4, 2015 at 11:00 am, local time. Please see below for the bid tabulation.

Vendor Name	Number of Items Bid	Total Bid Amount	# of Items Low Bid*
Rosen's Uniforms	57 of 57	\$2,682.00	41 of 57
United Uniform	57 of 57	\$2,945.95	15 of 57

* tied for one item

When the bids were compared using only commonly bid items, Rosen's Uniforms from Albany, NY was the lowest responsive responsible bidder. United Uniform is the current provider for the City of Watertown Police Department. It is recommended that the bid for Police Uniforms be awarded to Rosen's Uniforms for the bid period of July 1, 2015 to June 30, 2017.

Res No. 6

June 10, 2015

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Grant of Easement Between the City of Watertown and National Grid, Watertown Municipal Arena Renovation, Project #13-15-18442918

Attached for City Council consideration is a resolution approving an Easement Agreement between the City and National Grid related to the installation of underground electrical conduits and pad mount transformer in connection with the Watertown Municipal Arena Renovation.

As detailed in City Engineer Justin L. Wood's attached report, this 20 foot easement will allow National Grid to install the new transformer.

A copy of the Grant of Easement Agreement and the map designating the easement area are attached for City Council review.

Staff is recommending that Council adopt a resolution approving the granting of this easement and will be available to answer any questions.

RESOLUTION

Page 1 of 1

Grant of Easement Between the City of Watertown and National Grid, Watertown Municipal Arena Renovation, Project #13-15-18442918

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

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown desires to upgrade the electrical service as part of the Watertown Municipal Arena Renovation, and

WHEREAS in order complete the update, National Grid will need to cross City owned property, and

WHEREAS National Grid and the City have agreed to the location of the work, and the City wishes to grant an easement to National Grid so that the electrical conduit and transformer pad may be installed for the new transformer,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Grant of Easement Agreement between the City of Watertown and National Grid, a copy of which is attached an made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager Sharon Addison is hereby authorized and directed to execute the Grant of Easement Agreement on behalf of the City.

Seconded by

GRANT OF EASEMENT

City of Watertown of 245 Washington Street, Watertown, NY 13601 (hereinafter referred to as “Grantor”), for consideration of One Dollar (\$1.00), and other valuable considerations paid, the receipt and sufficiency of which are hereby acknowledged under seal, hereby grants to **NIAGARA MOHAWK POWER CORPORATION**, a New York corporation, having an address at 300 Erie Boulevard West, Syracuse, New York 13202 and **Verizon Communications**, having an address of **1095 Avenue of the Americas, Watertown, NY 13601** (hereinafter collectively referred to as “Grantees”), for Grantees and their lessees, licensees, successors, and assigns, the perpetual right and easement as described in Section 1 below (the “Easement”) in, under, through, over, across, and upon the Grantor’s land, as described in Section 2 below (the “Grantor’s Land”).

Section 1 – Description of the Easement. The “Easement” granted by the Grantor to the Grantee consists of a perpetual easement and right-of-way, with the right, privilege, and authority to:

a. Construct, reconstruct, relocate, extend, repair, maintain, operate, inspect, patrol, and, at its pleasure, abandon or remove underground electric facilities including a line or lines of wires or cables (either direct-buried or installed in underground conduits), handholes, manholes, conduit, vaults, junction boxes, pad-mount transformers, housings, connectors, switches and switching equipment, pipes, pedestals, closures, ducts and duct work, markers, cables, connections to overhead and underground wires, any poles or lines of poles, supporting structures, cables, crossarms, overhead and underground wires, guys, guy stubs, insulators, transformers, braces, fittings, foundations, anchors, lateral service lines, communications facilities, and other fixtures and appurtenances (collectively, the “Facilities”), which the Grantee shall require now and from time to time, for the transmission and distribution of high and low voltage electric current and for the transmission of intelligence and communication purposes, by any means, whether now existing or hereafter devised, for public or private use, in, upon, over, under, and across that portion of the Grantor’s Land described in Section 3 below (the “Easement Area”), and the highways abutting or running through the Grantor’s Land, and to renew, replace, add to, and otherwise change the Facilities and each and every part thereof and the location thereof within the Easement Area, and utilize the Facilities within the Easement Area for the purpose of providing service to the Grantor and others;

b. From time to time, without further payment therefore, clear and keep cleared, by physical, chemical, or other means, the Easement Area of any and all trees, vegetation, roots, aboveground or belowground structures, improvements, or other obstructions and trim and/or remove other trees, roots and vegetation adjacent to the Easement Area that, in the opinion of the Grantee, may interfere with the construction, operation, and maintenance of the Facilities. The first clearing may be for less than the full width and may be widened from time to time to the full width;

c. Excavate or change the grade of the Grantor’s Land as is reasonable, necessary, and proper for any and all purposes described in this Section 1; provided, however, that the Grantee will, upon completion of its work, backfill and restore any excavated areas to reasonably the same condition as existed prior to such excavation; and

d. Pass and repass along the Easement Area to and from the adjoining lands and pass and repass over, across, and upon the Grantor’s Land to and from the Easement Area, and construct, reconstruct, relocate, use, and maintain such footbridges, causeways, and ways of access, if any, thereon, as is reasonable and necessary in order to exercise to the fullest extent the Easement.

Section 2 – Description of Grantor’s Land. The “Grantor’s Land” is described in a certain Deed recorded in the Jefferson County Clerk’s Office on _____ in Liber 791 of Deeds at Page 193 and consists of land described as being part of Tax Parcel No. **8-28-101.000** of the City of **Watertown**, County of **Jefferson**, New York, commonly known as **700 William T Field Dr.** and/or Tax Parcel No. **8-28-101.000**.

Section 3 – Location of the Easement Area. The “Easement Area” shall consist of a portion of the Grantor’s Land 20 feet in width throughout its extent, the centerline of the Easement Area being the centerline of the Facilities. The general location of the Easement Area is shown on the sketch entitled **WR #13-15-18442918**, which sketch is attached hereto as **Exhibit A** and recorded herewith, copies of which are in the possession of the Grantor and the Grantees. The final and definitive location(s) of the Easement Area shall become established by and upon the final installation and erection of the Facilities by the Grantees in substantial compliance with **Exhibit A** hereto.

Section 4 – Facilities Ownership. It is agreed that the Facilities shall remain the property of the Grantee, its successors and assigns.

Section 5 – General Provisions. The Grantor, for itself, its heirs, legal representatives, successors, and assigns, hereby covenants and agrees with the Grantee that no act will be permitted within the Easement Area which is inconsistent with the Easement hereby granted; no buildings or structures, or replacements thereof or additions thereto, swimming pools, or obstructions will be erected or constructed above or below grade within the Easement Area; no trees shall be grown, cultivated,

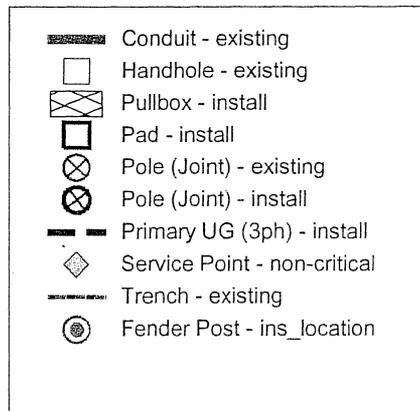
City of Watertown
Jefferson County



City of Watertown
Tax ID 8-28-101.000

Install pole 15 H
27' from Center line of William T Field Rd
Customer to provide
Pull box

Install 750 KVA Padmount transformer
315' from center line of William T Field Rd



EASEMENT #:	EASEMENT SKETCH - EXHIBIT A	NOT TO SCALE
DESIGNER: Gardner, Jessi DATE: WORK ORDER #: 13-15-18442918	DEVELOPMENT NAME and LOCATION 600 William T Field Rd Watertown NY 13601	



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: 8 June 2015

TO: Sharon Addison, City Manager

FROM: Justin Wood, City Engineer

SUBJECT: Watertown Municipal Arena Renovation – National Grid Easement

As part of the Arena Renovation Project, the electrical service to the facility will be upgraded, which requires the granting of an easement to National Grid for its primary electrical facilities. The easement documents are enclosed for your consideration and approval, which will allow National Grid to then procure the equipment in a timely manner. Granting of the easement does not violate the prohibition against conveyance of an interest in parkland, and does not require approval of the state legislature.

The Arena currently has two electrical services within the facility, provided by National Grid. A 480V/800A 3 Phase service (National Grid Meter No. 05150037) serves the majority of the Arena loads via a Main Distribution Panel (MDP). A 208V/400A 3 Phase service (National Grid Meter No. 05150038) provides power from another MDP to the pool area and the mechanical room equipment that supports it. Both MDP's are vintage 1970's equipment, in poor condition, and will be demolished as part of the project in an effort to consolidate the electrical services into a single service.

A new 750 KVA pad mount transformer will be installed at the rear of the facility, to provide electrical service. The grant of easement will provide National Grid with a 20 foot wide easement over the (2) four inch primary underground electrical conduits and pad mount transformer. The cost of this work, which is included in the contractor's bid, is estimated by National Grid to be \$17,513.00. Once the contractor installs the electrical conduit and transformer pad, National Grid will install the new transformer.

Please prepare a resolution for Council consideration.

cc: Erin Gardner, Superintendent of Parks and Recreation



Vanessa Brady
Right-of-Way Agent
Notary Public
Real Estate Services

May 28, 2015

Mr. Justin Woods
City of Watertown
245 Washington St.
Watertown, NY 13601

**RE: NEW ELECTRIC SERVICE FOR MUNICIPAL ARENA
WILLIAM T FIELD DRIVE - CITY OF WATERTOWN
PROJECT #13-15-18442918**

Dear Justin:

Enclosed please find National Grid's standard easement form for utility work being performed relative to the above project. Property owner information was obtained based on our information provided by existing tax records. **Please verify the tax map #, block #, parcel #.** **This information can be obtained from your tax bill or deed.**

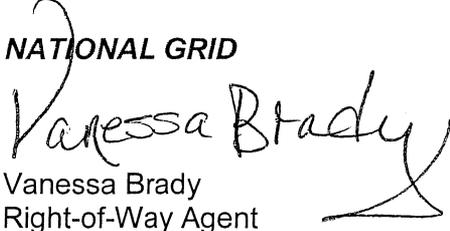
If the easement meets with your approval, an authorized representative of the City of Watertown must sign on the back page on the line(s) indicated with an arrow. The easement must be signed before a **NOTARY PUBLIC**. The **Notary Public** signs on the back in the proper acknowledgement marked with an arrow.

Please return your easement to me in the enclosed postage paid envelope so that we may proceed with our work.

If you have any questions regarding the easement, please feel free to contact me at 315.785.7279.

Sincerely yours,

NATIONAL GRID


Vanessa Brady
Right-of-Way Agent

Enclosures

21265 State Route 232
Watertown, NY 13601

315.785.7279 Fax: 315.788-0563
Vanessa.Brady@nationalgrid.com

Res No. 7

June 15, 2015

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: Approving the Site Plan for the construction of a 6,500 square foot building addition at 748 Starbuck Avenue, Parcel Number 4-09-102.000

A request has been submitted by Timothy F. Titus of Aubertine & Currier, LLC on behalf of Joseph Dephtereos of New York Air Brake for the above subject site plan approval.

The City Planning Board reviewed the request on June 2, 2015 and voted to recommend that the City Council approve the site plan subject to several conditions.

Attached are copies of the report on the request prepared for the Planning Board and an excerpt from their meeting minutes.

The City Council must respond to the questions in Part 2 of the Short Environmental Assessment Form 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 site plan submitted to the City Engineering Department on May 20, 2015, subject to the conditions recommended by the Planning Board.

RESOLUTION

Page 1 of 3

Approving the Site Plan for the construction of a 6,500 square foot building addition at 748 Starbuck Avenue, Parcel Number 4-09-102.000

- Council Member BURNS, Roxanne M.
- Council Member BUTLER, Joseph M. Jr.
- Council Member JENNINGS, Stephen A.
- Council Member MACALUSO, Teresa R.
- Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS Timothy F. Titus of Aubertine & Currier, LLC on behalf of Joseph Dephtereos of New York Air Brake has submitted an application for site plan approval for the construction of a 6,500 square foot building addition at 748 Starbuck Avenue, Parcel Number 4-09-102.000, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on June 2, 2015, and voted to recommend that the City Council of the City of Watertown approve the site plan with the following conditions:

1. The applicant must submit a plan showing the internal traffic circulation patterns to the City Engineering Department and submit revised plans that depict snow storage areas.
2. For the proposed PE water main, the applicant must clearly indicate how they plan to terminate the tracer wire at the hydrant and at the connections to the existing main.
3. The applicant must provide a fire protection plan indicating the proposed distances and hose lengths from existing and proposed fire hydrants for the existing and proposed building.
4. The applicant must provide an updated fire flow test and sprinkler design calculations for the building and update the engineering report to state whether or not the proposed building and the renovated building will contain overhead sprinklers.
5. The applicant must add the following note to the Utilities Plan, "All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department Requirements supersede all other plans and specifications provided."

RESOLUTION

Page 2 of 3

Approving the Site Plan for the construction of a 6,500 square foot building addition at 748 Starbuck Avenue, Parcel Number 4-09-102.000

- Council Member BURNS, Roxanne M.
- Council Member BUTLER, Joseph M. Jr.
- Council Member JENNINGS, Stephen A.
- Council Member MACALUSO, Teresa R.
- Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

6. The applicant must provide additional design details for the sanitary sewer connection including depth of cover, profile of sewer alignment and proposed inverts and shall verify that minimum scouring velocity will be achieved within the new sewer.
7. The applicant shall clearly indicate any roof drain connections and/or foundation drain connections on the utility plan.
8. The applicant shall provide sufficient descriptions of the existing and proposed utilities within the vicinity of the proposed construction including pipe sizes, rim elevations, pipe inverts, and pipe material.
9. The applicant must provide an easement for installation of the sanitary sewer.
10. The applicant shall clarify all legend discrepancies including existing building lights and proposed fire hydrants.
11. The applicant must obtain, minimally, the following permits prior to construction: Building Permit, Water Supply Permit, Sanitary Sewer Connection Permit and Storm Sewer Connection Permit.
12. The applicant shall provide a zoning table in the plans to address zoning requirements of the site and shall add street names to and label the location map shown on CD100, CS100, CG101, and CU100.
13. PDFs of the entire drawing set shall be forwarded to the City Engineering Department anytime revisions are made to any one drawing.

And,

RESOLUTION

Page 3 of 3

Approving the Site Plan for the construction of a 6,500 square foot building addition at 748 Starbuck Avenue, Parcel Number 4-09-102.000

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

Total

YEA	NAY

WHEREAS the City Council has reviewed the Short Environmental Assessment Form, responding to each of the questions contained in Part 2, and has determined that the project, as submitted, is an Unlisted Action and will not have a significant 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 Code Enforcement Officer shall direct that work on the project site shall immediately cease until such time as the City Engineer is provided with the revised stamped plans. Additionally, any change in the approved plan which, in the opinion of the City Engineer, would require Amended Site Plan approval, will result in immediate cessation of the affected portion of the project work until such time as the amended site plan is approved. The City Code Enforcement Officer is 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 for the construction of a 6,500 square foot building addition at 748 Starbuck Avenue, Parcel Number 4-09-102.000, as depicted on the plans submitted to the City Engineer on May 20, 2015, subject to the conditions recommended by the Planning Board and listed above.

Seconded by



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

PHONE: (315) 785-7730 – FAX: (315) 782-9014

TO: Planning Board Members
FROM: Michael A. Lumbis, Planner
SUBJECT: Site Plan Approval – 748 Starbuck Avenue
DATE: May 28, 2015

Request: Site Plan Approval for the construction of a 6,500 square foot building addition at 748 Starbuck Avenue, Parcel Number 4-09-102.000.

Applicant: Timothy Titus of Aubertine and Currier, PLLC, on behalf of Joseph Dephtereos of New York Air Brake, LLC

Proposed Use: Additional engineering and testing laboratory space.

Property Owner: Jefferson County Industrial Development Agency

Submitted:	
Property Survey: Yes, In vicinity of prop. addition	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: Grading Only	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

County Review: No

Zoning Information:	
District: Heavy Industry	Maximum Lot Coverage: N/A
Setback Requirements: F: 0', S: 0', R: 0'	Buffer Zone Required: Meets requirement

Project Overview: The applicant proposes to expand the footprint of the current structure by constructing an engineering lab building addition with a second floor mezzanine on the north side of the property, thereby connecting the existing buildings on site. The building will be primarily used for additional engineering and testing space. The renovation of an existing steel storage building is also proposed. The entire site is 22.4 acres and the disturbed area measures 0.64 acres.

Parking and Vehicle Circulation: Access to the site will continue to be via the existing driveway connecting from Pearl Street and the main entrance driveway from Starbuck Avenue. The existing site includes 543 parking spaces. The applicant depicts no new parking spaces.

The proposed building additions will bring the building to a total of 252,250 square feet. The parking requirement for heavy industrial uses is 200 square feet of parking area per 1,500 square feet of building space, meaning that 33,634 square feet of parking area is required. There are currently 548 existing car parking spaces that total to approximately 88,776 square feet at the conservative assumption of 162 square feet per parking space. This greatly exceeds the required parking area.

The applicant must submit a plan showing the internal traffic circulation patterns to the City Engineering Office and submit revised plans that depict snow storage areas.

Lighting: In the Engineering Report, the applicant states that they are removing two wall mounted light fixtures and proposing three additional wall mounted LED wall pack cutoff light fixtures to accommodate the new engineering lab building. However, the actual photometric plan does not depict the location of the two wall mounted light fixtures that are to be removed and depicts two of the new wall mounted lights unattached to the building. The applicant must clarify this discrepancy.

Drainage & Grading: Runoff for the site is collected by drainage structures located throughout the New York Air Brake Property. These storm drains flow offsite through the WIC property to a holding pond. Drainage improvements are very minimal in nature because there are no additional impervious surfaces to be added to the structure.

Utilities: All water needs for the new addition will be handled by connecting to existing valves serving the current building. A 195' portion of an existing water main will be relocated along the northeast side of the addition and will include the addition of a new fire hydrant along the north end of the property. For the proposed PE water main, the applicant must clearly indicate how they plan to terminate the tracer wire at the hydrant and at the connections to the existing main.

The applicant must provide a fire protection plan indicating the proposed distances and hose lengths from existing and proposed fire hydrants for the existing and proposed building. Additionally, the applicant shall provide an updated fire flow test and sprinkler design calculations for the building and update the engineering report to state whether or not the proposed building and the renovated building will contain overhead sprinklers. The legend does not designate proposed fire hydrants. The applicant must clarify this discrepancy.

The following note must be added to the Utilities Plan, "All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department Requirements supersede all other plans and specifications provided."

The applicant is proposing to install a new 8" sanitary sewer main along the northern property line shared by NYAB and the Watertown Industrial Center (WIC). The sewer main will connect to the existing 10" sewer main that is connected to the municipal gravity sewer main along Starbuck Avenue at the existing manhole located near the southern corner of Building 'A' of the WIC. The applicant must provide additional design details for this sanitary sewer connection including depth of cover, profile of sewer alignment and proposed inverts. The applicant shall verify that minimum scouring velocity will be achieved within the new sewer addition. A cleanout is proposed at the service lateral approximately 5' outside the renovated building.

Roof plans indicate a connection to the storm sewer system. The utility plan shall clearly indicate any roof drain connections and/or foundation drain connections.

The site plan has insufficient descriptions of the existing and proposed utilities within the vicinity of the proposed construction. The applicant must provide descriptions of the utilities including pipe sizes, rim elevations, pipe inverts, and pipe material. The applicant must designate all combined sewers with an additional linetype and

indicate any roof drain and foundation drain connections to the storm system. The applicant must also provide an easement for the installation of the sanitary sewer.

Landscaping: The project is an industrial site that consists of impervious surfaces with no landscaping. No new landscaping is proposed for this site. The Landscaping and Buffer Zone Guidelines note that for existing sites undergoing an expansion, the objective is to gradually bring the site into compliance with the minimum standards of the guidelines. The Planning Board should consider whether or not additional landscaping is needed to start to bring the site into compliance with the guidelines. Options include amending and vegetating the soils on the eastern strip of land between the asphalt drive and the General Signal Corp parcel, adding trees to the lawn area that is immediately west of the renovated building, or adding landscaping to the gravel area to the north of the building being renovated. If the Planning Board determines that additional landscaping is warranted, as separate landscaping plan should be provided.

SEQR: The applicant answered “no” to question 2 on the Short Environmental Form, which asks if the proposed action requires a permit, approval or funding from any other governmental agency. The applicant should change the answer to yes because a building permit will be required by the City Code Enforcement Bureau and approval of funding will be required by the JCIDA.

Signs and Other Permits: Any proposed signage will be handled separately as an administrative permit by the City Code Enforcement Bureau. Any depiction of signage on a site plan submittal does not constitute approval. The applicant must obtain the following City permits prior to construction: Building Permit, Water Supply Permit, Sanitary Sewer Connection Permit and Storm Sewer Connection Permit.

Miscellaneous: The applicant shall obtain a letter from the property owner authorizing the applicant to apply for a site plan approval.

