

**CITY OF WATERTOWN, NEW YORK**  
**AGENDA**  
**Tuesday, July 5, 2022**  
**7:00 p.m.**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Tuesday, July 5, 2022, 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 - Approving Intergovernmental Agreement Relative to Dog Control Services with County of Jefferson
- Resolution No. 2 - Accepting NYS DOT Mass Transportation Capital Project Agreement Supplemental Schedule A
- Resolution No. 3 - Approving School Resource Officer Agreement with Watertown City School District
- Resolution No. 4 - Accepting Bid for Water Main Small Fittings, Blair Supply
- Resolution No. 5 - Approving the Site Plan for the Construction of a 3,547 SF Convenience Store and a 920 SF Gas Canopy at 703, 707, and 715 Washington Street and 108 Flower Avenue East, Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000
- Resolution No. 6 - Accepting Bid for Construction of the Massey Street, Coffeen Street, Court Street Bridge Rehabilitation Project, PIN 775362, Tioga Construction
- Resolution No. 7 - Authorizing Amendment #1 of the GHD Engineering Agreement for the Water Treatment Plant Disinfection By-Product Project

## **ORDINANCES**

- Ordinance No. 1- Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

## **LOCAL LAW**

## **PUBLIC HEARING**

- 7:15 p.m. Resolution Approving the Abandonment of Public Street – Portion of Columbia Street
- 7:15 p.m. Resolution Approving the Special Use Permit Request Submitted by Stewart’s Shops to Allow a Gasoline Sales Station in a Neighborhood Business District at 703, 707, 715 Washington Street and 108 Flower Avenue East, Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000

## **OLD BUSINESS**

## **STAFF REPORTS**

1. Establishment of a Waterfront Advisory Committee for the Update to the Local Waterfront Revitalization Program

## **NEW BUSINESS**

## **EXECUTIVE SESSION**

To discuss proposed, pending, or current litigation, and collective bargaining.

## **WORK SESSION**

Next Work Session is scheduled for Monday, July 11, 2022, at 7:00 p.m.

## **ADJOURNMENT**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, JULY 18, 2022**

Res No. 1

June 27, 2022

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, City Manager

Subject: Approving Intergovernmental Agreement Relative to Dog Control Services with County of Jefferson

The City is required to provide a dog pound and dog control services by NYS Agriculture and Markets Law. We may contract with another governmental organization to provide the services. The City and 15 Towns have contracted with Jefferson County for many years.

The latest 3-year Agreement expired on December 31, 2021. A successor agreement has been drafted. It has a 5-year 6-month term (dating back to July 1, 2021) with the charge for the first 18 months being \$153,700. It will increase \$5,000 for each calendar year thereafter. The last annual payment was \$149,248.73. All other terms remain the same.

A resolution approving the Intergovernmental Agreement with Jefferson County is attached for City Council consideration.

# RESOLUTION

Page 1 of 1

Approving Intergovernmental Agreement  
Relative to Dog Control Services with  
County of Jefferson

Council Member HICKEY, Patrick J.

Council Member OLNEY III, Clifford G.

Council Member PIERCE, Sarah V.C.

Council Member RUGGIERO, Lisa A.

Mayor SMITH, Jeffrey M.

Total.....

YEA	NAY

***Introduced by***

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WHEREAS New York State Agriculture and Markets Law requires the City of Watertown to provide the services of a Dog Control Officer and maintain a shelter for dogs, and

WHEREAS the City has the ability to contract with another municipal corporation to provide the services required by law, and

WHEREAS an Intergovernmental Agreement with the County of Jefferson to provide Dog Control Services within the City has been drafted,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Intergovernmental Agreement Relative to Dog Control Services with the County of Jefferson, a copy of which is attached and made part of this resolution, and

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

***Seconded by***

## INTERGOVERNMENTAL AGREEMENT RELATIVE TO DOG CONTROL SERVICES

This sets forth an Agreement made the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between the County of Jefferson (the "County"), with municipal offices located at 195 Arsenal Street, Watertown, New York 13601, and the City of Watertown (the "City"), with municipal offices located at 245 Washington Street, Watertown, New York 13601.

### Recitals

Article 7 of the New York Agriculture and Markets Law requires the City to provide the services of a dog control officer and to maintain a shelter for dogs.

Under Section 115 of the New York Agriculture and Markets Law, the City may contract with another municipal corporation to provide the services required to be provided by the City.

The County has the authority, facilities and personnel to provide the required dog control services under contract with the City; to that end, it has successfully done so for twenty years, thus provided operational efficiencies and better overall service to all taxpayers within Jefferson County.

Both the City and County wish to extend the intermunicipal agreement for dog control services because it is in the parties best interest to do so.

### Agreement

In consideration of the mutual covenants contained herein, the parties agree as follows:

1. Term:

This Inter-Municipal Agreement shall be for a term of five years six months, beginning on July 1, 2021 and ending on December 31, 2026.

2. Obligations of the County:

- a. The County shall provide the City with the dog control services required by Article 7 of the New York Agriculture and Markets Law and will enforce certain provisions of Chapter 81 of the Watertown City Code, Article I (Sections 81-1, 81-5.1, 81-6, 81-9 and 81-13), Article IA and Article IV, as may be amended, and is hereby included in Addendum A.
- b. The County shall provide and maintain a shelter for seized dogs; will properly care for all dogs in such shelter; will make available for adoption seized dogs not redeemed as provided for in the City Code and when required will make necessary arrangements to humanely euthanize. The shelter shall at all times during the term of this Agreement be under the care and charge of the County and shall be open to the public at reasonable hours.
- c. The County shall adhere to all provisions of Article 7 regarding the seizure, holding, care, redemption and disposition of seized dogs, and will keep all records required by New York Agriculture and Markets Law.
- d. The County shall collect and retain all impoundment fees; the County shall establish

shelter redemption and adoption fees when deemed appropriate.

- e. Enumeration services will be provided annually, with approximately one half of the city being done each year. The Dog Control Office shall notify the City Clerk in advance of the provision of these services.
- f. The County shall maintain complete financial records concerning the operation of the dog shelter and its dog control services. The County shall submit an annual program report to the City on or about January 31<sup>st</sup> of the following year.
- g. The City hereby authorizes the County Dog Control Officer to prosecute actions arising under Section 118 (1) of the Agriculture and Markets Law as violations under the Penal Law. The County will prepare all paperwork necessary for the prosecution of violations of the City Code, and the County's dog control officers will cooperate with the City Attorney for those prosecutions.
- h. The County shall report to the City every 30 days, in a clear and legible manner, the name, address and contact number of City residents responsible for adopting a dog from the County shelter.
- i. The County shall be responsible for removing all dog carcasses from public property within the City.
- j. The County shall investigate the status of an unlicensed dog, as documented in the City's monthly report, and will provide to the City a monthly report which includes the status of the dog, the attempt(s) to contact the owner, and the issue of an appearance ticket, if required.
- k. Inclusive of Dog Control Services is coverage within the City after normal office hours. The nature of such services is hereby included in Addendum B.

3. Obligations of the City:

- a. Prior to the adoption of any amendments to Chapter 81 of the Watertown Municipal Code, the City will notify the County. A copy of Chapter 81 of the Watertown Municipal Code as included in Addendum A.
- b. The City shall remit \$153,700 to the County for services covering 7/1/21 - 12/31/22. In subsequent calendar years, the amount the City pays will be adjusted annually by \$5,000 and paid the first billing cycle following January 1<sup>st</sup> of each year.
- c. In addition to the money described in sub-paragraph b, the City shall remit to the County, on a monthly basis, a portion of all license fees collected by it in the preceding month equal to \$2.50 per dog.
- d. The City will be responsible for its fair share of annual capital costs if or when incurred for the Dog Control Program as defined as its percentage of licensed dogs to the total for the year.
- e. The City shall be responsible for the removal and disposition of animal carcasses on City-owned property and private property if owner so requests and City is

willing to do so.

- f. The City shall remit to the County on a monthly basis, a report of owners whose dog's license has expired.

4. Severability:

If any portion of this Agreement is determined to be invalid by a Court of Law, such invalidity shall not render invalid any remaining portions of this Agreement.

5. Obligation Limited to Funds Available:

The County shall provide the services herein agreed upon within the confines of the funds available therefor and no funds shall be raised by taxation by the County to finance said dog control program.

6. Amendment and/or Modification:

The parties hereto agree that this agreement may be revised, amended and/or modified only in writing, signed by all parties and attached hereto.

7. Termination:

This agreement may be terminated by either party at the end of 2026 by the giving of notice in writing at least six months prior to the end of said calendar year, said six month period to commence on the day of mailing of said notice.

8. No Waiver:

In the event that the terms and conditions of this agreement are not strictly enforced by the County, such non-enforcement shall not act or be deemed to act as a waiver or modification of this agreement, nor shall such non-enforcement prevent the County from enforcing each and every term of this agreement thereafter.

9. Compliance With All Laws:

The County agrees that during the performance of the work required pursuant to this agreement, the County and all employees working under its direction and within the scope of employment shall comply with all applicable federal, state, and local laws, ordinances, rules, and/or regulations controlling or limiting in any way the performance of the work required by this agreement. Any and all provisions required by law to be incorporated into this agreement shall be deemed to be inserted herein, and this agreement shall be read and enforced in conformance with such provision(s).

10. Right of County to Subcontract Services:

The County retains the right to subcontract for veterinarian, euthanising and cremation services or any other services not enumerated and/or otherwise required under this Agreement.

11. Choice of Law:

This agreement shall be governed by and under the laws of the State of New York. In the event of a dispute between the parties under this agreement, venue for resolution of such dispute shall be the County of Jefferson, New York.

12. Notices:

Any and all notices and payments required hereunder shall be addressed as follows, or to such other address as may be designated hereafter in writing by either party:

Notice to the County:

County Administrator's Office  
195 Arsenal Street  
Watertown, NY 13601

Notice to the City:

City Manager's Office  
245 Washington Street  
Watertown, NY 13601

13. Extent of Agreement:

This agreement constitutes the entire integrated agreement between and among the parties hereto.

All of the above was established by the following signatures authorized by the respective parties.

Dated: \_\_\_\_\_

The City of Watertown

By: \_\_\_\_\_  
Kenneth Mix  
City Manager

Dated: \_\_\_\_\_

The County of Jefferson

By: \_\_\_\_\_  
William W. Johnson  
Chairman, Board of Legislators

Res No. 2

June 29, 2022

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, City Manager

Subject: Accepting NYS DOT Mass Transportation Capital Project Agreement  
Supplemental Schedule A

The City of Watertown applied for and received a New York State Department of Transportation for a Mass Transportation Capital Project – Capital Assistance Master Grant in the amount of \$108,974.

This provides the State's share for the projects listed in the attached Schedule A. This is a Supplemental Schedule added to the Main Agreement that was approved by the City Council on November 18, 2019. The local share is contained within previously adopted City Budgets. The Federal share comes from our annual allocations.

A resolution approving the Supplemental Schedule A is attached for City Council consideration.

# RESOLUTION

Page 1 of 1

Accepting NYS DOT Mass Transportation Capital Project Agreement Supplemental Schedule A

Council Member OLNEY, Clifford G. III.

Council Member HICKEY, Patrick J.

Council Member PIERCE, Sarah V.C.

Council Member RUGGIERO, Lisa L.

Mayor BUTLER, Jr., Joseph M.

Total .....

YEA	NAY

### *Introduced by*

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WHEREAS the City of Watertown previously accepted a New York State Department of Transportation (NYS DOT) grant for Mass Transportation Capital Projects – Capital Assistance Master Grant by resolution dated November 18, 2019, and

WHEREAS as part of the continued administration of this grant, Supplemental Schedule A has been prepared detailing additional funding to be provided through New York State Omnibus and Advanced Transit Capital (ATC) programs totaling \$108,974, representing the State share of the projects shown in attached Schedule A,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts Supplemental Schedule A of New York State Department of Transportation Capital Project Agreement Contract # K007394, a copy of which is attached and made part of this resolution, and

BE IT FURTHER RESOLVED that Mayor Jeffery Smith. is hereby authorized and directed to sign the Agreement on behalf of the City of Watertown.

### *Seconded by*

# PROJECT AGREEMENT

## SCHEDULE A Dated

### PROJECT DESCRIPTION, FUNDING AND DEVELOPMENT SCHEDULE

Contractor/Grantee:

**City of Watertown**

Comptroller's Contract #: **K007394** Contract period: **4/1/2018 to 3/31/2023**

AGREEMENT PURPOSE:  Main Agreement  Supplemental Schedule 1  Administrative Correction

#### GENERAL PROJECT DESCRIPTION

SFY1819 Urban Master Grant Agreement

#### PROJECT LOCATION/JURISDICTION or SERVICE AREA

**City of Watertown**

PIN	Project	Award ID:	DOT Rev	Estimated Project Cost	Federal Share	Admin/Direct - **	%	*State Share	%	Local Share	%	Source State Approp	Project End Date	Useful Life
7820.04.001	BUS - ROLLING STOCK	NY-2021-048-00	0 - 0	\$87,500	\$70,000	Direct	80	\$8,750	10	\$8,750	10	Omnibus	10/2022	5 yrs
7820.09.001	ACQUIRE - MISC SUPPORT EQUIPMENT	NY-2020-084-00	1 - 1	\$5,530	\$4,424	Direct	80	\$553	10	\$553	10	Omnibus	12/2020	10
7820.09.001	ACQUIRE - MISC SUPPORT EQUIPMENT	NY-2020-084-00	1 - 1	\$43,142	\$34,513	Direct	80	\$4,315	10	\$4,314	10	Omnibus	12/2020	10
7820.10.002	Signal and Communication Equipment	ATC-20-WTR-00	0 - 0	\$4,525	\$0	Direct	0	\$4,525	100	\$0	0	Transit - ATC	01/2022	10
7820.10.002	Signal and Communication Equipment	ATC-19-WTR-00	1 - 1	\$15,602	\$0	Direct	0	\$15,602	100	\$0	0	Transit - ATC	01/2022	10
7820.15.001	ACQUIRE - SUPPORT VEHICLES	NY-2021-048-00	0 - 0	\$56,200	\$45,000	Direct	80	\$5,600	10	\$5,600	10	Omnibus	05/2022	8 yrs
7820.37.001	BUY REPLACEMENT 32' BUS	NY-2020-084-00	1 - 1	\$95,362	\$76,289	Direct	80	\$9,537	10	\$9,536	10	Omnibus	09/2022	10 yrs
7820.37.001	BUY REPLACEMENT 32' BUS	NY-2020-084-00	1 - 1	\$354,107	\$283,286	Direct	80	\$35,411	10	\$35,410	10	Omnibus		10 yrs
7820.38.001	PLANNING - METROPOLITAN PLANNING	NY-2020-084-00	1 - 1	\$62,500	\$50,000	Direct	80	\$6,250	10	\$6,250	10	Omnibus	09/2020	NA
7820.59.001	MOBILITY MANAGEMENT	NY-2021-029-00	0 - 0	\$109,307	\$87,446	Direct	80	\$10,931	10	\$10,930	10	Omnibus	03/2023	NA
7820.71.001	ACQUIRE - MISC SUPPORT EQUIPMENT	NY-2021-048-00	0 - 0	\$75,000	\$60,000	Direct	80	\$7,500	10	\$7,500	10	Omnibus	03/2023	10 yrs
<b>Agreement Total:</b>				<b>\$908,775</b>	<b>\$710,958</b>			<b>\$108,974</b>		<b>\$88,843</b>				

\* With NYSDOT concurrence, the state shares may be interchanged among PINs within the Schedule and total State share

\*\* If DOT-PAY is listed under the Admin/Direct column, then the Federal Dollars for that row is not included in the Federal Share of the Agreement.

**Comptroller's Contract #: K007394**

**City of Watertown**

SFY1819 Urban Master Grant Agreement

**Attachment 1**

GRANTEE:

STATE OF NEW YORK )  
 ) SS.:  
COUNTY OF \_\_\_\_\_ )

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

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

Print Name: \_\_\_\_\_

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

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ before me personally came \_\_\_\_\_ to me known, who, being by me duly sworn did depose and say that he/she resides at \_\_\_\_\_; that he/she is the \_\_\_\_\_ of the Municipal/Sponsor Corporation described in and which executed the above instrument; and that he/she signed his/her name to thereto by like order.

NYSDOT:

\_\_\_\_\_  
Notary Public

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

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

Res No. 3

June 22, 2022

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, City Manager

Subject: Approving School Resource Officer Agreement with Watertown City School District

The three (3) year Agreement between the City and the School District for the School Resource Officers (SROs) expires on July 31, 2022. The current agreement was amended last year to add a second SRO for the final year of the agreement.

A proposed successor contract has been drafted for consideration by the City Council. It was written for a one-year term with a start date of July 1, 2022 at the request of the School District. The calculation of the charge to the District has been simplified. The charge will be \$500 per day per SRO, which would come to \$180,000 per year if both SROs worked every day of the 180-day school year. It is currently \$35,000 per quarter with a reconciliation at the end based on actual cost. Other changes incorporate the fact that there are two SROs and revises some of the duties to represent actual needs and practices.

Attached for City Council consideration is a Resolution approving the Agreement.

# RESOLUTION

Page 1 of 1

Approving School Resource Officer Agreement with Watertown City School District

Council Member HICKEY, Patrick J.

Council Member OLNEY III, Clifford G.

Council Member PIERCE, Sarah V.C.

Council Member RUGGIERO, Lisa A.

Mayor SMITH, Jeffrey M.

Total.....

YEA	NAY

***Introduced by***

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WHEREAS the City of Watertown possesses authority over the Watertown Police Department, which was created as a department and agency of the City government by Charter, and

WHEREAS it is the intent and desire of the City of Watertown and the Watertown City School District to provide for services of two School Resource Officers,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that it hereby approves the School Resource Officer Agreement between the City of Watertown and the Watertown City School District, a copy of which is attached and made a part of this resolution, and

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

***Seconded by***

## **SCHOOL RESOURCE OFFICER AGREEMENT**

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2022, by and between the Watertown City School District ("District"), and the City of Watertown ("City").

### **WITNESSETH:**

WHEREAS, the City possesses authority over the Watertown Police Department, which has been created as a department and agency of city government by Charter; and

WHEREAS, it is the intent and desire of the City and District to provide for the services of a School Resource Officer ("SRO") as set forth herein,

NOW THEREFORE, in consideration of the foregoing and the mutual agreements as set forth herein below, IT IS HEREBY AGREED by and between the District and the City as follows:

### **ARTICLE I**

#### **Term**

It is the intent and provision of this Agreement to provide for the services of an SRO with such services to be rendered at such District school sites as more fully described herein below for a term commencing on July 1, 2022 and expiring one (1) year on June 30, 2023. It is expressly agreed and understood that the District and the City shall not be bound hereby beyond the foregoing one (1) year term.

### **ARTICLE II**

#### **Rights And Duties Of The City**

The City shall provide an SRO and SRO services as follows:

#### **(A) Training**

The SRO shall be a sworn law enforcement officer. Prior to the assignment of a person to serve as SRO, the City shall certify in writing to the Superintendent of the District that such person has had specialized training to work with youth at a school site. Such training may consist of university course work for potential SRO candidates, law enforcement course work addressing working with youth at a school site, professional training in such areas, or training and experience in connection with other recognized school/youth law enforcement programs (*e.g.*, D.A.R.E.).

#### **(B) Assignment of SRO**

(1) The City shall assign one (1) regularly employed police officer to serve as SRO who shall serve at Watertown High School and one (1) regularly employed police officer to serve as SRO who shall serve at Case Middle School, pursuant to a schedule to be determined in conjunction with the

principals of such schools, the Superintendent of the District, the City Manager of the City of Watertown, and the Chief of Police of the City. In addition, the SROs shall perform services on an as needed basis in the District's elementary schools (Knickerbocker, North, Ohio, Sherman, Starbuck), and H.T. Wiley Intermediate School, and the schedule to be devised will allow for such.

(2) The SROs shall report directly to the Administrative Sergeant within the Watertown Police Department, who, as the SROs' supervisor, will work with the school administration of the District in providing for the rendition of SRO services as outlined herein.

(C) Regular Duty Hours of SROs

(1) Each SRO shall perform a regular workweek of hours with such hours and pay to be based on duties and pay equivalent to a regular police officer employed by the City. It is agreed and understood that pursuant to clause (D) (11) below, the SRO will from time to time be expected to attend meetings of parents/faculty and school functions on request of a principal and/or Superintendent.

(D) Primary Duties of SROs

(1) The main duty for SRO1 shall be the safety and security of the Watertown High School campus, with his/her assigned school being Watertown High School, and providing assistance to Case Middle School and Wiley School when/if available. The main duty of SRO2 shall be the safety and security of Case Middle School, and providing assistance to Watertown High School and Wiley Intermediate School when/if available. Assistance at the other elementary schools will be provided by the SROs when/if available or WPD road patrol will be called.

(2) The SROs shall be present on campus and be visible in an active effort to deter potential issues in the high school and middle school.

(3) The SROs shall actively engage with students and staff to help develop a positive rapport in the high school and middle school.

(4) The principal, school administration, or staff at the high school and middle school may advise the SRO of incidents or activities possibly giving rise to criminal or juvenile violations and the SRO shall then determine whether law enforcement action is appropriate with respect to those activities occurring on school property or at school sponsored functions.

(5) The SROs shall assist the principal in developing plans and strategies to prevent and/or minimize dangerous situations which may occur on the school property or during school sponsored events.

(6) The SROs may conduct investigations relating to any crime related to the students in the schools that the SRO is assigned.

(7) Should it become necessary to conduct formal police interviews with students, the SROs shall adhere to District Policy, Watertown Police Department Policy, New York State law, and other legal requirements with regard to such interviews.

(8) The SROs may, by way of the exercise of his/her discretion as a sworn police officer, take law enforcement action as required. As soon as practical, the SRO shall, in writing, make the principal of the school aware of such action. At the principal's request, the SROs shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SROs may do so under authority of law. Whenever practical, the SROs shall advise the principal before requesting additional police assistance on campus.

(9) The SROs shall not act as a school disciplinarian, as disciplining students is a school responsibility. It is agreed and understood that the principal and appropriate school staff shall be responsible for investigating and determining, in their discretion, whether a student has violated school and/or District disciplinary codes or standards and the appropriate administrative action to take. However, this shall not be construed to prevent the SROs from sharing information with school administration/staff, which may aid in the determination of whether a disciplinary offense occurred. Upon assignment, the SROs will be provided with copies of District disciplinary policies and codes and the discipline codes of each school. The SROs shall become familiar with district/school disciplinary codes and standards, and will meet at least annually with the Superintendent and each principal for the purpose of reviewing applicable disciplinary standards.

(10) The SROs shall give assistance to law enforcement officers in matters regarding his/her school assignment, whenever necessary.

(11) The SROs shall make himself/herself available for conferences with students, parents, and faculty members to assist with problems of law enforcement or of a crime prevention nature.

(12) The SROs shall become familiar with all community agencies offering assistance to youths and their families such as mental health clinics, drug treatment centers, etc. The SROs shall make referrals to such agencies when necessary, thereby acting as a resource person to the students, faculty, and staff of the school. The SROs shall notify the principal in writing if a referral has been made.

(13) The SROs shall be responsible for scheduling, coordinating and conducting the mandated New York State practice lockdowns with the eight (8) District schools as well as the parochial schools (IHC and Faith Fellowship School). Currently, four (4) practice lockdowns per school are mandated each school year, thus totaling 48 practice lockdowns that need to be completed.

(14) The SROs shall conduct a daily morning traffic detail – at 7:00 a.m. be present in front of the high school in marked patrol vehicle with emergency lights activated for traffic detail until 7:30 a.m. for September and as needed thereafter.

(15) The SROs shall conduct a daily afternoon campus patrol detail – upon school dismissal and up to a minimum time of 2:45 p.m., patrol the area of the school campus as well as neighboring streets in an effort to deter fights and any other issues that could potentially arise.

(16) The SROs shall participate in and/or attend the following school functions:

- All varsity home football games
- All Dances (homecoming/winter dance/prom)
- With the option to do basketball, soccer, and lacrosse games at the request of the school. If the SROs are not available, they will be responsible for finding coverage from WPD.

(17) Every other year, the SROs shall coordinate and conduct a large-scale safety presentation in the spring that specifically targets the Junior and Senior class with regards to prom and graduation – ex. Mock DWI Crash Simulation.

(18) The SROs shall be safety officers on the school safety team / safety committee and attend all school safety meetings throughout the school year.

(19) The SROs shall attend school safety training classes/seminars throughout the school year as requested by the Watertown Police Department and/or Superintendent.

(20) The SROs are encouraged to become an active member of outside organizations directly related to school – ex. Youth Court of Jefferson County, the Jefferson County Gang Task Force, etc.

(21) The SROs shall keep daily logs on the SRO office computer that document daily activity and submit monthly reports to the Administration Sergeant.

(22) The SROs shall attend Superintendent hearings at the District Office at the request of the principal and/or Superintendent.

(23) The SRO shall assist with:

- Off campus complaints
- After hours emergency complaints
- Home visits
- Truancy issues
- Lunchroom duties
- Hall monitor duties
- Multiple daily walkthroughs throughout the buildings

(E) Secondary Duties of the SROs.

(1) The SROs shall work in conjunction with principals of the aforementioned schools and certified instructors to assist in the delivery of instruction in a variety of subject areas, including but not limited to, police and their role in society; laws; juvenile and adult criminal justice systems; career opportunities in law enforcement; drug education; gang resistance education and training;

teens, crime and community; conflict resolution; and other classes as permitted by scheduling and as determined to be appropriate by respective principals and school staffs.

(2) The SROs shall coordinate his or her instructional activities with principals and staff members so as to allow for the orderly educational process within the respective schools served.

(3) The SROs shall develop expertise in presenting various subjects to the students. Such subjects shall include basic understanding of the laws, the role of the police officer and the police mission.

(4) The SROs shall encourage individual and small group discussions with students based upon material presented in class to further establish rapport with students.

### **ARTICLE III** **Rights and Duties of the District**

The District shall provide the full-time SRO the following materials and facilities deemed necessary to the performance of the SRO's duties with the Watertown City School District to be considered the SRO's base school and the office facilities as outlined below to be provided at such school:

- (A) Access to a properly lighted private office which shall contain a telephone which may be used for general business purposes.
- (B) A location for files and records which can be properly locked and secured.
- (C) A desk with drawers, a desk chair, two office chairs, a worktable, filing cabinet, and office supplies.
- (D) Access to a computer.
- (E) Cell phone service.
- (F) A complete copy of the District's policy manual concerning students.

### **ARTICLE IV** **Financing of the SRO program**

The District shall pay the City \$500 per day (8 hours) per SRO for the duties agreed to in this contract. Services will be billed at a rate of \$62.50 per hour per SRO for any partial days or extra services provided outside of a normal school day such as athletic events. The City will bill the District monthly for services provided.

**ARTICLE V**  
**Employment status of the SROs**

The SROs shall be an employee of the Watertown Police Department, and shall not be employees of the District. The District and the City acknowledge that the SROs shall remain responsive to the chain of command of the Watertown Police Department.

**ARTICLE VI**  
**Appointment of SROs**

(A) The City Manager shall assign officers who are qualified to be an SRO. An Interview Committee composed of the Superintendent, the Director of Personnel for the District, two (2) principals appointed by the Superintendent, and the Chief of Police will interview any candidate or candidates.

(B) SRO applicants must meet the following requirements:

- (1) The applicant must be a volunteer for the position of SRO.
- (2) The applicant must be a full-time, certified, and sworn police officer with a minimum of three (3) years law enforcement experience.
- (3) Applicants must have training as outlined in Article II (A), above.

(C) Among additional criteria for consideration by the SRO Interview Committee are job knowledge, experience, training, education, appearance, attitude, communications skill, and bearing.

(D) The names of any applicants receiving a favorable recommendation from the SRO Interview Committee (which recommendation shall follow only upon a majority vote of the Interview Committee), shall be forwarded to the City Manager, who shall appoint officers from the list of those recommended.

**ARTICLE VII**  
**Dismissal of SRO/Replacement**

(A) In the event a principal of a school to which the SRO is assigned feels that the SRO is not effectively performing his or her duties and responsibilities, the principal shall recommend to the Superintendent or designee that the SRO assignment be reviewed in the program at the school and shall state the reasons therefore in writing. Within five (5) working days of receiving the recommendation from the principal, the Superintendent or his/her designee shall advise the City Manager or his/her designee of the principal's request. In the event the Superintendent feels the SRO is not performing his or her duties effectively, the Superintendent shall so advise the City Manager. If the City Manager so desires, the Superintendent and Chief of Police, or their designees, shall meet with the SRO to mediate or resolve any problems which may exist. At such meeting, specified members of the staff of the school to which the SRO is assigned may be required to be present. If, within the five (5) working days referenced above, the problem cannot be resolved or mediated or in the event mediation is not sought by the Chief of Police, then the SRO shall be removed from the

program at the school and a replacement shall be obtained following the process set out in Article VI.

(B) The City Manager or Chief of Police may reassign an SRO based upon Police Department Rules, Regulations, and/or General Orders and when it is in the best interest of the people of the City of Watertown.