The applicant shall have the location map on CD100, CS100, CG101, and CU100 labeled as such and have the street names properly labeled.

The plans do not indicate the zoning requirements of the site, including existing and proposed setbacks and parking requirements. The applicant shall provide a zoning table in the plans to address zoning requirements of the site.

Summary:

1. The applicant must submit a plan showing the internal traffic circulation patterns to the City Engineering Department and submit revised plans that depict snow storage areas.
2. The applicant shall clarify the discrepancy regarding the location of all additional mounted light fixtures, as well as light fixtures that are to be removed from the site.
3. For the proposed PE water main, the applicant must clearly indicate how they plan to terminate the tracer wire at the hydrant and at the connections to the existing main.
4. The applicant must provide a fire protection plan indicating the proposed distances and hose lengths from existing and proposed fire hydrants for the existing and proposed building.
5. The applicant must provide an updated fire flow test and sprinkler design calculations for the building and update the engineering report to state whether or not the proposed building and the renovated building will contain overhead sprinklers.
6. The following note must be added to the Utilities Plan, “All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department Requirements supersede all other plans and specifications provided.”

7. The applicant must provide additional design details for this sanitary sewer connection including depth of cover, profile of sewer alignment and proposed inverts and shall verify that minimum scouring velocity will be achieved within the new sewer.
8. The applicant shall clearly indicate any roof drain connections and/or foundation drain connections on the utility plan.
9. The applicant shall provide sufficient descriptions of the existing and proposed utilities within the vicinity of the proposed construction including pipe sizes, rim elevations, pipe inverts, and pipe material.
10. The applicant must provide an easement for installation of the sanitary sewer.
11. The applicant shall clarify all legend discrepancies including existing building lights, proposed fire hydrants and include combined sewers with an additional linetype.
12. If the Planning Board determines that additional landscaping is warranted, as separate landscaping plan should be provided.
13. The applicant must obtain, minimally, the following permits prior to construction: Building Permit, Water Supply Permit, Sanitary Sewer Connection Permit and Storm Sewer Connection Permit.
14. The applicant shall obtain a letter from the property owner authorizing the application to apply for a site plan approval.
15. The applicant shall provide a zoning table in the plans to address zoning requirements of the site and shall add street names to and label the location map shown on CD100, CS100, CG101, and CU100.
16. PDFs of the entire drawing set shall be forwarded to the City Engineering Department anytime revisions are made to any one drawing.

cc: City Council Members
Robert J. Slye, City Attorney
Brian Drake, Civil Engineer II
Timothy Titus, Aubertine and Currier
Joe Dephtereos, New York Air Brake

SITE PLAN APPROVAL
748 STARBUCK AVENUE – PARCEL # 4-09-102.000

The Planning Board then considered a request for site plan approval submitted by Timothy Titus of Aubertine & Currier on behalf of New York Air Brake (NYAB) for the construction of a 6,500 square foot building addition at 748 Starbuck Avenue, Parcel Number 4-09-102.000. Mr. Titus and Joseph Dephtereos were in attendance to represent NYAB before the Planning Board.

Mr. Titus began by giving an overview of his request. Mr. Titus said that the expansion will include an addition of an engineering testing lab with bathrooms and more offices. Mr. Titus said that the proposed addition will involve the relocation of a water main approximately 100 feet from the expanded building. Mr. Titus also explained that there will be no increase in impervious surfaces as the area is already asphalt and concrete.

Mr. Coburn then asked Mr. Titus if there is a fire truck turnaround. Mr. Titus replied that there is a looped drive from Pearl Street that leads behind the building to Starbuck Avenue, but it is mostly for cargo. Mr. Titus said that the area has no genuine traffic from visitors or employees and that all access is from the existing parking and building. Mr. Titus also explained that because the area is zoned as heavy industrial, there is no setback requirement.

Mr. Coburn then asked Mr. Titus to address each summary item in the staff report. Since Mr. Titus had already discussed the traffic circulation portion of Summary Item #1 he went on to explain that the southern area will be utilized for snow storage. Mr. Coburn then asked if Mr. Titus had submitted a traffic circulation pattern. Mr. Titus replied that he can submit an overall traffic circulation pattern, but has not as of yet.

Brian Drake then commented on how the plans include a proposed garage door. Mr. Drake asked if the proposed garage door was for access deliveries. Mr. Titus explained that the proposed garage door is mostly for forklifts.

Mr. Coburn then addressed Summary Item #2 by asking Mr. Titus to clarify the location of the proposed wall mounted lights to the east of the addition. Mr. Titus explained that they will be placed on an overhang that is included in the site plan.

Mr. Titus then addressed Summary Item #3 in staff report by clarifying how the tracer wire will be connected to the relocated fire hydrants and the proposed connections to the existing water main. Mr. Titus then stated that this will be clarified in the revised detail sheet.

Mr. Titus then addressed Summary Item #4 from the staff report and explained that he will provide a fire protection plan as requested. Mr. Titus said that, due to the location of the relocated fire hydrants, there will be more than adequate coverage of new building addition.

Mr. Drake explained that his concern for fire coverage is not in regards to the new building addition but that he is concerned with the coverage of the existing building once the fire

hydrants have been relocated. Mr. Titus understood and stated that he will make sure that there is at least 350 feet of coverage for all buildings.

Mr. Coburn then addressed Summary Item #5 in the staff report and asked Mr. Titus if he has performed fire flow tests and sprinkler design calculations for the new addition. Mr. Titus stated that tests and calculations for the sprinkler system have not been performed as of yet but they will be provided.

Mr. Titus then addressed Summary Item #6 in the staff report and agreed that he will add to the utilities plan the note "All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department Requirements supersede all other plans and specifications provided."

Mr. Titus then went on to address Summary Item #7 item in the staff report and explained that locating the existing sewer lines within the expansion area is an ongoing process. Mr. Titus said that once these sewer lines are located, he plans to add them to the utility plan.

Mr. Titus then went on to address Summary Item #8 in the staff report and explained how he has no intention of adding any foundation drains. Mr. Titus said that the roof will be sloped to the east for water to drain into the existing storm system and will be included in the revised plans.

Mr. Titus then went on to address Summary Item #9 in the staff report and explained that there have been many utilities mapped throughout the history of the NYAB building and he is doing the best he can to verify all utilities.

Mr. Titus then went on to address Summary Item #10 in the staff report and explained that he intends to include an easement to the Watertown Industrial Center property.

Mr. Titus then went on to address Summary Item #11 in the staff report and acknowledged that there were several legend discrepancies and they will all be clarified in the next submittal. However, Mr. Titus explained that there is no combined sewer linetype in the legend because they have not verified any combined sewers as of yet.

Mr. Titus then went on to address Summary Item #12 in the staff report and explained that because the area is zoned as industrial that there is no requirement for landscaping and there is little to no room for additional landscaping. Mr. Titus then requested that we move to the next discussion item.

Mr. Davis stated that the current lack of landscaping in the area of the addition looks horrible. He said that landscaping in this area can be used to define the adjacent property line in addition to improving it aesthetically. Mr. Titus said that he did not think trees or shrubs in this area would last as the space is only 3' wide. He said he would not know what to plant in this area. Mr. Davis asked the applicant to be creative as there are plants that could survive the harsh conditions that are present. Ms. Capone said that NYAB has done well with landscaping

in the front and sides of their property and did not think it was necessary to require any in the back.

Mr. Katzman suggested that the addition of decorative grass in the strip of land between the NYAB property and the General Signal property would be a simple addition to improve the site plan. Mr. Dephtereos then said he would have to take soil samples if they excavated in that area as the property is a Superfund site. He said a \$200 tree could become a \$50,000 tree if testing is involved. He said he would rather not spend money foolishly for something that will not be seen. He also mentioned that they had planted a considerable amount of trees and shrubs on the Pearl Street side of the property. Ms. Capone stated that requiring landscaping in this case does not make sense.

Mr. Davis said that the Planning Office report states that the landscaping is a requirement. Mr. Lumbis clarified that there is nothing in the Zoning Ordinance that would require the applicant to install landscaping in this particular case. He said the report points out that the Planning Board's Landscaping and Buffer Zone Guidelines recommend landscaping, but in the end it is up to the Planning Board to evaluate the given site and determine whether landscaping is appropriate and whether or not to recommend landscaping as part of a project.

Mr. Katzman brought up the idea that decorative crushed stone could be placed instead of landscaping for aesthetic value. Ms. Capone again stated that it does not make sense to require anything in that area.

It was suggested that plantings could be placed in the existing grass area located to the north and west of the building. Mr. Titus said that he wanted to avoid planting in the grass areas located to the north and west of the addition as this would likely be only a temporary solution as that area is the likely area for another building expansion. Ms. Capone said requiring landscaping in this particular location would be useless and the planning board should move on to the next summary item. A brief discussion assessing the needs of landscaping followed. The majority of the board agreed that landscaping would not be necessary.

Mr. Titus then addressed Summary Item #13 from the report and agreed that he must acquire a Building Permit, Water Supply Permit, Sanitary Sewer Connection Permit, and a Storm Sewer Connection Permit.

Mr. Dephtereos addressed Summary Item #14 in the staff report and stated that he would be willing to obtain a letter from the Jefferson County Industrial Development Agency authorizing the site plan approval. However Mr. Dephtereos explained that the JCIDA will no longer be the owners of the property by July and construction will not begin until July as well. The Planning Board agreed that a letter will not be necessary.

Mr. Titus then addressed Summary Item #15 in the staff report and stated that he will add street names and labels to the location maps within the site plans.

Mr. Titus then mentioned that comments on the submitted SEQR must be changed, he then submitted a revised SEQR to Mr. Lumbis.

At this time Ms. Capone disclosed that she is a member of the Watertown Industrial Center Local Development Corporation Board of Directors but that the outcome of today's decision would not affect her personally or financially.

Ms. Capone then made a motion recommending that the City Council approve the site plan submitted by Timothy Titus of Aubertine & Currier on behalf of New York Air Brake for the construction of a 6,500 square foot building addition at 748 Starbuck Avenue, Parcel Number 4-09-102.000 contingent upon the following:

1. The applicant must submit a plan showing the internal traffic circulation patterns to the City Engineering Department and submit revised plans that depict snow storage areas.
2. For the proposed PE water main, the applicant must clearly indicate how they plan to terminate the tracer wire at the hydrant and at the connections to the existing main.
3. The applicant must provide a fire protection plan indicating the proposed distances and hose lengths from existing and proposed fire hydrants for the existing and proposed building.
4. The applicant must provide an updated fire flow test and sprinkler design calculations for the building and update the engineering report to state whether or not the proposed building and the renovated building will contain overhead sprinklers.
5. The applicant must add the following note to the Utilities Plan, "All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department Requirements supersede all other plans and specifications provided."
6. The applicant must provide additional design details for the sanitary sewer connection including depth of cover, profile of sewer alignment and proposed inverts and shall verify that minimum scouring velocity will be achieved within the new sewer.
7. The applicant shall clearly indicate any roof drain connections and/or foundation drain connections on the utility plan.
8. The applicant shall provide sufficient descriptions of the existing and proposed utilities within the vicinity of the proposed construction including pipe sizes, rim elevations, pipe inverts, and pipe material.
9. The applicant must provide an easement for installation of the sanitary sewer.

10. The applicant shall clarify all legend discrepancies including existing building lights and proposed fire hydrants.
11. The applicant must obtain, minimally, the following permits prior to construction: Building Permit, Water Supply Permit, Sanitary Sewer Connection Permit and Storm Sewer Connection Permit.
12. The applicant shall provide a zoning table in the plans to address zoning requirements of the site and shall add street names to and label the location map shown on CD100, CS100, CG101, and CU100.
13. PDFs of the entire drawing set shall be forwarded to the City Engineering Department anytime revisions are made to any one drawing.

The motion was seconded by Mr. Katzman and approved by a 4-1 vote with Mr. Davis casting the dissenting vote.

Mr. Lumbis then said that the application would go to City Council on June 15, 2015 for their consideration.

Short Environmental Assessment Form

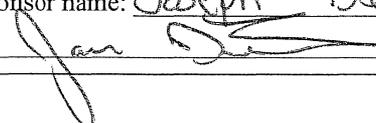
Part 1 - Project Information

Instructions for Completing

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

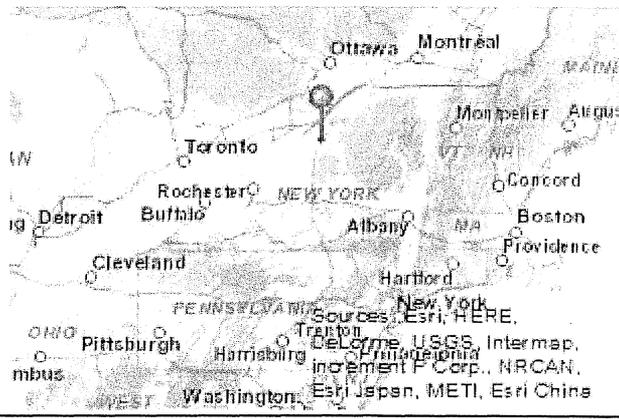
Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Project: Engineering Lab Addition		Sponsor: New York Air Brake	
Name of Action or Project: NYAB Engineering Lab Addition			
Project Location (describe, and attach a location map): Northeast corner of Tax Parcel No.4-09-102.00			
Brief Description of Proposed Action: The project consists of 6,500 sf building addition with a 3,150 sf second floor mezzanine on the north east side of the existing building. An existing 2,600 sf steel building that is currently used to store records will also be renovated. The addition will connect the main building and the existing 2,600 sf steel building. A concrete slab and canopy will be located along the southeast and northeast side of the addition. Site utility construction will include the relocation of a water main and storm sewer. A gravity sewer main and lateral will be constructed along the north property line			
Name of Applicant or Sponsor: New York Air Brake, Attn: Joe Dephteroes		Telephone: 315-786-5526	
		E-Mail: joe.dephteroes@nyab.com	
Address: 748 Starbuck Avenue			
City/PO: Watertown		State: NY	Zip Code: 13601
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: Building Permit Funding from JCIDA		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		22.69 acres	
b. Total acreage to be physically disturbed?		0.64 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		22.69 acres	
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input checked="" type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>Land north of the project site was remediation site for NY Air Brake Company and SMI/Caelter Industries and part of the State Superfund Programs as per DEC Environmental Navigator</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input checked="" type="checkbox"/></p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor name: <u>Joseph Deptereos</u> Date: <u>6-1-15</u></p> <p>Signature: <u></u></p>		



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



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

Project:

Date:

**Short Environmental Assessment Form
Part 2 - Impact Assessment**

Part 2 is to be completed by the Lead Agency.

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

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

Project: _____

Date: _____

Short Environmental Assessment Form Part 3 Determination of Significance

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

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

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

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

Res Nos. 8, 9, 10

June 10, 2015

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Change Orders for Watertown Municipal Arena Renovation,
Bette & Cring and Lawman Heating and Cooling, Inc.

On March 30, 2015, City Council approved several bids for the Watertown Municipal Arena Renovation, for a total bid award of \$9,141,000. Work has started on this project.

As detailed in City Engineer Justin L. Wood's attached report, three Change Orders have been submitted resulting in an increase bringing the total of all four contracts to \$9,195,093.75.

Attached for Council consideration are three Resolutions for these Change Orders as described in Mr. Wood's report. Approval of these Resolutions is contingent upon approval of the Bond Ordinance Amendment also in tonight's Council Agenda to cover the cost of this project.



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: 9 June 2015

TO: Sharon Addison, City Manager

FROM: Justin Wood, City Engineer

SUBJECT: Watertown Municipal Arena Renovation – Change Orders

The following memorandum summarizes a series of change orders (CO) which have affected the contract price of the Arena Renovation project, and require City Council approval. The project is broken into four separate contracts due to Wick's Law, and as such, any and all change orders must be tracked contract specific.

The contracts awarded for the Arena Renovation project are as follows:

Contract 1 – General Contract
Bette & Cring
Base Bid = \$6,268,000.00

Contract 3 – Plumbing Contract
Lawman Heating and Cooling, Inc.
Base Bid = \$668,000.00

Contract 2 – Mechanical Contract
Lawman Heating and Cooling, Inc.
Base Bid = \$1,229,000.00

Contract 4 – Electrical Contract
Lawman Heating and Cooling, Inc.
Base Bid = \$976,000.00

Combining all four contracts equates to a total bid award amount of \$9,141,000.00.

The project team performed an extensive value engineering exercise with the contractors to identify opportunities to reduce costs, without sacrificing quality. This effort has resulted in a savings of over \$80,000 on various items, some of which are included in this report as change order credits, others which will be included in subsequent change orders. As with any large scale renovation project, there are bound to be unforeseen conditions, a majority of which will be realized during the demolition phase. While we strive to develop the best design possible whether it be done in house or by a consultant, it is not unreasonable to expect field changes resulting in a 5% cost increase (\$450k) or more for a project of this magnitude.

The Change Orders being presented at this time result in a net increase of \$54,093.75 (0.6%), bringing the total project cost to \$9,195,093.75.

- CO-GC 1-001 and 1-002 result in a net decrease in Contract 1 – General Contract, with Bette & Cring, by \$10,717.00, for a new total contract sum of \$6,257,283.00.
- CO-PC 1-001 is a net increase in Contract 3 – Plumbing Contract, with Lawman Heating & Cooling, Inc., by \$64,810.75, for a new total contract sum of \$732,810.75.

A summary of the changes and costs follow.

General Contract #1

CO-GC 1-001

Hydraulic Elevator *Credit* \$31,260

Reduced costs by changing from an electric traction style elevator to a hydraulic elevator. A traction elevator is more expensive, runs faster and requires less square footage for equipment. By switching to a hydraulic elevator, a storage closet will be lost for elevator equipment, but there is only nominal loss in performance and speed.

CO-GC 1-002

Storm & Sanitary Separation Add \$11,994

This added scope of work is necessary to extend the storm sewer system in the proposed parking area at the rear of the arena. The storm sewer will allow roof leaders from the rear addition to be tied in and reroute an existing catch basin from the sanitary sewer into the storm sewer.

Remove High Hat Channel Add \$8,549

Once the large insulation panels were removed from the ceiling of the arena, it was evident the metal framing system which held the panels in place (high hat channel), would either have to be painted or removed. In lieu of leaving the high hat channel in place and painting it, which would've obstructed work necessary for the spray foam installation and left another source of metal to rust and degrade, the better course of action was removal. Therefore this work was authorized, performed on a time and materials basis, and has already been completed.

Contract 1 – General Contract

Original Contract	\$ 6,268,000.00
- CO 1-001	\$ 31,260.00 (credit)
+ CO 1-002	\$ 20,543.00
Current Contract	\$ 6,257,283.00 (decrease of \$10,717.00)

Plumbing Contract #3

CO-PC 3-001

Sprinkler System Add \$113,768.75

The existing dry sprinkler system in the arena is approximately 35 years old and was last certified to be in satisfactory condition in 2014. Stantec proposed to keep the existing system in service to reduce project costs, as it was receiving only minor modifications. Lawman's fire suppression subcontractor, Associated Fire Protection, performed an in depth evaluation of the existing system and identified significant issues which must be addressed in order to certify it and bring it into compliance with current code. Due to the scope of modifications necessary to keep the system in place, total replacement of the dry sprinkler system is recommended, in lieu of patch work which would've left black iron pipe nearing the end of its life expectancy in service with new components.

Surface Mounted Drinking Fountains Credit \$2,650

In lieu of using wall mounted drinking fountains, where the plumbing is recessed into the wall, the surface mounted drinking fountains can be used to save money without significant quality. Quantity of 4 total.

PVC Plumbing Credit \$28,522.00

Use PVC sewer pipe in lieu of Cast Iron pipe for interior plumbing. PVC is less durable, but could be utilized in unexposed areas protected from damage.

Eliminate Sensor Activated Flush Valves Credit \$10,870.00

Use manual flush valves in lieu of sensor activated flush valves which are more expensive, and require more frequent maintenance over the life of the fixture.

Eliminate Sensor Activated Lavatory Faucets Credit \$6,290.00

Use manual lavatory faucets in lieu of sensor activated faucets which are more expensive, and require more frequent maintenance over the life of the fixture.

Contract 3 – Plumbing Contract

Original Contract	\$ 668,000.00
+ CO 3-001	\$ 64,810.75
Current Contract	\$ 732,810.75.

cc: Amy Pastuf, Purchasing Manager
Erin Gardner, Superintendent of Parks and Recreation
Jim Mills, City Comptroller

RESOLUTION

Page 1 of 1

Approving Change Order No. 1 for Watertown Municipal Arena Renovation, General Contractor, Bette & Cring

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

YEA	NAY

Introduced by

WHEREAS on March 30, 2015, City Council of the City of Watertown approved the bid submitted by Bette & Cring in the amount of \$6,268,000 as the General Contractor for the Watertown Municipal Arena Renovation, and

WHEREAS Bette & Cring has now submitted Change Order No. 1 in the decreased amount of \$31,260 for changing to a hydraulic elevator, and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 1 to contract with Bette & Cring in the decreased amount of \$31,260 for the Watertown Municipal Arena Renovation, a copy of which is attached and made part of this Resolution, and

BE IT FURTHER RESOLVED that the City Manager Sharon Addison be authorized and directed to sign the Change Order on behalf of the City of Watertown, and

BE IT FURTHER RESOLVED that approval of this Resolution is contingent upon approval of the Bond Ordinance Amendment associated with this project to cover the costs.

Seconded by



Document G701/CMa™ – 1992

Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address):

City of Watertown 2015-025
 245 Washington Street
 Watertown, NY 13601

CHANGE ORDER NUMBER: 1-001

INITIATION DATE: May 11, 2015

OWNER: CONSTRUCTION MANAGER: ARCHITECT: CONTRACTOR: FIELD: OTHER: **TO CONTRACTOR (Name and address):**

Bette & Cring
 18438 US Route 11
 Watertown, NY 13601

PROJECT NUMBERS: 2015-025 /

CONTRACT DATE: April 6, 2015

CONTRACT FOR: General
 Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

Contractor to provide a credit for providing a Otis Hydrofit Machine-Roomless, Holeless, Hydraulic Elevator in lieu of the specified elevator.

The original Contract Sum was	\$	6,268,000.00
Net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	6,268,000.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	(31,260.00)
The new Contract Sum including this Change Order will be	\$	6,236,740.00

The Contract Time will be increased by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive..

NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Bernier, Carr & Associates, Engineers, Architects, & Land
 Surveyors, PC

CONSTRUCTION MANAGER (Firm name)
 327 Mullin Street, Watertown, NY 13601

ADDRESS**BY (Signature)**

Lacey Coburn
 Lacey Coburn
 (Typed name)

DATE: 5/12/15

Bette & Cring

CONTRACTOR (Firm name)

18438 US Route 11, Watertown, NY 13601

ADDRESS**BY (Signature)**

Wendell N. Marotti
 WENDELL N. MAROTTI
 (Typed name)

DATE: 5/12/15

Stantec Consulting

ARCHITECT (Firm name)

61 Commercial Street, Rochester, NY 14614

ADDRESS**BY (Signature)**

John Pickett
 John Pickett
 (Typed name)

DATE: 5/12/15

City of Watertown

OWNER (Firm name)

245 Washington Street, Watertown, NY 13601

ADDRESS**BY (Signature)**

(Typed name)

DATE:

AIA[®] Document G710[™] – 1992

Architect's Supplemental Instructions

PROJECT *(Name and address):*
Watertown
Watertown NY

**ARCHITECT'S SUPPLEMENTAL
INSTRUCTION NO:** 002

OWNER:

ARCHITECT:

CONSULTANT:

CONTRACTOR:

FIELD:

OTHER:

OWNER *(Name and address):*
City of Watertown

DATE OF ISSUANCE: 5/6/15

CONTRACT FOR: General Construction

FROM ARCHITECT *(Name and
address):*
Stantec Consulting
61 Commercial St
Rochester, NY

CONTRACT DATE:

TO CONTRACTOR *(Name and
address):*
Bette Cring
18438 US Route 11
Watertown NY

ARCHITECT'S PROJECT NUMBER:
191060204

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgment that there will be no change in the Contract Sum or Contract Time.

DESCRIPTION:

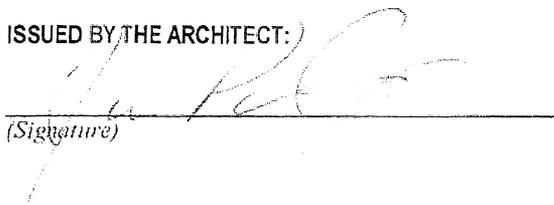
Provide credit for VE item (Elevator) from the specified elevator in the bid documents to the Otis Hyprofit Machine-roomless holeless hydraulic elevator. refer to attached drawings.

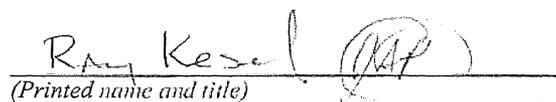
ATTACHMENTS:

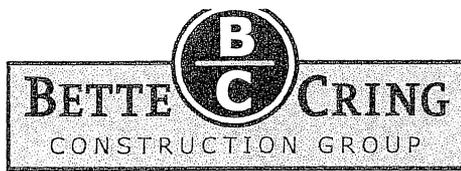
(Here insert listing of documents that support description.)

ASK-001 DATED 5/8/15

ISSUED BY THE ARCHITECT:


(Signature)


(Printed name and title)



Thursday, May 7, 2015

Mr. Larry Coburn
Bernier Carr & Associates, PC
327 Mullin Street
Watertown, NY 13601

RE: Potential Change Order # 001
Watertown Ice Arena- 1523

Dear Mr. Coburn,

This letter is to provide official notification of a potential project change as follows:

PCO Number: 001
Date: 20-Apr-15
Description: Value Engineering - Change From Electric Traction Elevator to Hydraulic, Per ASI-002
Proposed Amt: (\$31,260.00)
Notes:

This PCO is comprised of the following items:

Item Number	Description	Proposed Amt	Contractor
001	Value Engineering - Change From Electric Traction Elevator to Hydraulic , Per ASI-002	(\$31,260.00)	

Total:(\$31,260.00)

Please review and advise if this proposal is acceptable. If so, forward a change order for the proposed amount at your earliest convenience. If you have any questions, please contact me as soon as possible.

Respectfully,
BETTE & CRING, LLC.

Nick Matott
Project Manager

Larry Coburn

From: Matott, Nick <wnmatott@bettecring.com>
Sent: Thursday, May 7, 2015 9:00 AM
To: Larry Coburn; Jones, Don
Cc: Wood, Justin; Jeri Pickett (Jeri.pickett@stantec.com)
Subject: RE: VE Item approval- RFP for Elevator change
Attachments: PCO-001 Value Engineering - Change From Electric Traction Elevator to Hydraulic.pdf

Formal proposal attached

From: Larry Coburn [mailto:lcoburn@TheBCGroup.com]
Sent: Thursday, May 07, 2015 7:29 AM
To: Matott, Nick; Jones, Don
Cc: Wood, Justin; Jeri Pickett (Jeri.pickett@stantec.com)
Subject: FW: VE Item approval- RFP for Elevator change

From: Larry Coburn
Sent: Thursday, May 7, 2015 7:21 AM
To: Matott, Nick; Don Jones (djones@bettecring.com)
Cc: Wood, Justin; Jeri Pickett (Jeri.pickett@stantec.com)
Subject: VE Item approval- RFP for Elevator change

Please see the attached scan documents with the Architects detailed drawing and request for formal submission of cost credits to change the original specified Elevator to this updated model. Please review the attached plan ASK-001 and ASI directive No. 002 and forward breakdowns of costs for review and processing of a change order accordingly. Thank you....

Matott, Nick

From: Tedeschi, Chris BIS [Chris.Tedeschi@otis.com]
Sent: Friday, April 17, 2015 11:56 AM
To: Matott, Nick
Subject: Watertown Ice Rink - Value Engineering

Nick,

Please use the following for the value engineering on the above referenced project.

Original bid price: Gen2 gearless elevator: \$108,000
VE #1: Hydraulic 4500lb \$74,000
VE #2: Hydraulic 5000lb \$76,740 (hoistway needs to be resized by 2")

Thanks,

Chris

Chris Tedeschi
Senior Account Manager
Modernization / New Equipment
Otis Elevator Company
6304 Carrier Parkway – Bldg TR-7
East Syracuse, New York 13057
(315)-299-2808 Office
(315)-762-2323 Cell
(315)-463-0098 Fax

GEN2 HydroFit

Everything fits in the hoistway. Curious? Click a logo to learn how.

RESOLUTION

Page 1 of 1

Approving Change Order No. 2 for Watertown Municipal Arena Renovation, General Contractor, Bette & Cring

Council Member BURNS, Roxanne M.

Council Member BUTLER, Joseph M. Jr.

Council Member JENNINGS, Stephen A.

Council Member MACALUSO, Teresa R.

Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS on March 30, 2015, City Council of the City of Watertown approved the bid submitted by Bette & Cring in the amount of \$6,268,000 as the General Contractor for the Watertown Municipal Arena Renovation, and

WHEREAS Bette & Cring has now submitted Change Order No. 1 in the decreased amount of \$31,260 for changing to a hydraulic elevator, and

WHEREAS Bette & Cring has also submitted Change Order No. 2 in the increased amount of \$20,543 for storm and sanitary separation, as well as removal of high hat channel,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 2 to contract with Bette & Cring in the increased amount of \$20,543 for the Watertown Municipal Arena Renovation, a copy of which is attached and made part of this Resolution, bringing the total General Contractor amount to \$6,257,283, and

BE IT FURTHER RESOLVED that the City Manager Sharon Addison be authorized and directed to sign the Change Order on behalf of the City of Watertown, and

BE IT FURTHER RESOLVED that approval of this Resolution is contingent upon approval of the Bond Ordinance Amendment associated with this project to cover the costs.

Seconded by



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Change Order - Construction Manager-Adviser Edition

PROJECT *(Name and address):*
City of Watertown 2015-025
245 Washington Street
Watertown, NY 13601

CHANGE ORDER NUMBER: 1-002
INITIATION DATE: 6/2/15

OWNER:
CONSTRUCTION MANAGER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

TO CONTRACTOR *(Name and address):*
Bette & Cring
18438 US Route 11
Watertown, NY 13601

PROJECT NUMBERS: 2015-025 /
CONTRACT DATE: April 6, 2015
CONTRACT FOR: General
Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

Site modifications to storm and sanitary \$11,994.00
Remove high hat channel at Arena Roof \$8,549.00

The original Contract Sum was	\$	6,268,000.00
Net change by previously authorized Change Orders	\$	-31,260.00
The Contract Sum prior to this Change Order was	\$	6,236,740.00
The Contract Sum will be increased by this Change Order in the amount of	\$	20,543.00
The new Contract Sum including this Change Order will be	\$	6,257,283.00

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive..

NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Bernier, Carr & Associates, Engineers, Architects, & Land
Surveyors, PC

Stantec Consulting

CONSTRUCTION MANAGER *(Firm name)*
327 Mullin Street, Watertown, NY 13601

ARCHITECT *(Firm name)*
61 Commerical Street, Rochester, NY 14614

ADDRESS

ADDRESS

BY *(Signature)*

BY *(Signature)*

LARRY COBURN
(Typed name) DATE: 6/3/15

JERI PICKETT
(Typed name) DATE: 6/8/15

Bette & Cring

City of Watertown

CONTRACTOR *(Firm name)*

OWNER *(Firm name)*

18438 US Route 11, Watertown, NY 13601

245 Washington Street, Watertown, NY 13601

ADDRESS

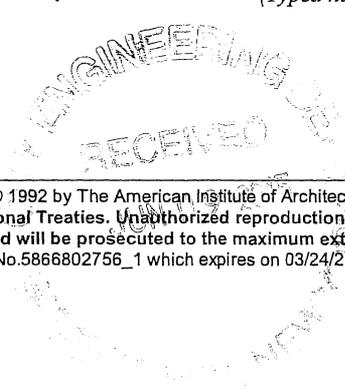
ADDRESS

BY *(Signature)*

BY *(Signature)*

W.N. MATOTT
(Typed name) DATE: 6/3/15

(Typed name) DATE:





Friday, May 29, 2015

Mr. Larry Coburn
Bernier Carr & Associates
327 Mullin Street
Watertown, NY 13601

RE: Potential Change Order # 005R002
Watertown Ice Arena- 1523

Dear Mr. Coburn,

This letter is to provide official notification of a potential project change as follows:

PCO Number: 005R002
Date: 20-May-15
Description: Changes To The Sanitary & Storm Sewers Per ASI-003
Proposed Amt: \$11,994.00
Notes:

This PCO is comprised of the following items:

Item Number	Description	Proposed Amt	Contractor
001	Changes To The Sanitary & Storm Sewers Per ASI-003	\$11,994.00	

Total:\$11,994.00

Please review and advise if this proposal is acceptable. If so, forward a change order for the proposed amount at your earliest convenience. If you have any questions, please contact me as soon as possible.

Respectfully,
BETTE & CRING, LLC.

Nick Matott
Project Manager

Watertown Ice Arena				
PROPOSAL: PCO-005R2 Changes To The Sanitary & Storm Systems, Per ASI-003				
Description	Qty	Units	Rate	Total
Lawman Heating & Cooling	1	LS	\$ 11,422.58	\$ 11,422.58
B&C's 5% OH&P	5%			\$ 571.13
TOTAL				\$ 11,994

LAWMAN HEATING & COOLING, INC.

HVAC, PLUMBING, ELECTRICAL & GENERAL CONTRACTING

206 AMBROSE STREET P.O. BOX 599 SACKETTS HARBOR, NY 13685

(315) 646-2919 FAX (315) 646-2920

Date: 5/29/15

Bette & Cring
18438 US-11, Watertown, NY 13601
RE: Watertown Municipal Arena Renovations
PCO-003 REV -2.
Attention: Nick Matott,

Lawman Heating and Cooling is pleased to quote the following for the above referenced project. Please see the attached quote for PCO-003 REV -2 it includes an up charge for the Storm drainage and Sanitary Sewer from 8" to 12 ". It also includes the credit for the 8"XHCISP sanitary piping, 4" storm drainage, excavation and stone.

The additional work for the Sanitary in Ductile Iron piping and Storm: \$ 17,322.04

The credit for the 8 " XHCISP piping and Storm Drainage: \$ 5,899.46.

If you have any questions please feel free to call me.

Exclusions:

Respectfully
Kenneth M. Lowe
Site Civil& General Contracting
Project Manager
Cell: 315-523-1015

005
Watertown Ice Arena PCO-003 Rev 2 5.29.2015

Name	Description	Qty	Units	Price	
Charge					
Storm Drainage	Remove Exist Basin/Plug Pipe	1	EA	934.20	
Storm Drainage	Install Catch Basin	2	EA	1300.86	
Storm Drainage	12" CPP	190	LF	1472.31	
Storm Drainage	Excavation	111	CU YD	1699.74	
Storm Drainage	#2 Stone	47.5	TON	1126.04	
Storm Drainage	Connection to Existing CB	1	EA	431.73	
Sanitary Sewer	Demo Existing MH	1	EA	768.15	
Sanitary Sewer	Plug Existing Sanitary	1	EA	164.70	
Sanitary Sewer	8" Restocking Fee	1	EA	2197.98	
Sanitary Sewer	12" Ductile Iron	120	LF	6028.34	
Sanitary Sewer	4" X 12" MJ Wye	1	EA	753.89	
Sanitary Sewer	12" MJ	2	EA	243.26	
Sanitary Sewer	12" Bolt Pack	1	EA	56.21	
Sanitary Sewer	4" MJ	1	EA	77.89	
Sanitary Sewer	4" Bolt Pack	1	EA	66.75	17,322.04
Credit					
Storm Drainage	4" SDR 26 19 LF to 12 LF	7	LF	47.43	
4" SDR-26 Excavation	Excavation	2	CU YD	33.13	
#2 Stone	Stone	2	TON	43.90	
Sanitary Sewer	8" XHCISP	110	FT	5775.00	5899.46



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Document G710™ – 1992

Architect's Supplemental Instructions

PROJECT *(Name and address):*
Watertown
Watertown NY

**ARCHITECT'S SUPPLEMENTAL
INSTRUCTION NO:** 003

OWNER:

ARCHITECT:

CONSULTANT:

CONTRACTOR:

FIELD:

OTHER:

OWNER *(Name and address):*
City of Watertown

DATE OF ISSUANCE: 5/19/15

CONTRACT FOR: General Construction

FROM ARCHITECT *(Name and
address):*
Stantec Consulting
61 Commercial St
Rochester, NY

CONTRACT DATE:

TO CONTRACTOR *(Name and
address):*
Bette Cring
18438 US Route 11
Watertown NY

ARCHITECT'S PROJECT NUMBER:
191060204

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgment that there will be no change in the Contract Sum or Contract Time.

DESCRIPTION:

PROVIDE PROPOSAL FOR THE FOLLOWING WORK – REFER TO ATTACHED DRAWING CS-200:
-REMOVE EXISTING STORM CATCH BASIN, PLUG PIPE
-INSTALL TWO NEW STORM CATCH BASINS (STRUCTURE -1 & STRUCTURE - 2) WITH GRATES
-INSTALL 190 LF – 12” CPP STORM PIPING
-CONNECT TO EXISTING STORM CATCH BASIN
-EXCAVATION, TRENCHING, AND BACKFILL AS REQUIRED TO COMPLETE WORK

****NEW STORM CATCH BASINS, GRATES AND PIPE FOR WORK OUTLINED ABOVE SHALL BE PROVIDED BY THE CITY OF WATERTOWN****

-PARTIAL DEMOLITION OF EXISTING SANITARY RV HOOK-UP MANHOLE; REFER TO ATTACHED DRAWING CS-200 FOR ASSOCIATED WORK
-PLUG EXISTING SANITARY SEWER

PROVIDE PROPOSAL TO INCREASE SIZE OF NEW 109 LF - 8” XHCISP TO NEW 109 LF 12” XHCISP.

PROVIDE CREDIT FOR DECREASE IN TOTAL LENGTH OF INSTALLED 4” SDR-26 PIPE FOR ROOF LATERAL FROM 19 LF TO 12 LF.

ATTACHMENTS:

(Here insert listing of documents that support description.)

ISSUED BY THE ARCHITECT:

Mel Farmer
(Signature)

Mel Farmer, Project Manager
(Printed name and title)



Tuesday, June 02, 2015

Mr. Larry Coburn
Bernier Carr & Associates
327 Mullin Street
Watertown, NY 13601

RE: Potential Change Order # 010
Watertown Ice Arena- 1523

Dear Mr. Coburn,

This letter is to provide official notification of a potential project change as follows:

PCO Number: 010
Date: 02-Jun-15
Description: Remove Furring From Arena Ceiling
Proposed Amt: \$8,549.00
Notes:

This PCO is comprised of the following items:

Item Number	Description	Proposed Amt	Contractor
001	Remove Furring From Arena Ceiling	\$8,549.00	

Total:\$8,549.00

Please review and advise if this proposal is acceptable. If so, forward a change order for the proposed amount at your earliest convenience. If you have any questions, please contact me as soon as possible.

Respectfully,
BETTE & CRING, LLC.

Nick Matott
Project Manager

Watertown Ice Arena				
PROPOSAL: PCO-010 Remove Furring From Arena Ceiling				
Description	Qty	Units	Rate	Total
Bette & Cring				
Laborer	65	Hrs	\$ 60.05	\$ 3,903.25
Operator	12	Hrs	\$ 66.14	\$ 793.68
Dumpster Tipping Fee (T)	1	Ea	\$ 125.00	\$ 125.00
JCB 550 Forklift (T)	1	Wk	\$ 1,365.00	\$ 1,365.00
JCB 550 Operating Expenses (T)	12	Hrs	\$ 27.50	\$ 330.00
JLG 400S Boom Lift (T)	1	Wk	\$ 742.00	\$ 742.00
NYS Sales Tax	7.75%	Tax	\$ 2,259.50	\$ 175.11
				\$ 7,434.04
15% OH&P	15%	OH&P	\$ 7,434.04	\$ 1,115.11
TOTAL				\$ 8,549
(T) Taxable				

JOB NAME Shrub Removal JOB NO. 155 DATE 4/12 WORK ORDER NO. 110-155

The undersigned agrees to accept billing for extra work performed as follows:

Description of work: Remove existing shrub & replace with shrubs

THIS FORM IS TO BE COMPLETED AND SIGNED THE DAY WORK IS PERFORMED:

MATERIAL DESCRIPTION	QUANTITY	UNIT PRICE	COST	NAME	TRADE	REGULAR HRS.	OT HRS.
				William Smith	L		
				William Smith	L	5	
				Dave Brown	L	5	
				Dave Brown	OP	3	

TOTAL MATERIAL COST

EQUIPMENT DESCRIPTION	HRS USED DAY	RATE	COST
40 Backhoe / RT			
Backhoe / RT			

TOTAL EQUIPMENT COST

LABOR SUMMARY

HRS.	RATE	COST	P&W	COST	SUMMARY OF COSTS
					Labor Cost
					P&W
					Labor Burden %
					Subtotal
					Travel and Living Exp.
					Equipment Cost
					Mat. Cost
					Tax

AUTHORIZED BY: Company [Signature]

PREPARED BY [Signature] SUPT.

BY: [Signature]

JOB NAME Water Treatment Plant JOB NO. 1000 DATE 11/15/75 WORK ORDER NO. 1000-1000

The undersigned agrees to accept billing for extra work performed as follows:

Description of work: Remove and replace 1000 gal. water tank

THIS FORM IS TO BE COMPLETED AND SIGNED THE DAY WORK IS PERFORMED:

MATERIAL DESCRIPTION	QUANTITY	UNIT PRICE	COST	NAME	TRADE	REGULAR HRS.	OT HRS.
				William Smith	L	3	
				Paul Smith	L	3	
				Gene Brown	L	4	
				Ray Johnson	CP	4	

TOTAL MATERIAL COST

EQUIPMENT DESCRIPTION	HRS USED DAY	RATE	COST
40' X 60' tank	6		
Roller	3		

TOTAL EQUIPMENT COST

LABOR SUMMARY

HRS.	RATE	COST	P&W	COST	SUMMARY OF COSTS
					Labor Cost
					P&W
					Labor Burden %
					Subtotal
					Travel and Living Exp.
					Equipment Cost
					Mat. Cost
					Tax

AUTHORIZED BY: Company [Signature]

PREPARED BY [Signature] SUPT.