(C) In the event of the resignation, dismissal, or reassignment of an SRO, the City Manager shall provide a temporary replacement for the SRO within thirty (30) calendar days of receiving written notice of such absence, dismissal, resignation, or reassignment. As soon as practicable, the Interview Committee following the process set out in Article VI shall recommend a permanent replacement for the SRO position. Provided however, that any temporary replacement shall have the required training and qualifications as outlined in Article II(A) and Article VI(B), above.

**ARTICLE VIII**  
**Termination of Agreement**

This Agreement may be terminated by either party upon ninety (90) days written notice that any party has failed to substantially perform in accordance with the terms and conditions of this Agreement. This Agreement may also be terminated without cause by either party upon one hundred eighty (180) days written notice. Termination of this Agreement may only be accomplished as provided herein.

**ARTICLE IX**  
**Notices**

Any and all notices or any other communication herein required or permitted shall be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

Superintendent of Schools  
Watertown City School District  
District Offices  
1351 Washington Street  
Watertown, NY 13601

City Manager  
City of Watertown  
245 Washington Street, Suite 302  
Watertown, NY 13601

**ARTICLE X**  
**Good Faith**

The School Board, the City Manager, their agents, and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the City Manager, or their designees.

**ARTICLE XI**  
**Modification**

This document constitutes the full understanding of the parties and no terms, conditions, understandings, or agreement purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by the parties.

**ARTICLE XII**  
**Non-Assignment**

This Agreement, and each and every covenant herein, shall not be capable of assignment, unless the express written consent of the District's School Board and City Council is obtained.

**ARTICLE XIII**  
**Merger**

This Agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

**ARTICLE XIV**  
**Severability**

The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this Agreement to be signed by their duly authorized officers.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals as of the day and year first set forth above.

City of Watertown

By: \_\_\_\_\_  
Kenneth A. Mix, City Manager

Watertown City School District

By: \_\_\_\_\_  
Patricia LaBarr, Superintendent of Schools

ACKNOWLEDGEMENTS

STATE OF NEW YORK )  
 ) ss:  
COUNTY OF JEFFERSON)

On this \_\_\_\_ day of \_\_\_\_\_, 2022 before me personally came Kenneth A. Mix, who being by me duly sworn, did depose and say that he resides in Watertown, New York; that he is City Manager of the City of Watertown, the City described herein, and which executed the foregoing instrument; and that he signed her name thereto by order of said City Council.

\_\_\_\_\_  
Notary Public

STATE OF NEW YORK )  
 ) ss:  
COUNTY OF JEFFERSON)

On this \_\_\_\_ day of \_\_\_\_\_, 2022, before me personally came Patricia LaBarr, who being by me duly sworn, did depose and say that she resides in Watertown, New York; that she is Superintendent of Schools, for the Watertown City School District, the District described herein, and which executed the foregoing instrument; and that she signed her name thereto by order of said School Board of the Watertown City School District.

\_\_\_\_\_  
Notary Public

Res No. 4

June 20, 2022

To: The Honorable Mayor and City Council  
From: James Mills, City Comptroller  
Subject: Accepting Bid for Water Main Small Fittings

The City's Purchasing Department advertised in the Watertown Daily Times on June 1, 2022, calling for sealed bids from qualified bidders for the purchase and delivery of Water Main Small Fittings for use in the American Rescue Plan Act funded water main replacement projects, per City specifications.

The Purchasing Department also issued Invitations to Bid to five (5) manufacturers. The City received two (2) sealed bids submittals. The City Comptroller publicly opened and read the sealed bids on June 16, 2022, at 11:00 am local time. See attached for the bid tabulation.

The City Comptroller and the Engineering Department reviewed the response to ensure that they complied with the specifications.

Staff recommends that City Council award the bid for the Water Main Small Fittings to Blair Supply as the lowest responsive responsible bidder at \$222,536.41.

A resolution accepting Blair Supply's bid is attached for Council consideration.

# RESOLUTION

Page 1 of 1

Accepting Bid for  
Water Main Small Fittings,  
Blair Supply

Council Member HICKEY, Patrick J.  
 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V.C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total.....

YEA	NAY

***Introduced by***

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WHEREAS the City Purchasing Department has advertised and received sealed bids for Water Main Small Fittings in Watertown, New York, as per City specifications, and

WHEREAS bid invitations were also issued to qualified bidders with two (2) sealed bids submitted to the Purchasing Department, and

WHEREAS on Thursday, June 16, 2022, at 11:00 a.m., the bid received was publicly opened and read, and

WHEREAS City Comptroller James Mills reviewed the bids received with the Engineering Department, and it is their recommendation that the City Council accept the bid submitted by Blair Supply,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid of Blair Supply in the amount of \$222,536.41, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all contracts associated with implementing the award to Blair Supply.

***Seconded by***



B:

CITY OF WATERTOWN, NEW YORK

CITY HALL  
 245 WASHINGTON STREET  
 WATERTOWN, NEW YORK 13601-3380

Water Main Small Fittings Bid
Bid #2022-21
6/16/22 @ 11:00 am

*The following results are bids as presented at the bid opening and do not represent an award.*

Water Main Small Fittings Bid	UOM	Blair Supply Rochester, NY		Ferguson Waterworks East Syracuse, NY		Per Unit Price	Total Price
		Per Unit Price	Total Price	Per Unit Price	Total Price		
		Corporation Stops (1 inch)	258	\$92.34	\$23,823.72		
Curb Stops (1 Inch)	258	\$149.42	\$38,550.36	\$155.45	\$40,106.10		
Copper Type K (1 Inch Diameter) (Feet)	8,257	\$8.55	\$70,597.35	\$7.55	\$62,340.35		
Hydrants	20	\$3,216.50	\$64,330.00	\$3,625.00	\$72,500.00		
Curb Stop Valve Boxes (1 Inch)	258	\$67.90	\$17,518.20	\$71.95	\$18,563.10		
Copper 1" - 3/4" Fitting	258	\$29.91	\$7,716.78	\$31.10	\$8,023.80		
<b>TOTAL</b>			<b>\$222,536.41</b>		<b>\$226,301.35</b>		
Non-Collusive Bidding Certificate		<b>X</b>			<b>X</b>		
Certificate of Compliance with the Iran Divestment Act		<b>X</b>			<b>X</b>		
Exceptions/Bidders Acknowledgement		<b>X</b>			<b>X</b>		
Sexual Harassment Form		<b>X</b>			<b>X</b>		
Vendor Responsibility		<b>X</b>			<b>X</b>		
SAM's & NYS Debarred							

Res No. 5

June 28, 2022

To: The Honorable Mayor and City Council

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

Subject: Approving the Site Plan for the construction of a 3,547 SF convenience store and a 920 SF gas canopy at 703, 707 and 715 Washington Street and 108 Flower Avenue East; Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000

Charles Marshall of Stewart's Shops Incorporated has submitted a request for the above subject Site Plan Approval.

The City of Watertown Planning Board reviewed the request at its meeting held on June 7, 2022 and voted to recommend that the City Council approve the site plan with the conditions listed in the resolution.

Attached is a copy of the full Site Plan application, Staff's memorandum to the Planning Board and a copy of the Planning Board meeting minutes. A full-sized copy of the site plan will also be on display in Council Chambers at the July 5, 2022 City Council meeting.

The resolution prepared for City Council consideration approves the site plan submitted to the City Planning and Community Development Department on May 24, 2022, with the conditions listed within.

Prior to considering this resolution, the City Council must act upon Resolution No. 5 from the June 20, 2022 City Council meeting, which grants a Special Use Permit to Stewart's Shops Incorporated to allow a gasoline sales station in a Neighborhood Business District at the same subject address.

The Council previously considered the State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF) and adopted a resolution on April 18, 2022 finding that the project would not have a significant impact on the environment and issuing a Negative Declaration under the State Environmental Review Act (SEQRA).

# RESOLUTION

Page 1 of 2

Approving the Site Plan for the Construction of A 3,547 SF Convenience Store and a 920 SF Gas Canopy at 703, 707, and 715 Washington Street And 108 Flower Avenue East, Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000

Council Member HICKEY, Patrick J.  
Council Member OLNEY III, Clifford G.  
Council Member PIERCE, Sarah V.C.  
Council Member RUGGIERO, Lisa A.  
Mayor SMITH, Jeffrey M.  
Total .....

YEA	NAY

**Introduced by:** \_\_\_\_\_

WHEREAS Charles Marshall of Stewart’s Shops Incorporated has submitted an application for Site Plan Approval to construct a 3,547 SF convenience store and a 920 SF freestanding gas canopy at 703, 707 and 715 Washington Street and 108 Flower Avenue East; respective Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on June 7, 2022 and voted to recommend that the City Council of the City of Watertown approve the site plan with the following conditions:

1. The applicant shall install a Rectangular Rapid Flash Beacon (RRFB) to protect pedestrians crossing Washington Street at Flower Avenue.
2. The applicant shall install a crosswalk on the south side of the Washington Street/Flower Avenue intersection in addition to those proposed for the west, north and east side to accommodate new pedestrian trips at the site. The applicant shall work with City Planning and Engineering Staff to identify the most logical location and orientation for this crosswalk and its associated ADA ramps.
3. The applicant shall remove parking spaces 10 and 11 from the site plan and shall paint a hatched area in their place to provide safer internal vehicular and pedestrian circulation.
4. The applicant shall work with City staff to diversify the tree species list submitted in the original plan.
5. The applicant shall plant two, 3” diameter, Maackia amurensis 'JFS-Schichtel1', MaacNificent Maackia trees in the City owned margin south of the Washington Street driveway, to replace the six diameter inches expected to be lost due to the elimination of a 6” DBH (diameter at breast height) City owned street tree that will be removed for the new entrance drive on Washington Street.
6. The applicant shall protect all City owned street trees located in the margin area with a substantial fence, frame, or box, not less than four (4) feet high, and placed at the dripline for the entirety of the project.
7. The applicant shall install a no-right-turn sign at the northern exit from the site onto Flower Avenue East.

# RESOLUTION

Page 2 of 2

Approving the Site Plan for the Construction of A 3,547 SF Convenience Store and a 920 SF Gas Canopy at 703, 707, and 715 Washington Street And 108 Flower Avenue East, Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000

Council Member HICKEY, Patrick J.  
 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V.C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total .....

YEA	NAY

8. The applicant or the current property owner must commission an asbestos survey of 108 Flower Avenue East and perform any necessary abatement if the survey reveals the presence of asbestos prior to the issuance of a Demolition Permit.
9. The applicant must obtain the following permits, minimally, prior to demolition and construction: Demolition Permit, Building Permit, General City Permit (for work within the right-of-way), Sanitary Sewer Connection Permit, Water Supply Permit, Tree Removal Permit, and a Zoning Compliance Certificate.

And,

WHEREAS the City Council previously considered the “whole action” pursuant to SEQRA, and adopted a Resolution on April 18, 2022 finding that the project, as submitted, is an Unlisted Action and 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 directed to periodically review on-site plans to determine whether the City Engineer has been provided with plans as required by this approval, and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that Site Plan Approval is hereby granted to Charles Marshall of Stewart’s Shops Incorporated to construct a 3,547 SF convenience store and a 920 SF freestanding gas canopy at 703, 707 and 715 Washington Street and 108 Flower Avenue East; respective Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000, as depicted on the site plan submitted to the City Planning and Community Development Department on May 24, 2022, contingent upon the applicant meeting the conditions listed above.

**Seconded by:**



# MEMORANDUM

CITY OF WATERTOWN, NEW YORK  
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT  
245 WASHINGTON STREET, ROOM 305, WATERTOWN, NY 13601  
PHONE: 315-785-7741 – FAX: 315-782-9014

**TO:** Planning Board Members  
**FROM:** Michael A. Lumbis, Planning and Community Development Director  
**SUBJECT:** Site Plan Approval – 703, 707, 715 Washington Street, 108 Flower Ave East  
**DATE:** June 2, 2022

**Request:** Site Plan Approval to construct a 3,547 SF convenience store and a 920 SF freestanding gas canopy at **703, 707 and 715 Washington Street and 108 Flower Avenue East**; respective Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000

**Applicant:** Stewart’s Shops Corp.

**Proposed Use:** Gasoline sales station and convenience store (Sales-Oriented Retail)

**Property Owners:** Hedy Cirrincione

<b>Submitted:</b>	
Property Survey: Yes	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: No
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

Jefferson County 239-m Review: No

<b>Zoning Information:</b>	
District: Neighborhood Business	Maximum Lot Coverage: 40 percent
Setback Requirements: F: 20’, S: 5’, R: 25’	Buffer Zones Required: Yes

**Project Overview:** The applicant proposes to purchase the lands of 703, 707 and 715 Washington Street and 108 Flower Avenue East, assemble them into a single parcel and develop a gasoline sales station and convenience store on the site. The convenience store would be an allowed use-by-right in a Neighborhood Business District. However, Section 310-8 of the Zoning Ordinance allows gasoline sales stations in Neighborhood Business only by special approval of City Council.

The applicant previously sought and obtained a Zone Change to rezone a portion of 108 Flower Avenue East to Neighborhood Business. The applicant has simultaneously submitted a Special Use Permit request for the proposed development. Staff has prepared a distinct Special Use Permit memorandum for the Planning Board that was included in Planning Board members' agenda packets under separate cover. A more in-depth analysis of the Special Use Permit criteria as they relate to this site plan is in that report. The Planning Board should evaluate and make a recommendation on the Special Use Permit before considering the Site Plan.

**Existing Conditions:** The three subject properties fronting on Washington Street are presently undeveloped vacant lots. The property at 108 Flower Avenue East contains a single-family residential structure that the applicant proposes to demolish.

The subject parcels are bounded on both the south and the east by residential properties at 719 Washington Street and 112 Flower Avenue East respectively. The existing land uses on the other three corners of the Washington Street/Flower Avenue intersection are as follows:

NE Corner: Samaritan Rheumatology and Plastic Surgery (professional building).

NW Corner: Surface parking lot that is screened by trees and serves an adjacent professional building with various medical offices.

SW Corner: Two-family dwelling.

One block south of the site on the opposite side of Washington Street is the Samaritan Medical Center campus.

**Comprehensive Plan:** The City's adopted Comprehensive Plan recommends the future land use character area of this intersection as Urban Mixed Use/Downtown Transition.

The plan envisions these areas as follows:

*"The Urban Mixed-Use areas are historic areas generally located between the Central Business District (CBD) and residential neighborhoods where land use transitions from intense urban business to lesser intense residential and compatible non-residential uses. These transitional areas begin to have obvious changes in building types, architectural styles, lot sizes, and pedestrian activity. Buildings are generally lower in height and parking may be onsite, preferably behind or at the side of the building to avoid a suburban look. Buildings are designed to be visually appealing with shorter setbacks to address the sidewalk and help reinforce a positive pedestrian experience."*

The applicant is proposing to design the exterior of the convenience store to resemble the appearance of a house with characteristics of the Stick and Queen Anne styles. Elevation drawings of the proposed facades appear on the front of the Site Plan drawing set. This architectural style will increase visual compatibility with surrounding land uses as the Comprehensive Plan recommends.

The proposed sidewalk connections discussed in the "Vehicular and Pedestrian Circulation" section below will encourage walking as a means of accessing the convenience store and will help reinforce a positive pedestrian experience, as the Comprehensive Plan recommends.

This proposal is in harmony with the Comprehensive Plan.

**Vehicular and Pedestrian Circulation:** Vehicular access to the site would be driveways from Washington Street and Flower Avenue East. The applicant is also proposing internal sidewalks connecting from both Washington Street and Flower Avenue East, as well as crosswalks across three sides (west, north, and east) of the Washington Street/Flower Avenue intersection.

After submitting physical copies of the proposed site plan, the applicant submitted an updated digital version via email on May 26, 2022, that is available on the City website. There are three significant proposals that appear only on the digital version.

First, in an attempt to minimize vehicular volumes on Flower Avenue East, the applicant is proposing a no right turn sign at the north exit from the site.

Second is an internal crosswalk across the eastern drive aisle within site that would connect the proposed sidewalk extending south from Flower Avenue East to the store's main entrance. The applicant is proposing internal sidewalks connecting from both Washington Street and Flower Avenue East.

Third, in anticipation of generating significant volumes of new pedestrian trips at the site, the applicant is proposing to stripe new crosswalks across three sides (west, north, and east) of the Washington Street/Flower Avenue intersection. There are several sources of potential customers within walking distance of the proposed convenience store. These trip generators include Samaritan Medical Center, Heritage Apartments and Washington Manor Apartments. It is laudable that the applicant recognizes the importance of emphasizing safe and convenient walkability in such a setting. The Planning Board should consider whether the proposed development warrants a traffic control device to protect pedestrians crossing Washington Street at Flower Avenue. This could take the form of a Rectangular Rapid Flash Beacon (RRFB) or a Pedestrian Crossing sign (W11-2 in the Manual of Uniform Traffic Control Devices).

The applicant is not proposing a crosswalk on the south side of this intersection. Due to the curb layout and geometry at the southwest corner of the Washington/Flower intersection, the alignment of the crosswalk in this area would not be perpendicular to the road. In addition, the ramps at the southeast and southwest corners of the intersection are not designed to accommodate a crosswalk. While there is a utility pole and an ornamental light pole in the margin on the southeast corner of this intersection, there is still enough room to redesign and rebuild the ramps to accommodate the crosswalk in this location. Alternatively, additional ramps could be constructed on both corners to allow for the installation of a crosswalk perpendicular to the street. Either way, the Planning Board should consider requiring a crosswalk in this location, particularly as this will be a main route for customers walking from Samaritan Medical Center.

Section 310-47 of the Zoning Ordinance requires five parking spaces for every 1,000 SF of interior floor area. Although the ordinance allows an applicant to deduct utilities and storage from this calculation, the applicant applied the entire 3,547 SF of building area, which yields a requirement of 18 parking spaces. The applicant is proposing 18 spaces, two of which (spaces 10 and 11 on sheet S-2) are at the northeast corner of the structure and the heads of these spaces abut a hatched pedestrian walkway as opposed to a raised curb.

The applicant should consider re-calculating the interior floor area to determine if there is enough utility and storage space on any of the submitted floor plan options that would be eligible for deduction and thus eliminate the need for these two spaces.

The applicant also proposes a bicycle parking rack. The inclusion of the bicycle parking rack is commendable as it demonstrates consistency with the City's adopted Complete Streets Policy.

**Landscaping and Buffers:** The applicant proposes landscaped buffers with trees, shrubs, perennials, and a six-foot high white vinyl fence to screen the residential properties that abut the site to the east and the south.

Section 310-59 of the Zoning Ordinance requires that where any land use in nonresidential districts abuts land in any residential district, a strip of land of a minimum of five feet in width up to a maximum of 15 feet in width shall be maintained by the owner as a landscaped area in the front, side and rear yards which adjoin this other district.

In locations where a Neighborhood Business District abuts a Residential District, the Planning Board's adopted Landscaping and Buffer Zone Guidelines provides recommendations for the composition of the buffer zone. The proposed landscaped buffer on the eastern side of the site, where it abuts 112 Flower Avenue East, is approximately 8.5 to nine (9) feet wide and will contain a 6' vinyl stockade fence, trees, and shrubs.

The proposed landscaped buffer on the southern side of the site, where it abuts 719 Washington Street, varies in width, but is five (5) feet wide at its narrowest point. Although 719 Washington Street is a residence, it is also zoned Neighborhood Business, and does not carry the same buffering requirements as a residentially zoned parcel. Despite this, the applicant has still demonstrated a commitment to screening the property at 719 Washington Street with both fencing and a row of evergreen trees.

The proposed trees on the west side of the site will help to maintain Washington Street's boulevard feel that is somewhat unique within the City. In total, the applicant is proposing 28 trees consisting of two species every thirty (30) feet around the perimeter of the site, exclusive of driveways.

Overall, the landscaping plan is in conformance with the landscaping requirements in the Zoning Ordinance as well as the Planning Board's adopted Landscaping and Buffer Zone Guidelines. However, as stated in the General Provisions of the Landscaping and Buffer Zone Guidelines, no one (1) species of a tree may take up more than fifteen percent of the total amount of the landscape plantings. The applicant should modify the proposed tree species list to provide greater diversity. Planning staff as communicated this information to the applicant and has provided a draft planting plan and list of recommended tree species.

In addition, to accommodate the new driveway on Washington Street, one 6" diameter crabapple tree located in the City owned margin is proposed for removal. As stated in Chapter 287-5, Paragraph D, of the City's tree ordinance, whenever a person obtains written permission to remove a tree from any City-owned land for the purpose of non-residential construction or development, such person shall subsequently replace the tree(s) at their expense. Such replacement shall meet the standards of size, species and placement as provided for in the tree removal permit as issued by the City. Trees shall be replaced by the caliper inch, such that for every inch of diameter (DBH) removed, an equal number of caliper inches shall be replaced. Therefore, with the City's approval to remove the tree, and in addition to the trees proposed as part of the site plan, six diameter inches shall be replaced in locations determined appropriate by the City. The City recommends that two, 3" diameter B&B trees be planted in the margin area south of the Washington Street driveway. Given the overhead wires present in this location, small maturing trees should be selected. Staff recommends that two, 3" *Maackia amurensis* 'JFS-Schichtel1', *Maackia* trees be planted.

Finally, in accordance with Section 9 of the Planning Board’s adopted Landscaping and Buffer Zone Guidelines, the protection of City owned street trees is required. A substantial fence, frame, or box, not less than four (4) feet high, shall be placed at the dripline of all street trees along Washington Street that will remain following this project.

**Zoning:** The proposed convenience store use is an allowed use-by-right in a Neighborhood Business District. However, the proposed gasoline sales station use requires a Special Use Permit. The proposed convenience store building and gas canopy both meet all setback requirements of the Neighborhood Business District. The proposed buildings will cover less than 40 percent of the combined parcel area, which is the maximum lot area covered by buildings allowed in the Neighborhood Business District, after the applicant assembles the four subject parcels into a single parcel.

The Neighborhood Business District has no minimum lot size or lot width requirements.

**Utilities and Hydrology:** The applicant is proposing an underground detention structure to store runoff prior to directing it to the City sewer system. The Engineering Department has reviewed the plans submitted on May 24, 2022, and determined that the underground detention system is adequate to serve the development without adversely affecting the adjacent property nor the City stormwater and sewer systems.

**Lighting:** The Photometric Plan depicts adequate lighting throughout the site and all light spillage across property lines is within acceptable parameters.

**Miscellaneous:** The applicant or the current owner will need to demolish the existing structure on 108 Flower Avenue East. The demolition will require the applicant to obtain a Demolition Permit for the structure, which will require an asbestos survey and subsequent abatement if the survey reveals the presence of asbestos. This must occur prior to the issuance of a Demolition Permit.

**SEQR:** The City Council has already issued a Negative Declaration pursuant to SEQRA. The Council adopted a resolution on April 18, 2022, finding that Changing the Approved Zoning Classification of a portion of 108 Flower Avenue East from Residence B to Neighborhood Business and that Developing a Gas Station and Convenience Store on 703, 707 and 715 Washington Street and 108 Flower Avenue East Will Not Have a Significant Impact on The Environment. The Council considered the “whole action” of the proposed development, including the granting of Site Plan Approval, when it reached this determination.

**Permits:** The applicant must obtain the following permits and other documentation, minimally, prior to demolition and construction: Demolition Permit, Building Permit, General City Permit (for work within the right-of-way), Sanitary Sewer Connection Permit, Water Supply Permit, Tree Removal Permit, and a Zoning Compliance Certificate.

**Summary:**

1. The Planning Board should consider whether the proposed development warrants a traffic control device to protect pedestrians crossing Washington Street at Flower Avenue such as a Rectangular Rapid Flash Beacon (RRFB) or a Pedestrian Crossing sign.
2. The applicant should install a crosswalk on the south side of the Washington Street/Flower Avenue intersection in addition to those proposed for the west, north and east side to accommodate new pedestrian trips at the site.

3. The applicant should consider re-evaluating the interior floor plans to determine if there is enough utility and storage space eligible for deduction from the parking calculations to enable the removal of parking spaces 10 and 11 from the site plan to provide better vehicular and pedestrian circulation.
4. The applicant shall work with City staff to diversify the tree species list submitted in the original plan.
5. The applicant shall plant two, 3" diameter, Maackia amurensis 'JFS-Schichtel1', Maackia trees in the City owned margin south of the Washington Street driveway, to replace the six diameter inches expected to be lost due to the elimination of a 6" DBH (diameter at breast height) City owned street tree that will be removed for the new entrance drive on Washington Street.
6. The applicant shall protect all City owned street trees located in the margin area with a substantial fence, frame, or box, not less than four (4) feet high, and placed at the dripline for the entirety of the project.
7. The applicant or the current property owner must commission an asbestos survey of 108 Flower Avenue East and perform any necessary abatement if the survey reveals the presence of asbestos prior to the issuance of a Demolition Permit.
8. The applicant must obtain the following permits, minimally, prior to demolition and construction: Demolition Permit, Building Permit, General City Permit (for work within the right-of-way), Sanitary Sewer Connection Permit, Water Supply Permit, Tree Removal Permit, and a Zoning Compliance Certificate.

cc: City Council Members  
Michael Delaney, City Engineer  
Charles Marshall, Stewart's Shops Corp., P.O. Box 435, Saratoga Springs, NY 12866

**SITE PLAN APPROVAL**  
**703, 707 AND 715 WASHINGTON STREET AND 108 FLOWER AVENUE EAST**  
**PARCEL NUMBERS 11-12-126.000, 11-12-125.000, 11-12-124.000 AND 11-12-127.000**

The Planning Board then considered a request for Site Plan Approval submitted by Stewart's Shops Corporation, to construct a 3,547 SF convenience store and a 920 SF freestanding gas canopy at 703, 707, 715 Washington Street and 108 Flower Avenue East, respective Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000.

Mr. Marshall said that he addressed the City Council at their last meeting and the Council discussed crosswalk striping through the intersections near the store. Mr. Marshall reiterated that Stewart's agreed to install a Rectangular Rapid Flash Beacons (RRFB). Discussion ensued regarding the potential for a crosswalk across the south side of the intersection of Washington Street and Flower Avenue, where the corners don't line up perfectly and there is a utility pole that would affect the location of an ADA ramps. Mr. Delaney said that the Engineering Department would work with Stewart's to find a solution for these issues.

Mr. Marshall then discussed the internal circulation of pedestrians and vehicular traffic and how Staff recommended removing certain parking spaces to allow for easier mobility around the parking lot. He said that square footage of retail floor space was only 2,100 SF and that the remaining floor space was storage and therefore eligible for exemption from the parking calculations, meaning that parking spaces 10 and 11, as identified on the drawing, could be removed and hatched lines painted in their place.

Discussion then ensued regarding tree removal and replacement as well as tree protection for trees to remain. Mr. Lumbis noted that there are City owned tree assets located in the margin area that should be protected from damage during construction. In addition, he said there is a City owned tree proposed to be removed to accommodate this development and the City's tree ordinance requires the tree to be replaced by the diameter inch. Mr. Marshall agreed to protecting the trees and replacing the one to be removed as detailed by Staff. Discussion followed regarding sign permitting. Mr. Lumbis said that all signage proposed for the site would be handled through a sign permit process that is handled by the Code Enforcement Bureau.

Ms. Capone then moved to recommend that City Council approve the request for Site Plan Approval submitted by Stewart's Shops Corporation to construct a 3,547 SF convenience store and a 920 SF freestanding gas canopy at 703, 707, 715 Washington Street and 108 Flower Avenue East, respective Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000, contingent upon the following:

1. The applicant shall install a Rectangular Rapid Flash Beacon (RRFB) to protect pedestrians crossing Washington Street at Flower Avenue.
2. The applicant shall install a crosswalk on the south side of the Washington Street/Flower Avenue intersection in addition to those proposed for the west, north and east side to accommodate new pedestrian trips at the site. The applicant shall work with City

Planning and Engineering Staff to identify the most logical location and orientation for this crosswalk and its associated ADA ramps.

3. The applicant shall remove parking spaces 10 and 11 from the site plan and shall paint a hatched area in their place to provide safer internal vehicular and pedestrian circulation.
4. The applicant shall work with City staff to diversify the tree species list submitted in the original plan.
5. The applicant shall plant two, 3" diameter, Maackia amurensis 'JFS-Schichtel1', Maackia trees in the City owned margin south of the Washington Street driveway, to replace the six diameter inches expected to be lost due to the elimination of a 6" DBH (diameter at breast height) City owned street tree that will be removed for the new entrance drive on Washington Street.
6. The applicant shall protect all City owned street trees located in the margin area with a substantial fence, frame, or box, not less than four (4) feet high, and placed at the dripline for the entirety of the project.
7. The applicant shall install a no-right-turn sign at the northern exit from the site onto Flower Avenue East.
8. The applicant or the current property owner must commission an asbestos survey of 108 Flower Avenue East and perform any necessary abatement if the survey reveals the presence of asbestos prior to the issuance of a Demolition Permit.
9. The applicant must obtain the following permits, minimally, prior to demolition and construction: Demolition Permit, Building Permit, General City Permit (for work within the right-of-way), Sanitary Sewer Connection Permit, Water Supply Permit, Tree Removal Permit, and a Zoning Compliance Certificate.