BY: [Signature]

Contractor Name: Bette & Cring, LLC
 Address: 18438 US Rte 11
Watertown, NY 13601
 Telephone No: 315-782-0074

Date: 02-Jun-15
 County: Jefferson

Trade: OPERATOR A

REGULAR BASE RATE	OVERTIME RATE	DBL TIME RATE
\$26.79	\$13.40	\$26.79

WAGE RATE PER HOUR

PAYROLL TAXES AND INSURANCE

F.I.C.A. / Social Security		6.20	%
Medicare		1.45	%
Federal Unemployment		0.60	%
State Unemployment		9.90	%
Workman's Compensation	Code: <u>6217</u>	8.56	%
Disability		0.00	%
Bodily Injury/Property Damage/Liability Insurance		7.94	%

TOTAL TAXES AND INSURANCE PER HOUR	Regular	<u>\$26.79</u>	times	<u>34.65</u>	% =	<u>\$9.28</u>		
Workman's Comp is not calc on premium time	Premium	<u>\$13.40</u>		<u>18.15</u>			<u>\$2.43</u>	
	DBL	<u>\$26.79</u>		<u>18.15</u>				<u>\$4.86</u>

BENEFITS

	% per hour	\$ per hour
Health & Welfare	*	75.07%
Pension		11.16%
Vacation & Holiday		
Annuity		
Education / Apprentice Training		
Supplemental Unemployment		
Security Fund		
Taxes on Health & Welfare		\$6.97
		\$ 23.10

TOTAL BENEFITS PER HOUR

<u>\$23.10</u>		
<u>\$66.14</u>	<u>\$15.83</u>	<u>\$31.65</u>

TOTAL LABOR RATE

All benefits are paid directly to Employee.
 Only benefits identified by * above are paid directly to Employee.

CONTRACTOR'S CERTIFICATION

I certify that the labor rates, insurance enumerations, labor fringe enumerations and expenses are correct and in accordance with actual and true cost incurred.

 Signature

Sworn before me this _____ day
 of _____, 20__

 Print Name of Authorized Representative

 Notary Public

 Project Manager
 Print Title

Contractor Name: Bette & Cring, LLC
 Address: 18438 US Rte 11
Watertown, NY 13601
 Telephone No: 315-782-0074

Date: 02-Jun-15
 County: Jefferson

Trade: LABORER GROUP 1

WAGE RATE PER HOUR

REGULAR BASE RATE	OVERTIME RATE	DBL TIME RATE
\$23.08	\$11.54	\$23.08

PAYROLL TAXES AND INSURANCE

F.I.C.A. / Social Security	6.20	%
Medicare	1.45	%
Federal Unemployment	0.60	%
State Unemployment	9.90	%
Workman's Compensation Code: <u>5213</u>	17.67	%
Disability	0.00	%
Bodily Injury/Property Damage/Liability Insurance	7.94	%

TOTAL TAXES AND INSURANCE PER HOUR	Regular	\$23.08	times	43.76	% =	\$10.10		
Workman's Comp is not calc on premium time	Premium	\$11.54		18.15			\$2.09	
	DBL	\$23.08		18.15				\$4.19

BENEFITS

	% per hour	\$ per hour
Health & Welfare *	73.30%	\$16.92
Pension	11.06%	\$2.55
Vacation & Holiday		
Annuity		
Education / Apprentice Training		
Supplemental Unemployment		
Security Fund		
Taxes on Health & Welfare		\$7.40
		\$ 19.47

TOTAL BENEFITS PER HOUR

\$19.47		
\$60.05	\$13.63	\$27.27

TOTAL LABOR RATE

All benefits are paid directly to Employee.
 Only benefits identified by * above are paid directly to Employee.

CONTRACTOR'S CERTIFICATION

I certify that the labor rates, insurance enumerations, labor fringe enumerations and expenses are correct and in accordance with actual and true cost incurred.

Signature _____

Sworn before me this _____ day
 of _____, 20__

Print Name of Authorized Representative _____

Notary Public _____

Project Manager _____
 Print Title _____



CONTRACTOR - OWNED

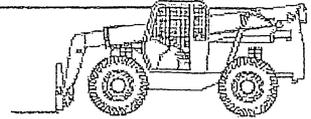
www.equipmentwatch.com

Rental Rate Blue Book®

May 26, 2015

JCB 550 (disc. 2014)

Telescoping Boom Rough Terrain Lift Trucks



Size Class:
Lift Capacity 4.5 - 4.9 MTons
Weight:
27,902 lbs.

Configuration for 550

Power Mode	Diesel	Base Capacity	10,000 lbs
Maximum Reach	368 in	Maximum Lift Height	531 in
Horsepower	100.0		

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly		
Published Rates	\$4,875.00	\$1,365.00	\$340.00	\$51.00	\$27.50	\$55.20
Adjustments						
Region (100%)	-	-	-	-		
Model Year (100%)	-	-	-	-		
Ownership (100%)	-	-	-	-		
Operating (100%)					-	
Total:	\$4,875.00	\$1,365.00	\$340.00	\$51.00	\$27.50	\$55.20

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	31%	\$1,511.25 / mo
Overhaul (ownership)	58%	\$2,827.50 / mo
CFC (ownership)	3%	\$146.25 / mo
Indirect (ownership)	8%	\$390.00 / mo
Fuel (operating) @ \$3.73	38%	\$10.48 / hr

Revised Date: 1st Half 2015

BRANCH K06
22760 MURROCK CIRCLE
WATERTOWN NY 13601
315-788-6001
315-788-6006 FAX

128004846-001

Job site

WATERTOWN MUNICIPAL ARENA
970 COFFEEN ST
x:X@X
WATERTOWN NY 13601
Office: 518-213-1010 Cell: 315-777-5360

Customer # : 251974
Invoice Date : 05/12/15
Date Out : 04/30/15 09:00 AM
Billed Through : 05/28/15 00:00
UR Job Loc : 970 COFFEEN ST, WATE
UR Job # : 124
Customer Job ID:
P.O. # : TBD
Ordered By : DON JONES
Written By : ERIC FULTS
Salesperson : DANIEL DAVIS

BETTE & CRING
22 CENTURY HILL DRIVE
SUITE 201
LATHAM NY 12110

Invoice Amount: \$1,473.54

Terms: Due Upon Receipt
Payment options: Contact our credit office 212-333-6600 Ext. 8
REMIT TO: UNITED RENTALS (NORTH AMERICA),INC.
PO BOX 100711
ATLANTA GA 30384-0711

RENTAL ITEMS:							
Qty	Equipment	Description	Minimum	Day	Week	4 Week	Amount
1	10148948	BOOM 37-44' TELESCOPIC Make: JLG Model: 400S Serial: 0300172407 Meter out: 1059.30 Meter in: .00	410.00	410.00	742.00	1350.00	1,350.00
						Rental Subtotal:	1,350.00
SALES/MISCELLANEOUS ITEMS:							
Qty	Item		Price	Unit of Measure	Extended Amt.		
1	ENVIRONMENTAL CHARGE	[ENV/MCI]	17.550	EACH	17.55		
						Sales/Misc Subtotal:	17.55
						Agreement Subtotal:	1,367.55
						Tax:	105.99
						Total:	1,473.54

COMMENTS/NOTES:

Don Jones 777-5360

BILLED FOR FOUR WEEKS 4/30/15 THRU 5/28/15 09:00 AM

COPY

RESOLUTION

Page 1 of 1

Approving Change Order No. 1 for Watertown Municipal Arena Renovation, Plumbing/Fire Protection, Lawman Heating & Cooling, Inc.

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

Total

YEA	NAY

Introduced by

WHEREAS on March 30, 2015, City Council of the City of Watertown approved the bid submitted by Lawman Heating & Cooling, Inc. in the amount of \$668,000 for Plumbing/Fire Protection for the Watertown Municipal Arena Renovation, and

WHEREAS Lawman Heating & Cooling, Inc. has now submitted Change Order No. 1 in the amount of \$64,810.75 for work on the sprinkler system, surface mounted drinking fountains, PVC plumbing, eliminating sensor activated flush valves, and eliminating sensor activated lavatory faucets,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 1 to contract with Lawman Heating & Cooling, Inc. in the amount of \$64,810.75 for the Watertown Municipal Arena Renovation, a copy of which is attached and made part of this Resolution, bringing the total of the Plumbing/Fire Protection contract to \$732,810.75, and

BE IT FURTHER RESOLVED that the City Manager Sharon Addison be authorized and directed to sign the Change Order on behalf of the City of Watertown, and

BE IT FURTHER RESOLVED that approval of this Resolution is contingent upon approval of the Bond Ordinance Amendment associated with this project to cover the costs.

Seconded by



AIA®

Document G701/CMa™ - 1992

Change Order - Construction Manager-Adviser Edition

PROJECT (Name and address):
City of Watertown 2015-025
245 Washington Street
Watertown, NY 13601

CHANGE ORDER NUMBER: 3-001
INITIATION DATE: 6/2/15

OWNER:
CONSTRUCTION MANAGER:
ARCHITECT:
CONTRACTOR:
FIELD:
OTHER:

TO CONTRACTOR (Name and address):
Lawman Heating & Cooling, Inc.
206 Ambrose Street
Watertown, NY 13685

PROJECT NUMBERS: 2015-025 /
CONTRACT DATE: April 6, 2015
CONTRACT FOR: 3 - Plumbing

THE CONTRACT IS CHANGED AS FOLLOWS:

Provide PVC in lieu of cast iron (\$28,522.00); Sensor activated flush valves (\$10,870.00);
Surface mounted water coolers (\$2,650.00); Sensor activated lavatory faucets (\$6,290.00);
Remove and replace sprinkler system \$113,142.75

The original Contract Sum was	\$	668,000.00
Net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	668,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$	64,810.75
The new Contract Sum including this Change Order will be	\$	732,810.75

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive..

NOT VALID UNTIL SIGNED BY THE OWNER, CONSTRUCTION MANAGER, ARCHITECT AND CONTRACTOR.

Bernier, Carr & Associates, Engineers, Architects, & Land
Surveyors, PC

Stantec Consulting

CONSTRUCTION MANAGER (Firm name)
327 Mullin Street, Watertown, NY 13601

ARCHITECT (Firm name)
61 Commerical Street, Rochester, NY 14614

ADDRESS

ADDRESS

Larry Coburn
BY (Signature)
LARRY COBURN
(Typed name) DATE: 6/3/15

Jeri Pickett
BY (Signature)
Jerri Pickett
(Typed name) DATE: 6/5/15

Lawman Heating & Cooling, Inc.
CONTRACTOR (Firm name)
206 Ambrose Street, Watertown, NY 13685

City of Watertown
OWNER (Firm name)
245 Washington Street, Watertown, NY 13601

ADDRESS

ADDRESS

Ronald L Brinnage
BY (Signature)
RONALD L BRINNAGE
(Typed name) DATE: 6/3/15

BY (Signature)

(Typed name) DATE:

LAWMAN HEATING & COOLING, INC.
HVAC, PLUMBING, ELECTRICAL CONTRACTING

206 AMBROSE STREET P.O. BOX 599 SACKETS HARBOR, NY 13685

(315) 646-2919 FAX (315) 646-2920

01 May 2015

City of Watertown
Department of Engineering
Room 305, City Hall
245 Washington Street
Watertown, New York 13601

Attn: Justin Wood

Re: Watertown Municipal Arena Renovations
Value Engineering Items

Gentlemen:

We present for your consideration the following value engineering items with the associated approximate value. A detailed estimate can be provided for exact cost savings once you have reviewed and selected those items.

Plumbing Items (contact Rob Arcuri)

- #6 – Use PVC and CPVC in lieu of copper & cast iron - ~~\$36,000.00 savings~~ ^{\$} 28,522
- #7 – Sensor activated flush valves - \$10,870.00 savings
- #8 – Surface mounted water coolers - \$2650.00 savings
- #9 – Trench drain material alternate – no cost savings
- Additional proposed item not on current list – sensor activated lavatory faucets - \$6,290.00 savings

Electric Items (contact Jesse Vance)

- #17 – Shift transformer pad location – to prevent relocation of underground [National Grid] feeders - \$6,000.00 savings
- #18 – Alternate LED manufacturer - \$12,000.00 savings without the wire guards OR \$10,000.00 with wire guards
- Additional proposed item not on current list – change rigid underground conduit to schedule 40 PVC - \$1,500.00 savings

HVAC Items (contact Kyle Lawler)

Will be forthcoming

City of Watertown

Page 2

05/01/2015

In addition, we wish to bring to your attention the pending RFI for your discussion.

Per Pending RFI E001 (has not been uploaded to the FTP site as of yet)
Additional item not on current list – Per drawing E-500 the feeders and conduit for the air conditioner are to remain. However, the feed for that unit will extend through the middle of the mezzanine if not relocated. This will be an *additional* cost of \$5,500.00 to relocate.

Please feel free to contact the designated Project Manager if you require additional information.

Sincerely,

Lawman Heating & Cooling, Inc.

A handwritten signature in cursive script that reads "Corry Lawler". The signature is written in black ink and includes a small circular mark at the end.

Corry Lawler
Asst General Manager

CL, rdr

Cc File

LAWMAN HEATING & COOLING, INC.

HVAC, PLUMBING, ELECTRICAL CONTRACTING

206 AMBROSE STREET P.O. BOX 599 SACKETS HARBOR, NY 13685

(315) 646-2919 FAX (315) 646-2920

26 May 2015

City of Watertown
Department of Engineering
Room 305, City Hall
245 Washington Street
Watertown, New York 13601

Attn: Justin Wood

Re: Watertown Municipal Arena Renovations
RFI #P-003

Gentlemen:

We present for your consideration our price quotes for the following VE items:

- The use of PVC in lieu of cast iron for the storm and sanitary lines would result in a cost savings of \$28,522.00

Please advise at your earliest convenience on how you wish to proceed.

Sincerely,

Lawman Heating & Cooling, Inc.



Ronald Brimmer
Project Manager

RA/rdr

Cc: File

CITY OF WATERTOWN, NEW YORK

Watertown Municipal Arena

REQUEST FOR INFORMATION

Contact Name: Ron Brimmer	RFI #: P-003 Credit Pricing
Contractor: Lawman-	Date: 5-26-2015
Address: Sackets Harbor	Phone: 315.646.2919
	Fax: 315.646.2920
	Email: brimmer@lawmanhc.com

Specification No.: VE	Page No.: VE
Plan Sheet No.: VE	Detail: VE

Please see attached sheet for credit pricing breakdown

Proposed Solution (if applicable):

By: Ron Brimmer

Signature:

RESPONSE:

By:

Signature:

After reviewing the response, does the contractor anticipate:

That a change order will be required?

Yes

No

That there will be an increase in the cost of the project?

Yes

No

Project Name: Watertown Municipal Arena
Project Number: 191060204

Submittal Number: 224700-2

Submittal Title: Drinking Fountains & Water Coolers

STANTEC CONSULTING SERVICES 61 Commercial Street, Suite 100, Rochester NY 14604 (585) 475-1440 / FAX (585) 272-1814		
REVIEWED		<input type="checkbox"/>
REVIEWED AS MODIFIED		<input checked="" type="checkbox"/>
REVISE AND RE-SUBMIT		<input type="checkbox"/>
NOT REVIEWED		<input type="checkbox"/>
REVIEWED BY:	<u>ATF</u>	
	<u>05/26/2015</u>	
	mm/dd/yyyy	
<p>This review by Stantec Consulting Services is for the sole purpose of ascertaining compliance with the general design concept. This review shall not mean that Stantec Consulting Services approves the detail design inherent in the shop drawings, responsibility for which shall remain with the Contractor submitting same, and such review shall not relieve the Contractor of his responsibility for error or omissions in the shop drawings or of his responsibility for meeting all requirements of the Contract documents. The Contractor is responsible for dimensions to be confirmed and correlated at the job site, for information that pertains solely to fabrication processes or to techniques of construction and installation and for co-ordination of the work of all subtrades.</p>		
<p>Comments:</p> <p style="text-align: center;">Model number appears to imply that this is the 120V model, please confirm. 120V is desired.</p>		
Discipline	Date	Reviewer
Architectural <input type="checkbox"/>		
Civil <input type="checkbox"/>		
Structural <input type="checkbox"/>		
HVAC <input type="checkbox"/>		
Plumbing <input type="checkbox"/>		
Fire Protection <input type="checkbox"/>		
Electrical <input type="checkbox"/>		
<p>Comments:</p>		

SUBMITTAL COVER SHEET
Municipal Arena Renovations
Watertown, NY
LHC #541

PLUMBING CONTRACTOR:
Lawman Heating & Cooling, Inc.
206 Ambrose Street
Sackets Harbor, New York 13685

SUBMITTAL NO.

LHC #: 5

DATE: 5/14/15

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

TYPE OF SUBMITTAL		
<input checked="" type="checkbox"/> PRODUCT DATA	<input type="checkbox"/> SCHEDULE	<input type="checkbox"/> PERFORMANCE DATA
<input type="checkbox"/> SAMPLE	<input type="checkbox"/> WARRANTY	<input type="checkbox"/> OPERATIONS & MAINTENANCE DATA
<input type="checkbox"/> COLOR SELECTION	<input type="checkbox"/> TEST WARRANTY	<input type="checkbox"/> LEED Information
DESCRIPTION	PRODUCT NAME: <u>Drinking Fountains & Water Co</u>	
	MANUFACTURER: <u>Various</u>	
	SUBCONTRACTOR/SUPPLIER: <u>VP Supply</u>	
REFERENCES	SECTION NO(S): <u>224700-2</u>	
	SUBPARAGRAPH NO.: <u>Part 2 Products</u>	

ARCHITECT'S ACTION

CONTRACTOR'S APPROVAL STAMP

REVIEWED FOR GENERAL CONFORMANCE WITH THE INTENT OF THE CONTRACT DOCUMENT. THIS REVIEW DOES NOT RELIEVE THE SUBCONTRACTOR OR THE SUPPLIER OF THE RESPONSIBILITY FOR MAKING THE WORK CONFORM TO THE REQUIREMENTS FOR DIMENSIONS, CORRECT FABRICATION AND ACCURATE FIT WITH THE WORK OF OTHER TRADES.

LAWMAN HEATING & COOLING, INC.

DATE: 5/14/15

BY: Rob Arcu

RECEIVED STAMPS

*Per comments with Larry
Cert 5/13/15*

**ELKAY®
SPECIFICATIONS**

**Vandal-Resistant EZH2O® Bottle Filling Station
with Bi-Level Filtered Vandal-Resistant Cooler
Models LVRCTL8WS & LVRCTLDWS**

RATED FOR INDOOR USE ONLY

PRODUCT SPECIFICATION

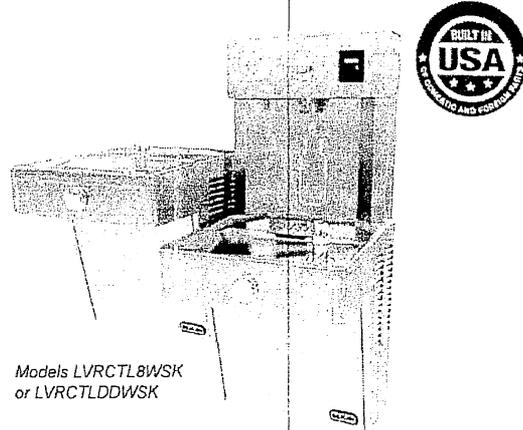
Unit shall include bi-level electric water cooler with bottle filling station. LVRCTL8WS shall deliver 8 GPH of 50°F drinking water at 90°F ambient and 80°F inlet water. LVRCTLDWS shall deliver non-chilled drinking water. Units shall be stainless steel construction and include vandal-resistant pushbutton activation. Cooler shall include vandal-resistant bubbler. Bottle filling unit shall include an automatic 20-second shut-off timer. Shall include Green Ticker™ displaying count of plastic bottles saved from waste. Bottle filler shall provide 1.1 - 1.5 gpm flow rate with laminar flow to minimize splashing. Shall include the WaterSentry® Plus 3000-gallon capacity filter, certified to NSF/ANSI 42 and 53, with visual monitor to indicate when replacement is necessary. Unit shall meet ADA guidelines. Unit shall be lead free design which is certified to NSF/ANSI 61 and 372 and meets federal and state low lead requirements. Unit shall be certified to UL399 and CAN/CSA 22.2 No 120.

STANDARD FEATURES

- Vandal-resistant pushbutton activation
- Automatic 20-second shut-off on Bottle Filler
- WaterSentry® Plus 3000-gallon capacity Filtration System, certified to NSF/ANSI 42 and 53 (Lead, Class 1 Particulate, Chlorine, Taste and Odor)
- Quick Fill Rate: 1.1 gpm (LVRCTL8WS); 1.5 gpm (LVRCTLDWS)
- Laminar Flow provides minimal splash
- Real Drain System eliminates standing water
- Visual User interface display includes:
 - Innovative Green Ticker™ counts bottles saved from waste
 - LED Visual Filter Monitor shows when replacement is necessary
 - Includes Vandal-resistant bubbler
- Cooler panel finish: Stainless Steel

COOLING SYSTEM (Models LVRCTL8WS only)

- Compressor: Hermetically sealed, reciprocating type, single phase. Sealed-in lifetime lubrication.
- Condenser: Fan cooled, copper tube with aluminum fins. Fan motor is permanently lubricated.
- Cooling unit: Combination tube-tank type. Self-cleansing. Continuous copper tubing with stainless steel tank. Fully insulated with EPS foam which meets UL requirements for self-extinguishing material.
- Refrigerant Control: Refrigerant R134a is controlled by accurately calibrated capillary tube.
- Temperature Control: Easily accessible enclosed adjustable thermostat is factory preset. Requires no adjustment other than for altitude requirements.