Ms. Fields asked to make a statement prior to taking a vote. She said as follows:

“I am not opposed to neighborhood business expansion in the City of Watertown. I am very concerned about causing neighbors potential property value decreases, and the kind of problems that can occur, garbage outside, loitering. And I am very upset about the fact that I don't believe the neighbors are being well represented. With that in mind I do not believe I can vote for this....Whatever happened to the medical district on Washington Street? What ever happened to our vision for a medical district? Is a gas station what we really want in this area?”

Mr. Babcock then seconded the motion and the Planning Board voted 4-1 in favor with Ms. Fields casting the dissenting vote.

Ms. Capone left the meeting at 4:12 p.m.



May 23, 2022

Mr. Michael A. Lumbis, Director  
Planning and Community Development  
City of Watertown  
245 Washington St.  
Watertown, New York 13601

Mr. Lumbis,

Stewart's has 108 East Flower (SBL: 11-12-127.000) along with 703 Washington St. (SBL: 11-12-126.000), 707 Washington St (SBL: 11-12-127.000), and; 715 Washington St. (SBL: 11-12-124.000) under control via contract with Hedy Cirrincione. Stewart's is hereby submitting simultaneously for Site Plan and Subdivision to enable the construction of a 3,547 square foot Stewart's Shop (convenience store) with a freestanding gasoline canopy that will house two pumps (four fueling positions total).

On May 2<sup>nd</sup>, 2022 the City Council passed Ordinance 2 which rezoned the northwest portion of 108 Flower Ave. East to Neighborhood Business (NB). Prior to this, the City Council issued a Negative SEQRA Declaration for the "project," which does not include the Subdivision. Outside the Site Plan and Subdivision, a Special Use Permit approval by the City Council is also required for the development to proceed.

It is Stewart's intention that upon construction, the store will operate between the hours of 5A.M. and 11 P.M.. The proposed hours represent a change from the current location which is open from 4:30AM-12:00AM. Stewart's also understands restrictions are likely for the goods delivery and dumpster pickup, but encourage the fuel delivery be unrestricted as this is best done with fewest people in the lot.

Several modifications to the **Site Plan** since the May 2<sup>nd</sup> City Council meeting, which include:

- Approximately +/- 200 square feet has been added to the building to accommodate an entrance on Washington Street and a second bathroom (a customer complaint of the 1226 Washington St. location),
- The aesthetic elements of the building have been modified to resemble a residential building and include such features as scalloped shingles, dormers and a different porch, and;
- Crosswalks have been installed through the four segments of the Washington St., Flower Ave. (East and West) intersection, a request from the City Council on May 2<sup>nd</sup>, 2022.

While the elements above have changed, the proposed Site Plan utilizes the building to screen the southern residence from the commercial activity, particularly the gasoline canopy. Stewart's does not



propose lighting on the southern side of the building (except switch activated lighting for mechanical servicing). Site lighting is comprised of downlit LED fixtures, for pole, soffit and canopy at the 3,000 Kelvin temperature. The building remains compliant with the current Neighborhood Business setback guidelines and the proposed guidelines from the City's adopted Comprehensive Plan for the Urban Mixed Use district with shorter sidewalks, and parking not being located between Washington St and the structure. Further, the parking and delivery areas are screened from Washington St. with their location on the eastern side of the building and no parking between the thoroughfare and the building.

Along with our Site Plan application Stewart's is submitting:

- During the Zone Change process, a series of traffic studies was developed by CHA addressing iterations of the proposal, the latest version is attached.
- The City Council Negative Declaration does not include the Subdivision component. Attached is the SEAF utilized for review by the City Council. We anticipate this will be reviewed as an Unlisted Action without Coordinated Review.

**Subdivision** Components:

- There is a 144 square foot piece of property that is situated on the 715 Washington St (SBL: 11-12-124.000) but utilized for the driveway of the residence/business at 719 Washington St. It's Stewart's intention to subdivide the 144 square feet and convey that property to Maryellen Blevins in conformance with an April 11<sup>th</sup>, 2022 letter submitted to the City Council. Outside the removal of this piece of land, the remaining four parcels Stewart's controls via contract will be consolidated into one parcel.

**Special Use Permit Narrative**

Pursuant to the Special Use Permit Standards enumerated in §310-52.3, the standard is in black and Stewart's response in blue.

- 1) The use shall be of such location, size and character that it will be in harmony with the appropriate and orderly development of the district in which it is situated and will not be detrimental to the orderly development of adjacent districts. The nature and intensity of the operations involved in or conducted in connection with it shall be compatible with the general character and intensity of development of the neighborhood.

Through the Zone Change process for the portion of 108 Flower Ave. East, several elements were looked at regarding the proposed use's "fit" into the neighborhood. Here, neither the Stewart's SEQR Declaration nor the declaration for the Cirrincione Zone Change in 2012 identified a potential change for the approved uses within the Neighborhood Business District.

The latest traffic study report dated April 14,2022 from CHA issued to the City Council provided a descriptive analysis of the assignment of the potential traffic impacts to both Washington St. and Flower Ave. East. Concern was raised over the potential impact, particularly on Flower Ave. East. CHA's analysis indicates that (almost) all of the proposed traffic to the store would have to utilize Flower Ave. East to degrade the Level of Service (LOS); summary paragraph is pasted below.

For example, Flower Avenue (westbound) operates at a LOS "C" with existing traffic volumes during the afternoon peak hour. Flower Avenue (eastbound) operates at a LOS "B". It can be determined mathematically how many additional vehicles can be added while still maintaining a LOS "C" or better. In this case, westbound traffic would need to increase by 76 vehicles per hour for the LOS to fall from "C" to "D". Accordingly, eastbound traffic would need to increase by 119 vehicles per hour to fall from "B" to "D". In other words, it would require 76 of the anticipated 81 customers (94%) to turn westbound from the Flower Ave. driveway to degrade the LOS. Along the same lines, all 81 customers (100%) could turn eastbound from the Flower Ave. driveway and the LOS still would not drop below "C".

- 2) The use's relation to streets giving access to it shall be such that traffic to and from the use will not be hazardous or inconvenient to the neighborhood or conflict with the normal traffic of the neighborhood. Convenient routes of pedestrian traffic shall be considered in relation to main traffic thoroughfares and to street intersections.

The City's adopted Comprehensive Plan attempts to direct applicants to street fronting properties with parking located to the side or rear and the use of shorter sidewalk to bring the building toward the street for desired streetscapes. Stewart's is proposing two doors, the primary pedestrian door is likely to be the Washington St. door while those accessing the site through vehicular means would be through Flower Avenue East. To prevent pedestrians from walking around the entire site, Stewart's proposed an internal sidewalk from Flower Avenue East to the store.

Stewart's does not propose parking between the store and thoroughfare instead, it is between the store and gasoline canopy, where circulation already necessary. Additionally, Stewart's proposes the delivery area to be on the eastern side of the building, screened from Washington St. by the building and where parking is also proposed, also the location of the proposed dumpster enclosure. The Site Plan also shows Stewart's screening the mechanical equipment to the south with fencing and landscaping.

- 3) The use's site layout shall minimize the inconvenience to the neighborhood by providing adequate parking and adequate visual and noise buffering. The parking requirements of this chapter shall be considered the minimum. The buffer composition, density and width shall be determined after considering the type of proposed use, type of uses surrounding it and the distance from the surrounding uses.

As discussed above, parking is kept from being situated between the thoroughfare and the building as described in the Comprehensive Plan and the number of parking spaces achieves the minimum outlined in §310-47.

If there are any questions, please do not hesitate to reach me at (518) 581-1201 ext 4435.

Respectfully submitted,

*Chuck*

Charles "Chuck" Marshall  
Stewart's Shops Corp.



May 18<sup>th</sup>, 2022

Mr. Michael Lumbis, Director  
Planning and Community Development  
City of Watertown  
245 Washington St.  
Watertown, New York 13601

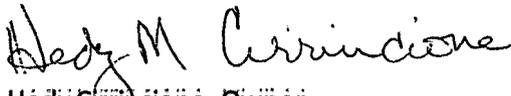
Director Lumbis,

Please allow this letter to serve as my authorization for Stewart's Shops to represent the following properties in their pursuit of regulatory and municipal approvals within the City of Watertown. The properties I am explicitly authorizing Stewart's to seek such approvals for are limited to: 703 (11-12-126.000), 707 (SBL: 11-12-125.000), 715 (SBL: 11-12-124.000) Washington Street and 108 Flower Avenue East (SBL: 11-12-127.000).

Such approvals shall include but not limited to: Site Plan, Subdivision/Lot line adjustment, Special Use Permit, Building and Demolition.

If you have any questions, please don't hesitate to reach me at (315) 778-8482.

Regards,



Hedy Cirincione, Owner  
703, 707, 715 Washington St  
108 Flower Avenue East



**City of Watertown**  
**SITE PLAN APPROVAL APPLICATION FORM**

*City of Watertown, Planning and Community Development Dept.*  
*245 Washington Street, Room 305, Watertown, NY 13601*  
*Phone: 315-785-7741 Email: [planning@watertown-ny.gov](mailto:planning@watertown-ny.gov)*

Received:

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

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

**PROPERTY INFORMATION:**

PROPOSED PROJECT NAME: Stewart's Shops Relocation - Washington St  
TAX PARCEL NUMBER: 11-12-124.000, 125.000, 126.00 and 127.00  
PROPERTY ADDRESS: 703, 707, 715 Washington St and 108 Flower Ave East  
ZONING DISTRICT: Neighborhood Business (NB)

**APPLICANT INFORMATION:**

NAME: Stewart's Shops Corp.  
ADDRESS: P.O. Box 435  
Saratoga Springs, NY 12866  
PHONE NUMBER: (518) 581-1201 ext 4435  
E-MAIL ADDRESS: [cmarshall@stewartsshops.com](mailto:cmarshall@stewartsshops.com)

**PROPERTY OWNER INFORMATION (if different from applicant):**

NAME: Hedy Cirrincione  
ADDRESS: 99 27th Street  
Cocoa Beach, FL 32931  
PHONE NUMBER: (315) 778-8482  
E-MAIL ADDRESS: [hedy\\_007@hotmail.com](mailto:hedy_007@hotmail.com)

**ENGINEER/ARCHITECT/LANDSCAPE ARCHITECT INFORMATION:**

NAME: Scott E. Kitchner, P.E.  
ADDRESS: P.O. Box 435  
Saratoga Springs, NY 12866  
PHONE NUMBER: (518) 581-1201  
E-MAIL ADDRESS: [skitchner@stewartsshops.com](mailto:skitchner@stewartsshops.com)

## **REQUIRED MATERIALS:**

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

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

- COVER LETTER:** Must clearly and fully explain the proposed project in sufficient detail.
  
- BOUNDARY and TOPOGRAPHIC SURVEY:** Depict existing features as of the date of the Site Plan Application. A Professional Land Surveyor licensed and currently registered to practice in the State of New York must perform the survey and create the map. **At least one copy** must contain the surveyor's original PLS wet stamp and an original signature. The rest may be copies thereof. The survey drawing **must** depict and label all of the following:
  - All existing features and utilities on and within 50 feet of the subject property
  - All existing property lines (bearings and distances), margins, acreage, zoning, easements, right-of-ways, existing land use, reputed owner, adjacent reputed owners and tax parcel numbers
  - One-foot contours are with appropriate spot elevations
  - North arrow and graphic scale
  - All elevations are North American Vertical Datum of 1988 (NAVD88).
  
- DEMOLITION PLAN** (if applicable)
  - Depict and label **all** existing features on and within 50 feet of the subject property and (using darker text) all items proposed for demolition.
  
- SITE PLAN:** The drawing must clearly label all proposed features as "proposed" and use darker line work and text for all proposed features than for existing features. It must also include a reference to the coordinate system used (NYS NAD83-CF preferred). In addition, the drawing **must** depict and label all of the following:
  - All proposed **above** ground features
  - All proposed easements and right-of-ways
  - Land use, zoning, and tax parcel number
  - Proposed parking and loading spaces, including all required ADA accessible spaces
  - Proposed snow storage areas
  - Refuse Enclosure Area (Dumpster), if applicable. **Please note:** Section 161-19.1 of the Zoning Ordinance states, "No refuse vehicle or refuse container shall be parked or placed within 15 feet of a party line without the written consent of the adjoining owner, if the owner occupies any part of the adjoining property."
  - North arrow and graphic scale

**GRADING PLAN:** This drawing must depict and label **all** of the following:

- All proposed **below** ground features, including elevations and inverts
- All proposed **above** ground features, including easements and right-of-ways
- One-foot existing contours (shown dashed and labeled with appropriate spot elevations)
- One-foot proposed contours (shown and labeled with appropriate spot elevations)
- Sediment and Erosion control, unless separate drawings are included as part of a Stormwater Pollution Prevention Plan (SWPPP).
- All elevations are North American Vertical Datum of 1988 (NAVD88).

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

- All proposed above and below ground features
- All existing above and belowground utilities, including water, sanitary water, stormwater, electric, gas, telephone, cable, fiber optic, etc.
- All existing and proposed easements and right-of-ways.

**LANDSCAPING PLAN:** This drawing must depict and label **all** of the following:

- All proposed **above** ground features
- All proposed trees, shrubs, other plantings and other proposed landscaping additions, keyed to a plant schedule that includes the scientific name, common name, size, quantity, etc. **Please note:** For additional landscaping requirements where nonresidential districts and land uses abut land in any residential district, please refer to Section 310-59, Landscaping of the City's Zoning Ordinance.
- The Site Plan complies with and meets acceptable guidelines set forth in Appendix A - Landscaping and Buffer Zone Guidelines (August 7, 2007).

**VEHICULAR AND PEDESTRIAN CIRCULATION PLAN**

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

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

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

**CONSTRUCTION DETAILS and NOTES:**

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

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

**ENGINEERING REPORT**

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

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

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

**GENERAL INFORMATION**

- All items must include a valid stamp and an original signature by a Professional Engineer, Architect, Landscape Architect, or Surveyor licensed and currently registered to practice in the State of New York.
- If required, submit a copy of the Stormwater Pollution Prevention Plan (SWPPP) to the City of Watertown Engineering Department for review to obtain an MS4 SWPPP Acceptance Form.

**Post Construction SWPPP Requirements to Complete:**

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

- *Submit a detailed as-built topographic and boundary survey of the site with all stormwater practices.*
- *Perform and submit results of insitu infiltration testing, updated drainage area maps and hydraulic calculations in a comprehensive Engineering Report based on As-Built Conditions.*
- *Submit a detailed post construction Maintenance Plan for all Stormwater Management Practices (SMP's) and provide a Maintenance Agreement with irrevocable letter of credit for approval. Maintenance Agreement shall be filed at the County Clerk's Office as a deed restriction on the property.*
- \*\* If required, a copy of all submittals sent to the New York State Department of Environmental Conservation (NYSDEC) for the sanitary sewer extension permit will also be sent to the City of Watertown Engineering Department.
- \*\* If required, a copy of all submittals sent to the New York State Department of Health (NYSDOH) will also be sent to the City of Watertown Engineering Department.
- \*\* When NYSDEC or NYSDOH permitting is required, the property owner/applicant shall retain a licensed Professional Engineer to perform inspections of the proposed utility work and to certify the completed works were constructed in substantial conformance with the approved plans and specifications.\*\*
- Signage is not approved as part of this submission. It requires a Sign Permit from the City Code Enforcement Bureau. See Section 310-52.2 of the Zoning Ordinance.
- For non-residential uses, the applicant must include the proposed Hours of Operation.

**OPTIONAL MATERIALS:**

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

**SUBMITTAL INSTRUCTIONS:**

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

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

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

- Submissions must be collated and properly folded.
- If the applicant is not the property owner, the submission must include a signature authorization form or letter signed by the owner authorizing the applicant to apply on behalf of the owner.
- For any item(s) not checked in the Site Plan Approval Checklist, attach an explanation and comments.
- Provide an electronic copy of the entire submission in the form of a single, combined PDF file of the entire application, including cover letter, plans, reports, and all submitted material.
- Submit the required Application Fee

\$150 for Site Plan Minor

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

**SIGNATURE**

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

Applicant's name (please print) Charles Marshall - Stewart's Shops Corp

Applicant's Signature Chas Marshall Date: 5/23/22

**Meeting Information:** The Planning Board normally meets at 3:00 p.m. on the first Tuesday of every month in Council Chambers at City Hall, 245 Washington Street. The application deadline is 14 days prior to the scheduled meeting date. Planning Board action does not represent final approval, as the Planning Board only votes to make a recommendation to City Council, which holds the sole authority to grant Site Plan Approval.

Occasionally, due to holidays or other reasons, meetings may occur on other dates and/or times. The City will announce any changes to meeting dates in advance on its website at [www.watertown-ny.gov](http://www.watertown-ny.gov). Planning Staff *strongly* recommends scheduling a pre-application meeting prior to submitting a Site Plan Application. The entire site plan application process typically takes four-to-six weeks, depending on whether the application requires Jefferson County Planning Board review.

# PROPOSED STEWART'S SHOP

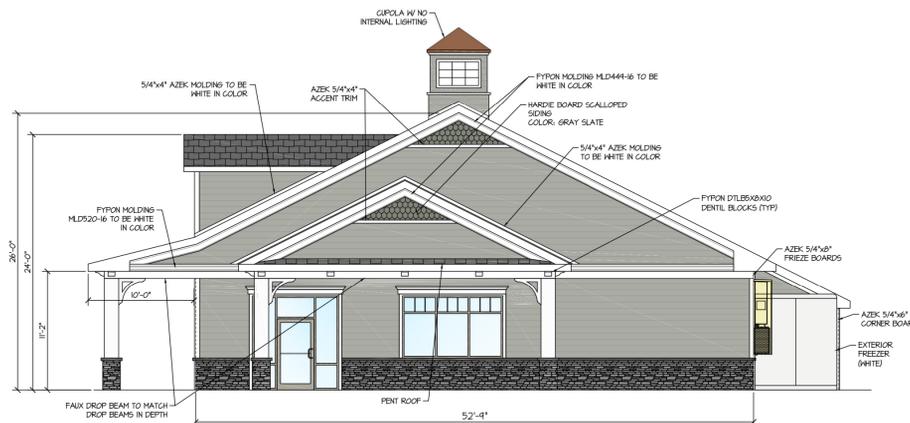
WASHINGTON STREET & EAST FLOWER AVENUE

WATERTOWN, NY 13601

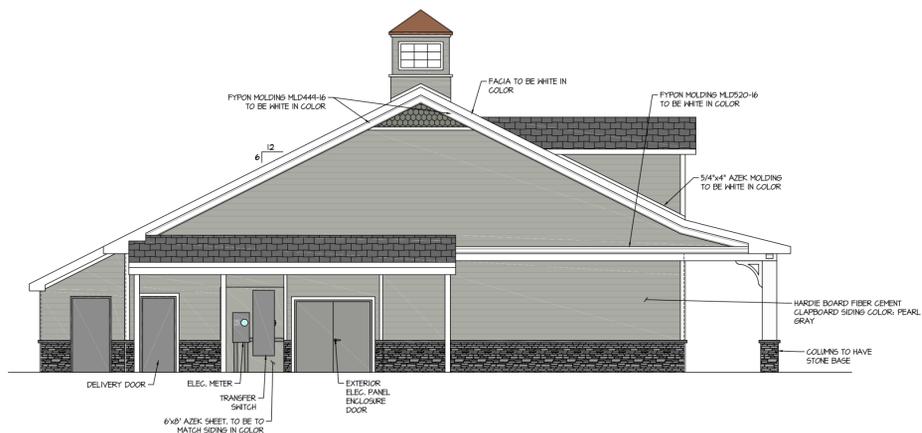
SHEET NO.	DRAWING NAME	DESCRIPTION
1	T-1	TITLE SHEET
2	S-1	EXISTING SITE/DEMO PLAN
3	S-2	PROPOSED SITE PLAN
4	S-3	UTILITY PLAN
5	S-4	GRADING PLAN
6	S-5	LANDSCAPING PLAN
7	S-6	LIGHTING PLAN
8	S-7	EROSION & SEDIMENT CONTROL PLAN
9	S-8	TRUCK CIRCULATION PLAN
10	S-9	MISCELLANEOUS DETAILS
11	S-11	MISCELLANEOUS DETAILS
12	S-12	MISCELLANEOUS DETAILS



**NORTH BUILDING ELEVATION**



**WEST BUILDING ELEVATION**



**EAST BUILDING ELEVATION**

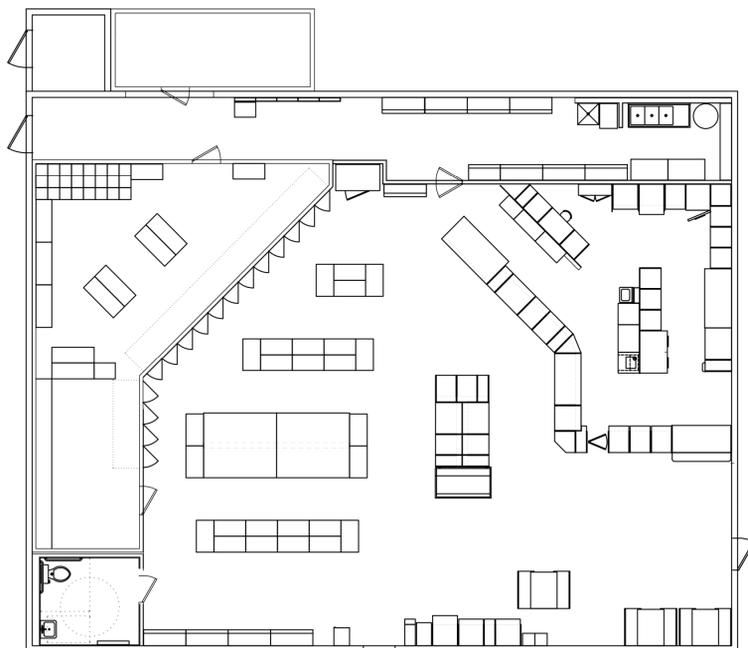


**SOUTH BUILDING ELEVATION**

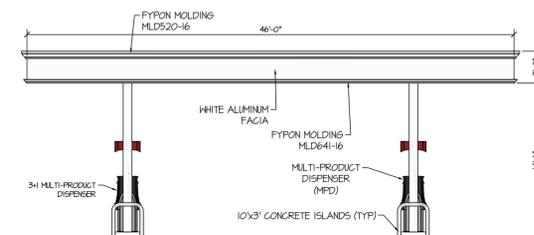


**PROPOSED FREESTANDING SIGN**

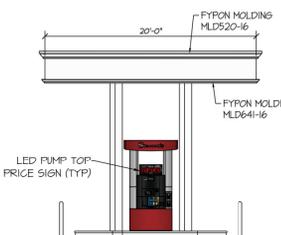
- SIZE: - 1'-10" x 8' = 63 SQ. FT.
- LETTERS: - 1/8" PLEXIGLASS FACE ON 4-1/2" THICK CAN
- ILLUMINATION: - INTERNALLY ILLUMINATED WITH LED LIGHTING
- BURGUNDY LETTERS
- WHITE COLOR BACKGROUND
- 16" RED LED GAS PRICE NUMBERS
- 16" GREEN LED DIESEL PRICE NUMBERS



**FLOOR LAYOUT**



**GAS CANOPY FRONT ELEVATION**



**GAS CANOPY SIDE ELEVATION**



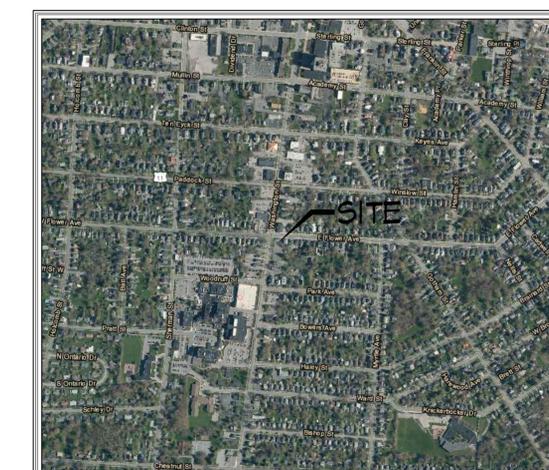
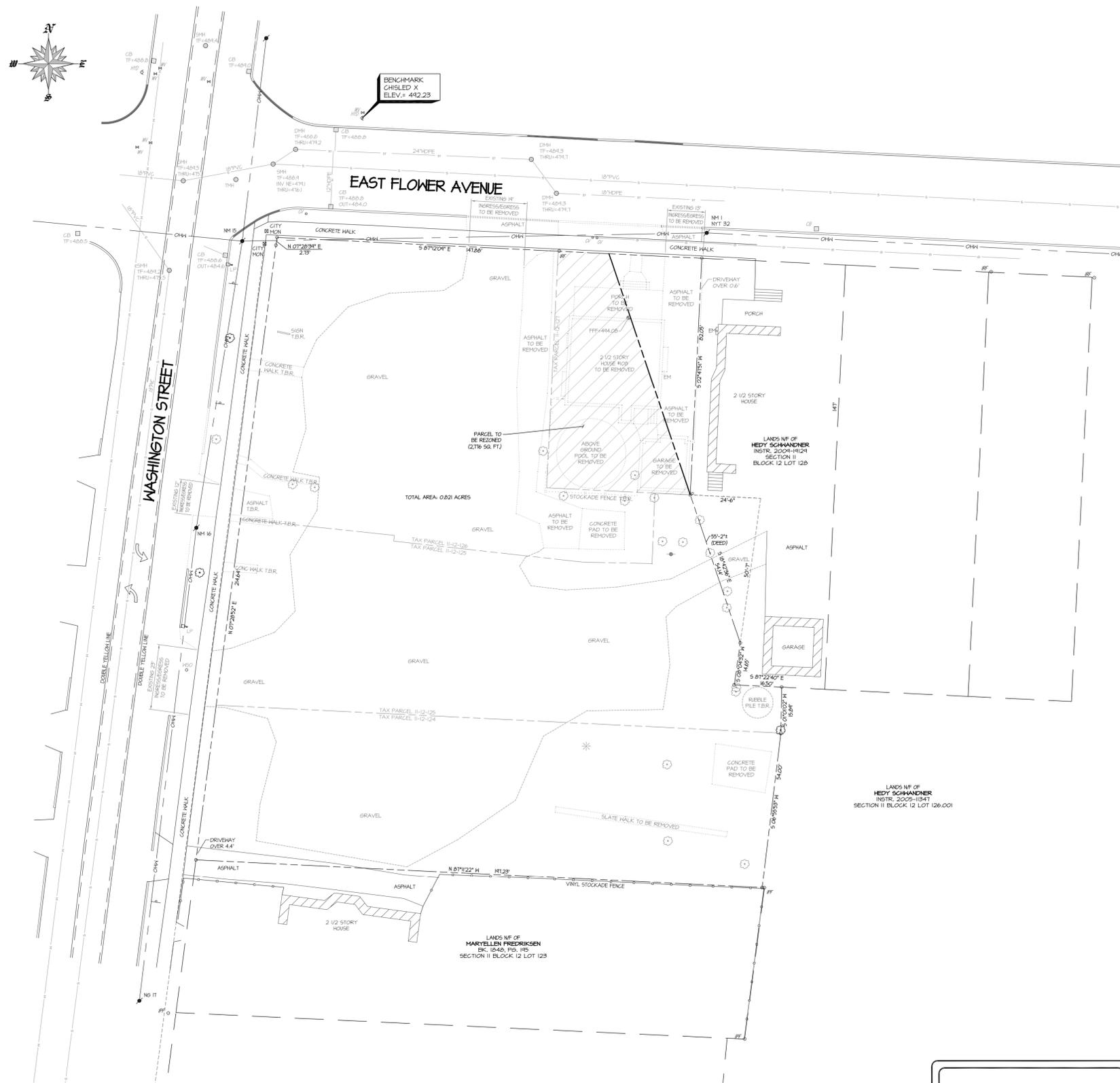
**TYPICAL BUILDING SIGN**

- SIZE: - 17 SQ. FT.
- LETTERS: - 1/8" PLEXIGLASS FACE ON 4-1/2" THICK CAN
- ILLUMINATION: - INTERNALLY ILLUMINATED WITH LED LIGHTING
- BURGUNDY LETTERS
- WHITE COLOR BACKGROUND

	STORE NAME, ABBREVIATION & NO. <b>WASHINGTON STREET - WSHX - 113</b>	
	SITE LOCATION <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b>	
DATE <b>4/12/22</b>	NO. <b>1</b>	REVISIONS <b>BUILDING SIZE &amp; STYLE</b>
		DRAWN BY: <b>CP</b>
SARATOGA SPRINGS, NY 12866 TEL. (518)581-1200 FAX (518)581-1209		SCALE: <b>AS SHOWN</b>
TITLE: <b>TITLE SHEET</b>		DATE: <b>9/14/21</b>
ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW.		DRAWING NO. <b>T-1</b>

LEGEND	
FIRE HYDRANT	
WATER VALVE	
GAS VALVE	
SEWER MANHOLE	
SEWER CLEANOUT	
CURB INLET	
CATCH BASIN	
GUY WIRE	
UTILITY POLE	
SIGNPOST	
TRAFFIC SIGNAL CONTROL BOX	
POLE LIGHT	
MONITORING WELL	
BOLLARD	
IRRIGATION SLEEVE	
OVERHEAD UTILITIES	
WATER SERVICE, 1" TYPE "K" COPPER	
SEWER SERVICE, 4" SDR 26	
STORM PIPE, PROPOSED, HDPE	
STORM PIPE, EXISTING	
STOCKADE FENCE	
CHAINLINK FENCE	
SPLITRAIL FENCE	
U/G ELECTRICAL/TELE SERVICE	
U/G ELECTRICAL CONDUIT	
U/G GAS LINE	
U/G CAMERAL CONDUIT	
DIESEL PRODUCT LINE	
SUPER PRODUCT LINE	
UNLEADED PRODUCT LINE	
EXISTING MAJOR CONTOUR	
EXISTING MINOR CONTOUR	
PROPOSED MAJOR CONTOUR	
PROPOSED MINOR CONTOUR	
PROPOSED SPOT ELEVATION	
EXISTING UNCHANGED SPOT ELEVATION	

NOTES:  
 1. SOME FEATURES IN LEGEND MAY NOT HAVE BEEN USED.  
 2. DARKER LINES INDICATE NEW WORK.  
 3. DOTTED LINES INDICATE REMOVED ITEMS.



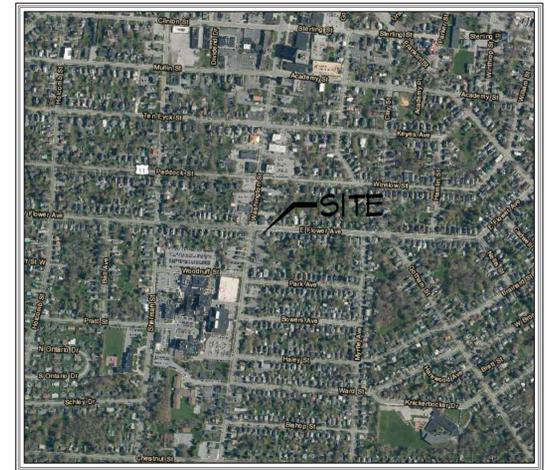
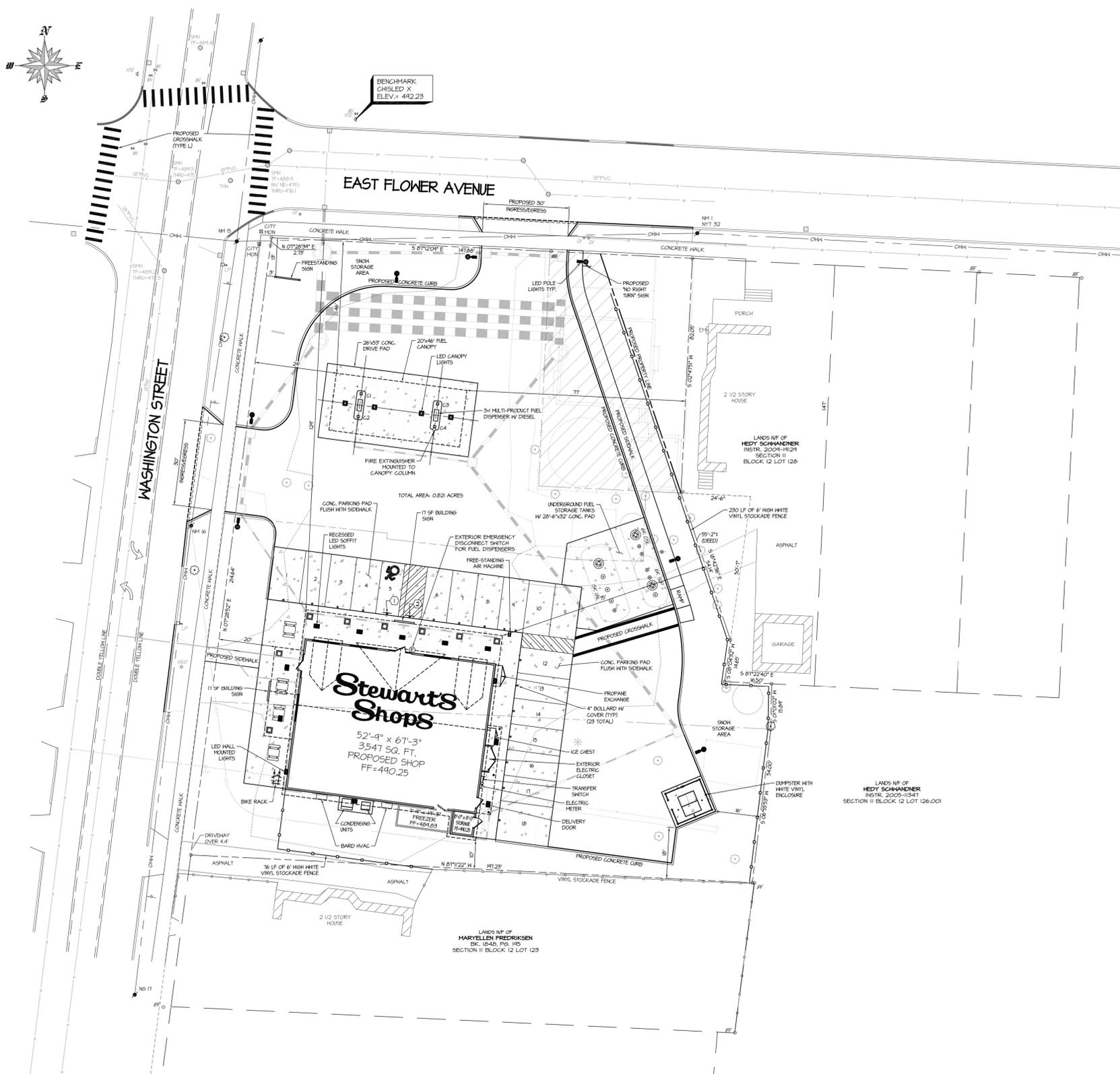
SITE LOCATION MAP

	STORE NAME, ABBREVIATION & NO. <b>WASHINGTON STREET - WSHX - 113</b>	
	SITE LOCATION <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b>	
	DATE	NO. REVISIONS
SARATOGA SPRINGS, NY 12866 TEL. (518)581-1200 FAX (518)581-1204		DRAWN BY: CP SCALE: 1" = 20' DATE: 4/5/21 DRAWING NO. <b>5-1</b>
TITLE: <b>EXISTING SITE PLAN</b>		

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LEGEND	
FIRE HYDRANT	
WATER VALVE	
GAS VALVE	
SEWER MANHOLE	
SEWER CLEANOUT	
CURB INLET	
CATCH BASIN	
GUY WIRE	
UTILITY POLE	
SIGNPOST	
TRAFFIC SIGNAL CONTROL BOX	
POLE LIGHT	
MONITORING WELL	
BOLLARD	
IRRIGATION SLEEVE	
OVERHEAD UTILITIES	
WATER SERVICE, 1" TYPE "K" COPPER	
SEWER SERVICE, 4" SDR 26	
STORM PIPE, PROPOSED, HDPE	
STORM PIPE, EXISTING	
STOCKADE FENCE	
CHAINLINK FENCE	
SPLITRAIL FENCE	
U/G ELECTRICAL/TELE SERVICE	
U/G ELECTRICAL CONDUIT	
U/G GAS LINE	
U/G CAMERAL CONDUIT	
DIESEL PRODUCT LINE	
SUPER PRODUCT LINE	
UNLEADED PRODUCT LINE	
EXISTING MAJOR CONTOUR	
EXISTING MINOR CONTOUR	
PROPOSED MAJOR CONTOUR	
PROPOSED MINOR CONTOUR	
PROPOSED SPOT ELEVATION	
EXISTING UNCHANGED SPOT ELEVATION	

NOTES:  
 1. SOME FEATURES IN LEGEND MAY NOT HAVE BEEN USED.  
 2. DASHED LINES INDICATE NEW WORK.  
 3. DOTTED LINES INDICATE REMOVED ITEMS.



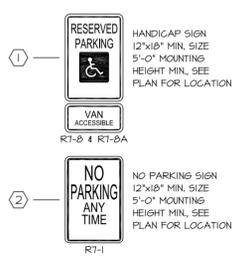
SITE LOCATION MAP

	REQUIRED	PROPOSED
MINIMUM LOT AREA	-	0.821 ACRES (35,181,246 SQ. FT.)
MAXIMUM LOT AREA COVERED BY BUILDINGS	40%	11%
FRONT BLDG SETBACK - (WEST)	20 FEET	20 FEET
SIDE BLDG SETBACK - (NORTH)	10 FEET	12 FEET
SIDE BLDG SETBACK - (SOUTH)	5 FEET	10 FEET
REAR BLDG SETBACK - (EAST)	25 FEET	75 FEET
FRONT GAS CANOPY SETBACK (WEST)	20 FEET	28 FEET
SIDE GAS CANOPY SETBACK (NORTH)	10 FEET	46 FEET
SIDE GAS CANOPY SETBACK (SOUTH)	5 FEET	141 FEET
REAR GAS CANOPY SETBACK (EAST)	25 FEET	77 FEET
GREEN SPACE	-	26%
BUILDING HEIGHT	-	28 FEET
STEWART'S BUILDING SIGN	-	2 @ 11 SQ. FT.
FREESTANDING SIGN	-	1 @ 63 SQ. FT.
TOTAL	-	TOTAL OF 91 SQ. FT.
PARKING	5 PER 1,000 SQ. FT. 3541/1,000=3.541x5= 17.705 SPACES	18 SPACES TOTAL

EXISTING SITE USAGE DATA		PROPOSED SITE USAGE DATA	
GREEN SPACE	13,728 SQ. FT. 37%	GREEN SPACE	4,110 SQ. FT. 25%
BUILDING	1,762 SQ. FT. 5%	BUILDING	3,760 SQ. FT. 11%
CONCRETE	472 SQ. FT. 3%	CONCRETE	4,394 SQ. FT. 26%
PAVEMENT	1,848 SQ. FT. 5%	PAVEMENT	13,552 SQ. FT. 38%
GRAVEL	18,641 SQ. FT. 50%		

- NOTES:
- ALL WORK PERFORMED WITHIN THE CITY OF WATERTOWN MARGIN WILL REQUIRE SIGN-OFF FROM A PROFESSIONAL ENGINEER, LICENSED AND CURRENTLY REGISTERED TO PRACTICE IN THE STATE OF NEW YORK, THAT THE WORK HAS BEEN COMPLETED ACCORDING TO THE APPROVED SITE PLAN AND APPLICABLE CITY OF WATERTOWN STANDARDS.
  - COMPACTION TESTING WILL BE REQUIRED FOR ALL WORK TO BE PERFORMED WITHIN THE CITY OF WATERTOWN MARGIN AND MUST BE SUBMITTED TO THE CITY OF WATERTOWN CODES DEPARTMENT.



STORE NAME, ABBREVIATION & NO. **WASHINGTON STREET - WSHX - 113**

SITE LOCATION **WASHINGTON STREET & EAST FLOWER AVE - WATERTOWN, NY 13601**

DATE: 5/24/21

NO. 1

REVISIONS: CROSSWALKS

DRAWN BY: CP

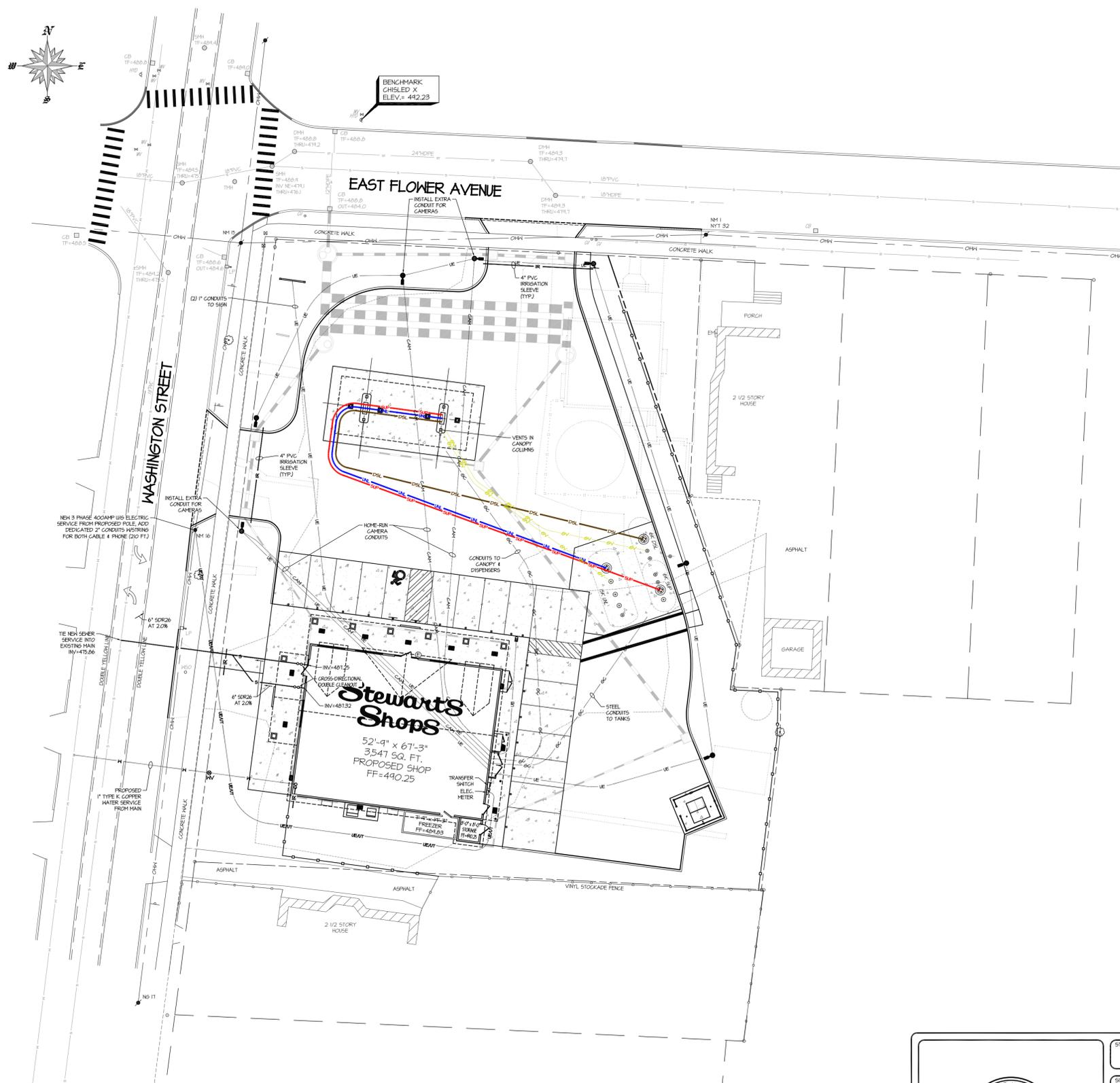
SCALE: 1" = 20'

DATE: 4/5/21

DRAWING NO. **5-2**

SARATOGA SPRING, NY 12866  
 TEL: (518)581-1200 FAX: (518)581-1204

TITLE: **PROPOSED SITE PLAN**



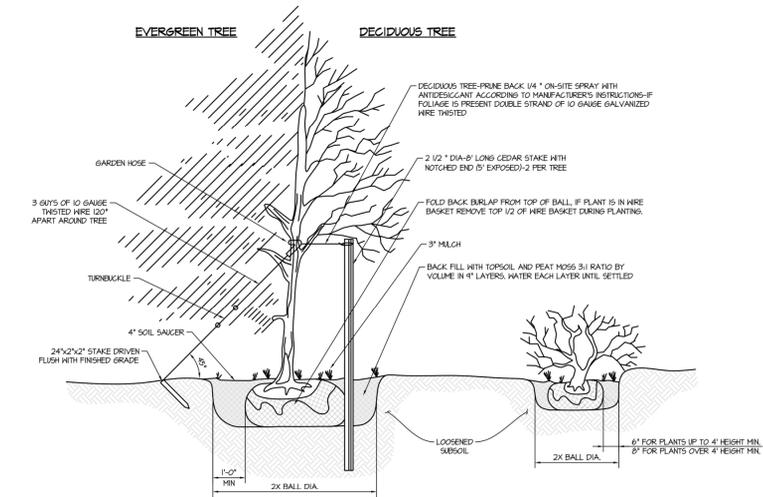
	STORE NAME, ABBREVIATION & NO. <b>WASHINGTON STREET - WSHX - 113</b>	
	SITE LOCATION <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b>	
	DATE	NO. REVISIONS
<small>SARATOGA SPRINGS, NY 12866 TEL. (518)581-1200 FAX (518)581-1204</small>		DRAWN BY: <b>CP</b> SCALE: <b>1" = 20'</b> DATE: <b>4/5/21</b>
<small>ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW</small>		DRAWINGS NO. <b>S-3</b>
TITLE: <b>UTILITY PLAN</b>		



**PLANT LIST**

	ABRV	BOTANICAL NAME	COMMON NAME	QTY.	SIZE	SPACING
PERENNIALS	HS	HEMEROCALLIS 'STELLA DE ORO'	DAYLILY - STELLA DE ORO	16	2 GAL.	AS SHOWN
	RF	RUDBECKIA FULGIDA	BLACK-EYED SUSAN	30	2 GAL.	AS SHOWN
	FF	FENISETUM PIGLET	GRASS - PIGLET FOUNTAIN	12	2 GAL.	AS SHOWN
	SN	SALVIA NEMOROSA 'MAYNACHT'	SALVIA - MAY NIGHT	26	2 GAL.	AS SHOWN
	AG	ASTILBE X ARENDSI 'GRANAT'	GRANAT ASTILBE	22	2 GAL.	AS SHOWN
SHRUBS	OH	HYDRANGEA QUERCIFOLIA 'BRIDO'	SNOWFLAKE OAKLEAF HYDRANGEA	2	14"-18"	AS SHOWN
	SG	SPRAEA GOLDMOUND	GOLDMOUND SPIREA	36	14"-18"	AS SHOWN
TREES	PA	PICEA ABIES	NORWAY SPRUCE	14	6'	AS SHOWN
	AR	ACER RUERUM	RED MAPLE	14	4' CAL.	AS SHOWN

GRASS AREA 8,000 SQ. FT. (SOD) | 450 SQ. FT. (HYDROSEED)



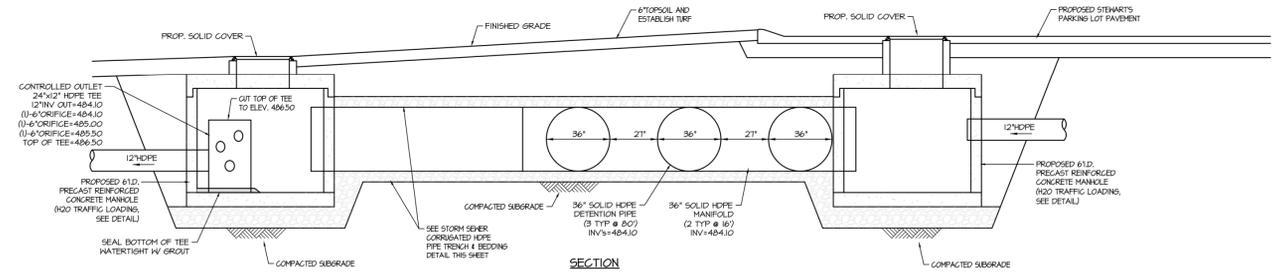
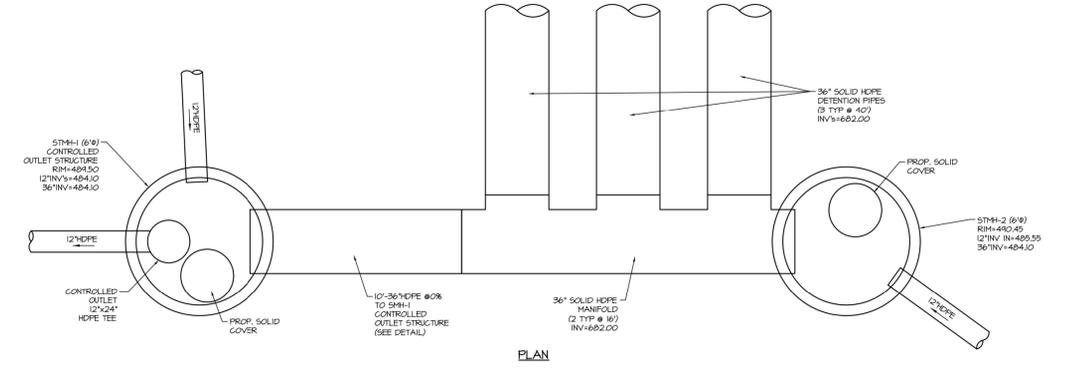
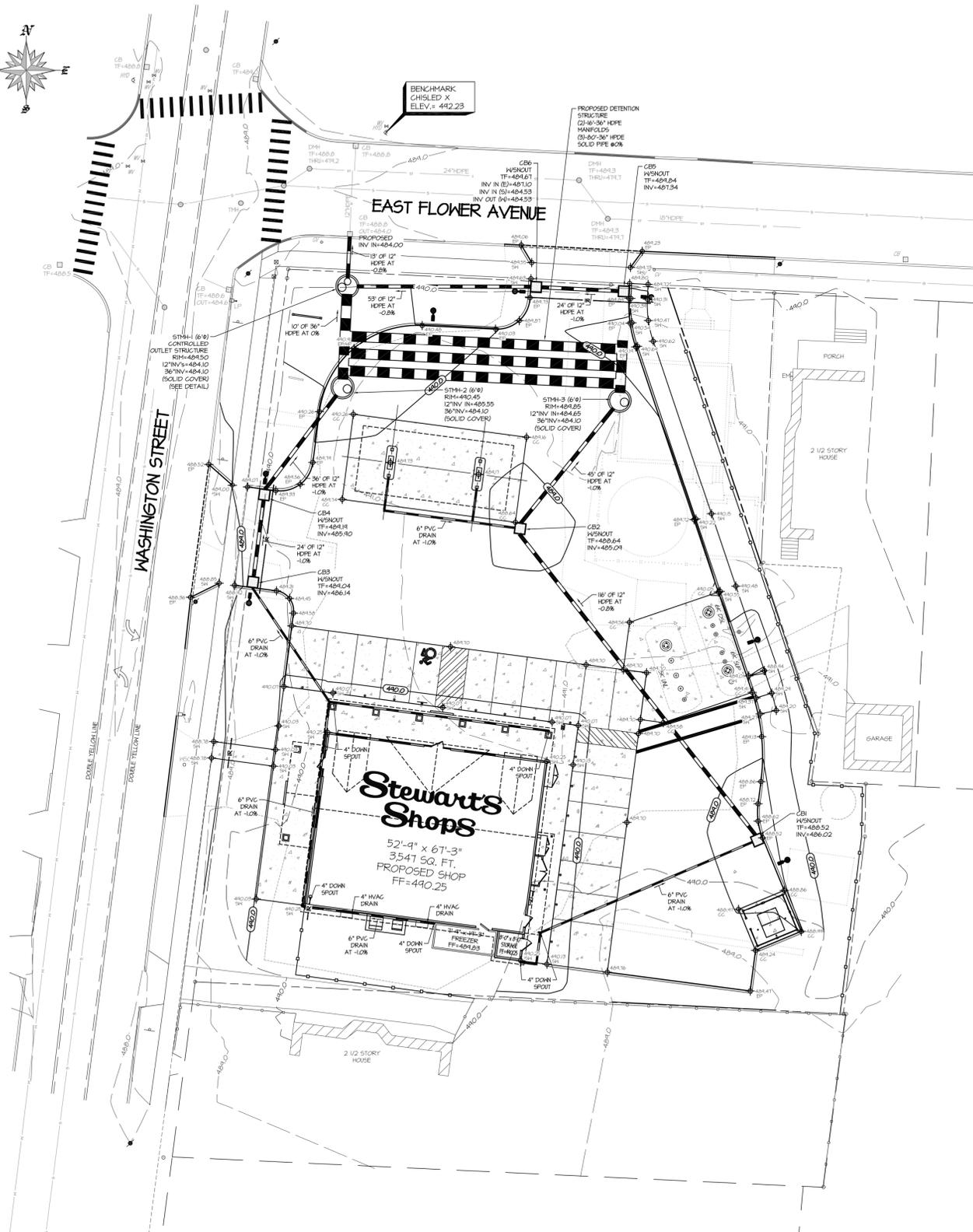
**PLANTING NOTES:**

- 1) DECIDUOUS PLANTING SEASONS  
 SPRING: APRIL 1 - MAY 20  
 FALL: OCTOBER 1 - NOVEMBER 5
- 2) ALL PLANTS SHALL BE GUARANTEED AND MAINTAINED BY LANDSCAPE CONTRACTOR FOR A PERIOD OF 1 YEAR AFTER BEING PROPERLY PLANTED.
- 3) ALL LANDSCAPING WILL BE MAINTAINED IN PERPETUITY AND DEAD OR DYING PLANTS SHALL BE REPLACED AS EQUAL BY STEWART'S.
- 4) WRAP DECIDUOUS TREES OVER 1" CAL WITH PLASTIC TREE GUARDS REMOVE TREE GUARDS AFTER A MIN. OF 2 WINTERS AND BEFORE A MAX. OF 5 WINTERS
- 5) EVERGREEN TREE-GROUND LINE TO BE THE SAME AS EXISTED AT THE NURSERY TREE
- 6) CALIPER IS TO BE MEASURED AT A HEIGHT OF 4'.
- 7) ALL STAKES AND GUY WIRES TO BE REMOVED 2 YEARS AFTER INITIAL PLANTING.

**PLANTING DETAIL**

	STORE NAME, ABBREVIATION & NO. <b>WASHINGTON STREET - WSHX - 113</b>	
	SITE LOCATION <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b>	
DATE	NO.	REVISIONS
		DRAWN BY: CP SCALE: 1" = 20' DATE: 9/5/21
SARATOGA SPRINGS, NY 12866 TEL: (518)581-1200 FAX: (518)581-1204		DRAWINGS NO. <b>S-5</b>
TITLE: <b>LANDSCAPING</b>		

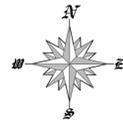
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**DETENTION AND CONTROLLED OUTLET STRUCTURE DETAIL**

**Stewart's Shops**  
52'-9" x 67'-3"  
3,547 SQ. FT.  
PROPOSED SHOP  
FF=449.25

	STORE NAME, ABBREVIATION & NO. <b>WASHINGTON STREET - WSHX - 113</b>	
	SITE LOCATION <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b>	
	DATE	NO. REVISIONS
SARATOGA SPRINGS, NY 12866 TEL. (518)581-1200 FAX (518)581-1204		DRAWN BY: CP SCALE: 1" = 20' DATE: 4/5/21
ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW.		DRAWINGS NO. <b>S-4</b>
TITLE: <b>GRADING PLAN</b>		



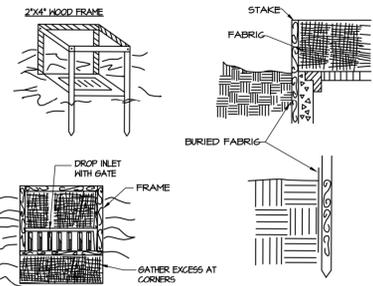
- SFT-228-5M-RM-03-E-UL-WH-525-30K
- SEC-FDG-3M-WM-04-E-UL-WH-525-30K
- CAN-304-PS-RS-04-E-UL-WH-525-30K
- ARE-EDS-3MB-DA-06-E-UL-BZ-100-30K
- ARE-EDG-3M-DA-06-E-UL-BZ-100

- SOFFIT LIGHT, 30 WHITE LED, 525mA DRIVER, RECESSED MOUNT, 3000K
- SECURITY LIGHT, 40 WHITE LED, 525mA DRIVER, WALL MOUNTED, 3000K
- CANOPY LIGHT, 40 WHITE LED, 525mA DRIVER, RECESSED MOUNT, 3000K
- POLE LIGHT, 60 WHITE LED, BACK SHIELDED, 100mA DRIVER, DIRECT ARM MOUNT, 3000K
- POLE LIGHT, 60 WHITE LED, 100mA DRIVER, DIRECT ARM MOUNT

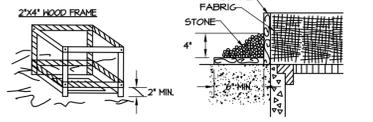
SPECIAL ORDER  
SPECIAL ORDER  
SPECIAL ORDER

	STORE NAME, ABBREVIATION & NO. <b>WASHINGTON STREET - WSHX - 113</b>		
	SITE LOCATION <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b>		
	DATE	NO.	REVISIONS
<small>SARATOGA SPRINGS, NY 12866 TEL: (518)581-1200 FAX: (518)581-1204</small>		<small>DRAWN BY: CP SCALE: 1" = 20' DATE: 4/5/21 DRAWINGS NO. <b>5-6</b></small>	
<small>ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW</small>			
<small>TITLE: <b>LIGHTING PLAN</b></small>			

**INLET PROTECTION FOR NON-PAVED AREAS**



**INLET PROTECTION FOR PAVED AREAS**



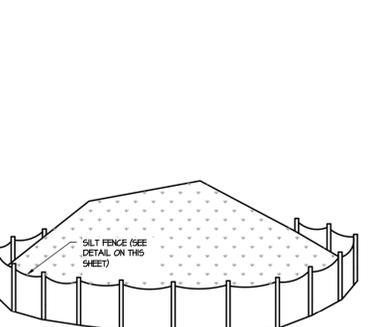
**CONSTRUCTION SPECIFICATIONS**

1. FILTER FABRIC SHALL HAVE AN EOG OF 40-85. BURLAP MAY BE USED FOR SHORT TERM APPLICATIONS.
2. CUT FABRIC FROM A CONTINUOUS ROLL TO ELIMINATE JOINTS. IF JOINTS ARE NEEDED THEY WILL BE OVERLAPPED TO THE NEXT STAKE.
3. STAKE MATERIALS WILL BE STANDARD 2" x 4" HOOD OR EQUIVALENT METAL WITH A MINIMUM LENGTH OF 5 FEET.
4. SPACE STAKES EVENLY AROUND INLET 3 FEET APART AND DRIVE A MINIMUM 18 INCHES DEEP. SPANS GREATER THAN 3 FEET MAY BE BRIDGED WITH THE USE OF WIRE MESH BEHIND THE FILTER FABRIC FOR SUPPORT.
5. FABRIC SHALL BE EMBEDDED 1 FOOT MINIMUM BELOW GROUND AND BACKFILLED. IT SHALL BE SECURELY FASTENED TO THE STAKES AND FRAME.
6. A 2" x 4" HOOD FRAME SHALL BE COMPLETED AROUND THE CREST OF THE FABRIC FOR OVER FLOW STABILITY.
6. INLET PROTECTION AT GATCH BASINS IN PAVEMENT (OR IN BINDER) TO BE INSTALLED PER DETAIL ABOVE (2X4 HOOD FRAME, FABRIC AND STONE). CONTRACTOR TO MAINTAIN AND CLEAN/TOP DRESS STONE AS NEEDED.