Models LVRCTL8WSK or LVRCTLDWSK

CONSTRUCTION

- Stainless steel basin with integral drain
- Galvanized structural steel cooler chassis provides structural integrity
- Stainless steel construction bottle filler
- Cooler cabinet is stainless steel construction
- Vandal-resistant bubbler is one-piece, heavy-duty chrome plated

REPLACEMENT FILTERS: Available as singles and multi-packs. Order part numbers:

- 51300C (single)
- 51300C_3PK (three)
- 51300C_12PK (twelve)
- 51300C_24PK (twenty-four)
- 51300C_48PK (forty-eight)

WARRANTY

5 Year limited warranty on the unit's refrigeration system. Electrical components and water system are warranted for 12 months from date of installation or 18 months from factory shipment, whichever date falls first.

CAPACITIES CHART						UL US	ADA	USA	GreenSpec® LISTED
Model	Voltage / Hertz	Chilling Capacity**	F.L. Amps	Rated Watts	Approx. Shipping Wt. (lb)	UL399 and CAN/CSA 22.2 No. 120 Certified	ADA Compliant	ANSI/NSF 61 & 372 Certified	GreenSpec® Listed
LVRCTL8WSK	115V / 60Hz	8 GPH	5.0	370	114	*	*	*	*
LVRCTL8WS2K	220V / 50Hz	6.7 GPH	2.5	370	114	++	*	*	*
LVRCTL8WS3K	220V / 60Hz	8 GPH	2.5	370	114	++	*	*	*
LVRCTLDWSK	115V / 60Hz	-	1.0	15	86	*	*	*	*
LVRCTLDWS2K	220V / 50Hz	-	0.5	15	86	++	*	*	*
LVRCTLDWS3K	220V / 60Hz	-	0.5	15	86	++	*	*	*

**Based on 90°F inlet water and 90°F ambient air temp for 50°F chilled drinking water
++Complies, not third party certified

This specification describes an Elkay product with design, quality and functional benefits to the user. When making a comparison of other producers' offerings, be certain these features are not overlooked

In keeping with our policy of continuing product improvement, Elkay reserves the right to change specification without notice. Please visit elkay.com for the most current version.

2222 Camden Court
Oak Brook, IL 60523
630-572-3192
elkay.com

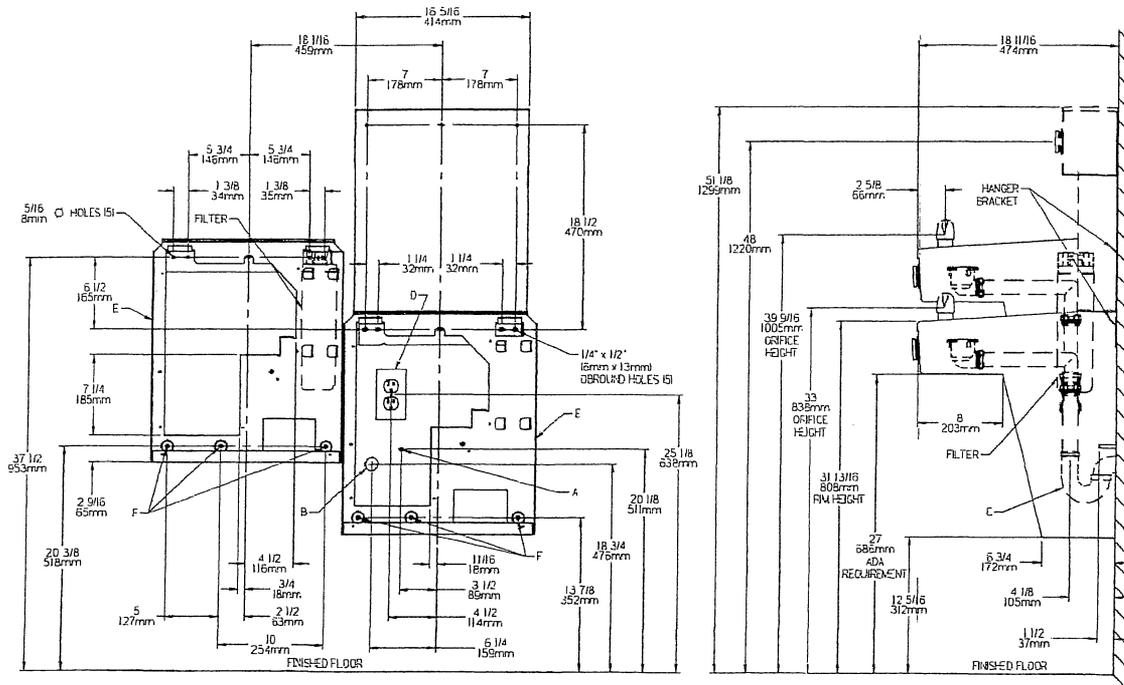
© 2014 Elkay
SPEC14-86 (11/2014)

Vandal-Resistant EZH2O® Bottle Filling Station
with Bi-Level Filtered Vandal-Resistant Cooler
Models LVRCTL8WS & LVRCTLDDWS
ELKAY®
ROUGH-IN DIMENSIONS
RATED FOR INDOOR USE ONLY
IMPORTANT! INSTALLER PLEASE NOTE:

These units are designed and built to provide water to the user which has not been altered by materials in the cooler waterway. The grounding of electrical equipment such as telephone, computers, etc. to water lines is a common procedure. This grounding may be in the building but may also occur away from the building. This grounding can cause electrical feedback into a water cooler creating an electrolysis which results in a metallic taste or an increase in the metal content of the water. This condition is avoidable by installing the cooler using the proper materials as shown.

NOTICE:

This water cooler must be connected to the water supply using a dielectric coupling. The cooler is furnished with a non-metallic strainer which meets this requirement. The drain trap which is provided by the installer should also be plastic to completely isolate the cooler from the building plumbing system.



REDUCE HEIGHT BY 3" FOR INSTALLATION OF CHILDREN'S ADA COOLER

LEGEND

- A = Recommended Water Supply location. Shut-off Valve (not furnished) to accept 3/8" O.D. unplated copper tube. Up to 3" (38mm) maximum out from wall.
- B = Recommended Waste Outlet location. To accommodate 1-1/2" nominal drain. Drain stub 2" (51mm) out from wall.
- C = 1-1/2" Trap (not furnished).
- D = Electrical Supply (3) Wire Recessed Box Duplex Outlet.
- E = Insure proper ventilation by maintaining 6" (152mm) minimum clearance from cabinet louvers to wall.
- F = 7/16" (11mm) Bolt Holes for fastening to wall.

NOTE: Installations Must Use Ground Fault Circuit Interrupter. (GFCI)

Job Name: _____	
Model: _____	Qty. _____
Contact: _____	
Approval Signature: _____	
Notes: _____	

LAWMAN HEATING & COOLING, INC.

HVAC, PLUMBING, ELECTRICAL CONTRACTING

206 AMBROSE STREET P.O. BOX 599 SACKETS HARBOR, NY 13685

(315) 646-2919 FAX (315) 646-2920

02 June 2015

City of Watertown
Department of Engineering
Room 305, City Hall
245 Washington Street
Watertown, New York 13601

Attn: Justin Wood

Re: Watertown Municipal Arena Renovations
Fire Protection System

Gentlemen:

We present for your consideration our revised price quote for the following item in accordance with your email of June 1, 2015:

See attached documentation from Associated Fire Protection:

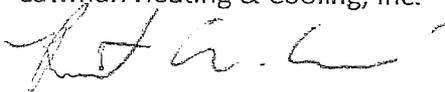
Option 2 – Remove & Replace Existing Sprinkler System with New Galvanized Pipe System, Standard Grooved Fittings, Dry-Pipe Valve, Alarm Devices:

Subcontractor	107,755.00
5% OH & P	<u>5,387.75</u>
Total	\$ 113,142.75

Please feel free to contact the undersigned if you should have any further questions.

Sincerely,

Lawman Heating & Cooling, Inc.



Rob Arcuri
Project Manager

RA/rdr

Cc: File



ASSOCIATED FIRE PROTECTION CORP.

P.O. Box 3181, Syracuse, New York 13220
(315) 463-9890 • Fax (315) 463-9895

AUTOMATIC FIRE SPRINKLER SYSTEM PROPOSAL

June 1, 2015

Lawman Heating & Cooling, Inc.
P.O. Box 588
Sackets Harbor, NY 13685-0588

Attention: Rob Arcuri
RE: CITY OF WATERTOWN MUNICIPAL ARENA WATERTOWN, NY – CORRECTIVE ACTION PROPOSAL-REVISED 6-1-15

Rob,
We are pleased to submit our quote for the fire protection portion of work within the above-mentioned project. This scope shall begin at a flange on floor and include the flushing of the existing fire service, demolition of the existing sprinkler system, the installation of a new 4” Dry-Pipe valve with trim and alarm devices, all new galvanized sprinkler piping, sprinkler heads, standard fittings, hangers, and inspector test connection. Also included are all system re-design including shop drawings and hydraulic calculations per NFPA #13 “INSTALLATION OF SPRINKLER SYSTEMS” (2007 Edition), and per state and local code requirements, engineering, material, fabrication, installation (@ prevailing wage rates) testing and certification needed for completion of this project. The pricing and breakdown are as follows:

Material (Including aerial lifts)-----	\$44,000.00
Labor (Including shop drawings & hydraulic calcs)-----	\$49,700.00
Sub Total-----	\$ 93,700.00
15% OHP-----	\$ 14,055.00
Total -----	\$107,755.00

This price excludes: Underground piping, BACKFLOW PREVENTER, AIR COMPRESSOR, PAINTING, electrical, fire alarm, sales tax and bond.

If you have any questions or need any additional information please don't hesitate to contact us @ 463-9890 or email plembo@afpccompanies.com.

Sincerely,
Associated Fire Protection Corp.

Peter R. Lembo

Peter R. Lembo
President

Res No. 11

June 11, 2015

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Authorizing Spending of Funds from the Capital Reserve Fund

The City transferred \$3,100,000 into a Capital Reserve Fund in FY 2012-13 due to the acceptance of the City to a proposal from the State to change the timing of the State AIM payments. Included in the Fiscal Year 2015-16 Capital Budget and General Fund Budget was the following equipment purchases that was to be funded from the Capital Reserve Fund.

Refurbish Fire Engine #1	\$ 150,000
DPW 4x4 Snowplow with wing	240,000
DPW Front-end Loader	<u>130,000</u>
Total	<u>\$ 520,000</u>

The estimated ending FY 2015-16 balance of the Capital Reserve Fund will be \$1,270,753 which has been included as a future funding source in the City's multi-year financial and capital plans contained in the FY 2015-16 adopted budget.

Prior to any funds being spent from the Capital Reserve Fund on these projects a public hearing must be held. Accordingly, staff is recommending that a Public Hearing be set for July 6, 2015 at 7:30 p.m. to discuss the appropriation of these capital reserve funds.

RESOLUTION

Page 1 of 1

Authorizing Spending
From Capital Reserve Fund

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

Total

YEA	NAY

Introduced by

WHEREAS on June 19, 2006, the City Council approved establishing a Capital Reserve Fund pursuant to Section 6-c of the General Municipal Law to finance future capital improvements, and

WHEREAS the Adopted 2015-16 Capital Fund Budget and General Fund Budget included the following projects and equipment purchases: refurbish fire engine #1 (\$150,000), DPW 4x4 snowplow with wing (\$240,000) and DPW front-end loader (\$130,000), and

WHEREAS the City Council desired to fund these projects and equipment purchases from the Capital Reserve Fund, and

WHEREAS on Monday, July 6, 2015 at 7:30 p.m., the City Council of the City of Watertown held a public hearing to discuss the expenditure of funds from this capital reserve fund, and

WHEREAS it has been determined that the expenditure of these funds is in keeping with the purpose for the capital reserve fund,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the appropriating of Capital Reserve funds in an amount not to exceed \$520,000 to pay for the cost of the refurbish fire engine #1 (\$150,000), DPW 4x4 snowplow with wing (\$240,000) and DPW front-end loader (\$130,000).

Seconded by

Res No. 12

June 3, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Decommissioning Marshall Place and Jackson Street

A Public Hearing has been scheduled for 7:30 p.m. on June 15, 2015 as part of the process for decommissioning both Marshall Place and Jackson Street.

In accordance with General City Law (GCL) Section 29, the City Planning Board met on June 2, 2015, and reviewed the proposed action, voting unanimously in favor of decommissioning Marshall Place and Jackson Street. An excerpt of the minutes from that meeting are attached.

A Resolution is attached for Council consideration and can be acted upon after the Public Hearing.

RESOLUTION

Page 1 of 1

Decommissioning Marshall Place and Jackson Street

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

YEA	NAY

Introduced by

WHEREAS City Council wishes to decommission both Marshall Place and Jackson Street as City Streets, and

WHEREAS the City of Watertown plans to use the land of said streets for automobile parking but not for street purposes, and

WHEREAS a public hearing concerning decommissioning these two streets was held on June 15, 2015, after due public notice, pursuant to General City Law, Section 29, and

WHEREAS the City Planning Board met on June 2, 2015 to review the proposed action and voted unanimously in favor thereof,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that Marshall Place and Jackson Street are hereby abandoned, discontinued and decommissioned as City Streets, and

BE IT FURTHER RESOLVED that the City Manager is hereby directed to cause the removal of said streets from all City maps, "official" or otherwise, including the tax assessment maps.

Seconded by

DECOMISSIONING MARSHALL PLACE AND A PORTION OF JACKSON STREET

The Planning Board then considered a request for the decommissioning of Marshall Place and a portion of Jackson Street.

Mr. Drake began by giving an explanation for the decommissioning. Mr. Drake said that the City had received a petition from the property owners along Marshall Place and from the Northern Regional Center for Independent Living asking the City to address traffic concerns along Marshall Place. The concern is that vehicles on the street are speeding which is exacerbated because street is only five feet from the fronts of the buildings. City streets are required to be posted at 30 miles per hour. Decommissioning the street would allow the City to post a speed less than 30 miles per hour.

Ms. Capone asked who maintains the streets currently. Mr. Drake replied that the City is currently maintaining the streets and noted that the area is highly pedestrian. Mr. Drake said that the City had considered adding curb extensions or speed bumps but that this is an idea that could be completed as a first step without a lot of expense. In order to decommission a City street, General City Law requires a recommendation to the City Council which is why the issue was brought to the Planning Board.

Ms. Capone then moved to recommend that the City Council decommission Marshall Place and a portion of Jackson Street.

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

Mr. Katzman then moved to adjourn the meeting. The motion was seconded by Mr. Davis and all voted in favor. The meeting was adjourned at 4:24 PM.



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: 26 May 2015

TO: Sharon Addison, City Manager

FROM: Justin Wood, City Engineer

SUBJECT: Proposed Marshall Place and Jackson Street Decommissioning

At the direction of City Council at the April 6, 2015 meeting, the Engineering Department evaluated two traffic concerns on Marshall Place, expressed by the Northern Regional Center for Independent Living (NRCIL), via letter dated March 30, 2015.

The traffic concerns relate to:

1. Vehicle speed on Marshall Place, at the rear of 302 and 210 Court Street.
2. The lack of passable sidewalk along Marshall Place, between 210 and 170 Court Street, allowing patrons to access the rear of the building from Court Street.

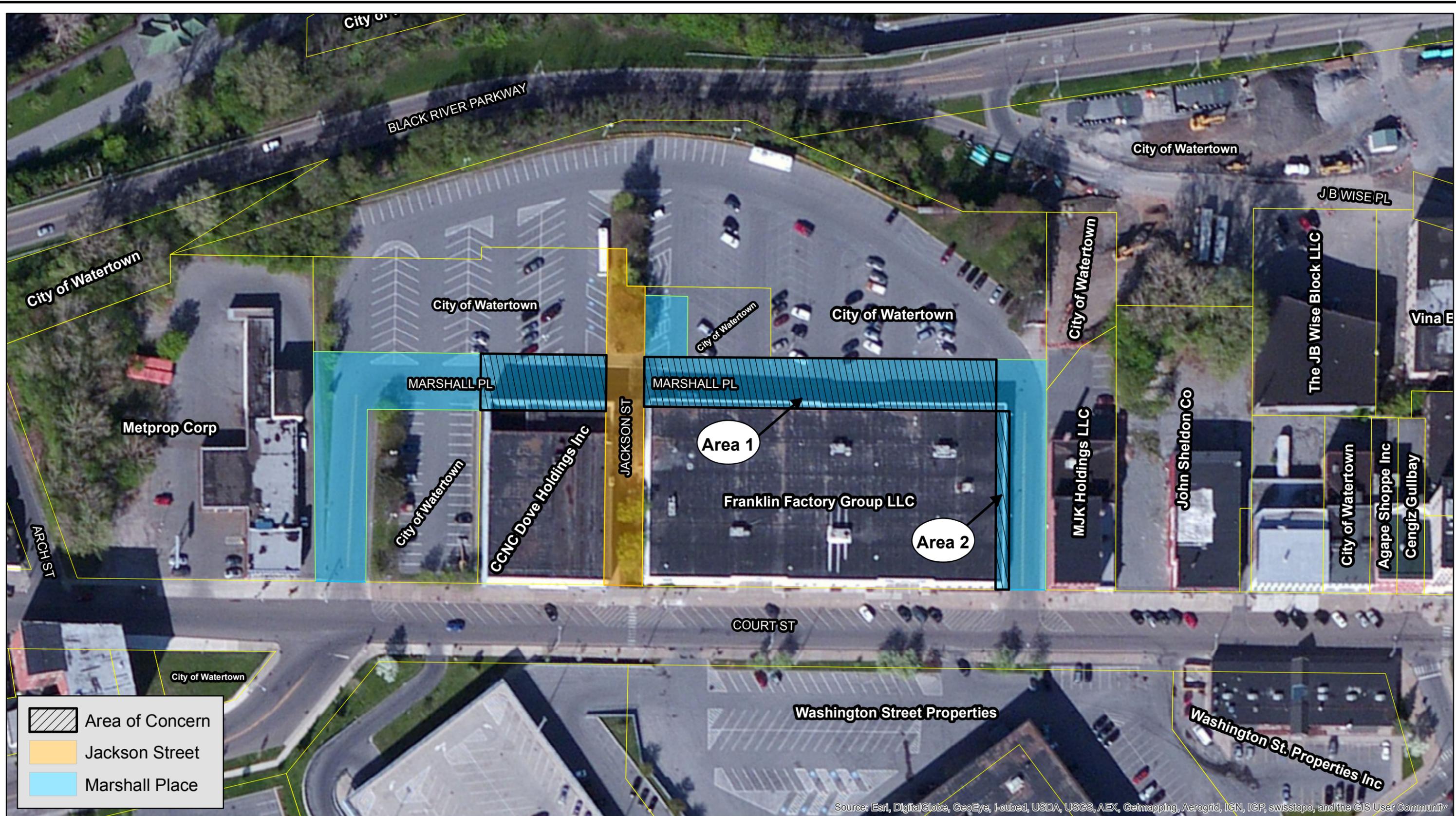
A staff report was presented to City Council on May 18, 2015, outlining the recommended course of action to address the traffic concerns. The recommended course of action to address Concern #1 is to decommission Marshall Place and a portion of Jackson Street. By decommissioning them as official City Streets, we can post a 10 mph speed limit (below the minimum statutory speed limit of 30 mph for a street), and employ traffic calming measures, such as speed bumps, to reduce the speed of vehicles traveling along Marshall Place. City Council concurred with this approach, and directed staff to initiate the decommissioning process.

The process to decommission a City street follows General City Law (GCL) Section 29, and requires the proposed change to be referred to the Planning Board for a recommendation, and that a public hearing be held. The Planning Board will review the proposed action at its June 2, 2015 meeting. It is recommended that the public hearing be set for Monday June 15, 2015, at 7:30 pm, which will be after the Planning Board's June meeting. This will allow City Council to hold the Public Hearing and take formal action to decommission Marshall Place and Jackson Street.

Following official action by City Council, the Engineering Department will provide a sketch plan to DPW for the speed limit sign locations and speed bump specifications and locations for installation.

In regards to concern #2, for sidewalk access to the rear of 210 Court St., the Engineering Department is gathering field data in order to identify a rough order of magnitude cost estimate to widen the existing sidewalk along the building. An update will be provided to City Council once complete.