MAXIMUM DRAINAGE AREA 1 ACRE

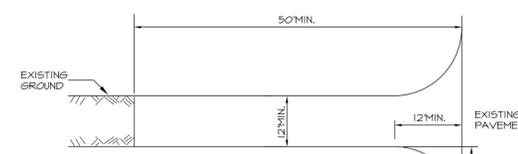


**TEMPORARY FABRIC DROP INLET PROTECTION**



- NOTES
1. AREA CHOSEN FOR STOCKPILING OPERATIONS SHALL BE DRY AND STABLE.
  2. MAXIMUM SLOPE OF STOCKPILE SHALL BE 2 HORIZONTAL ON 1 VERTICAL.
  3. UPON COMPLETION OF SOIL STOCKPILING, EACH PILE SHALL BE SURROUNDED WITH EITHER SILT FENCING OR HAY BALES, THEN STABILIZED WITH VEGETATION OR COVERED.

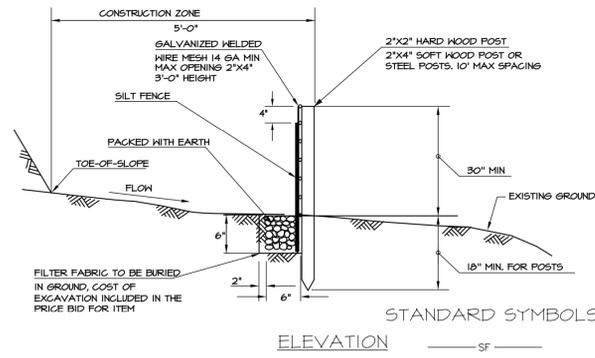
**STOCKPILE STABILIZATION**



**CONSTRUCTION SPECIFICATIONS**

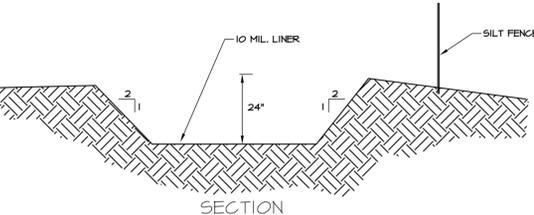
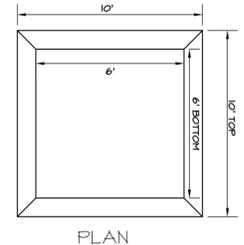
1. STONE SIZE - USE 2" STONE, OR RECLAIMED OR RECYCLED CONCRETE EQUIVALENT.
2. LENGTH - NOT LESS THAN 50 FEET (EXCEPT ON A SINGLE RESIDENCE LOT WHERE A 30 FOOT MINIMUM LENGTH WOULD APPLY).
3. THICKNESS - NOT LESS THAN SIX (6) INCHES.
4. WIDTH - TWELVE (12) FOOT MINIMUM, BUT NOT LESS THAN THE FULL WIDTH AT POINTS WHERE INGRESS OR EGRESS OCCURS, TWENTY-FOUR (24) FOOT IF SINGLE ACCESS TO SITE.
5. FILTER CLOTH - WILL BE PLACED OVER THE ENTIRE AREA PRIOR TO PLACING OF STONE.
6. SURFACE WATER - ALL SURFACE WATER FLOWING OR DIVERTED TOWARD CONSTRUCTION ACCESS SHALL BE PIPED ACROSS THE ACCESS. IF PIPING IS IMPRACTICAL, A MOUNTABLE BERM WITH 5:1 SLOPES WILL BE PERMITTED.
7. MAINTENANCE - THE ACCESS SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. ALL SEDIMENT SPILLED, DISPOSED, WASHED OR TRACKED ONTO PUBLIC RIGHTS-OF-WAY MUST BE REMOVED IMMEDIATELY.
8. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH STONE AND HIGH DRAINS INTO AN APPROVED SEDIMENT TRAPPING DEVICE.
9. PERIODIC INSPECTION AND NEEDED MAINTENANCE SHALL BE PROVIDED AFTER EACH RAIN.

**TEMPORARY CONSTRUCTION ACCESS**



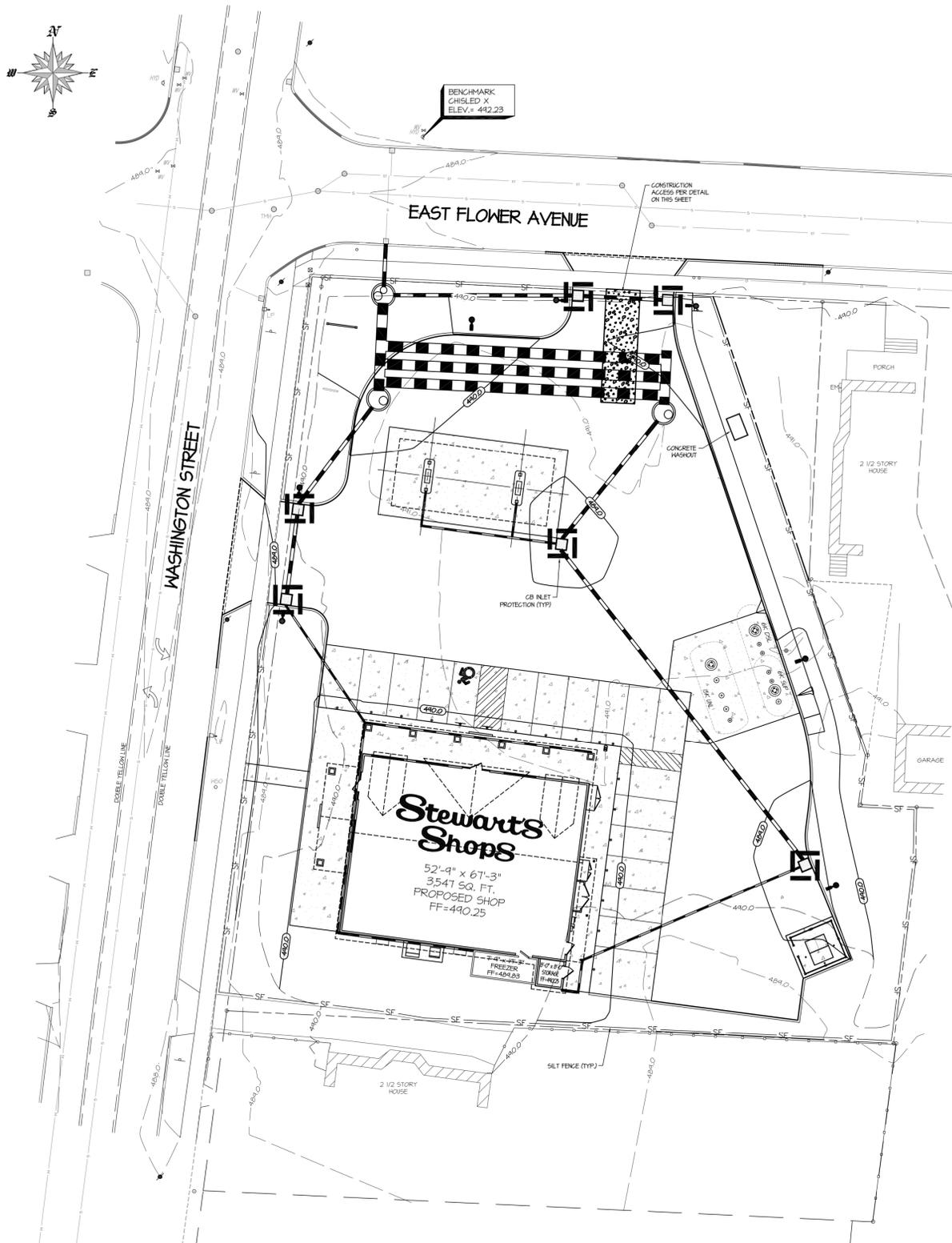
1. SILT FENCE SHALL BE INSTALLED IN ALL AREAS OF CONSTRUCTED SLOPES, SOIL DISTURBANCE STARTING EARTH MOVING OPERATIONS.
2. THE ENGINEER IN CHARGE MAY ENLARGE THE DISTANCE BETWEEN THE PROPOSED TOE-OF-SLOPE AND THE SILT FENCE, IF THE ENLARGEMENT DOES NOT TAKE PLACE IN A METLAND/WATERBODY AND DOES NOT REQUIRE THE REMOVAL OF EXISTING VEGETATION.
3. SILT FENCE SHALL BE PLACED PARALLEL TO CONTOURS AND SHOULD NOT BE PLACED IN CONCENTRATED FLOWS.

**TEMPORARY SILT FENCE**



**TEMPORARY CONCRETE WASH OUT PIT**

SCALE: N.T.S.



**GENERAL REQUIREMENTS**

THE CONTRACTOR SHALL BE RESPONSIBLE FOR IMPLEMENTING EROSION AND SEDIMENT CONTROL TO PROTECT SURROUNDING WATER BODIES.  
 CONTRACTOR OR OWNER SHALL ENSURE THAT AT LEAST ONE TRAINED IN-SE DEC CERTIFIED EROSION CONTROL CONTRACTOR IS ON SITE ON A DAILY BASIS WHEN SOIL DISTURBANCE ACTIVITIES ARE BEING PERFORMED.  
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONSTRUCTION CONTROL AND MAINTENANCE OF SOIL EROSION AND SEDIMENT CONTROL FACILITIES TO ENSURE PROPER FUNCTIONING OF SAID FACILITIES DURING CONSTRUCTION.

AFTER THE PROJECT HAS BEEN COMPLETED, THE CONTRACTOR SHALL HAVE THE RESPONSIBILITY FOR ENSURING THAT ALL TEMPORARY SOIL EROSION AND SEDIMENT CONTROL MEASURES HAVE BEEN REMOVED OR REPLACED BY PERMANENT CONTROLS.  
 ANY DISTURBED AREAS THAT WILL BE LEFT EXPOSED MORE THAN FOURTEEN (14) DAYS, AND NOT SUBJECT TO CONSTRUCTION TRAFFIC, SHALL IMMEDIATELY RECEIVE TEMPORARY SEEDING. MULCH SHALL BE USED IF THE SEASON PREVENTS THE ESTABLISHMENT OF A TEMPORARY COVER. DISTURBED AREAS SHALL BE LIMED AND FERTILIZED PRIOR TO TEMPORARY SEEDING.

PERMANENT VEGETATION TO BE SEED OR SOODED ON ALL EXPOSED AREAS WITHIN FIVE (5) DAYS AFTER FINAL GRADING. MULCH AS NECESSARY FOR SEED PROTECTION AND ESTABLISHMENT. LIME AND FERTILIZE SEED BED PRIOR TO PERMANENT SEEDING.  
**EROSION & SEDIMENT POLLUTION CONTROL GUIDELINES (SHEPP)**  
 EROSION AND SEDIMENT POLLUTION CONTROL FACILITIES AND PRACTICES, UTILIZED IN THE CONSTRUCTION OF THE PROJECT, SHALL BE CONSISTENT WITH THE NEW YORK STATE GUIDELINES FOR URBAN EROSION AND SEDIMENT CONTROL MARCH 1988.

NATURAL VEGETATION SHALL BE RETAINED, PROTECTED, AND SUPPLEMENTED, AS FEASIBLE PRIOR TO AND DURING CONSTRUCTION.  
 CUT AND FILL SLOPES SHALL BE BROUGHT TO FINAL PROPOSED GRADES AS SOON AS POSSIBLE IN THE CONSTRUCTION SEQUENCES, AND SEEDED AND MULCHED IMMEDIATELY.

EROSION AND SEDIMENT POLLUTION CONTROL FACILITIES (STRAH BALES, FILTER FABRIC FENCING, STABILIZED CONSTRUCTION ACCESS, SILTATION BASINS, AND OTHER ACCEPTABLE FACILITIES) SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION UNTIL COMPLETE SITE STABILIZATION.  
 HEAVY CONSTRUCTION EQUIPMENT SHALL BE KEPT AS CLOSE TO THE AREA AS PRACTICAL TO MINIMIZE DISTURBANCE OF SOIL ALREADY STABILIZED OR INDISTURBED.

TOPSOIL AND OTHER SOIL REMOVED DURING CONSTRUCTION SHALL BE STOCKPILED IN A SUITABLE LOCATION CLEAR FROM ANY STORM-WATER DRAINAGE COURSES. STOCKPILES WHICH ARE INACTIVE FOR MORE THAN FOURTEEN (14) DAYS SHALL BE SEEDED.  
 VEGETATIVE STABILIZATION SHALL BE PERIODICALLY INSPECTED FOR SUFFICIENT GROWTH AND PROGRESS. AREAS NOT RESPONDING SHALL BE PROMPTLY RESEEDED AND REMULCHED AS SOON AS POSSIBLE. AREAS SHOWING SIGNS OF EROSION PRIOR TO STABILIZATION SHALL BE GRADED, RESEED, AND REMULCHED AS SOON AS POSSIBLE. SOD OR EROSION CONTROL FABRIC SHALL BE UTILIZED WHERE ADEQUATE STABILIZATION IS NOT OCCURRING.

ALL SOIL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE INSTALLED BEFORE BEGINNING EARTH MOVING ACTIVITIES, OR IN THEIR PROPER SEQUENCE, AND MAINTAINED UNTIL PERMANENT PROTECTION IS ESTABLISHED.  
 A STABILIZED CONSTRUCTION ACCESS PAD OF 14'-2" TO 2' CLEAN STONE WILL BE PLACED AT ALL CONSTRUCTION ACCESS IMMEDIATELY AFTER SITE DISTURBANCE. (DIMENSIONS, LENGTH-NOT LESS THAN 50 FT, EXCEPT ON SINGLE RESIDENCE LOT WHERE 30 FT. MINIMUM WOULD APPLY. WIDTH-24 FT. MIN, BUT NOT LESS THAN FULL WIDTH OF THE ACCESS DRIVES; DEPTH-NOT LESS THAN 6 IN) FILTER CLOTH IS REQUIRED PRIOR TO STONE PLACEMENT.

ANY DISTURBED AREAS THAT WILL BE LEFT EXPOSED FOR MORE THAN 14 DAYS AND NOT SUBJECT TO CONSTRUCTION TRAFFIC, WILL IMMEDIATELY RECEIVE A TEMPORARY SEEDING. IF THE SEASON PREVENTS THE ESTABLISHMENT OF A TEMPORARY COVER, THE DISTURBED AREAS WILL BE MULCHED WITH STRAW OR EQUIVALENT MATERIAL, AT A RATE OF 2 TONS PER ACRE, ACCORDING TO STATE STANDARDS.  
 PERMANENT VEGETATION TO BE SEED ON ALL EXPOSED AREAS WITHIN FOURTEEN (14) DAYS AFTER FINAL GRADING. MULCH TO BE USED AS NECESSARY FOR PROTECTION UNTIL SEEDING IS ESTABLISHED.

THE APPLICATION OF TOPSOIL, LIMING, FERTILIZING, SEEDING, AND MULCHING FOR DISTURBED AREAS SHALL BE CONSISTENT WITH THE STANDARD GENERAL PRACTICES FOR CONSTRUCTION.  
 IMMEDIATELY FOLLOWING INITIAL DISTURBANCES OF ROUGH GRADINGS, ALL CRITICAL AREAS SUBJECT TO EROSION (I.E. STEEP SLOPES AND ROADWAY EMBANKMENTS) WILL RECEIVE A TEMPORARY SEEDING IN COMBINATION WITH STRAW MULCH OR A SUITABLE EQUIVALENT, AT A RATE OF 2 TONS PER ACRE.  
 ANY STEEP SLOPES RECEIVING PIPELINE INSTALLATION WILL BE BACKFILLED AND STABILIZED DAILY, AS THE INSTALLATION PROCEEDS (I.E. SLOPES GREATER THAN 3:1).

AT THE TIME WHEN SITE PREPARATION FOR PERMANENT VEGETATIVE STABILIZATION IS TO BE ESTABLISHED, ANY SOIL THAT WILL NOT PROVIDE A SUITABLE ENVIRONMENT TO SUPPORT ADEQUATE VEGETATIVE GROUND COVER SHALL BE REMOVED OR TREATED IN SUCH A MANNER THAT WILL PERMANENTLY ADJUST THE SOIL CONDITIONS AND RENDER IT SUITABLE FOR VEGETATIVE GROUND COVER.  
 IF THE REMOVAL OR TREATMENT OF THE SOIL WILL NOT PROVIDE SUITABLE CONDITIONS, NON-VEGETATIVE MEANS OF PERMANENT GROUND STABILIZATION WILL HAVE TO BE EMPLOYED.

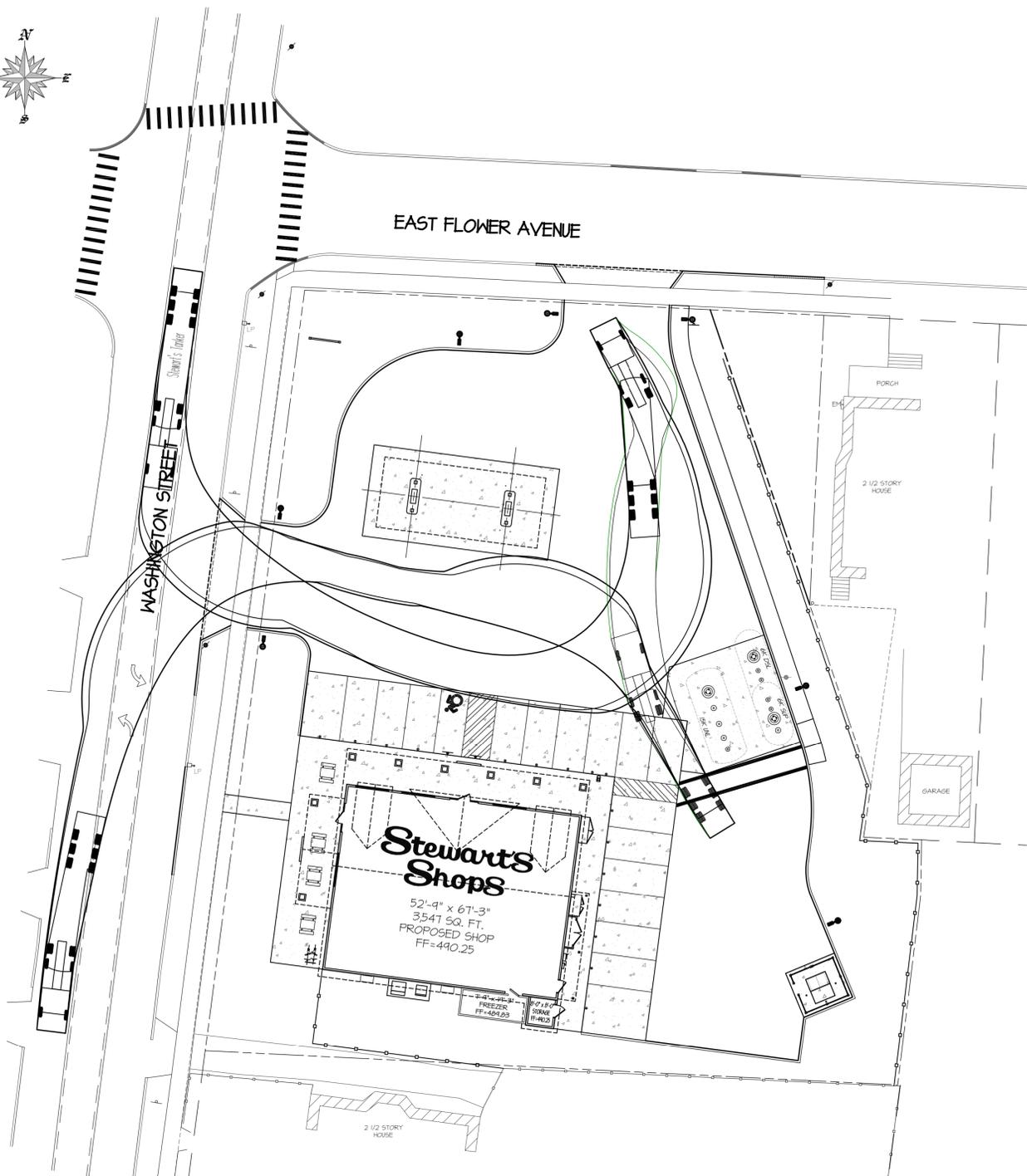
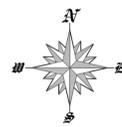
IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO MAINTAIN EROSION AND SEDIMENT CONTROL MEASURES UNTIL ALL AREAS HAVE BEEN PERMANENTLY STABILIZED.  
**MAINTENANCE AND REPAIR OF EROSION AND SEDIMENT POLLUTION CONTROL FACILITIES**  
 PROPER MAINTENANCE AND REPAIR OF EROSION AND SEDIMENT CONTROL FACILITIES ARE NECESSARY TO THE EFFECTIVENESS OF THE EROSION AND SEDIMENT POLLUTION CONTROL FACILITIES.

A STABILIZED CONSTRUCTION ACCESS SHALL BE INSTALLED AT THE ENTRANCE OF EACH CONSTRUCTION ACCESS ONTO PUBLIC THOROUGHFARES AND STABILIZED ROADWAYS.  
 DISTURBED GROUND SURFACES SHALL BE SPRINKLED WITH WATER, AS NEEDED, TO LIMIT THE FORMATION AND MIGRATION OF AIRBORNE DUST.  
 OPERATIONAL MEASURES SHALL BE EMPLOYED DURING CONSTRUCTION TO PREVENT THE SPILLS OF FUELS AND LUBRICANTS. IF A SPILL OCCURS, IT SHALL BE CONTROLLED IMMEDIATELY TO PREVENT ITS ENTRY INTO OFF-SITE AREAS INCLUDING ADJACENT STORM SEWER.

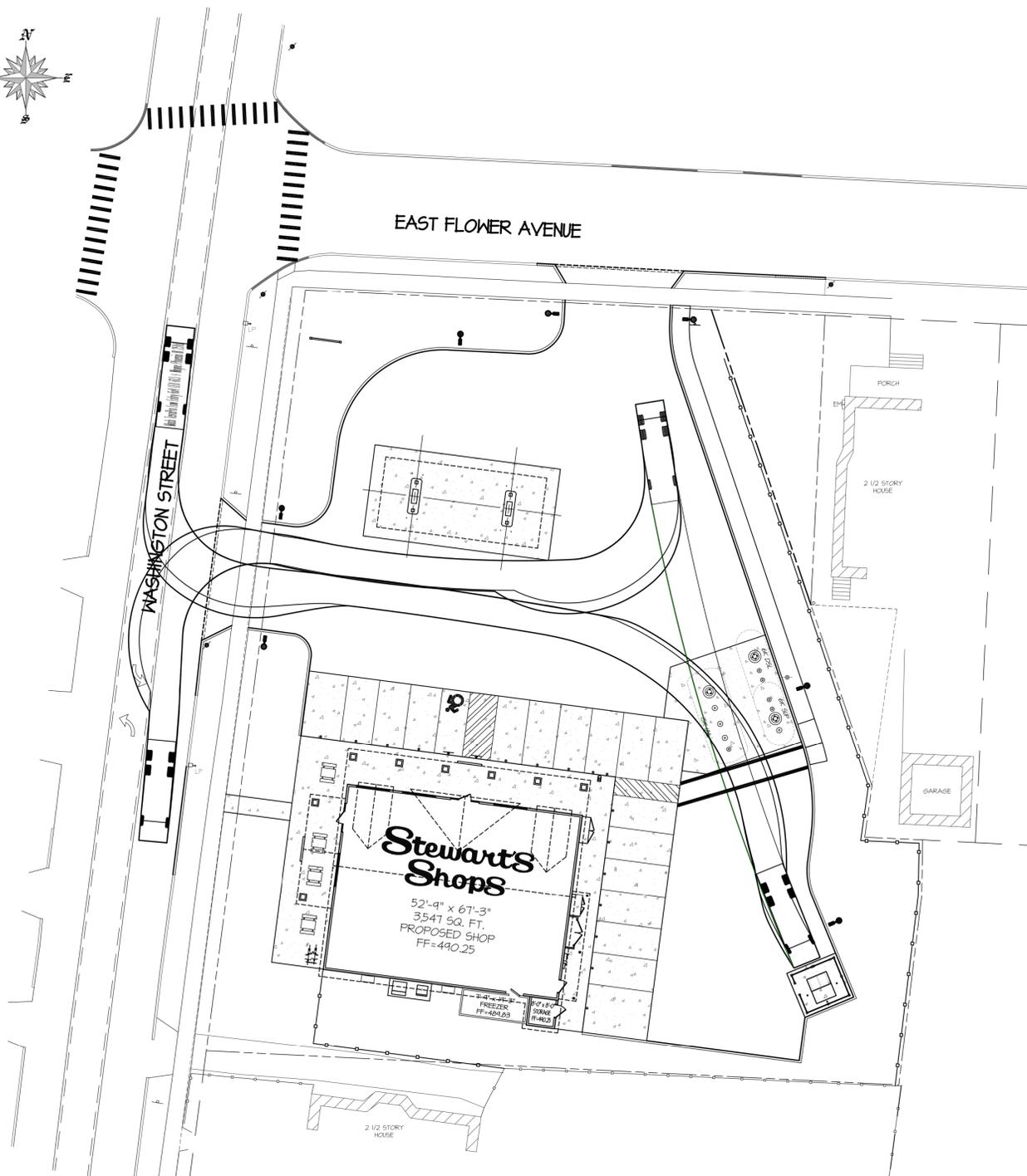
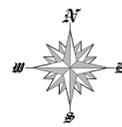
ANY TEMPORARY EROSION CONTROL FACILITY SHALL REMAIN FUNCTIONAL UNTIL VEGETATIVE COVER IS SUFFICIENTLY ESTABLISHED WITHIN THE RESPECTIVE TRIBUTARY DRAINAGE AREA.  
 ANY DEBRIS ACCUMULATED IN EROSION AND SEDIMENT CONTROL FACILITIES SHALL BE REMOVED AND PROPERLY DISPOSED. THESE FACILITIES SHALL BE CHECKED DAILY AND AFTER RAINFALL EVENTS, AND RECLAIMED AS NEEDED. SEDIMENT SHALL BE REMOVED WHEN IT REACHES THE FOLLOWING DEPTHS:  
 STRAW BALE BARRIERS - 6 INCHES  
 SILT FENCING - 6 INCHES  
 SILTATION BASIN - 9 INCHES

NOTE: DISTURBED AREAS SHALL BE CONSIDERED AS PERMANENTLY STABILIZED WHEN A MINIMUM COVER OF 80% HAS BEEN ESTABLISHED.