Cc: Ken Mix, Planning & Community Development Coordinator



Revision:	Description of Revision:	Date:	By:

Project:	
Title:	Marshall Place

CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT
 ROOM 305B, MUNICIPAL BUILDING
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601
 TEL: (315) 785-7793



Project:	
Requested By: Engineering	
Drawn By:	Approved By:
Date: 5/8/2015	Date:
Scale: 1 inch = 80 feet	Map Number:
Title: Marshall Place	

Ord No. 1

June 9, 2015

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: Changing the Approved Zoning Classification of 1445 Washington Street, Parcel Number 13-22-208, from Neighborhood Business to Commercial

Timothy F. Titus of Aubertine & Currier on behalf of Dr. Christopher Jank, DVM of 1445 Washington Street, LLC has submitted the above subject zone change request.

The Planning Board reviewed the request at its June 2, 2015 meeting and unanimously adopted a motion recommending that City Council approve the request.

Attached are the report on the zone change request prepared for the Planning Board and an excerpt from the minutes.

The attached ordinance adopts the change as requested. The Council must hold a public hearing on the ordinance before it may vote. It is recommended that a public hearing be scheduled for 7:30 pm on Monday, July 6, 2015. A SEQRA resolution will also be presented for City Council consideration at that meeting.

ORDINANCE

Page 1 of 1

Changing the Approved Zoning Classification of 1445 Washington Street, Parcel Number 13-22-208.000, from Neighborhood Business to Commercial

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

Total

YEA	NAY

Introduced by

BE IT ORDAINED where Timothy F. Titus of Aubertine & Currier, on behalf of Dr. Christopher Jank, DVM of 1445 Washington Street, LLC, has made an application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law to change the approved zoning classification of 1445 Washington Street, Parcel 13-22-208.000, from Neighborhood Business to Commercial, and

WHEREAS the Planning Board of the City of Watertown considered the request at its June 2, 2015 meeting and unanimously adopted a motion recommending that City Council approve the zone change, and

WHEREAS a public hearing was held on the proposed zone change on July 6, 2015, after due public notice, and

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed zone change according to the requirements of SEQRA, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested zone change,

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of 1445 Washington Street, Parcel Number 13-22-208.000, shall be changed to Commercial District, and

BE IT FURTHER ORDAINED that the Zoning Map of the City of Watertown shall be amended to reflect these changes, and

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or otherwise printed as the City Manager directs.

Seconded by



MEMORANDUM

CITY OF WATERTOWN, NEW YORK – PLANNING OFFICE
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7730 – FAX: 315-782-9014

TO: Planning Board Members
FROM: Michael A. Lumbis, Planner
SUBJECT: Zone Change – 1445 Washington Street
DATE: May 28, 2015

Request: To change the approved zoning classification of 1445 Washington Street, Parcel Number 13-22-208.000, from Neighborhood Business to Commercial.

Applicant: Timothy F. Titus of Aubertine & Currier on behalf of Dr. Christopher Jank, DVM of 1445 Washington Street, LLC

Owner: 1445 Washington Street, LLC

SEQRA: Unlisted

County review: Not required

Comments: The applicant is requesting a zone change for the subject parcel to allow him to construct an expansion of the existing animal hospital on the site. The applicant wishes to apply for site plan approval at a future Planning Board meeting. The existing animal hospital currently has three examination rooms and the applicant wishes to add a fourth exam room as part of the proposed expansion.

Presently, Neighborhood Business and Commercial Districts both allow a maximum of three exam rooms in an animal hospital. The applicant has concurrently submitted a separate request to amend the text of the Zoning Ordinance to lift the exam room limit in Commercial Districts. The Planning Board will consider that application separately from the zone change. If the zoning text amendment and the zone change are approved, the proposed expansion would be compliant.

The concurrent request to amend the Zoning Ordinance also includes establishing an Animal Hospital as a use-by-right in Commercial Districts. Presently, an Animal Hospital is permitted in Commercial Districts only upon special approval of the City Council, just as it is in Neighborhood Business Districts. Specifically establishing an Animal Hospital as a use-by-right in Commercial Districts would remove the need to obtain special approval of the City Council.

The applicant's request to change the zoning of this parcel is firmly related to his request to amend the Zoning Ordinance as described above. However, this zone change request should still be considered independent of the zoning text amendment. When this parcel was rezoned Neighborhood Business in 1970, there were other adjacent parcels to the south also zoned Neighborhood Business. Every parcel south of this one along both sides of Washington Street is now zoned Commercial all the way to the City

Boundary. This parcel is the lone holdover. Changing it to Commercial zoning would bring it into synchronicity with the rest of the corridor.

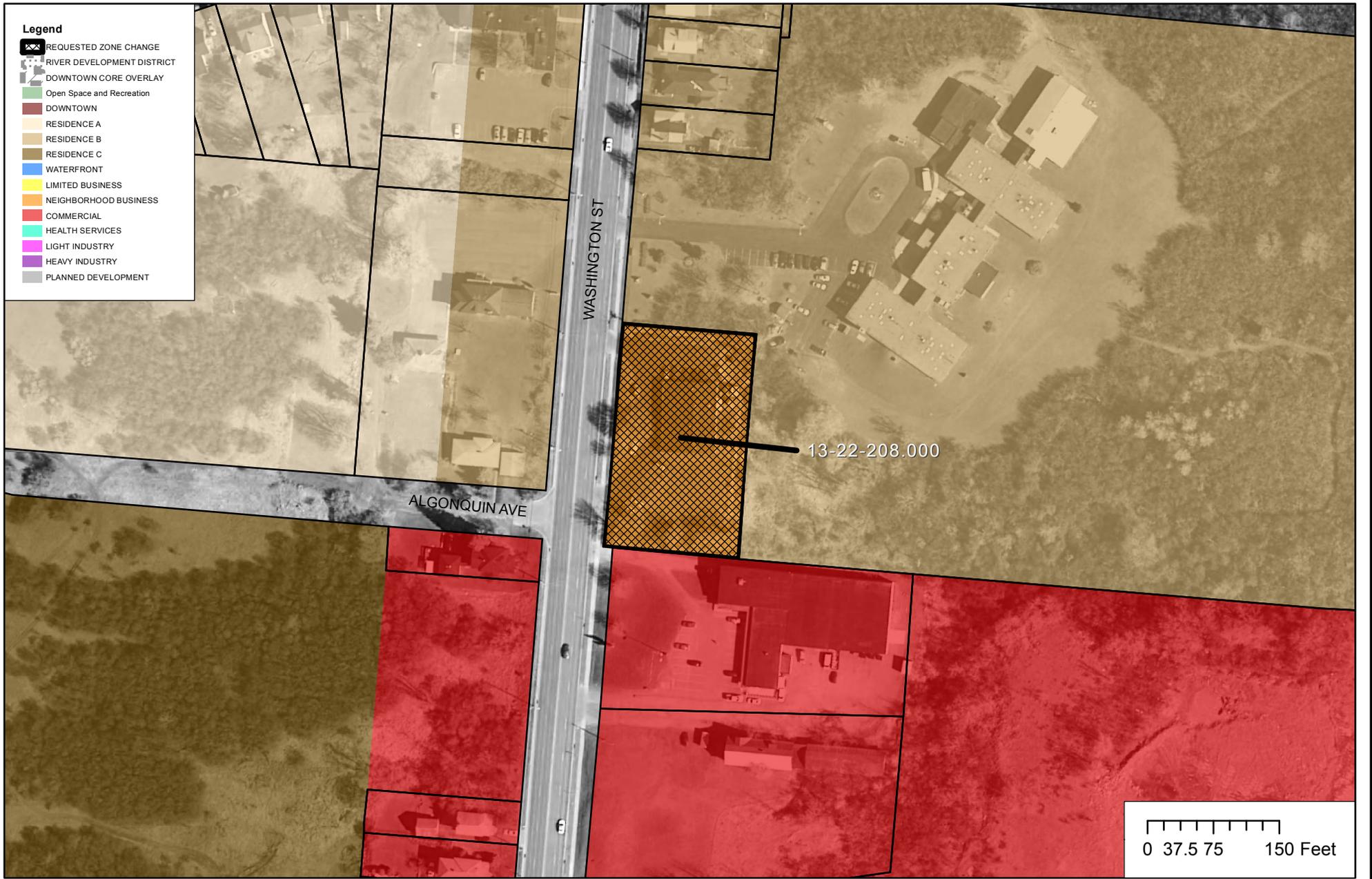
However, it is also noteworthy that the City's Land Use Plan designates this parcel as Low Density Residential, whereas all of the aforementioned parcels to the south are designated as Commercial in the Land Use Plan. The parcels to the north on either side of Washington Street are designated as Low Density Residential, and are zoned Residence B.

The parcel is bounded on the north and east by the Sisters of St Joseph's Convent. When the Animal Hospital purchased the land and originally constructed their facility in the early 1970's, the Animal Hospital signed a Memorandum of Agreement (MOA) with the St. Patrick's Orphanage. In the MOA, the Animal Hospital agreed to construct their building with certain architectural features, design it with soundproofing and provide certain site drainage and landscaping items as part of the site plan. The MOA is a covenant that runs with the land and any future owners. Attached to this report is a letter that the applicant has provided from the Sisters of St, Joseph indicating that the convent is aware of the proposed zone change and building addition and they are satisfied that the applicant's project does not affect the basic intent of the original agreement.

SEQR: In the applicant's response to Question 1 of the State Environmental Quality Review Short Environmental Assessment Form (EAF), which asks if the proposed action only involves the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation, the applicant answered "yes." The applicant should change the answer to no, as the proposed action does involve constructing an expansion to the animal hospital, in addition to the zone change.

In the applicant's response to Question 2, which asks if the proposed action requires a permit, approval or funding from any other government agency, the applicant answered "no." The applicant should change the answer to yes because a building permit will be required by the City Code Enforcement Bureau.

cc: City Council Members
Robert J. Slye, City Attorney
Brian Drake, Civil Engineer II
Ann Saunders, City Clerk
Timothy Titus, Aubertine and Currier
Dr. Christopher Jank, 1445 Washington Street LLC



Legend

- REQUESTED ZONE CHANGE
- RIVER DEVELOPMENT DISTRICT
- DOWNTOWN CORE OVERLAY
- Open Space and Recreation
- DOWNTOWN
- RESIDENCE A
- RESIDENCE B
- RESIDENCE C
- WATERFRONT
- LIMITED BUSINESS
- NEIGHBORHOOD BUSINESS
- COMMERCIAL
- HEALTH SERVICES
- LIGHT INDUSTRY
- HEAVY INDUSTRY
- PLANNED DEVELOPMENT

CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT
 ROOM 305B, MUNICIPAL BUILDING
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601
 TEL: (315) 785-7793

Drawn By: J. Carlsson					
Date: 5/26/2015					
Requested By: G. Urda					
Date:					
Scale: As Noted					
Map Number: 15-13					
Revision:	Description of Revision:	Date:	By:		



Project: **ZONE CHANGE MAP**
 (Neighborhood Business to Commercial)

Title: **1445 Washington Street**
 (13-22-208.000)

Legend

-  REQUESTED ZONE CHANGE
-  Annexed
-  City Center
-  Commercial
-  Drainage
-  Health Services
-  High Density Residential
-  Industry
-  Limited Office
-  Low Density Residential
-  Medium Density Residential
-  Neighborhood Business
-  Office/Business
-  Public and Institutional Services
-  Riverfront Development



**CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT**

ROOM 305B, MUNICIPAL BUILDING
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601
TEL: (315) 785-7793

Drawn By: J. Carlsson
Date: 5/27/2015
Requested By: G. Urda
Date:
Scale: As Noted
Map Number: 15-15

Revision:	Description of Revision:	Date:	By:



Project: LAND USE MAP

Title: 1445 Washington Street
(13-22-208.000)

May 19, 2015

City of Watertown
Justin Wood, P.E., City Engineer
Room 305, City Hall
245 Washington Street
Watertown, NY 13601

Re: **Zone Change Request and Text Amendment to Zoning
1445 Washington Street LLC, Watertown Animal Hospital
Addition/Renovation Project (A&C Project #2012-093)
1445 Washington Street, Watertown, NY**

Dear Mr. Wood:

Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC on behalf of Dr. Christopher Jank of 1445 Washington Street LLC, Watertown Animal Hospital is requesting to be included on the agenda for the June City of Watertown Planning Board meeting for a Zone Change Request and Text Amendment to Zoning to the existing Watertown Animal Hospital property. The Watertown Animal Hospital is located at 1445 Washington Street, on Tax Parcel No. 13-22-208.000. The property is currently zoned Neighborhood Business. Under the zoning law, an animal hospital is a permitted use, but restricted to only three examination rooms. The proposed renovations will include an increase from the three examination rooms currently, to four. Therefore, we request the zoning for the property be changed to Commercial, and that an Animal Hospital be listed as a permitted use, without the size or number of examination room restriction. The Commercial Zoning would be consistent with the adjacent parcels to the south fronting Washington Street.

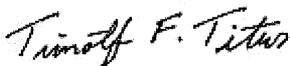
Included with this submission are fifteen (15) copies of this cover letter, Short SEQR Environmental Assessment Form, 11"x17" copy of the Site Plan, the property deed, GIS Zoning map and a Tax Map with the parcel highlighted. A check for \$100.00 is included for the review fee.

The project consists of interior renovation to the existing 4,320 SF building and a proposed 1,610 SF building addition on the south side of the existing building. Site amenities include the construction of an expanded asphalt parking area that will include 15 parking spaces along the south side of the addition. The existing building is serviced by public sewer and water, and private electric, gas, and communication utilities. No new site utilities are proposed.

The owner intends to submit for site plan review as soon as the Zone Change and Text Amendment are granted. If there are any questions, please feel free to contact our office at your earliest convenience.

Sincerely,

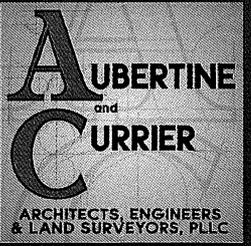
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC



Timothy F. Titus
Civil Designer

Attachments

Cc: Dr. Christopher Jank, 1445 Washington Street LLC, Watertown Animal Hospital



**AUBERTINE
and
CURRIER**
ARCHITECTS, ENGINEERS
& LAND SURVEYORS, PLLC

NYS WBE/DBE Certified
SBA Woman Owned
Small Business (WOSB)

aubertinecurrier.com

522 Bradley Street
Watertown, New York 13601

Phone: 315.782.2005
Fax: 315.782.1472

Managing Partner
Annette M. Mason, P.E.
Structural Engineer

Partners
Michael L. Aubertine, R.A.
Architect

Patrick J. Currier, R.A.
Architect

Brian A. Jones, AIA.,
LEED AP BD+C
Architect

Matthew R. Morgia, P.E.
Civil Engineer

Jayson J. Jones, P.L.S.
Land Surveyor

ZONE CHANGE
1445 WASHINGTON STREET – PARCEL # 13-22-208.000

The Planning Board then considered a zone change request submitted by Timothy Titus of Aubertine & Currier PLLC on behalf of 1445 Washington Street, LLC to change the approved zoning classification of 1445 Washington Street, Parcel Number 13-22-208.000 from Neighborhood Business to Commercial. Mr. Titus of Aubertine & Currier PLLC was in attendance to represent 1445 Washington Street, LLC before the Planning Board.

Mr. Titus explained that he would like to change the zoning of the parcel from a Neighborhood Business District to a Commercial District to match the surrounding area in order to construct additional examination rooms in the near future. Mr. Titus said that this is the only parcel in the immediate area that is not zoned as commercial.

Mr. Coburn then asked why this parcel was never changed to commercial before. Mr. Lumbis explained that this parcel was not part of other development projects located to the south that were to be changed to a commercial zoning. Because of this, the parcel remained zoned as a neighborhood business.

Mr. Lumbis then said that 1445 Washington Street, LLC intends to expand the animal hospital at 1445 Washington Street and construct an addition that includes a fourth exam room. Mr. Lumbis said that the current zoning in Neighborhood Business Districts states that animal hospitals shall be restricted to three examination rooms. Mr. Lumbis stated that in addition to the zone change, the applicant is also proposing to amend the text of the Zoning Ordinance to allow Animal Hospitals as an allowed use in Commercial Districts and have no limitation on number of examination rooms. The text amendment coupled with the zone change would allow the animal hospital to add a fourth examination room.

Mr. Lumbis said that he believes the Animal Hospital parcel was purchased from the neighboring property previously owned by the St. Patrick's Orphanage. He said the language in the Zoning Ordinance that restricts the exam rooms to three was added when the animal hospital was originally constructed. Mr. Lumbis continued that it is his belief that the property was sold by the St. Patrick's Orphanage with restrictions. It is possible that some of these restrictions were solidified through an amendment in the zoning ordinance.

Ms. Capone then asked if the current owners, the Sisters of St. Joseph, are opposed to this zone change. Mr. Lumbis said the Sisters of St. Joseph are not opposed to the zone change and have submitted a letter to that effect.

Mr. Katzman asked if the animal hospital is capable of storing an animal for an extended period of time. Mr. Titus replied that the animal hospital is capable of holding an animal over night but not for long term.

Mr. Lumbis said that even if the City Council approves this zone change, it is still possible for them not to approve the zoning text amendment that will allow the animal hospital to

construct a fourth examination room. Mr. Lumbis said that the two requests are independent of each other.

Mr. Katzman then moved to recommend that the City Council approve the zone change submitted by Timothy Titus on behalf of 1445 Washington Street, LLC to change the approved zoning classification of 1445 Washington Street, Parcel Number 13-22-208.000 from Neighborhood Business District to Commercial District.

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

Short Environmental Assessment Form

Part 1 - Project Information

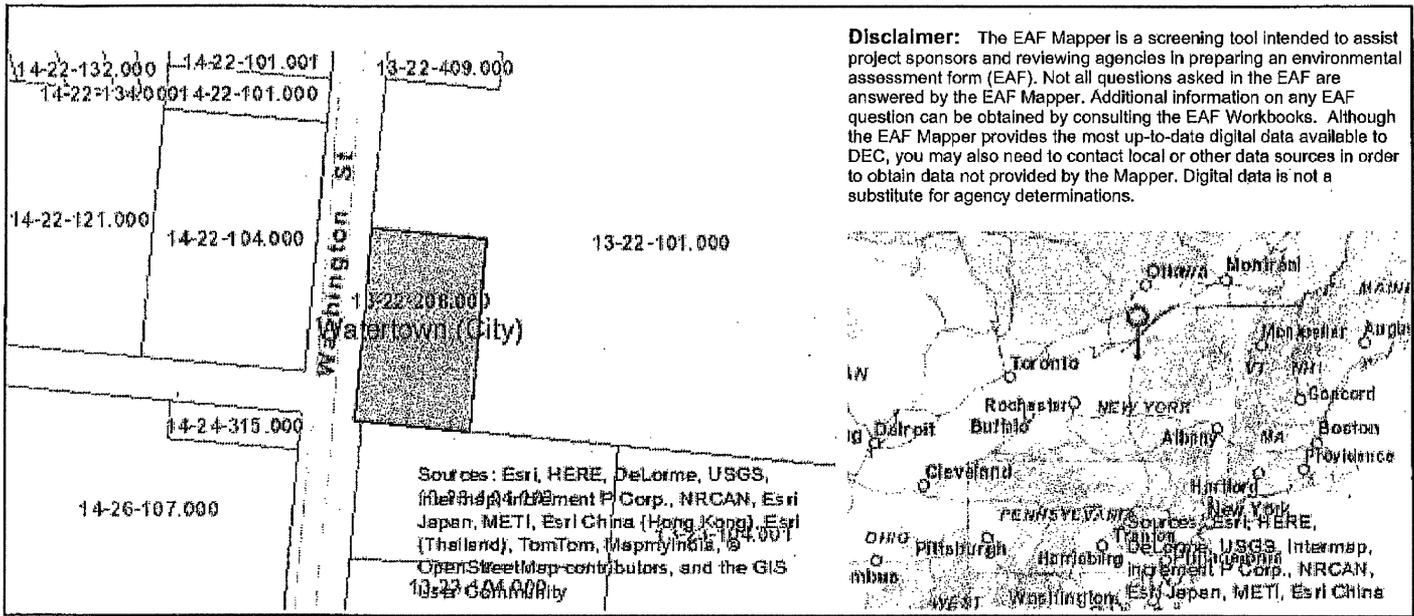
Instructions for Completing

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

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

Part 1 - Project and Sponsor Information			
Name of Action or Project: Watertown Animal Hospital Addition and Renovation Project			
Project Location (describe, and attach a location map): 1445 Washington Street, Tax Map Parcel 13-22-208.000			
Brief Description of Proposed Action: The project consists of interior renovation to the existing 4,320 SF building and a proposed 1,610 SF building addition on the south side of the existing building. Site amenities include the construction of an expanded asphalt parking area that will include 15 parking spaces along the south side of the addition. The existing building is serviced by public sewer and water, and private electric, gas, and communication. The property is currently zoned Neighborhood Business. Under the zoning law, an animal hospital is a permitted use but restricted to only three examination rooms. The proposed renovations will include an increase from three to four examination rooms. Therefore, we request the zoning for the property be changed to Commercial, and that an Animal Hospital be listed as a permitted use without the size or number of examination rooms restriction.			
Name of Applicant or Sponsor: 1445 Washington Street LLC, attn Dr. Christopher Jank		Telephone: 315-788-1711	
		E-Mail: petcare@westelcom.com	
Address: 1445 Washington Street			
City/PO: Watertown		State: New York	Zip Code: 13601
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action?		_____ 0.90 acres	
b. Total acreage to be physically disturbed?		_____ 0.26 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ 0.90 acres	
4. Check all land uses that occur on, adjoining and near the proposed action. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p>		
<p>Applicant/sponsor name: <u>1445 Washington St. L.L.C.</u> Date: <u>5/15/15</u></p> <p>Signature: <u><i>[Signature]</i> D.V.M.</u></p>		



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

Project:

Date:

Short Environmental Assessment Form Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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

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

Project: _____

Date: _____

Short Environmental Assessment Form Part 3 Determination of Significance

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

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

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

Ord No. 2

June 9, 2015

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: Amending Section 310-9, Commercial Districts, of the Zoning Ordinance to allow "Animal Hospital" as a permitted use and to amend Paragraph C of Section 310.52, Location of Certain Activities Restricted.