	STORE NAME, ABBREVIATION & NO. <b>WASHINGTON STREET - WSHX - 113</b>	
	SITE LOCATION <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b>	
DATE	NO.	REVISIONS
		DRAWN BY: CP SCALE: 1" = 20' DATE: 4/5/21
SARATOGA SPRINGS, NY 12866 TEL: (518)581-1200 FAX: (518)581-1204		DRAWING NO. <b>5-7</b>
TITLE: <b>EROSION &amp; SEDIMENT CONTROL PLAN</b>		



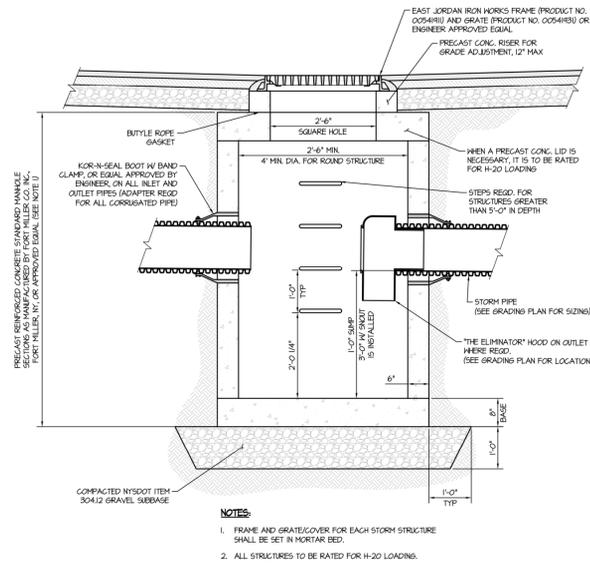
FUEL TANKER



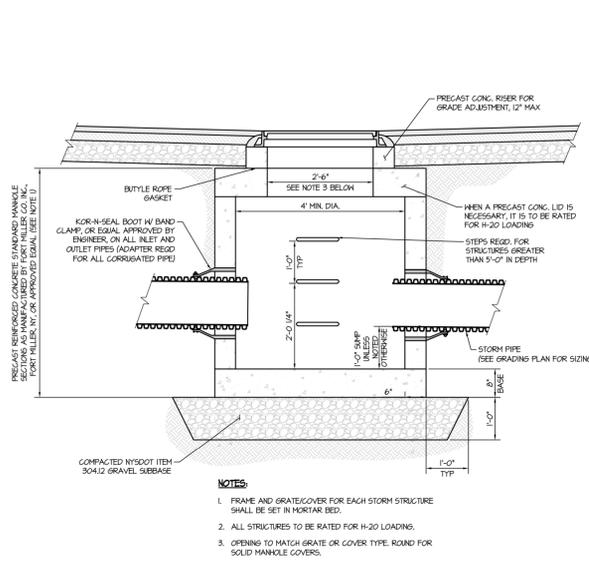
REFUSE TRUCK

	STORE NAME, ABBREVIATION & NO. <b>WASHINGTON STREET - WSHX - 113</b>	
	SITE LOCATION <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b>	
	DATE	NO. REVISIONS
<p>SARATOGA SPRINGS, NY 12866 TEL: (518)581-1200 FAX: (518)581-1204</p>	DRAWN BY: <b>CP</b>	SCALE: <b>1" = 20'</b>
	DATE: <b>4/5/21</b>	DRAWINGS NO. <b>S-8</b>
TITLE: <b>TRUCK ROUTING PLAN</b>		

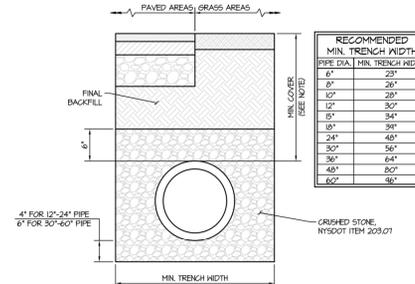
ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW.



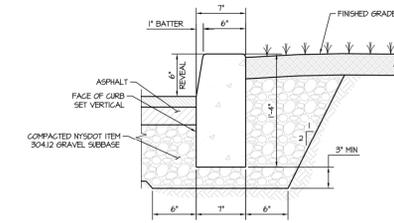
**PRECAST CONCRETE DRAINAGE CATCH BASIN**



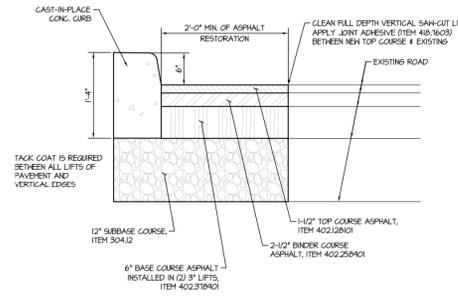
**TYPICAL PRECAST CONCRETE MANHOLE DETAIL**



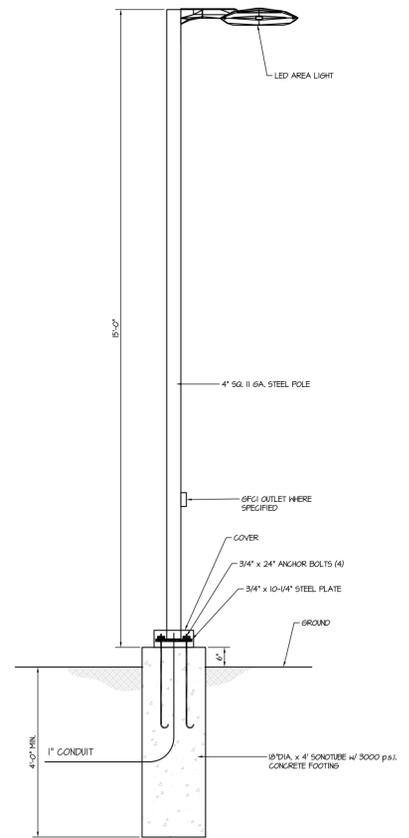
**STORM SEWER CORRUGATED HDPE PIPE TRENCH & BEDDING**



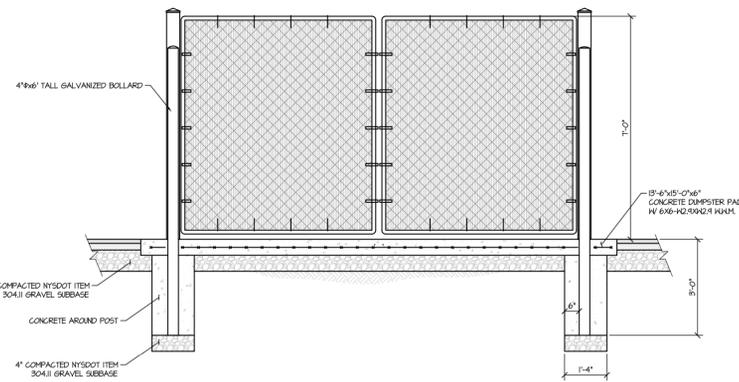
**CAST-IN-PLACE CONCRETE CURBING AT LANDSCAPED AREA**



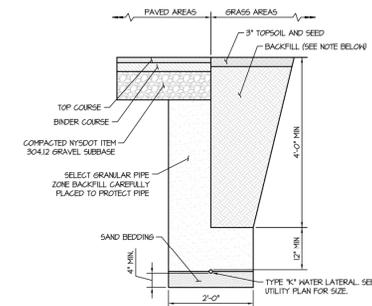
**NYSDOT CURB PLACEMENT & ASPHALT ROADWAY RECONSTRUCTION DETAIL**



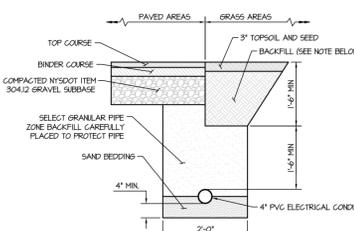
**LIGHT POLE DETAIL**



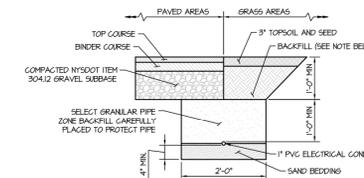
**WHITE VINYL DUMPSTER ENCLOSURE W/ OPENING**



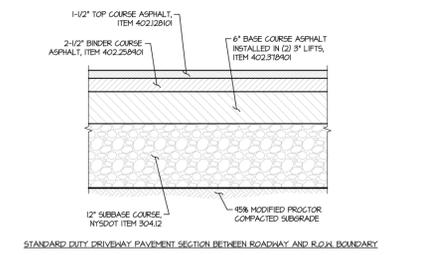
**COPPER WATER LATERAL TRENCH AND BEDDING DETAIL**



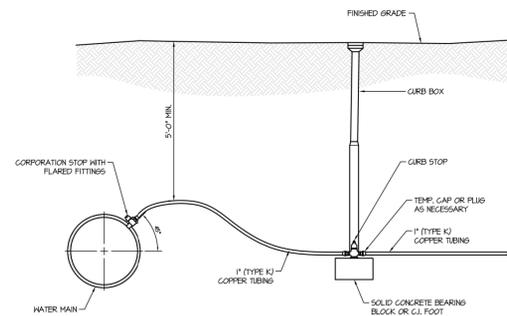
**ELECTRICAL SERVICE TRENCH AND BEDDING DETAIL**



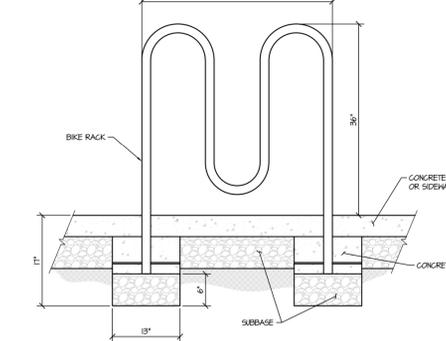
**ELECTRIC & CAMERA CONDUIT TRENCH AND BEDDING DETAIL**



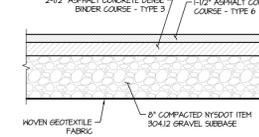
**D.O.T. PAVING SCHEDULE WITHIN R.O.W.**



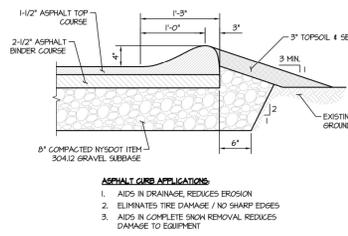
**WATER SERVICE DETAIL**



**BIKE RACK DETAIL**



**PARKING LOT PAVING SCHEDULE**



**ASPHALT CURB DETAIL**

	STORE NAME, ABBREVIATION & NO.	WASHINGTON STREET - WSHX - 113	
	SITE LOCATION	WASHINGTON STREET & EAST FLOWER AVE - WATERTOWN, NY 13601	
DATE	NO.	REVISIONS	
		DRAWN BY:	CP
SARATOGA SPRINGS, NY 12866		SCALE:	AS SHOWN
TEL: (518)581-1200 FAX: (518)581-1204		DATE:	9/5/21
TITLE:		DRAWING NO.	5-9
ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW		MISCELLANEOUS DETAILS	

TABLE NY1-A BARRIER VEHICLE USE REQUIREMENTS (LONG TERM, INTERMEDIATE TERM, AND SHORT TERM STATIONARY CLOSURES)			
CLOSURE TYPE	EXPOSURE CONDITION <sup>1</sup>	USE REQUIREMENTS <sup>4,5</sup>	
		FREEWAY (PRECONSTRUCTION POSTED SPEED LIMIT) ≥ 45 MPH	35-45 MPH < 30 MPH
LANE CLOSURE	WORKERS ON FOOT OR IN VEHICLES EXPOSED TO TRAFFIC	REQUIRED <sup>1</sup>	REQUIRED <sup>1</sup>
	NON-TRAVERSABLE HAZARD (EQUIPMENT, MATERIALS, ETC.) EXPOSED ONLY ON WORKERS EXPOSED	REQUIRED <sup>3</sup>	OPTIONAL <sup>2</sup>
SHOULDER CLOSURE	WORKERS ON FOOT OR IN VEHICLES EXPOSED TO TRAFFIC	REQUIRED <sup>1</sup>	OPTIONAL <sup>2</sup>
	NON-TRAVERSABLE HAZARD (EQUIPMENT, MATERIALS, ETC.) EXPOSED ONLY ON WORKERS EXPOSED	REQUIRED <sup>1</sup>	OPTIONAL <sup>2</sup>

1. THE EXPOSURE CONDITIONS DESCRIBED IN TABLE NY1-A ASSUMES THERE IS NO POSITIVE PROTECTION (TEMPORARY TRAFFIC BARRIERS) PRESENT. WHERE WORKERS OR HAZARDS ARE PROTECTED BY A TEMPORARY TRAFFIC BARRIER, BARRIER VEHICLES ARE NOT REQUIRED.  
2. WHERE THE REQUIREMENT IS "OPTIONAL", EITHER A BARRIER VEHICLE OR THE STANDARD LONGITUDINAL BUFFER SPACE (TABLE 6C-2) SHALL BE PROVIDED.  
3. REQUIREMENTS SHALL INCLUDE PROVIDING A SEPARATE BARRIER VEHICLE FOR EACH CLOSED LANE AND EACH CLOSED PAVED SHOULDER IF OR GREATER IN WIDTH. IF THE WORK ZONE MOVES WITHIN THE STANDARD CLOSURE, THE BARRIER VEHICLE SHALL BE REPOSITIONED ACCORDINGLY. BARRIER VEHICLES PROTECTING NON-TRAVERSABLE HAZARDS SHALL REMAIN IN PLACE DURING BOTH WORKING AND NON-WORKING HOURS UNLESS THE HAZARD NO LONGER EXISTS. COMPLIANCE WITH THESE REQUIREMENTS MAY BE MADE AS APPROVED BY THE REGIONAL DIRECTOR OR HIS/HER DESIGNEE.  
4. BARRIER VEHICLES ARE NOT REQUIRED FOR TRAILING AND/OR PAVING OPERATIONS, BUT THE STANDARD LONGITUDINAL BUFFER SPACE (TABLE 6C-2) SHALL BE PROVIDED.  
5. BARRIER VEHICLES ARE NOT REQUIRED FOR FLAGGING OPERATIONS, BUT THE STANDARD LONGITUDINAL BUFFER SPACE (TABLE 6C-2) SHALL BE PROVIDED.

**GENERAL NOTES**  
12.3 THE TYPICAL DETAILS DEPICTED ON THE STANDARD SHEETS AND IN THE MUTCD, REFLECT THE MINIMUM REQUIREMENTS.  
THE CONTRACTOR MUST SUBMIT TO THE ENGINEER, IN WRITING, PROPOSED REVISIONS TO THE TRAFFIC CONTROL PLAN FOR REVIEW AND APPROVAL BY THE REGIONAL DIRECTOR OR HIS/HER DESIGNEE FIVE (5) WORK DAYS PRIOR TO THE PLANNED IMPLEMENTATION OF SUCH PROPOSED REVISIONS, EXCEPT FOR CHANGES THAT ALTER THE SCOPE OF THE TRAFFIC CONTROL PLAN. SUCH CHANGES IN SCOPE MUST BE SUBMITTED TO THE ENGINEER FOR APPROVAL BY THE REGIONAL DIRECTOR OR HIS/HER DESIGNEE THIRTY (30) WORKING DAYS PRIOR TO IMPLEMENTATION OF SUCH REVISIONS.  
THE CONTRACTOR SHALL PROVIDE THE ENGINEER, IN WRITING, WITH THE NAMES, ADDRESSES, AND TELEPHONE NUMBERS OF STAFF WHO ARE AUTHORIZED TO SECURE LABOR MATERIALS, AND EQUIPMENT FOR EMERGENCY REPAIRS OUTSIDE NORMAL WORKING HOURS. THE ENGINEER WILL PROVIDE THE SUBMITTED INFORMATION TO REGIONAL MANAGEMENT, THE NEW YORK STATE POLICE, THE REGIONAL ENGINEER, AND THE LOCAL POLICE.  
**ACTIVITY AREA**  
12. THE CONTRACTOR SHALL MAINTAIN A MINIMUM 50' LONGITUDINAL DISTANCE BETWEEN CONSTRUCTION OPERATIONS ON ALTERNATE SIDES OF THE ROADWAY, UNLESS OTHERWISE APPROVED BY THE ENGINEER.  
WHEN TWO OR MORE AREAS ARE ADJACENT, OVERLAP, OR ARE IN CLOSE PROXIMITY, THE CONTRACTOR SHALL ENSURE THERE ARE NO CONFLICTING SIGNS AND THAT LANE CONTINUITY IS MAINTAINED THROUGHOUT ALL WORK AREAS.  
**SIGNS**  
12.3.1 LOCATIONS OF THE SIGNS SHOWN ON THE WORK ZONE TRAFFIC CONTROL PLANS AND DETAILS MAY BE ADJUSTED BASED ON SIGN DISTANCE AND OTHER CONSIDERATIONS. THE FINAL LOCATIONS OF SIGNS ARE SUBJECT TO APPROVAL OF THE ENGINEER.  
ANY EXISTING SIGNS, INCLUDING OVERHEAD SIGNS, WHICH CONFLICT WITH THE TEMPORARY TRAFFIC CONTROL SIGN LAYOUT SHALL BE COVERED, REMOVED, STORED OR RESET, AS APPROVED BY THE ENGINEER. ALL APPROPRIATE EXISTING SIGNS SHALL BE RESTORED TO THEIR ORIGINAL CONDITION AND/OR LOCATION UNLESS OTHERWISE SPECIFIED IN THIS CONTRACT.  
SIGNS AT OR NEAR INTERSECTIONS SHALL BE PLACED SO THAT THEY DO NOT OBSTRUCT A MOTORIST'S LINE OF SIGHT.  
ALL WARNING AND REGULATORY SIGNS SHALL BE PLACED ON BOTH SIDES OF MULTI-LANE DIVIDED HIGHWAYS, MULTI-LANE RAMP, AND ONE-WAY STREETS IN CASES WHERE LANE RESTRICTIONS REDUCE THE TRAVEL LANE TO ONE LANE. SIGNS SHALL BE PLACED ON THE RIGHT SIDE OF THE ACTIVE TRAVEL LANE, UNLESS OTHERWISE AUTHORIZED BY THE ENGINEER.  
SIGNS MOUNTED ON THE MEDIAN OF DIVIDED HIGHWAYS WHERE MEDIAN BARRIERS IS IN PLACE MAY BE MOUNTED ON THE BARRIER WITH A SADDLE TYPE BRACKET, LEAVING THE SIGN DOWN IN A HORIZONTAL POSITION IS NOT PERMITTED.  
THE DIMENSIONS OF WORK ZONE TRAFFIC CONTROL SIGNS ARE DESCRIBED IN THE MUTCD. ANY CHANGES TO THE DIMENSIONS SHALL BE APPROVED BY THE REGIONAL DIRECTOR OR BY HIS/HER DESIGNEE.  
NYR9-12 MAY BE USED IN PLACE OF NYR9-11.

TABLE 6H-4 FORMULAS FOR DETERMINING TAPER LENGTHS									
SPEED LIMIT (S) (MPH)	TAPER LENGTH (L) (FT)		L = TAPER LENGTH WS = WIDTH OF OFFSET (FT) → PRECONSTRUCTION POSTED SPEED LIMIT (MPH)						
	(40 MPH) OR LESS	L = WS / 20							
(45 MPH) OR MORE	L = WS								

TABLE NY2-A PLACEMENT DISTANCE FOR BARRIER VEHICLES									
PRECONSTRUCTION POSTED SPEED (MPH)	PLACEMENT DISTANCE (FT)								
	(18000 LBS.)	(24000 LBS.)	(24000 LBS.)	(24000 LBS.)					
> 55	120 FT.	200 FT.	100 FT.	200 FT.					
45 - 55	100 FT.	200 FT.	85 FT.	165 FT.					
< 45	85 FT.	165 FT.	50 FT.	100 FT.					

\* AS DEFINED IN NYSDOT STANDARD SPECIFICATION 616:  
BARRIER VEHICLE - VEHICLE USED FOR STATIONARY SHOULDER CLOSURES, LANE CLOSURES, AND OTHER STATIONARY WORK OPERATIONS. BARRIER VEHICLE SHOWS REFLECTS THE ACTUAL RILL AND DISTANCE FROM MANUFACTURER.

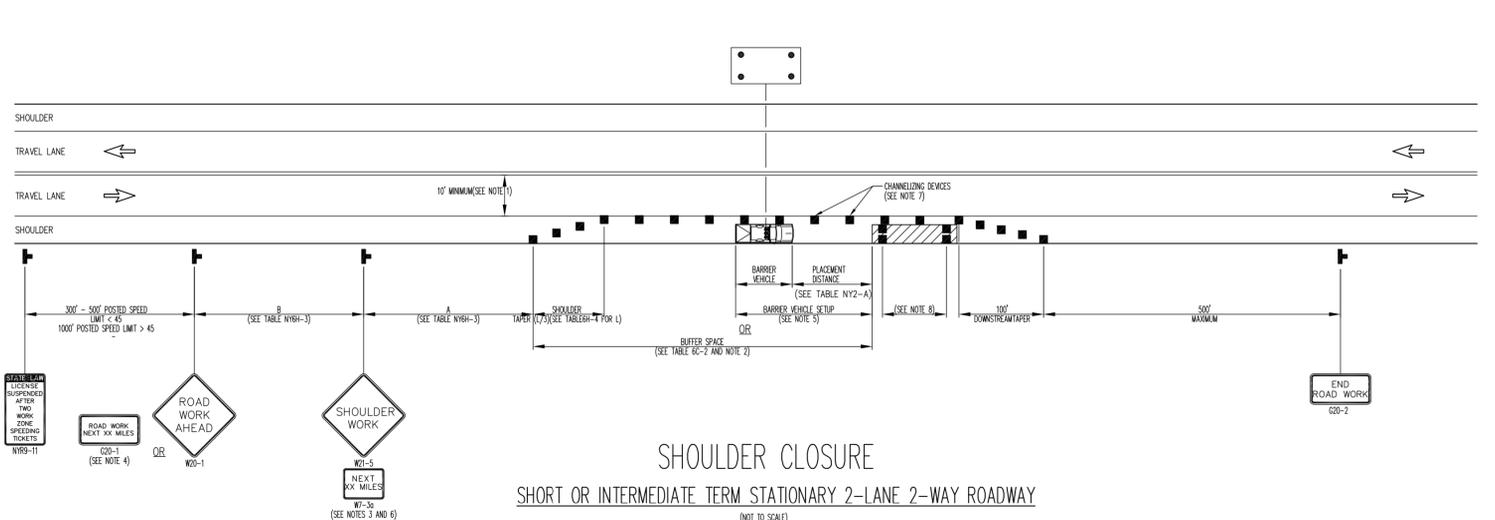
**CHANNELIZING DEVICES**  
1. WHERE POSSIBLE ALL CHANNELIZING AND GUIDING DEVICES ARE TO BE PLACED SO AS TO PROVIDE A MINIMUM 2' LATERAL CLEARANCE TO THE TRAVELED WAY.  
**PUBLIC ACCESS**  
12. PROPERTY OWNERS WHOSE DRIVEWAYS WILL BE MADE INACCESSIBLE SHALL BE NOTIFIED BY THE CONTRACTOR AT LEAST 24 HOURS PRIOR TO RESTRICTING USE OF THE DRIVEWAY FOR MULTIPLE ACCESS PROPERTIES, AT LEAST ONE DRIVEWAY SHALL BE OPEN AT ALL TIMES. ACCESS SHALL BE RESTORED TO ALL DRIVEWAYS AS SOON AS POSSIBLE.  
SUITABLE PUMPS SHALL BE INSTALLED TO MAINTAIN SMOOTH TRANSITIONS FROM RESIDENTIAL AND COMMERCIAL DRIVEWAYS TO AND FROM THE WORK AREA.  
**LANE CLOSURES**  
12. THE CONTRACTOR SHALL LOCATE LANE CLOSURES TO PROVIDE OPTIMUM VISIBILITY, I.E. BEFORE CURVES AND OBSTES, TO THE EXTENT CONDITIONS PERMIT.  
THE ENGINEER MAY REQUIRE THAT ALL LANES BE RE-OPENED AT ANY TIME IF THE ROUTE IS NEEDED FOR EMERGENCY PURPOSES. THIS COULD INCLUDE INCIDENTS AT LOCATIONS OUTSIDE THE CONTRACT LIMITS.  
**LANE WIDTHS**  
12. UNLESS AUTHORIZED BY THE ENGINEER, THE MINIMUM LANE WIDTHS FOR WORK ZONE TRAVEL LANES SHALL BE AS FOLLOWS: FREEWAYS AND/OR EXPRESSWAYS IS 11', THE MINIMUM LANE WIDTH FOR ALL OTHER TYPES OF ROADWAYS IS 10'.  
THE CONTRACTOR SHALL PROVIDE A WRITTEN NOTICE TO THE ENGINEER A MINIMUM OF 21 CALENDAR DAYS IN ADVANCE OF PERFORMING ANY WORK THAT RESULTS IN THE REDUCED WIDTH OF AN EXISTING ROADWAY, SO THAT THE ENGINEER MAY NOTIFY THE REGIONAL PERMIT ENGINEER IN A TIMELY MANNER.  
**BARRIER/SHADOW VEHICLES**  
12.3.1 BARRIER AND SHADOW VEHICLES SHALL BE REQUIRED AS FOR STANDARD SHEET TYPED "WORK ZONE TRAFFIC CONTROL LEGENDS AND NOTES" AND MUST SHOW WORK ACTIVITY, EQUIPMENT, VEHICLES AND/OR MATERIALS. SHALL BE LOCATED IMMEDIATELY BEHIND BARRIER VEHICLES AND THE ACTIVE WORK AREA (DUAL AHEAD SIGNALS). THE CONTRACTOR MAY BE REQUIRED TO PROVIDE A BARRIER VEHICLE IN CONNECTION WITH POLICE PRESENCE IN THE WORK ZONE, TO BE INCLUDED IN THE UNIT BID PRICE FOR BASIC WORK ZONE TRAFFIC CONTROL.