Timothy F. Titus of Aubertine & Currier on behalf of Dr. Christopher Jank, DVM of 1445 Washington Street, LLC has submitted the above request to amend the text of the Zoning Ordinance of the City of Watertown.

The proposed amendment to Section 310-9, Commercial Districts, of the Zoning Ordinance would allow an Animal Hospital as a use-by-right in Commercial Districts without any of the restrictions on the size and number of examination rooms that exist in Neighborhood Business Districts. The proposed amendment to Section 310-52, Location of Certain Activities Restricted, would eliminate the text "only by special approval of the City Council" from Paragraph C since leaving it would be contradictory to allowing the use-by-right in a commercial district. The special approval requirement would remain for Neighborhood Business Districts.

The Planning Board reviewed the requested amendments at its June 2, 2015 meeting and unanimously adopted a motion recommending that City Council approve the request.

Attached is the report on the zoning text amendment prepared for the Planning Board, along with an excerpt from its meeting minutes.

The Jefferson County Planning Board is scheduled to review the request at its June 30, 2015 meeting to determine if the amendments have any county-wide or inter-municipal issues or if they are of local concern only.

The attached ordinance adopts the amendments as requested. The Council must hold a public hearing on the ordinance before it may vote. It is recommended that a public hearing be scheduled for 7:30 pm on Monday, July 6, 2015. A SEQRA resolution will also be presented for City Council consideration at that meeting.

ORDINANCE

Page 1 of 2

Amending the Code of the City of Watertown, Sections 310-9, Commercial Districts and 310-52, Location of Certain Activities Restricted.

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

Total

YEA	NAY

Introduced by

BE IT ORDAINED where Timothy F. Titus of Aubertine & Currier has submitted an application to amend Section 310-9, Commercial Districts of the Zoning Ordinance of the City of Watertown to allow “Animal Hospital” as a permitted use and to amend Paragraph C of Section 310-52, Location of Certain Activities Restricted to eliminate the requirement for special approval of the City Council for an Animal Hospital, and

WHEREAS the Planning Board of the City of Watertown reviewed the proposed zoning text amendments to Section 310-9 and Section 310-52 of the Zoning Ordinance at its June 2, 2015 meeting and unanimously adopted a motion recommending that City Council approve the amendments as proposed, and

WHEREAS the Jefferson County Planning Board reviewed the proposed zoning text amendments at its June 30, 2015 meeting pursuant to New York State General Municipal Law Section 239-m, and

WHEREAS a public hearing was held on the proposed zoning text amendments on July 6, 2015, after due public notice, and

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed amendments according to the requirements of SEQRA, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested amendments,

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that the following allowed use is added to **§ 310-9. Commercial Districts:**

J. Animal Hospital.

ORDINANCE

Page 2 of 2

Amending the Code of the City of Watertown, Sections 310-9, Commercial Districts and 310-52, Location of Certain Activities Restricted.

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

Total

YEA	NAY

BE IT FURTHER ORDAINED that the following replaces the current **§ 310-52, Paragraph C**, in its entirety:

- C. Animal hospital, unless constructed with enclosed soundproof ward and run areas.

BE IT FURTHER ORDAINED this Amendment to the City Code of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or otherwise printed as the City Manager directs.

Seconded by



MEMORANDUM

CITY OF WATERTOWN, NEW YORK – PLANNING OFFICE
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7730 – FAX: 315-782-9014

TO: Planning Board Members
FROM: Michael A. Lumbis, Planner
SUBJECT: Zoning Text Amendment – Section 310-9 and Section 310-52
DATE: May 28, 2015

Request: To amend Section 310-9. Commercial Districts of the Zoning Ordinance to allow “Animal Hospital” as a permitted use and to amend Paragraph C of Section 310-52, Location of certain activities restricted.

Applicant: Tim Titus of Aubertine & Currier on behalf of 1445 Washington Street, LLC

Owner: City-wide

SEQRA: Unlisted

County review: Yes

Comments: The applicant is requesting an amendment to Section 310-9 of the Zoning Ordinance. The applicant is requesting that an Animal Hospital be listed as a permitted use in Commercial Districts without any restriction on the size or number of examination rooms.

“Animal Hospital” is currently a permitted use in Neighborhood Business Districts, and Commercial zoning allows any use that is permitted in Neighborhood Business. However, as currently worded in Section 310-8 (Neighborhood Business District) of the Zoning Ordinance, such animal hospitals are restricted to three examination rooms and require special approval of City Council.

The applicant wishes to apply for Site Plan Approval at a future Planning Board meeting for an expansion of the existing animal hospital that would increase the number of exam rooms in the building to four. Thus, the applicant is requesting that a text amendment be enacted so that “Animal Hospital” would be specifically listed as a use-by-right in Commercial Districts, and that the exam room limit that applies in Neighborhood Business be omitted in Commercial. The requirement for a special use permit in the Commercial district would also be eliminated.

In addition to the limits and restrictions regarding Animal Hospitals found in the Neighborhood Business section of the Zoning Ordinance, Section 310-52 (Location of certain activities

restricted) of the Zoning Ordinance does not permit Animal Hospitals within 200' of any Residence District unless constructed with enclosed soundproof ward and run areas (only by special approval of the City Council). It is also proposed to eliminate the text "only by special approval of the City Council" from Section 310-52-C as it would be contradictory to allowing the use as of right in a commercial district. The requirement for constructing the building with enclosed soundproof ward and run areas would remain, as would the special approval requirement in a Neighborhood Business district.

The proposed text amendment to the Zoning Ordinance is an Unlisted Action under SEQ. The City Council is the agency authorized to approve revisions to the Zoning Ordinance; therefore it will act as the Lead Agency pursuant to SEQ.

The following are the existing regulations found in the Zoning Ordinance regarding Animal Hospitals along with the proposed text changes:

EXISTING REGULATIONS (CITY OF WATERTOWN ZONING ORDINANCE)

§ 310-8. Neighborhood Business Districts. [Amended 10-16-1961]

In Neighborhood Business Districts no building or structures shall be erected, altered or extended, and no land, building or structure or part thereof shall be used for other than one or more of the following uses, subject to the provisions of Article IV and other applicable Articles:

L. Animal Hospital, constructed with enclosed soundproof ward and run areas. Such hospital shall be restricted to three examination rooms (only upon special approval of the City Council). [Added 6-3-1968; amended 2-2-1970]

§ 310-52. Location of certain activities restricted.

Other provisions of this chapter notwithstanding, the following uses or activities shall not be permitted within two hundred (200) feet of any Residence District:

C. Animal hospital, unless constructed with enclosed soundproof ward and run areas (only by special approval of the City Council). [Added 2-2-1970]

PROPOSED REGULATIONS

~~Stricken~~ text is to be deleted
Italicized text is to be added.

§310-9. Commercial Districts. [Amended 10-16-1961]

In Commercial 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:

- A. Any use permitted in Neighborhood Business Districts. **[Amended 6-19-1967; 5-19-1975; 8-20-2007]**
- B. Medical office or clinic. **[Added 1-6-1997]**
- C. Garage for storage and adjusting and repairing of motor vehicles.
- D. Gasoline sales station.
- E. Automotive sales lot or automobile parking lot. **[Added 11-30-1964]**
- F. Multifamily dwellings. **[Added 6-19-1967; amended 2-2-1987; 8-20-2007]**
- G. Snowmobile sales lot. **[Added 12-4-1972]**
- H. *Animal Hospital, constructed with enclosed, soundproof ward and run areas.*
- I. Mobile home sales lot (only by special approval of City Council). **[Added 12-4-1972]**
- J. Other uses upon the recommendation of the Planning Board that such use is of the same general character as those permitted and will not be detrimental to the other uses within the district or to the adjoining land uses and by special approval of the City Council, only after a public hearing. **[Added 2-13-1968; amended 12-4-1972]**

§ 310-52. Location of certain activities restricted.

Other provisions of this chapter notwithstanding, the following uses or activities shall not be permitted within two hundred (200) feet of any Residence District:

- A. Garage or shop for painting of automobiles or for the repairing of automobile bodies or fenders involving hammering or other work causing loud or unusual noise or fumes or odors.

- B. Kennel or place for the boarding of animals. **[Amended 2-2-1970]**
- C. Animal hospital, unless constructed with enclosed soundproof ward and run areas. (~~only by special approval of the City Council~~). **[Added 2-2-1970]**
- D. Any use listed in § 310-10F or 310-11. **[Amended 2-2-1970]**

cc: Planning Board Members
City Council Members
Ann Saunders, City Clerk
Robert J. Slye, City Attorney
Brian Drake, Civil Engineer II
Timothy Titus, Aubertine and Currier
Dr. Christopher Jank, DVM, 1445 Washington Street LLC

May 19, 2015

City of Watertown
Justin Wood, P.E., City Engineer
Room 305, City Hall
245 Washington Street
Watertown, NY 13601

Re: **Zone Change Request and Text Amendment to Zoning
1445 Washington Street LLC, Watertown Animal Hospital
Addition/Renovation Project (A&C Project #2012-093)
1445 Washington Street, Watertown, NY**

Dear Mr. Wood:

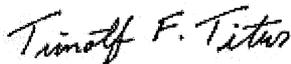
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC on behalf of Dr. Christopher Jank of 1445 Washington Street LLC, Watertown Animal Hospital is requesting to be included on the agenda for the June City of Watertown Planning Board meeting for a Zone Change Request and Text Amendment to Zoning to the existing Watertown Animal Hospital property. The Watertown Animal Hospital is located at 1445 Washington Street, on Tax Parcel No. 13-22-208.000. The property is currently zoned Neighborhood Business. Under the zoning law, an animal hospital is a permitted use, but restricted to only three examination rooms. The proposed renovations will include an increase from the three examination rooms currently, to four. Therefore, we request the zoning for the property be changed to Commercial, and that an Animal Hospital be listed as a permitted use, without the size or number of examination room restriction. The Commercial Zoning would be consistent with the adjacent parcels to the south fronting Washington Street.

Included with this submission are fifteen (15) copies of this cover letter, Short SEQR Environmental Assessment Form, 11"x17" copy of the Site Plan, the property deed, GIS Zoning map and a Tax Map with the parcel highlighted. A check for \$100.00 is included for the review fee.

The project consists of interior renovation to the existing 4,320 SF building and a proposed 1,610 SF building addition on the south side of the existing building. Site amenities include the construction of an expanded asphalt parking area that will include 15 parking spaces along the south side of the addition. The existing building is serviced by public sewer and water, and private electric, gas, and communication utilities. No new site utilities are proposed.

The owner intends to submit for site plan review as soon as the Zone Change and Text Amendment are granted. If there are any questions, please feel free to contact our office at your earliest convenience.

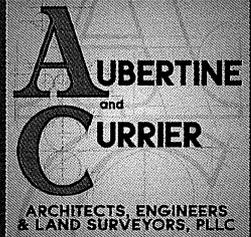
Sincerely,
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC



Timothy F. Titus
Civil Designer

Attachments

Cc: Dr. Christopher Jank, 1445 Washington Street LLC, Watertown Animal Hospital



NYS WBE/DBE Certified
SBA Woman Owned
Small Business (WOSB)

aubertinecurrier.com

522 Bradley Street
Watertown, New York 13601

Phone: 315.782.2005
Fax: 315.782.1472

Managing Partner
Annette M. Mason, P.E.
Structural Engineer

Partners
Michael L. Aubertine, R.A.
Architect

Patrick J. Currier, R.A.
Architect

Brian A. Jones, AIA.,
LEED AP BD+C
Architect

Matthew R. Morgia, P.E.
Civil Engineer

Jayson J. Jones, P.L.S.
Land Surveyor

**ZONING ORDINANCE TEXT AMENDMENT
SECTION 310-9 AND SECTION 310-52**

The Planning Board then considered a request submitted by Timothy Titus of Aubertine & Currier PLLC on behalf of 1445 Washington Street, LLC to amend the text of Section 310-9, Commercial Districts of the Zoning Ordinance to allow “Animal Hospital” as a permitted use and to amend Paragraph C of Section 310-52, Location of Certain Activities Restricted. Mr. Titus of Aubertine & Currier PLLC was in attendance to represent 1445 Washington Street, LLC before the Planning Board.

Mr. Titus began by reiterating that the request to amend Section 310-9 Commercial Districts of the Zoning Ordinance to allow “Animal Hospital” as a permitted use and to amend Paragraph C of Section 310-52, Location of Certain Activities Restricted is not site specific but affects all Commercial Districts in the City.

As the text amendment was discussed concurrently with the zone change request, Ms. Capone moved to recommend that the City Council amend the text of Section 310-9, Commercial Districts of the Zoning Ordinance to allow “Animal Hospital” as a permitted use and to amend Section 310-52, Location of Certain Activities Restricted, Paragraph C to remove the requirement for special approval of the City Council.

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

Short Environmental Assessment Form

Part 1 - Project Information

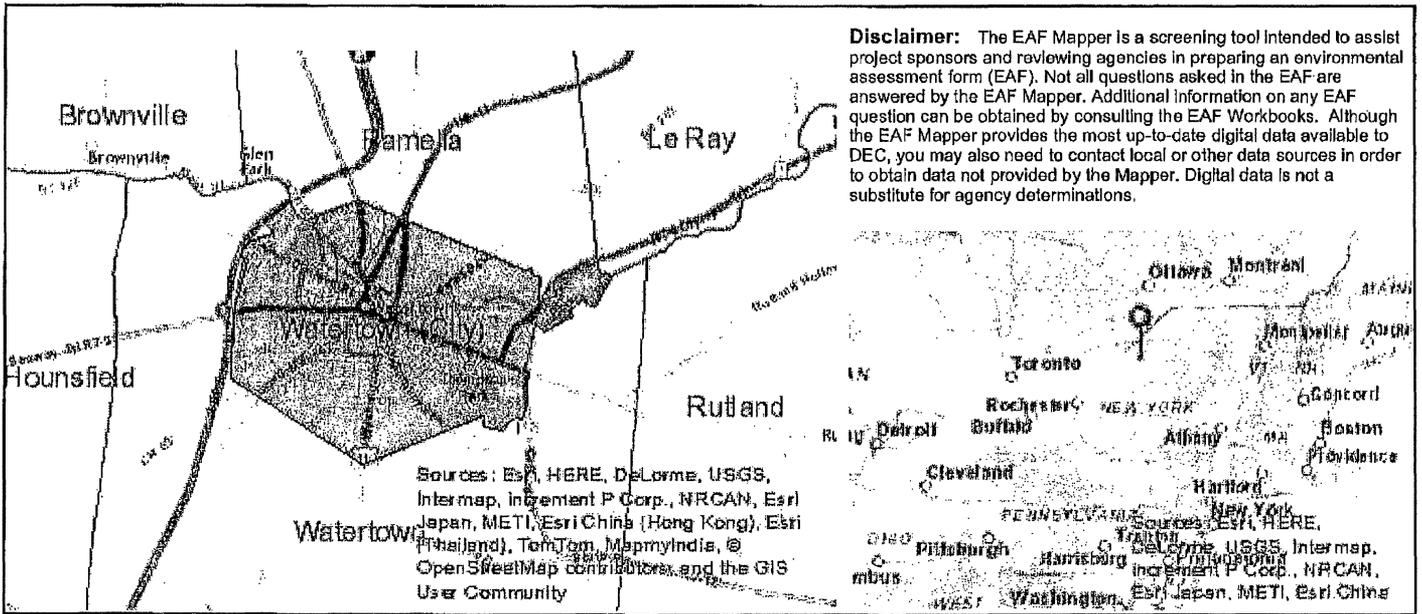
Instructions for Completing

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

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

Part 1 - Project and Sponsor Information			
Name of Action or Project: Text Amendment to Zoning within Commercial Zones			
Project Location (describe, and attach a location map): All properties zoned commercial within the City Limits			
Brief Description of Proposed Action: Text Amendment to Zoning to add an Animal Hospital as permitted use without any restriction to number of examination rooms within a Commercial Zone.			
Name of Applicant or Sponsor: 1445 Washington Street LLC, attn Dr. Christopher Jank		Telephone: 315-788-1711 E-Mail: petcare@westelcom.com	
Address: 1445 Washington Street			
City/PO: Watertown		State: New York	Zip Code: 13601
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p>		
<p>Applicant/sponsor name: <u>1445 Washington St. L.L.C.</u></p>		<p>Date: <u>6/2/15</u></p>
<p>Signature: <u><i>Chloe J. P.V.M.</i></u></p>		



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National Register of Historic Places]	Yes
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 16 [100 Year Flood Plain]	Yes
Part 1 / Question 20 [Remediation Site]	Yes

SHORT EAF SUMMARY REPORT:

Narrative Description for Questions 1.

- No environmental resources would be affected by proposed action. Any future actions that involve animal hospitals within a commercial zone within the City may be effected and can be determined during SEQRA review process. The SEQRA review process for the Watertown Animal Hospital Addition and Renovation Project will be conducted during the Planning Board submission for site plans review .



AUBERTINE
and
CURRIER
ARCHITECTS, ENGINEERS
AND SURVEYORS

NYS WBE/DBE Certified
SBA Woman Owned
Small Business (WOSB)

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622 Bradley Street
Watertown, New York 13601

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LEED AP BD+C
Architect

Matthew R. Morgla, P.E.
Civil Engineer

Jayson J. Jones, P.L.S.
Land Surveyor

Project: _____

Date: _____

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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

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

Project: _____
 Date: _____

Short Environmental Assessment Form Part 3 Determination of Significance

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

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

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

Ord No. 3

June 10, 2015

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Bond Ordinance Amendment – Arena Rehabilitation Design

Included in the June 15th agenda were three change orders related to the Arena rehabilitation project. If those change orders were approved by City Council it must also consider the bond ordinance amendment to fund the change orders.

A summary of the project's current costs are as follows:

Stantec		
-Base contract	\$ 99,790	
-Change order #1	510,403	
-Change order #2	<u>78,000</u>	\$ 688,193
Bette & Cring (General Construction)	6,268,000	
-Change order #1	(31,260)	
-Change order #2	<u>20,543</u>	6,257,283
Lawman Heating & Cooling (Mechanical)		1,229,000
Lawman Heating & Cooling (Plumbing/Fire Protection)		
-Base contract	\$668,000	
-Change order #1	<u>64,811</u>	732,811
Lawman Heating & Cooling (Electrical)		976,000
Furniture, fixtures and equipment (estimate)		175,000
Construction inspection (estimate)		150,000
Special inspection & testing (estimate)		50,000
Air monitoring (estimate)		20,000
Geotech services and hazardous material testing (estimate)		35,000
Bonding and contingency costs		<u>86,713</u>
Total Bond Ordinance		<u>\$ 10,400,000</u>

ORDINANCE

An Ordinance Amending the Ordinance Dated March 30, 2015, Authorizing the Issuance of \$10,300,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Design, Reconstruction and Expansion of the City's Fairgrounds Arena, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$10,400,000

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

YEA	NAY

Introduced by

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on June 15, 2015, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by _____, and upon roll being called, the following were

PRESENT:

ABSENT:

The following ordinance was offered by Council Member _____, who moved its adoption, seconded by Council Member _____, to wit:

BOND ORDINANCE DATED JUNE 15, 2015.

WHEREAS, by ordinance dated March 30, 2015, the Council of the City of Watertown, Jefferson County, New York, authorized the issuance of \$10,300,000 bonds of said City to pay the costs of the \$10,300,000 estimated maximum cost of the reconstruction and expansion of the City's Fairgrounds Arena, in and for the City of Watertown, Jefferson County, New York, including design costs and incidental expenses in connection therewith, a specific object or purpose, in and for the City of Watertown, Jefferson County, New York;

WHEREAS, no obligations have been issued under such ordinance; and

WHEREAS, the Council now wishes to increase the estimated maximum cost and the amount of bonds authorized for the design, reconstruction and expansion of the City's Fairgrounds Arena from \$10,300,000 to \$10,400,000, in both instances an increase of \$100,000 over that previously authorized;

ORDINANCE

An Ordinance Amending the Ordinance Dated March 30, 2015, Authorizing the Issuance of \$10,300,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Design, Reconstruction and Expansion of the City's Fairgrounds Arena, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$10,400,000

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

YEA	NAY

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Watertown, Jefferson County, New York, as follows:

Section A. The title and Sections 1 and 2 of the ordinance of this Council dated and duly adopted March 30, 2015 authorizing the issuance of \$10,300,000 bonds to pay the estimated maximum cost of the reconstruction and expansion of the City's Fairgrounds Arena, in and for the City of Watertown, Jefferson County, New York, including design costs and incidental expenses in connection therewith, a specific object or purpose, in and for the City of Watertown, Jefferson County, New York, are hereby amended, in part, to read as follows:

“AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$10,400,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY THE COSTS OF THE DESIGN, RECONSTRUCTION AND EXPANSION OF THE CITY’S FAIRGROUNDS ARENA, IN AND FOR SAID CITY.