TABLE NY1H-3 ADVANCE WARNING SIGN SPACING					
ROAD TYPE	DISTANCE BETWEEN SIGNS			SIGN LEGEND	
	A (FT.)	B (FT.)	C (FT.)	XX	YY
URBAN (< 40 MPH)	100	100	100	AHEAD	AHEAD
URBAN (35-40 MPH)	200	200	200	AHEAD	AHEAD
URBAN (> 45 MPH)	350	350	350	1000 FT.	AHEAD
RURAL	500	500	500	1500 FT.	1000 FT.
EXPRESSWAY / FREEWAY	1000	1500	2840	1 MILE	1 MILE

TABLE 6C-3 TAPER LENGTH FOR TEMPORARY TRAFFIC CONTROL ZONES									
TYPE OF TAPER	TAPER LENGTH (L)								
	L	L/2		L/2		L/2		L/2	
MERGING TAPER	L	L/2		L/2		L/2		L/2	
SHIFTING TAPER	L	L/2		L/2		L/2		L/2	
SHOULDER TAPER	L	L/2		L/2		L/2		L/2	
ONE-LANE, TWO-WAY TRAFFIC TAPER	100 FT. MAXIMUM	100 FT. MAXIMUM							
DOWNSTREAM TAPER	100 FT. PER LANE	100 FT. PER LANE							

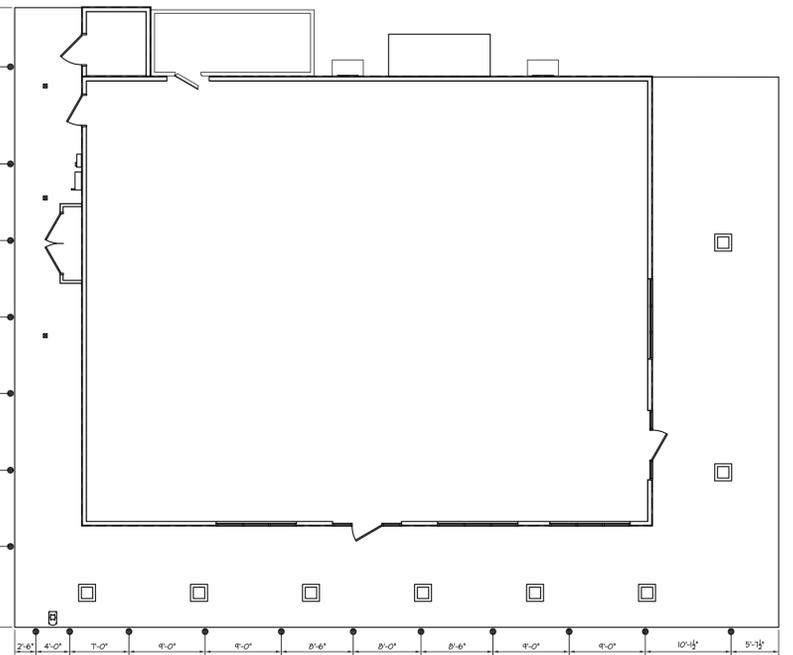
WORK ZONE TRAFFIC CONTROL SIGN TABLE					
SIGN	MUTCD CODE	COLOR CODE	CONVENTIONAL SIZE	EXPRESSWAY	FREEWAY
ROAD WORK AHEAD	G20-1	A	36"X48"	48"X24"	48"X24"
ROAD WORK NEXT XX MILES	G20-2	A	36"X36"	48"X24"	48"X24"
SHOULDER WORK	W1-5	B	24"X48"	48"X24"	48"X24"
SHOULDER WORK	W1-5a	A	24"X18"	24"X18"	24"X18"
ROAD WORK	W10-4	A	36"X36"	48"X48"	48"X48"
ROAD WORK	W10-7a	A	36"X36"	48"X48"	48"X48"
SHOULDER WORK	W10-5	A	30"X30"	48"X48"	48"X48"

COLOR CODE LEGEND	
CODE	DESCRIPTION
A	BLACK LETTER AND BORDER ON A ORANGE BACKGROUND
B	BLACK LETTER AND BORDER ON A WHITE BACKGROUND

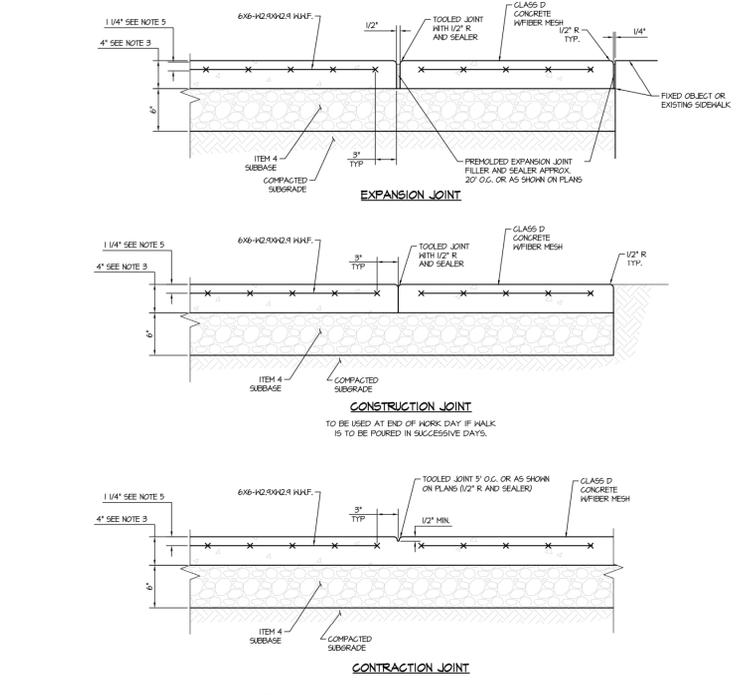


**SHOULDER CLOSURE**  
SHORT OR INTERMEDIATE TERM STATIONARY 2-LANE 2-WAY ROADWAY  
(NOT TO SCALE)  
NYSDOT 619-20

**NOTES**  
12.3.3 MAINTAIN THE MINIMUM LANE WIDTH OF 10' CANNOT BE MAINTAINED DUE TO A SHOULDER CLOSURE, USE THE DETAIL FOR SHORT OR INTERMEDIATE TERM STATIONARY FLAGGING OPERATION.  
NO WORK ACTIVITY OR STORAGE OF EQUIPMENT, VEHICLES, OR MATERIAL SHOULD OCCUR WITHIN A BUFFER SPACE.  
WHEN THE DISTANCE BETWEEN THE ADVANCE WARNING SIGN AND WORK IS 3 MILES TO 5 MILES, SUPPLEMENTAL DISTANCE PLACED (W1-5a) SHOULD BE USED WITH THE SHOULDER WORK SIGN (W10-5). THE ROAD WORK NEXT XX MILES SIGN (G20-2) MAY BE USED INSTEAD OF THE ROAD WORK AHEAD SIGN (W10-5) IF WORK LOCATIONS OCCUR OVER A DISTANCE OF MORE THAN 2 MILES.  
FOR BARRIER VEHICLE USE REQUIREMENTS SEE TABLES NY1-A AND NY2-A ON THE STANDARD SHEET TYPED "WORK ZONE TRAFFIC CONTROL LEGENDS AND NOTES". IN THOSE SITUATIONS WHERE MULTIPLE WORK LOCATIONS EXIST WITHIN A LIMITED DISTANCE MAKE IT PRACTICAL TO PLACE STATIONARY SIGNS, THE DISTANCE BETWEEN THE ADVANCE WARNING SIGN AND WORK SHALL NOT EXCEED 5 MILES. CHANNELIZING DEVICE SPACING (CENTER TO CENTER) SHALL NOT EXCEED 40' IN THE ACTIVE WORK SPACE. TRANSVERSE DEVICES SHALL BE REQUIRED (AS PER 619 STANDARD SPECIFICATIONS) WHEN A PAVED SHOULDER HAVING A WIDTH OF 8' OR GREATER IS CLOSED FOR A DISTANCE GREATER THAN 1500'.



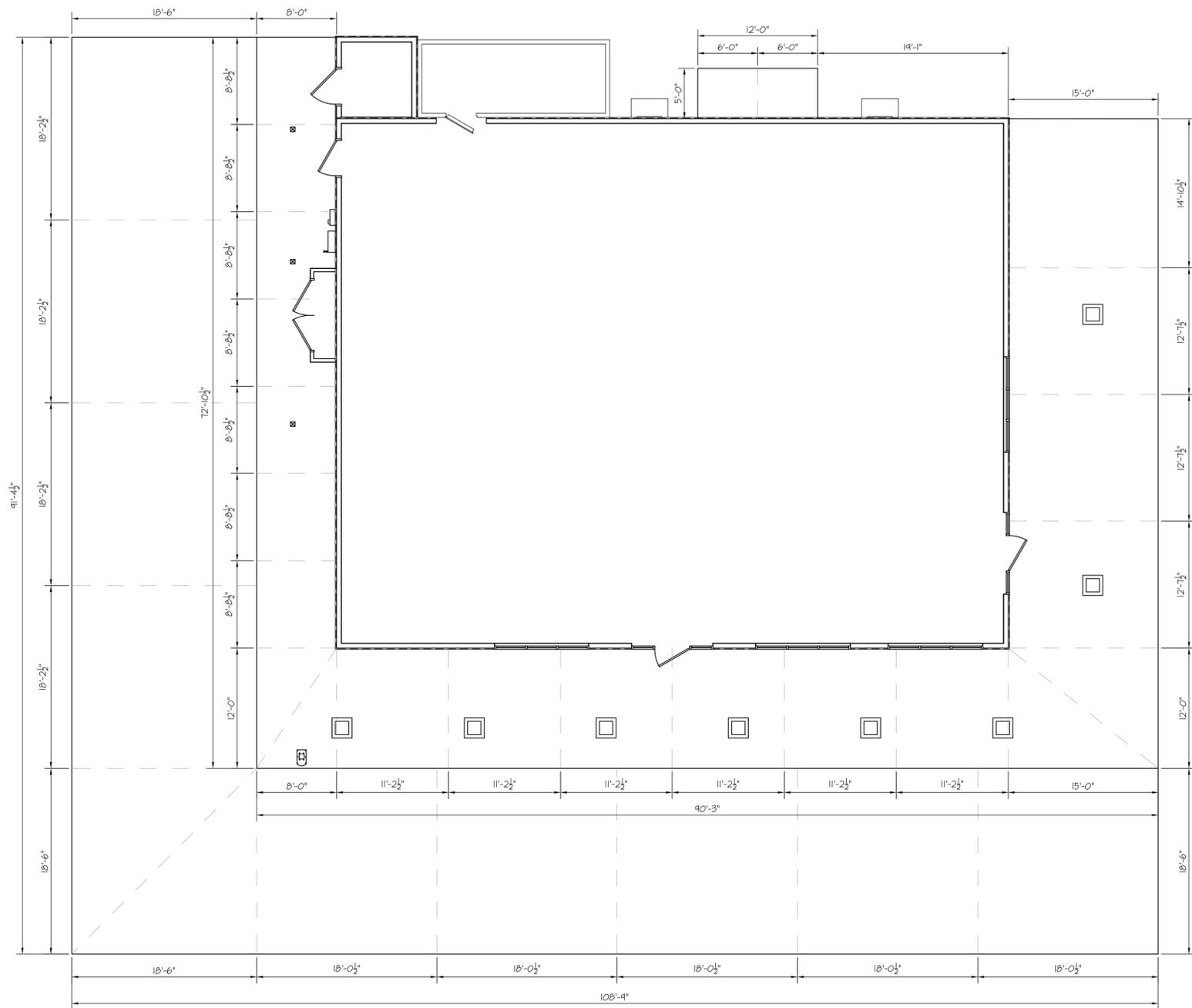
**BOLLARD LAYOUT PLAN**



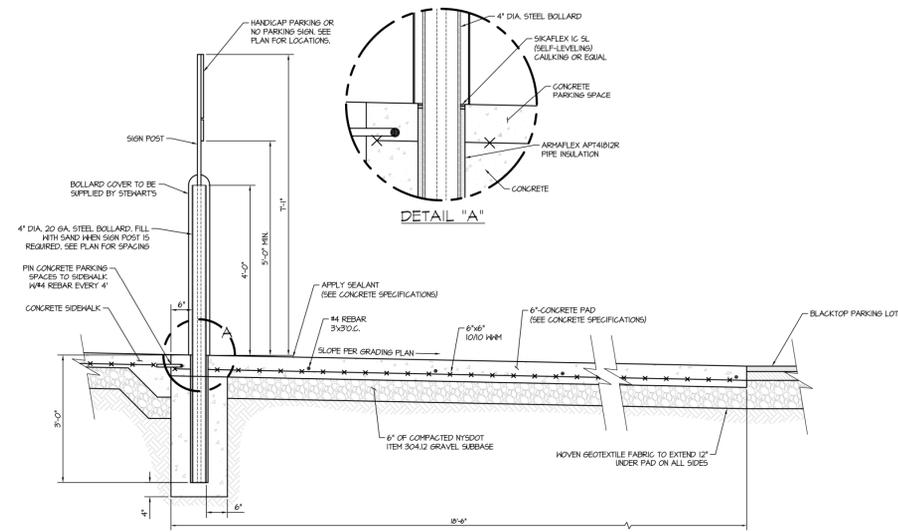
**NOTES**  
1. ALL EXPOSED SURFACES TO HAVE BROOKED TEXTURE.  
2. WHERE IT IS ANTICIPATED THAT A CONCRETE SURFACE WILL HAVE SALT OR CALCIUM CHLORIDE APPLIED, THAT SURFACE SHALL BE TREATED WITH AN APPROVED WATER PROOFING MATERIAL.  
3. THICKNESS OF SIDEWALK (S) TO BE 4" AT DRIVEWAY CROSSINGS AND 4" AT ALL OTHER LOCATIONS. DRIVEWAY AREAS SHALL INCLUDE HELDED WIRE MESH AND FIBER MESH REINFORCING.  
4. CONCRETE MIX TO BE CLASS D WITH FIBER MESH.  
5. NYSDOT SIDEWALKS TO HAVE 2" COVER OVER WIRE MESH EXCEPT FOR IN DRIVEWAY WHERE 3" COVER IS REQUIRED.

**CONCRETE SIDEWALK DETAIL (ITEM# 608.010)**

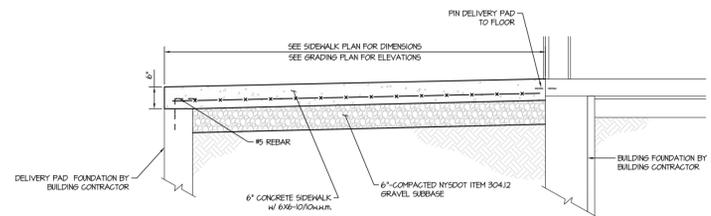
	STORE NAME, ABBREVIATION & NO.	WASHINGTON STREET - WSHX - 113
	SITE LOCATION	WASHINGTON STREET & EAST FLOWER AVE - WATERTOWN, NY 13601
DATE	NO.	REVISIONS
		DRAWN BY: CP SCALE: AS SHOWN DATE: 4/5/21
SARATOGA SPRINGS, NY 12866 TEL: (518)581-1200 FAX: (518)581-1204		DRAWINGS NO. <b>5-10</b>
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TITLE: <b>MISCELLANEOUS DETAILS</b>		



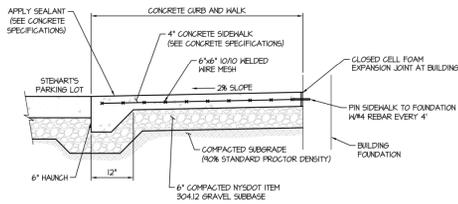
**SIDEWALK & PARKING PAD LAYOUT**



**CONCRETE PAD UNDER PARKING SPACES**



**DELIVERY PAD SECTION**



**CURB AND SIDEWALK DETAIL**

**SPECIFICATIONS - EXTERIOR CONCRETE FLATWORK (PARKING SPACES, SIDEWALKS, TANK MAT & DRIVE APRONS)**

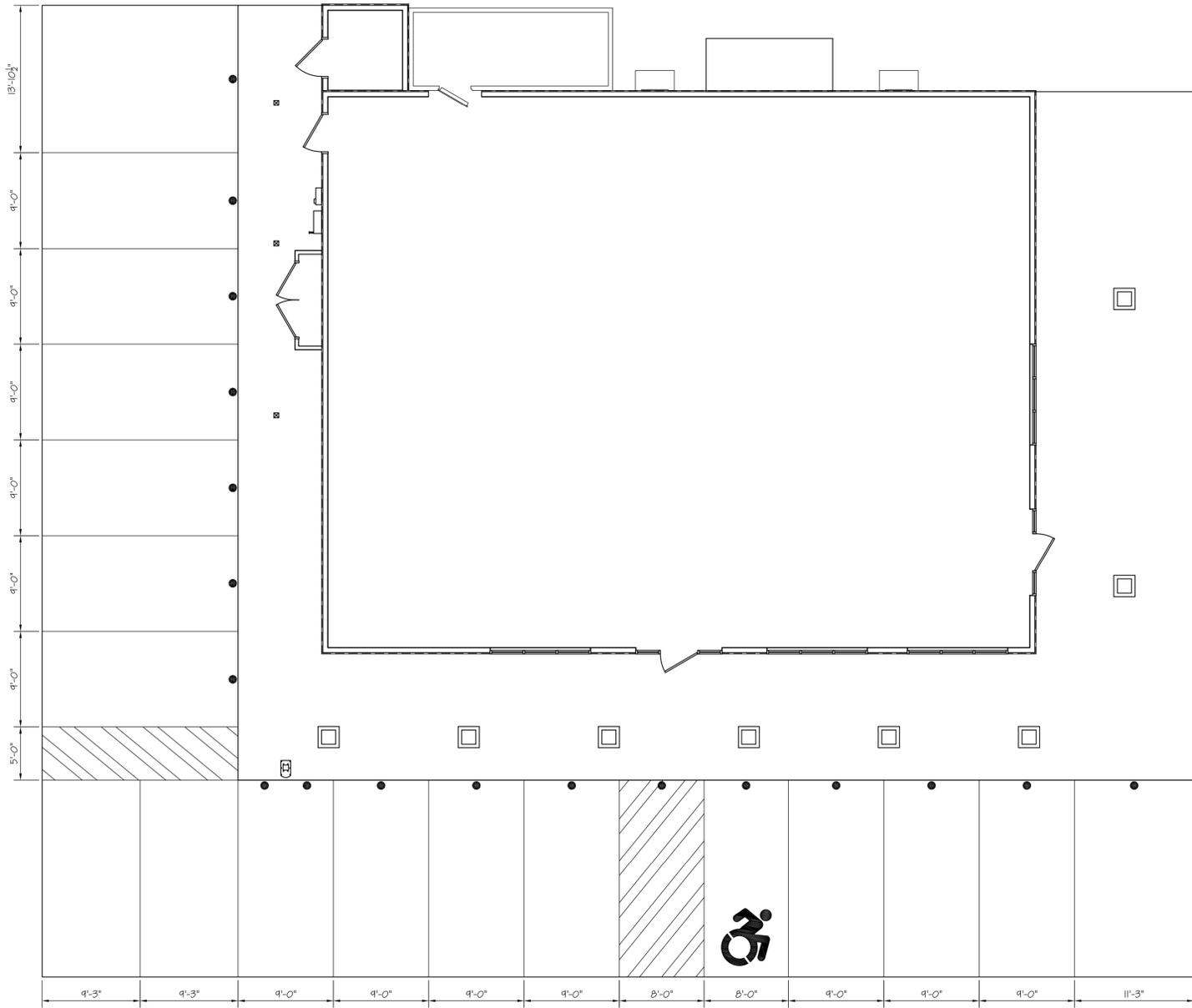
- CONCRETE MATERIALS**
- PORTLAND CEMENT: ASTM C 150, TYPE II OR TYPE III ONLY.
  - FLY ASH: ASTM C 485, TYPE F.
  - GROUND-GRANULATED BLAST-FURNACE SLAG: ASTM C 694, GRADE 100 OR 200.
  - WATER: ASTM C 14, CLEAN, FRESH POTABLE.
  - AGGREGATES: FROM NYSDOT-APPROVED SOURCES; IF INDICATED AS REACTIVE FOR ALKALI-SILICA REACTIVITY (ASR) BY NYSDOT, THESE AGGREGATES MUST BE USED IN CONJUNCTION WITH LOW ALKALI CEMENT (EQVALENT ALKALIS) OR CLASS F FLY ASH SUBSTITUTED FOR PORTLAND CEMENT AT A RATE OF 3-20% BY MASS.
  - FINE AGGREGATE SANDS SHALL BE LIMITED TO A MAXIMUM OF 1260 LBS.
- ADDITIONS**
- AIR ENTRAINING: ASTM C 260.
  - SET-RETARDING ADMIXTURES: ADMIXTURE SHALL CONFORM TO ASTM C 494, TYPE B OR G. USE AS NEEDED, WITH PRIOR APPROVAL ONLY.
  - ACCELERATING ADMIXTURES: ADMIXTURE SHALL CONFORM TO ASTM C 494, TYPE C OR E. USE AS NEEDED, WITH PRIOR APPROVAL ONLY.
  - CALCIUM CHLORIDE: NOT PERMITTED.
  - HIGH-RANGE WATER REDUCING ADMIXTURES (SUPERPLASTICIZERS): ADMIXTURE SHALL CONFORM TO ASTM C 494, TYPE F OR G.
  - HATER-REDUCING ADMIXTURE (NON-HALL): ADMIXTURE SHALL CONFORM TO ASTM C 494, TYPE A.
  - MID-RANGE WATER REDUCER: ADMIXTURE SHALL CONFORM TO ASTM C 494, TYPE A OR F.

- CONCRETE MIX DESIGN**
- MINIMUM COMPRESSIVE STRENGTH: 4500 PSI.
  - MAXIMUM WATER/CEMENTitious MATERIALS RATIO (W/C): 0.45.
  - AIR CONTENT: 5.5% ± 0.2% AT POINT OF PLACEMENT.
  - SUMP LIMIT: 3 TO 5 INCHES WHEN NORMAL, OR MID-RANGE WATER REDUCERS ARE UTILIZED.
  - SUMP LIMIT: UP TO 8 INCHES WHEN HIGH-RANGE WATER REDUCERS ARE UTILIZED.
- PRIOR TO CONCRETE PLACEMENT**
- PRIOR TO CONCRETE PLACEMENT, SUBMIT A COPY OF THE PROPOSED MIX DESIGN FOR REVIEW AND APPROVAL.
  - SUBGRADE AND/OR SUBBASE SHALL BE COMPACTED IN ACCORDANCE WITH THE PROJECT DOCUMENTS PRIOR TO CONCRETE PLACEMENT.
  - DO NOT PLACE CONCRETE ON FROZEN SUBGRADE OR SUBBASE.
- CONCRETE PLACEMENT**
- DO NOT ADD WATER TO THE CONCRETE MIX DURING DELIVERY, AT PROJECT SITE, OR DURING PLACEMENT UNLESS APPROVED BY OWNER'S REPRESENTATIVE, AND ONLY WHEN MIX WATER IS DOCUMENTED ON A COMPUTER GENERATED BATCH TICKET AS BEING WITHHELD AT THE BATCH PLANT. DO NOT EXCEED THE TOTAL AMOUNT OF WATER IN THE APPROVED MIX DESIGN.
  - DEPOSIT AND CONSOLIDATE CONCRETE IN CONTINUOUS OPERATION WITHIN LIMITS OF CONSTRUCTION JOINTS UNTIL PLACING OF PANEL OR SECTION IS COMPLETE.
  - BRUSH SLAB SURFACES TO CORRECT LEVEL AND STRIKE-OFF.
  - IF USING A VIBRATORY SCREED IT SHOULD BE MOVED RAPIDLY, ENSURING CONSOLIDATION BUT AVOIDING WORKING UP EXCESSIVE MORTAR AND MOISTURE TO THE CONCRETE SURFACE.
  - BEFORE BLEED WATER STARTS TO APPEAR, LEVEL AND SMOOTH THE CONCRETE SURFACE FURTHER USING A BALL FLOAT OR DAWB. KEEP THE BALL FLOAT AS FLAT AS POSSIBLE TO AVOID PREMATURE SEALING OF THE SURFACE. CARE SHOULD BE TAKEN TO NOT OVER FLOAT THE SURFACE.
  - DO NOT FURTHER FINISH THE CONCRETE SURFACE BEFORE STARTING THE FINISHING OPERATIONS.

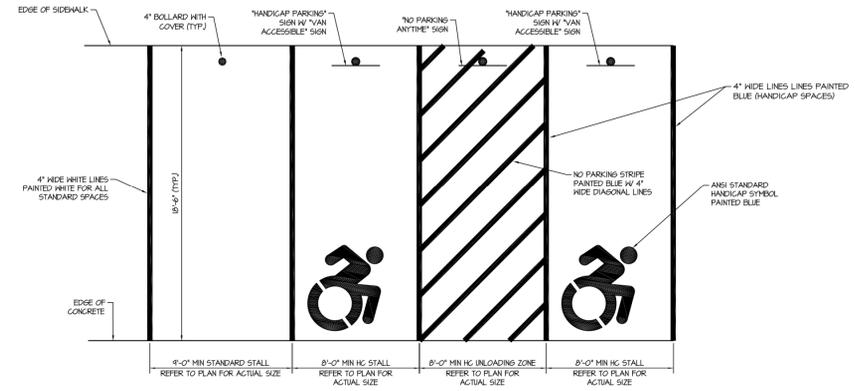
- FINISHING**
- WHILE THE CONCRETE IS STILL PLASTIC, AND AFTER THE CONCRETE HAS STOPPED BLEEDING (THE WATER SHEEN HAS LEFT THE SURFACE), A FINAL FLOAT FINISH MAY BE APPLIED IF NEEDED.
  - IMMEDIATELY AFTER THE FINAL FLOAT FINISH, APPLY A NON-SLIP, LITE BROOK FINISH WITH A FIBER BRISTLE BROOM, PERPENDICULAR TO THE MAIN TRAFFIC ROUTE.
  - FINISHING SHOULD BE DELAYED AS LONG AS POSSIBLE.
  - AT NO TIME DURING THE FINISHING PROCESS SHOULD WATER OR CEMENT BE ADDED TO THE CONCRETE SURFACE.
  - CONCRETE IS NOT TO BE STEEL TROWELED EITHER BY HAND OR MACHINE PRIOR TO THE BROOM FINISHING. ONE PASS OF A MACHINE TO POWER FLOAT WILL BE PERMITTED WITH FLOAT BLADES FLAT.
- JOINTING**
- SAW CUT CONTRACTION JOINTS AS SOON AS POSSIBLE AFTER FINISHING, GENERALLY WITHIN 4 TO 8 HOURS. MAKE SAMPLE CUT TO DETERMINE IF CONCRETE SURFACE IS FIRM ENOUGH SO IT IS NOT TORN OR DAMAGED BY BLADE.
  - DEPTH OF CUT SHOULD BE ONE-FOURTH OF THE SLAB THICKNESS, WITH A MINIMUM DEPTH OF 1-INCH.
- CURING**
- WITHIN 2 HOURS OF THE FINAL FINISH, APPLY CURBMASTER® SILENCURE™ OR SPECIFIC CURBSHIELD EX CURING AND SEALING COMPOUND IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS, AND AT LOCATIONS INDICATED ON THE DRAWINGS.
  - PROTECT FRESHLY PLACED CONCRETE FROM PREMATURE DRYING AND EXCESSIVE HEAT OR HOT TEMPERATURES FOR AT LEAST 3 DAYS.

- QUALITY CONTROL/QUALITY ASSURANCE**
- THE OWNER WILL ENGAGE A QUALIFIED INDEPENDENT TESTING AGENCY TO PERFORM FIELD TESTS AND INSPECTIONS TO MEET THE LOCAL CODE REQUIREMENTS AND PREPARE TEST REPORTS.
  - CONCRETE TESTS: TESTING OF COMPOSITE SAMPLES OF FRESH CONCRETE SHALL BE PERFORMED ACCORDING TO THE FOLLOWING REQUIREMENTS:
    - TESTING FREQUENCY: OBTAIN ONE COMPOSITE SAMPLE FOR EACH DAY'S POUR OF EACH CONCRETE MIXTURE EXCEEDING 5 CU. YD. BUT LESS THAN 25 CU. YD. PLUS ONE SET FOR EACH ADDITIONAL 50 CU. YD. OR FRACTION THEREOF.
    - SUMP: ASTM C 1453 WITH ONE TEST AT POINT OF TRUCK DISCHARGE FOR EACH TRUCK DELIVERY TO THE SITE, AND FOR EACH COMPOSITE SAMPLE. PERFORM ADDITIONAL TESTS WHEN CONCRETE CONSISTENCY APPEARS TO CHANGE. SLUMP SHALL BE MEASURED AT THE POINT OF PLACEMENT AS WELL AS TRUCK GATE WHEN BEING PUMPED. CONCRETE WITH SLUMP IN EXCESS OF THE SPECIFIED MAXIMUM SHALL NOT BE PLACED ON THE PROJECT.
    - AIR CONTENT: ASTM C 293C 20M PRESSURE METHOD FOR NORMAL-HEIGHT CONCRETE; ONE TEST FOR EACH COMPOSITE SAMPLE, BUT NOT LESS THAN ONE TEST FOR EACH DAY'S POUR OF EACH CONCRETE MIXTURE. TEST AT TRUCK DISCHARGE FOR ACCEPTANCE BASED ON SPECIFICATION. ALSO TEST AT THE END OF THE PUMP HOSE FOR PUMPED CONCRETE. CONCRETE WITH AIR CONTENT OUTSIDE OF THE SPECIFIED LIMITS SHALL NOT BE PLACED ON THE PROJECT.
    - COMPRESSIVE STRENGTH TESTS: ASTM C 293C 20M. TEST ONE SET OF LABORATORY-CURED SPECIMENS AT 1 DAY AND ONE SET OF LABORATORY-CURED SPECIMENS AT 28 DAYS. RESERVE ONE SET OF SPECIMENS FOR FURTHER TESTING IF REQUIRED.
  - ADDITIONAL TESTING AND INSPECTIONS, AT CONTRACTOR'S EXPENSE, WILL BE PERFORMED TO DETERMINE COMPLIANCE OF REPLACES OR ADDITIONAL WORK WITH SPECIFIED REQUIREMENTS.

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	DRAWINGS NO. <b>5-11</b>

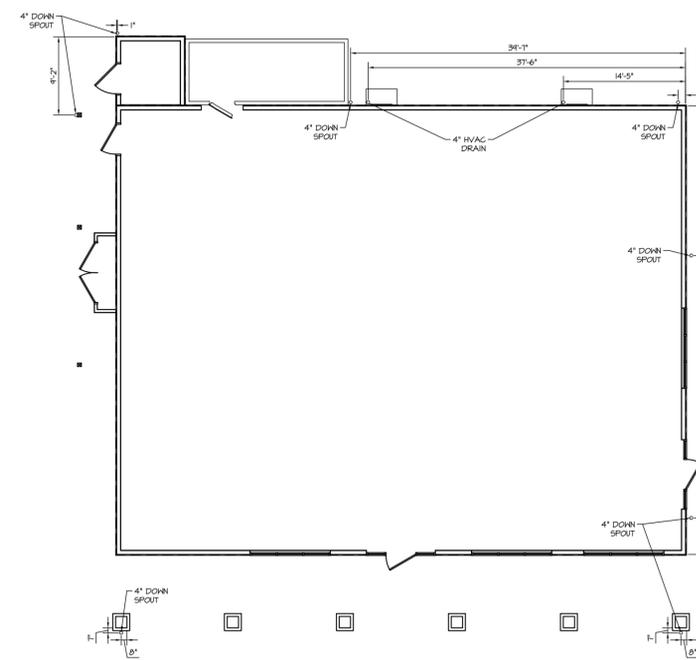


PARKING SPACE LAYOUT

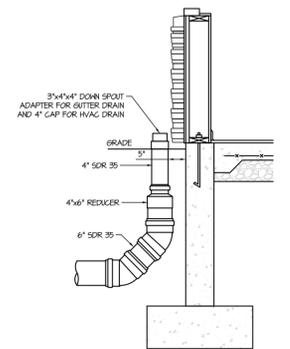


TYPICAL PARKING SPACE LAYOUT

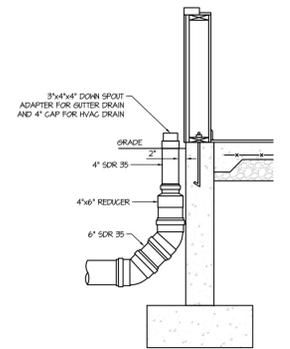
NOTE:  
 1. MAXIMUM SLOPE WITHIN HANDICAPPED PARKING SPACE AND/OR STRIPED ASLE SHALL NOT EXCEED 1:50 (2%)  
 2. SECOND ADA COMPLIANT SPACE IS ONLY REQUIRED WHEN PARKING EXCEEDS 25 SPACES.