“

“Section 1. For the specific object or purpose of paying costs of the design, reconstruction and expansion of the City's Fairgrounds Arena, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$10,400,000 bonds of said City pursuant to the provisions of the Local Finance Law.

“Section 2. It is hereby determined that the estimated maximum cost of the aforesaid specific object or purpose is \$10,400,000 and that the plan for the financing thereof is by the issuance of the \$10,400,000 bonds of said City authorized to be issued pursuant to this bond ordinance. The amount of bonds to be issued will be reduced by the amount of any appropriations of current funds to pay part of the cost of the aforesaid specific object or purpose.

ORDINANCE

An Ordinance Amending the Ordinance Dated March 30, 2015, Authorizing the Issuance of \$10,300,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Design, Reconstruction and Expansion of the City's Fairgrounds Arena, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$10,400,000

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

Total

YEA	NAY

Section B. The validity of such bonds and bond anticipation notes may be contested only if:

- (1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
- (2) The provisions of law which should be complied with at the date of publication of this ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- (3) Such obligations are authorized in violation of the provisions of the Constitution.

Section C. Upon this ordinance taking effect, the same shall be published in summary in the Watertown Daily Times, the official newspaper, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section D. This resolution is effective immediately.

Unanimous consent moved by Council Member _____, seconded by Council Member _____, with all voting "AYE".

The question of the adoption of the foregoing ordinance was duly put to a vote on roll call, which resulted as follows:

_____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____

ORDINANCE

An Ordinance Amending the Ordinance Dated March 30, 2015, Authorizing the Issuance of \$10,300,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Design, Reconstruction and Expansion of the City's Fairgrounds Arena, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$10,400,000

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

Total

YEA	NAY

I FURTHER CERTIFY that PRIOR to the time of said meeting, I duly caused public notice of the time and place of said meeting to be conspicuously posted in the following designated public location(s) on the following dates:

Designated Location(s) of Posted Noticed Date of Posting

Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on June __, 2015.

City Clerk
 (CORPORATE SEAL)

Public Hearing – 7:30 p.m.

June 3, 2015

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Decommissioning Marshall Place and Jackson Street

A Public Hearing has been scheduled for 7:30 p.m. on June 15, 2015 as part of the process for decommissioning both Marshall Place and Jackson Street.

Attached again is the Resolution for Council consideration and can be acted upon after the Public Hearing.

RESOLUTION

Page 1 of 1

Decommissioning Marshall Place and Jackson Street

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

Total

YEA	NAY

Introduced by

WHEREAS City Council wishes to decommission both Marshall Place and Jackson Street as City Streets, and

WHEREAS the City of Watertown plans to use the land of said streets for automobile parking but not for street purposes, and

WHEREAS a public hearing concerning decommissioning these two streets was held on June 15, 2015, after due public notice, pursuant to General City Law, Section 29, and

WHEREAS the City Planning Board met on June 2, 2015 to review the proposed action and voted unanimously in favor thereof,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that Marshall Place and Jackson Street are hereby abandoned, discontinued and decommissioned as City Streets, and

BE IT FURTHER RESOLVED that the City Manager is hereby directed to cause the removal of said streets from all City maps, "official" or otherwise, including the tax assessment maps.

Seconded by

June 10, 2015

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Donation Offer of 154 Winslow Street

The City has been contacted by Wells Fargo to offer 154 Winslow Street as a donation to the City. Additionally Wells Fargo has offered to pay all closing costs for the property transfer and give the City \$15,000 to help address property issues. The monetary donation can even be used towards demolition costs if that was the decision of City Council.

Per Ken Mix, Planning and Community Development Coordinator, the City could possibly use CDBG funds to renovate it or demolish it. The City would first attempt to find someone to work with to rehabilitate the house. If that was unsuccessful demolition would be the next step.

If the City does not accept the donation offer, Wells Fargo will reach out to local churches, schools, and other nonprofit organizations to offer the property. If they are unable to donate it to a nonprofit or government entity, the property would likely be sent for auction.

Attached is Shawn McWayne, Code Enforcement Supervisor's report and pictures of the house and property.



Property Description Report For: 154 Winslow St, Municipality of City of Watertown



Status:	Active
Roll Section:	Taxable
Swis:	221800
Tax Map ID #:	11-06-131.000
Account #:	22120310
Property Class:	411 - Apartment
Site:	COM 1
In Ag. District:	No
Site Property Class:	411 - Apartment
Zoning Code:	RC - Residential C
Neighborhood Code:	00506
School District:	Watertown
Total Assessment:	2015 - \$74,200 2014 - \$74,200
Total Acreage/Size:	66 x 165
Land Assessment:	2015 - \$14,200 2014 - \$14,200
Full Market Value:	2015 - \$84,318 2014 - \$84,318
Equalization Rate:	----
Deed Book:	2015
Grid East:	997630
Legal Property Desc:	66x165 1106131
Deed Page:	2911
Grid North:	1446631

Sales

Sale Date	Price	Property Class	Sale Type	Prior Owner	Value Usable	Arms Length	Addl. Parcels	Deed Book and Page
2/17/2015	\$81,000	411 - Apartment	Land & Building	Row In Dough Inc	No	No	No	2015/2911
8/24/2006	\$1	411 - Apartment	Land & Building	Derouin, Gary L	No	No	Yes	2006/14324
4/25/2006	\$70,000	411 - Apartment	Land & Building	Silverstein, Larry V	Yes	Yes	No	2006/7048
2/1/1993	\$28,500	411 - Apartment	Building Only	The, Secretary Of Veteran	No	No	No	1340/337

Utilities

Sewer Type:	Comm/public	Water Supply:	Comm/public
Utilities:	Gas & elec		

Inventory



CITY OF WATERTOWN, NEW YORK
BUREAU OF CODE ENFORCEMENT

Suite 105, City Hall
245 Washington Street
Watertown, New York 13601-3380

Telephone (315) 785-7735
Facsimile (315) 785-7854

MEMORANDUM

DATE: June 9, 2015
TO: Jim Mills, City Comptroller
FROM: Shawn McWayne, Code Enforcement Supervisor 
SUBJECT: 154 Winslow Street

The subject property has had issues with this department since 1994. Our file indicates there are lead paint hazards as well as what appears to be asbestos pipe wrap in the cellar. There is a significant portion of the foundation that has begun to fail as well as other property maintenance issues throughout the property. There is no property that can't be rehabilitated if someone is willing to invest. I have seen similar properties rehabilitated and become an asset to the neighborhood. The acceptance of the property is no different than if the City were to take possession through tax sale.

If you have any questions, please contact me.



05/26/2015



05/26/2015





05/26/2015



05/26/2015



05/26/2015



05/26/2015



05/26/2015



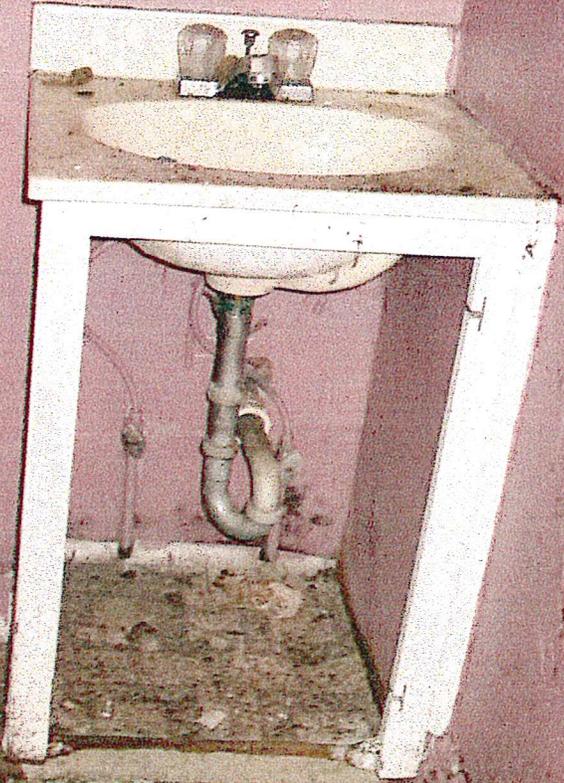
05/26/2015



05/26/2015



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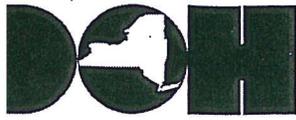
05/26/2015



05/26/2015



05/26/2015



STATE OF NEW YORK DEPARTMENT OF HEALTH

Watertown District Office

317 Washington Street Watertown, New York 13601 (315) 785-2277 Fax (315) 785-2600

Edward F. Daines, M.D.
Commissioner

James W. Clyne, Jr.
Executive Deputy Commissioner

October 21, 2010

Row In Dough, Inc.
Attn: Gary Derouin
6301 Welford Road
Charlotte, NC 28211

CERTIFIED MAIL – RETURN RECEIPT

RE: Environmental Lead Assessment
154 Winslow Street, Apt #4
Watertown, NY 13601
Jefferson County
Case #10204



Dear Mr. Derouin:

In response to a report of a child with a confirmed elevated blood lead level residing or spending a significant amount of time at the above referenced residence, a lead hazard assessment of the dwelling was performed on October 12, 2010. Results of sampling completed on those dates, verified the existence of conditions conducive to lead poisoning.

Pursuant to Section 1373 of the New York State Public Health Law, this letter serves as the required Notice and Demand for the discontinuance of conditions conducive to lead poisoning. A condition conducive to lead poisoning is defined as a surface that contains more than 0.5% lead by weight or more than 1.0 mg/cm² of lead and is either in deteriorating condition, an accessible mouthable surface, or subject to friction or abrasion. Measurement of lead in surface coatings was determined by laboratory analysis of paint chips samples and/or with a special calibrated field instrument known as an x-ray fluorescence analyzer. Additional environmental sampling may also be collected for analysis and may include dust, soil, water, garden vegetables, or other suspected lead contaminated items. The results of the environmental assessment are included in the attached Investigation Report.

Initial steps should immediately be taken to minimize further exposure to lead and lead dust. These initial steps include 1) restricting children's access to any areas where leaded paint is in disrepair; 2) wet cleaning or wet mopping of all surfaces that may contain lead dust and 3) removing any large visible paint chips from areas accessible to children. It is important that the person performing these operations be aware of the significance of these measures in reducing the child's lead exposure.

There are a variety of methods to eliminate conditions conducive to lead poisoning, some of which require an EPA certified abatement firm (abatement) and some which do not (interim controls). Cleaning, paint stabilization and ongoing maintenance are interim controls. Abatement is lead paint removal, replacement, enclosure or encapsulation of specific building components. Interim controls will eliminate the lead hazards and conditions conducive to lead poisoning. Abatement will also eliminate the lead hazards and conditions conducive to lead poisoning, but in addition eliminates any potential for future exposure to lead paint surfaces on the abated component.

As of April 22, 2010, any work conducted for compensation, including rent, in pre-1978 housing or child-occupied facilities that involves renovation, repair, or painting activities that disrupts more than 6 square feet of painted surfaces per room on the interior, or more than 20 square feet of painted surfaces on the exterior, or that involves demolition or window replacement will need to be conducted by an EPA certified renovation firm.

June 10, 2015

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planner

Subject: 2014-2015 Crow Management Program Report – Loomacres Wildlife Management

Attached for City Council review is a report provided by Loomacres Wildlife Management that summarizes the crow hazing activities that were conducted in the City during the 2014-2015 winter season.



LOOMACRES Wildlife Management

June 6th 2015

Michael A. Lumbis, Planner
City of Watertown Planning Office
245 Washington Street, Room 304
Watertown, New York 13601

Dear Mr. Lumbis

Below you will find a summary of our effort during the 2014-2015 crow management program.

Loomacres Wildlife Management Inc. conducted crow harassments from October 2014 through March 2015 in the city of Watertown, New York. Loomacres was requested to conduct harassment in response to the thousands of American crows (*Corvus branchyrhynchos*) that roost throughout the city's residential and commercial areas. In large concentrations, these birds produce undesirable conditions throughout the city including: noise disturbances and human health concerns from large concentrations of fecal matter near roosting locations..

Initial harassment commenced on the 29th of October. A large flock of crows, consisting of 1,000-3,000 individuals were roosting in the city center. The crows were observed in a large concentrated flock, perched in the trees near the corner of Factory Street and Huntington Street, near Sewalls Island. Loomacres staff utilized several non-lethal harassment techniques, including walking, clapping, pyrotechnics, distress callers, spotlights, lasers, and a paintball marker. Using the various harassment techniques, the flock was broken down into smaller groups, ranging between 50-200 individuals, dispersed throughout the city. On succeeding visits, initially observed flocks sizes ranged between 1,000-10,000 individuals. Again, utilizing non-lethal harassment techniques the flocks were subsequently dispersed throughout the city. The greatest concentration of flocks were concentrated near the corner of Clinton Street and Washington Street, the corner of Newell Street and Mill Street, and along the Black River on both Pearl Street and Moulton Street.

Loomacres Staff received phone calls and emails (through reporting website) from city residents to help locate and confirm crow related problems throughout the city. A total of 41 sighting reports were filled, with the first submitted in early October. October had the highest peak with crow sightings submitted, with a total of 18 entries. During December, January, and February, the total number of entries dwindled to 4 each month. Flock size estimates reported by Watertown residents were the greatest during October, with multiple reports stating flocks ranging from 300-3,000 crows.

" Bringing Wildlife Management To A Higher Level "

Loomacres Wildlife Management • P.O. 361 • Warnerville, NY 12187

Ph: 800-243-1462 • Fax: 518-618-3129 • www.loomacres.com

E-mail: info@loomacres.com

Harassment efforts wrapped up by the beginning of March 2015 as flock sizes of crows attempting to roost in the city decreased to less than 1,000 crows. The remaining crows were continually harassed until they were spread out in flocks consisting of a couple hundred individuals, reducing the nuisance effects they had on residents and city property.

American crows are intelligent birds that can become habituated to non-lethal harassment techniques very quickly. As a result lethal control efforts were started in January 2015 to reinforce non-lethal harassment techniques. Loomacres personnel removed 7 American crows. When combining non-lethal harassment techniques with lethal reinforcement, the crows within the city responded positively and large flocks broke up and dispersed quickly, then scatter throughout the city in smaller flock sizes or vacated the city. Crows did not return to the areas where lethal control was conducted and were observed in lower numbers during proceeding visits. After lethal control was conducted the remaining crows responded positively to non-lethal harassment techniques.

Crow harassment operations during the Watertown 2014-2015 winter season were viewed as a success. Loomacres personnel conducted harassments on 9 occasions, with a total of 105 harassment instances performed. The goals of reducing overall flock sizes by means of harassment into small groupings and dispersed around the city, were attained with great success. Public participation in reporting efforts helped to establish an overall positive perception on the effects the harassment has on the city's crows.

Total Number of Crows Harassed: 224,425

Total Number of Harassment Instances: 105

Total Number of Pyrotechnics Used: 67

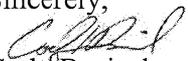
Total Number of Laser/Distress Deterrents Used: 92

Total Number of Lethal Crow Takes: 7

Total Number of Miles Exerted for Control Efforts: 171

American crows are likely to be a continued issue for the city of Watertown during the winter. Loomacres recommends that the city continue to take a proactive approach to manage the crow population. Thank you, for the opportunity to work with the City of Watertown. I hope that you will find this information useful. If you have any questions or would like additional information please do not hesitate to contact me.

Sincerely,


Cody Baciuska
Wildlife Biologist

“ Bringing Wildlife Management To A Higher Level ”

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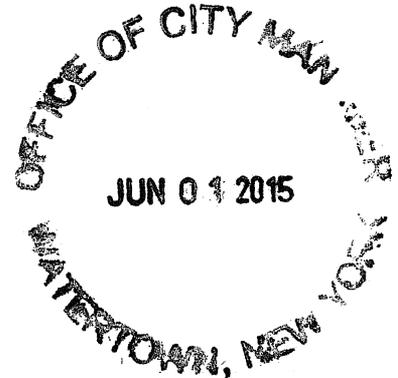


COMMUNITY ACTION PLANNING COUNCIL OF JEFFERSON COUNTY, INC.

Head Start/Pre-K • Housing & Energy Services • Jefferson-Lewis Childcare Project • Family Center

May 29, 2015

Watertown City Council Members
Mayor Graham
Ms Sharon Addison
245 Washington Street
Watertown, NY 13601



Dear City Leaders:

Community Action Planning Council held our second annual Grow With Community Action event and Open House yesterday evening. At this event, participants from our programs received different kinds of vegetable starter plants, seeds, buckets, even dirt to start their own container gardening. The Open House provided families and individuals to learn about our programs, community agencies, enjoy child/parent activities, performances from area dance schools, Tai Kwon Do demonstrations and much more.

One of the most popular activities according to our surveys was the “Smoke House” provided by Watertown City Fire Captain Theodore G. Kolb II. Children, parents and program customers alike all enjoyed and learned from this experience. The City has provided this important public education service to Community Action and numerous community events for the past several years. Young children as well as teens and adults learn basic fire safety measures and retain that information due to the manner in which it is presented; in a unique, engaging and fun experience. The City Fire Department staff always relate extremely well with our families. Adults that have this opportunity to learn about fire safety and are able implement safety plans at home.

I strongly support this public education program provided by the City Fire Department because it a critical source of information that truly makes a difference and potentially save lives. I encourage the City leaders to continue your support of this effective program that provides so many significant outcomes. Attached is a statement signed by event attendees indicating their support for this essential service to our community now and in the future. We hope you will consider sustaining this invaluable initiative for residents of the City of Watertown.

If you have any questions or would like any more information, please do not hesitate to contact us.

Sincerely,

Melinda Gault
Executive Director



COMMUNITY ACTION PLANNING COUNCIL OF JEFFERSON COUNTY, INC.

Head Start/Pre-K • Housing & Energy Services • Jefferson-Lewis Childcare Project • Family Center

"and staff"

Please find below parent signatures from Community Action Planning Council's "Grow With Community Action's" family event. We are signing this petition in support of the Watertown Fire Department's education programs, such as the use of the Fire Safety trailer and Captain Kolb's fire safety information he shares with us at these events. He provides many educational services for our families and children helping everyone to stay safe and learn about fire prevention. His services are invaluable to us.

1. Denise Blair
2. Wendy Morrow
3. Jonathan E. Gaines
4. ~~Alfred D. Jones~~
5. ~~Ever Axtley~~
6. Megan Bower
7. Marion Carney
8. Marianne Laskin
9. ~~Donald LaFosse~~
10. Tara Simon
11. Erica Atwell
12. ~~Tom West~~
13. ~~Phillip...~~
14. Alexandria Pinal
15. ~~Doreen...~~
16. ~~Nancy...~~
17. ~~Robert...~~
18. ~~John...~~
19. Ann Sabara
20. ~~Robert...~~
21. ~~John...~~
22. Theresa Stehno
23. ~~Kurt...~~
24. ~~John...~~
25. Tom Parker
26. ~~Sharon...~~
27. ~~Robert...~~
28. Jean Atkinson
29. ~~Anton...~~
30. ~~Alfred...~~
31. ~~Cheryl...~~
32. Maggie Uscio
33. ~~Quinn...~~
34. Pamela Cummings

35. ~~John P. [unclear]~~
36. ~~Patricia [unclear]~~
37. Julie & George
38. Shannon Nevin
39. ~~Andi D. [unclear]~~
40. ~~Greg & Debra~~
41. Tara & [unclear]
42. Elizabeth [unclear]
43. Shawna Jensen
44. Sharon A. [unclear]
45. Jennifer Burns
46. ~~Lyndee [unclear]~~
47. ~~Mary [unclear]~~
48. ~~Julia [unclear]~~
49. ~~Jennifer [unclear]~~
50. ~~Sherry [unclear]~~
51. ~~Mary [unclear]~~
52. ~~Jim [unclear]~~
53. ~~Ann [unclear]~~
54. ~~Eric [unclear]~~
55. ~~John [unclear]~~
56. ~~Greg & [unclear]~~
57. ~~Madison E [unclear]~~
58. ~~Kissen [unclear]~~
59. ~~Wade [unclear]~~
60. ~~Mam [unclear]~~
61. ~~David [unclear]~~
62. ~~Jennifer [unclear]~~
63. ~~Wendy [unclear]~~
64. ~~Channah [unclear]~~
65. ~~Christy [unclear]~~
66. ~~John [unclear]~~
67. ~~John [unclear]~~
68. ~~Wendy [unclear]~~
69. ~~Wendy [unclear]~~
70. ~~John [unclear]~~
71. ~~John [unclear]~~
72. ~~John [unclear]~~
73. ~~Wendy [unclear]~~
74. ~~Mary Ann [unclear]~~
75. ~~Wendy [unclear]~~
76. ~~Trish [unclear]~~
77. ~~Heather [unclear]~~

Kyle - Rose Burke
 Melinda Gault