ROOF DRAIN LAYOUT PLAN



ROOF DRAIN W/ STONE



ROOF DRAIN W/O STONE

	STORE NAME, ABBREVIATION & NO. <b>WASHINGTON STREET - WSHX - 113</b>	
	SITE LOCATION <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b>	
	DATE	NO.
		DRAWN BY: CP SCALE: AS SHOWN DATE: 9/5/21
SARATOGA SPRINGS, NY 12866 TEL: (518)581-1200 FAX: (518)581-1204		DRAWINGS NO. <b>S-12</b>
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TITLE: <b>MISCELLANEOUS DETAILS</b>		

**GUIDE SPECIFICATIONS - DOUBLE-WALL FRP TANKS FOR FUEL STORAGE**

STEWART'S SHOPS CORP. WILL PROVIDE DOUBLE-WALL FIBERGLASS REINFORCED PLASTIC (FRP) UNDERWRITERS LABORATORIES-LABELED UNDERGROUND STORAGE TANKS AS SHOWN ON THE DRAWINGS. THE TANK SIZE, FITTINGS AND ACCESSORIES SHALL BE AS SHOWN ON THE DRAWINGS. THE FIBERGLASS TANKS SHALL BE MANUFACTURED BY MANUFACTURE CORPORATION.

LONG FORM  
PART I: GENERAL  
1.01 QUALITY ASSURANCE  
A. ACCEPTABLE MANUFACTURER, XERXES OR CSI CORPORATION  
B. GOVERNING STANDARDS, AS APPLICABLE.

1. UNDERWRITERS LABORATORIES (UL) STANDARD FOR SAFETY 1316, FILE MH 4061 FOR STORAGE OF FLAMMABLE LIQUIDS. A UL LABEL SHALL BE ATTACHED TO EACH TANK.
2. NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) STANDARDS:  
NFPA 30, FLAMMABLE AND COMBUSTIBLE LIQUIDS CODE  
NFPA 30A, AUTOMOTIVE AND MARINE SERVICE STATION CODE  
NFPA 31, INSTALLATION OF OIL-BURNING EQUIPMENT.  
3. FUEL GAS CODE OF NEW YORK STATE.

PART II: PRODUCTS  
2.01 DOUBLE-WALL FIBERGLASS REINFORCED PLASTIC (FRP) UNDERGROUND STORAGE TANKS

- A. LOADING CONDITIONS - TANK SHALL MEET THE FOLLOWING DESIGN CRITERIA:
  1. INTERNAL LOAD - TANK SHALL WITHSTAND A 5-PSIG AIR-PRESSURE TEST WITH 5:1 SAFETY FACTOR. CONTRACTOR SHALL INDIVIDUALLY TEST TANKS FOR LEAKAGE PRIOR TO INSTALLATION. MAXIMUM TEST PRESSURE IS 9 PSIG.
  2. VACUUM TEST - TO VERIFY STRUCTURAL INTEGRITY EVERY STANDARD 10'-DIAMETER TANK AND SMALLER SHALL BE VACUUM TESTED BY THE MANUFACTURER AT THE FACTORY TO 1/15" OF MERCURY.
  3. SURFACE LOADS - TANK SHALL WITHSTAND SURFACE H-20 AXLE LOADS WHEN PROPERLY INSTALLED ACCORDING TO MANUFACTURER'S CURRENT INSTALLATION MANUAL AND OPERATING GUIDELINES.
  4. EXTERNAL HYDROSTATIC PRESSURE - TANK SHALL BE CAPABLE OF BEING BURIED IN GROUND WITH 1' OF OVERBURDEN OVER THE TOP OF THE TANK, THE HOLE FULLY FLOODED AND A SAFETY FACTOR OF 5:1 AGAINST GENERAL BUCKLING.
  5. TANK SHALL SUPPORT ACCESSORY EQUIPMENT - SUCH AS HEATING COILS, DROP TUBES, SUBMERSIBLE PUMPS AND LADDERS - WHEN INSTALLED ACCORDING TO TANK MANUFACTURER'S CURRENT INSTALLATION MANUAL AND OPERATING GUIDELINES.
- B. PRODUCT STORAGE
  1. TANK SHALL BE CAPABLE OF STORING PETROLEUM PRODUCTS WITH SPECIFIC GRAVITY UP TO 1.1.
  2. TANK SHALL BE VENTED TO ATMOSPHERIC PRESSURE.
  3. TANK SHALL BE CAPABLE OF STORING PRODUCTS IDENTIFIED IN THE MANUFACTURER'S CURRENT STANDARD LIMITED WARRANTY.

C. MATERIALS  
1. TANK SHALL BE MANUFACTURED WITH 100% RESIN AND GLASS-FIBER REINFORCEMENT. NO SAND FILLERS.

D. TANK DIMENSIONS (REFER TO MANUFACTURE LITERATURE ON GALLONAGE)  
1. TANK SHALL HAVE NOMINAL CAPACITY OF \_\_\_\_\_  
2. TANK SHALL HAVE NOMINAL OUTSIDE DIAMETER OF \_\_\_\_\_

E. INTERSTITIAL SPACE  
1. TANK SHALL HAVE A SPACE BETWEEN THE PRIMARY AND SECONDARY WALLS TO ALLOW FOR THE FREE FLOW AND CONTAINMENT OF \_\_\_\_\_ FROM THE PRIMARY TANK. THE SPACE ALSO ALLOWS THE INSERTION OF A MONITORING DEVICE THROUGH A MONITORING FITTING.

2.02 ACCESSORIES

- A. OPTIONAL ANCHOR STRAPS
  1. STRAPS SHALL BE FRP ANCHOR STRAPS AS SUPPLIED BY TANK MANUFACTURER.
  2. NUMBER AND LOCATION OF STRAPS SHALL BE SPECIFIED IN CURRENT LITERATURE BY TANK MANUFACTURER.
- B. MANWAYS
  1. ALL MANWAYS SHALL BE FLANGED AND 22" I.D., COMPLETE WITH UL-LISTED GASKETS, BOLTS AND COVERS. (30" AND 36" I.D. MANWAYS ARE ALSO AVAILABLE ON CERTAIN LARGER TANKS.)
  2. LOCATION IS SHOWN ON TANK DRAWINGS.
  3. OPTIONAL MANWAY EXTENSIONS SHALL BE FRP AND 24" LONG.

C. OPTIONAL FILL TUBES  
1. FILL TUBES SHALL BE FRP, 4"-DIAMETER, WITH A 6" X 4" DOUBLE-TAPPED REDUCER BUSHING, AND INCLUDE A 6" NPT FITTING. TUBES SHALL TERMINATE A MINIMUM OF 4" FROM THE BOTTOM OF TANK. (A MINIMUM OF 6" FOR A 12"-DIAMETER TANK)(CPH EVR DROP TUBE T150 WITH DIFFUSER).

D. GAUGE FLATES  
1. GAUGE FLATES SHALL BE INSTALLED UNDER EACH SERVICE FITTING AND MANWAY OPENING.

E. OPTIONAL HEATING COILS  
1. OPTIONAL HEATING COILS SHALL BE INSTALLED IN A SEPARATE 22" MANWAY AND SHALL BE AS SUPPLIED BY TANK MANUFACTURER.

F. OPTIONAL LADDERS  
1. LADDERS SHALL BE THE STANDARD LADDER AS SUPPLIED BY TANK MANUFACTURER (ALUMINUM, CARBON STEEL OR FIBERGLASS).

G. NPT THREADED FITTINGS  
1. ALL STANDARD THREADED FITTINGS SHALL BE HALF-COUPPLINGS AND SHALL BE 4" OR 6"- DIAMETER. REDUCERS ARE TO BE USED FOR SMALLER SIZES WHERE SHOWN AND PROVIDED BY CONTRACTOR.

H. MONITOR FITTINGS  
1. EACH MONITOR FITTING SHALL CONSIST OF A 4" NPT FITTING ON THE TANK, TANKS WITH A HYDROSTATIC MONITORING SYSTEM DO NOT HAVE A MONITOR FITTING.

PART III: TESTING AND INSTALLATION

3.01 TESTING  
A. TANK SHALL BE TESTED ACCORDING TO THE MANUFACTURE INSTALLATION MANUAL AND OPERATING GUIDELINES FOR SINGLE-WALL AND DOUBLE-WALL FIBERGLASS UNDERGROUND STORAGE TANKS IN EFFECT AT TIME OF INSTALLATION.

3.02 INSTALLATION  
A. TANK SHALL BE INSTALLED ACCORDING TO THE MANUFACTURE INSTALLATION MANUAL AND OPERATING GUIDELINES FOR SINGLE-WALL AND DOUBLE-WALL FIBERGLASS UNDERGROUND STORAGE TANKS IN EFFECT AT TIME OF INSTALLATION.

B. CONTRACTOR SHALL BE TRAINED BY THE TANK MANUFACTURER, THE STATE OR OTHER APPROVED AGENCY.

**GENERAL NOTES:**

- A. TANKS
  1. IT IS THE RESPONSIBILITY OF THE INSTALLER AND OPERATOR TO FOLLOW ALL REQUIREMENTS CONTAINED IN THE INSTALLATION MANUAL FOR FIBERGLASS UNDERGROUND STORAGE TANKS AND COMPLY WITH ALL FEDERAL, STATE AND LOCAL REGULATIONS THAT MAY APPLY TO TANK INSTALLATIONS AND OPERATIONS.
  2. PRIOR TO EXCAVATION LOCATE AND PROTECT ANY UTILITIES NEAR THE EXCAVATION.
  3. ALL TANKS MUST BE LABELED BY THE MANUFACTURER IN ACCORDANCE WITH 6NYCRR PART 614.3A.
  4. FIBERGLASS TANKS MUST BE INSTALLED ACCORDING TO THE MANUFACTURES INSTRUCTIONS AND NFPA 30 AND 31.
  5. IN ACCORDANCE WITH 6NYCRR PART 614.3G, ALL NEW TANKS, THEIR SEAMS AND CONNECTING FITTINGS MUST BE FACTORY TESTED FOR TIGHTNESS USING STANDARD ENGINEERING PRACTICES. ALL TANKS SOLD FOR USE IN NEW YORK STATE MUST BE GUARANTEED BY THE MANUFACTURER TO BE TIGHT.
  6. ALL FIBERGLASS REINFORCED PLASTIC UNDERGROUND PETROLEUM STORAGE TANKS MUST BE DESIGNED AND MANUFACTURED WITH ONE OF THE FOLLOWING STANDARDS:
    - (I) UL NO. 1316; OR
    - (II) ULC NO. CAN4-5615-MB3 (SEE SECTION 614.1(H) OF THIS PART).
7. ALL TANKS MANUFACTURED FOR STEWART'S SHOPS CORP. MUST MEET OR EXCEED 6NYCRR PART 614 STANDARDS.
8. NEW TANK MONITORING SHALL CONFORM TO THE 6NYCRR 614.5 STANDARDS.
9. BACKFILL FOR THE TANK EXCAVATION SHALL BE 3/8" WASHED PEASTONE OR APPROVED EQUAL BY TANK MANUFACTURER. ALL BACKFILL MUST BE FREE OF ICE, SNOW, AND DEBRIS.
10. EQUIPMENT TO LIFT THE TANK SHALL BE OF ADEQUATE SIZE TO LIFT AND LOWER THE TANK WITHOUT DRAGGING AND DROPPING TO ENSURE NO DAMAGE TO THE TANK OR THE COATING. TANKS SHALL BE CAREFULLY LIFTED AND LOWERED BY USE OF CABLES OR CHAINS OF ADEQUATE LENGTH (NOT GREATER THAN 30 DEGREES OR DESIGN PARAMETERS OF THE CRANE SPECIFICATIONS) ATTACHED TO THE LIFTING LUGS PROVIDED. A SPREADER BAR SHOULD BE USED WHERE NECESSARY. UNDER NO CIRCUMSTANCES SHOULD CHAINS OR SLINGS, UNDER THE TANK SHELL, BE USED TO MOVE TANKS.
11. TANK HOLES MUST BE DEEP ENOUGH TO FOR ALLOW A MINIMUM OF 12" AND A MAXIMUM OF 36" OF REQUIRED BACKFILL BED OVER THE HOLE BOTTOM OR CONCRETE PAD.
12. EBM MODEL FILL PORTS ARE TO BE COLOR CODED IN ACCORDANCE WITH 6NYCRR PART 613.3B AND FLAGGED TO BE INSTALLED IN LOCATION VISIBLE TO FITTERS.

B. PIPING  
1. ALL MATERIAL, WORKMANSHIP, AND INSTALLATION PRACTICES SHALL BE IN ACCORDANCE WITH NFPA 30, NFPA 30A, 6NYCRR PART 614.4, AND OTHER APPLICABLE CODES.

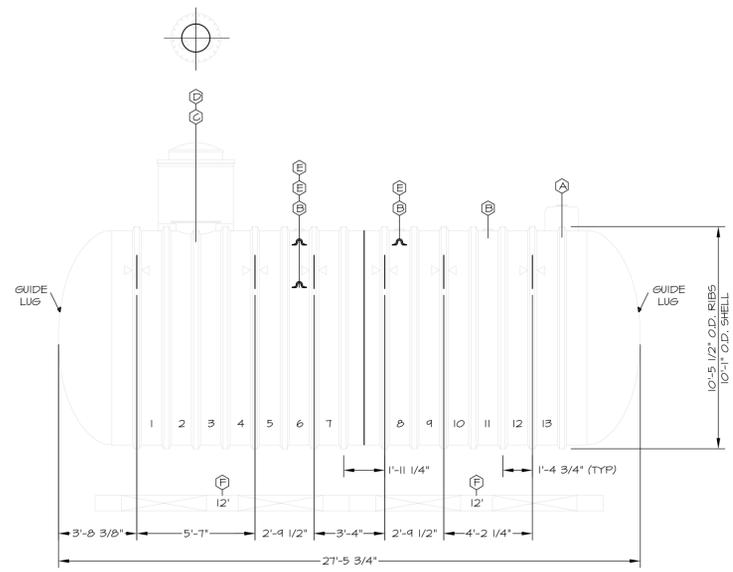
2. MATERIALS  
A. APT XP-115-SC 1-3/4" DOUBLE WALLED FLEXIBLE PIPE 1/4" DUCTING.  
B. TRENCH BACKFILL MATERIAL SHALL BE 3/8" WASHED PEASTONE OR ABOVE.

3. ALL PIPING TO BE PRESSURE TESTED PRIOR TO BACKFILLING.  
A. ALL PRODUCT LINES SHALL BE TESTED FROM UNION TO DISPENSER SHEAR VALVE.

4. ELECTRONIC LEAK DETECTION ON ALL STPS. (ICON LS-300 OR MED 550 WITH LS CARD)

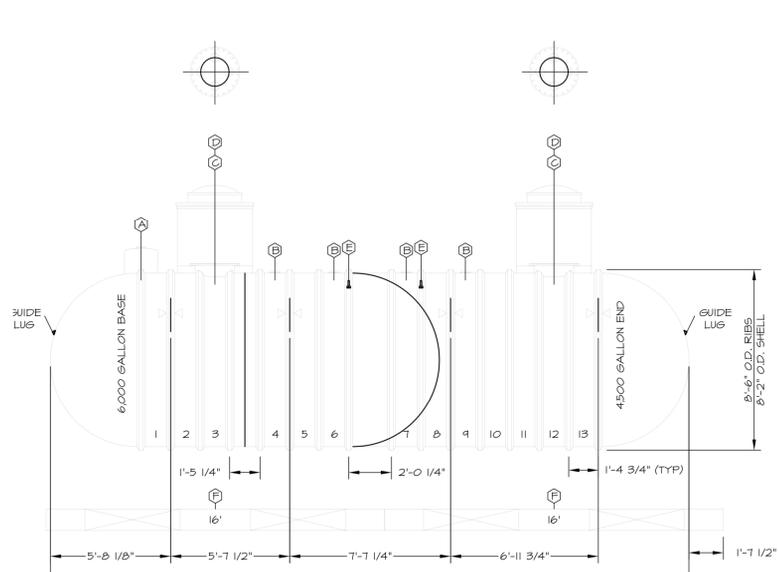
5. WATER AND/OR ETHANOL ALERT FILTERS ARE TO BE INSTALLED ON ALL DISPENSERS.

6. CALIBRATE AND SEAL METERS TO LOCAL REGULATIONS.



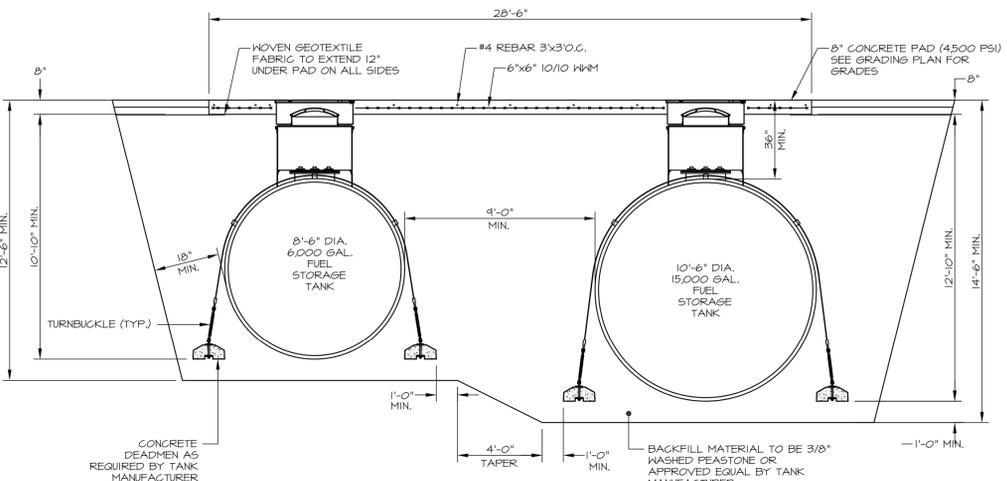
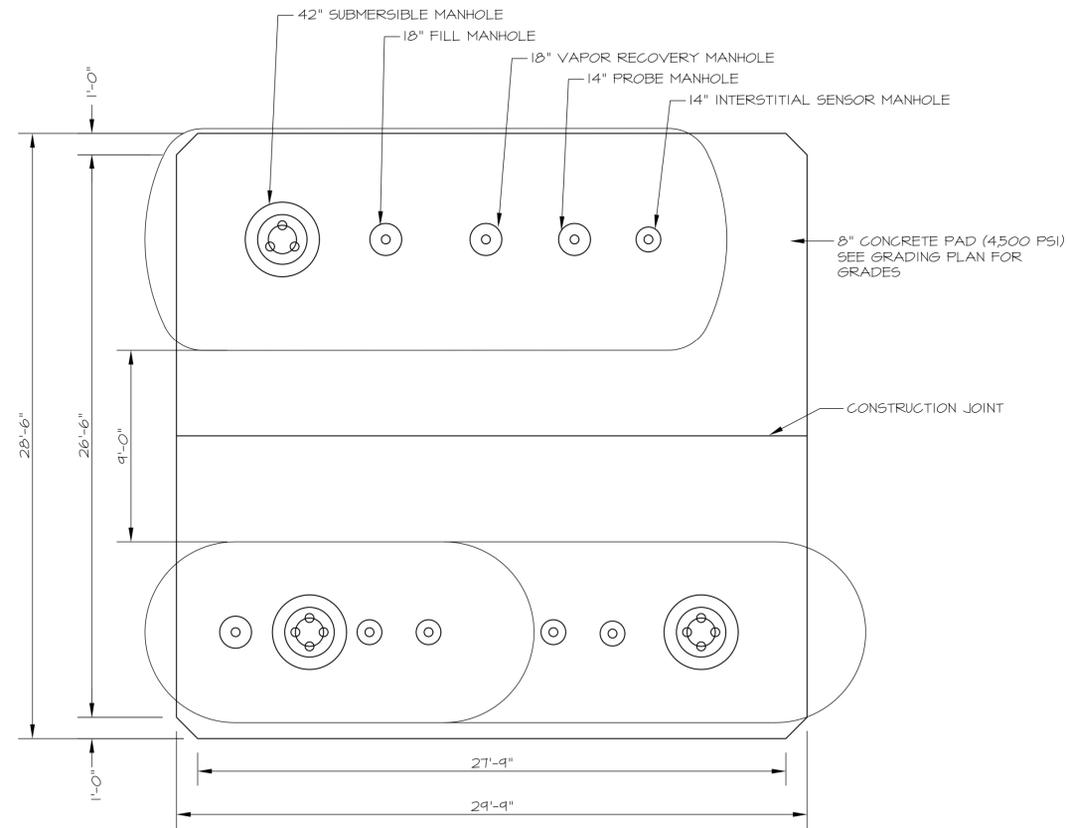
ITEM	DESCRIPTION
(A)	18" DIA HYDROSTATIC MONITORING RESERVOIR WITH 4" NPT FITTING
(B)	4" NPT SERVICE FITTING WITH STRIKER PLATE
(C)	22" DIA MANWAY WITH 3-4" NPT FITTINGS IN COVER & STRIKER PLATES
(D)	42" DIA SH CONTAINMENT COLLAR & 36" HIGH SH SUMP WITH 30" DIA LEVER LOCK WATERTIGHT TOP
(E)	LIFTING LUG (10" x 10" HD)
(F)	12" PREFABRICATED CONCRETE DEADMEN
(X)	HOLD DOWN STRAP LOCATION

**1 15,000 GALLON TANK DETAIL**  
SCALE: 1/4"=1'-0"  
CROSS REFERENCE NONE



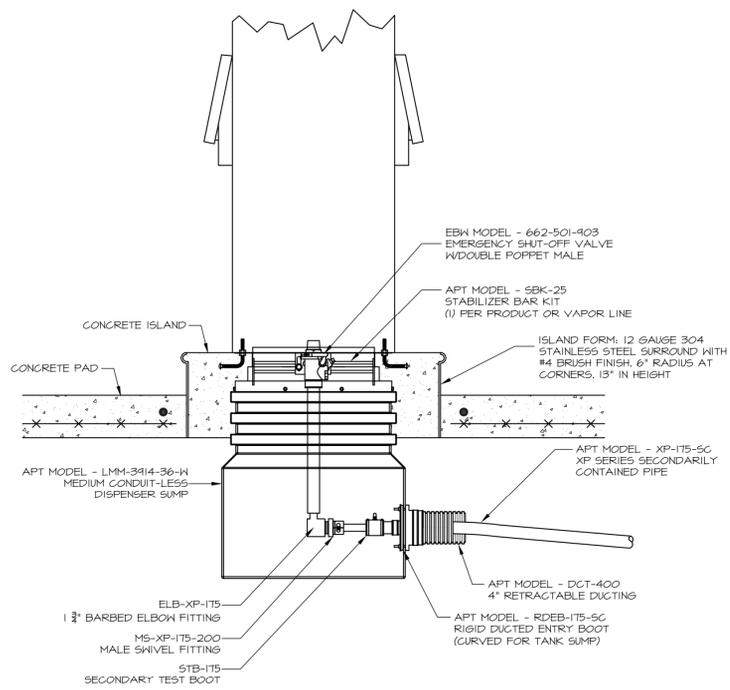
ITEM	DESCRIPTION
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(B)	4" NPT SERVICE FITTING WITH STRIKER PLATE
(C)	22" DIA MANWAY WITH 4-4" NPT FITTINGS IN COVER & STRIKER PLATES
(D)	42" DIA SH CONTAINMENT COLLAR & 36" HIGH SH SUMP WITH 30" DIA LEVER LOCK WATERTIGHT TOP
(E)	LIFTING LUG
(F)	16" PREFABRICATED CONCRETE DEADMEN
(X)	HOLD DOWN STRAP LOCATION

**2 SPLIT 10,500 GALLON TANK DETAIL**  
SCALE: 1/4"=1'-0"  
CROSS REFERENCE NONE

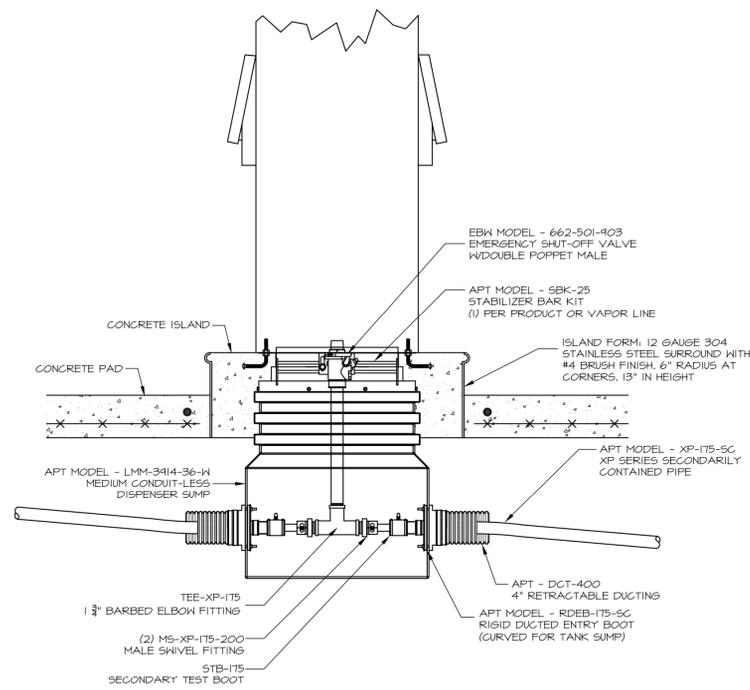


**4 TANK CROSS-SECTION DETAIL**  
SCALE: 1/4"=1'-0"  
CROSS REFERENCE NONE

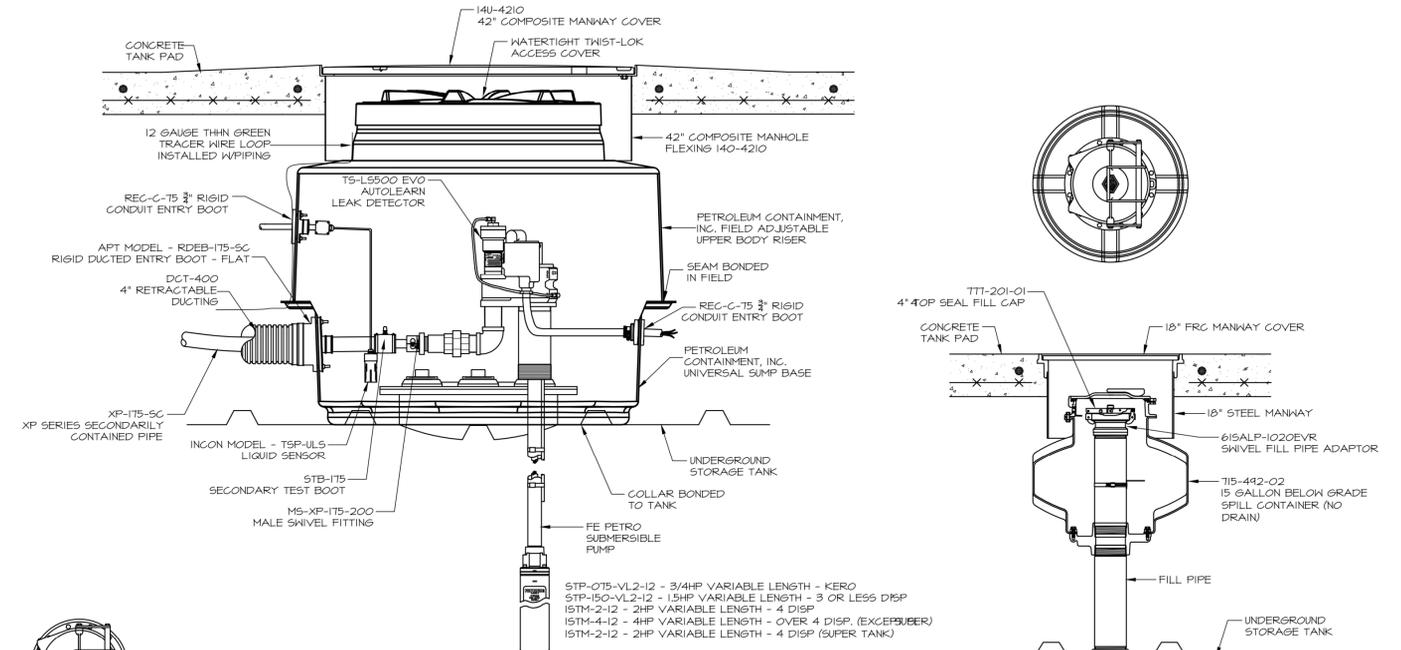
	STORE NAME, ABBREVIATION & NO. <b>WASHINGTON STREET - WSHX - 113</b>
	SITE LOCATION <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b>
	DATE NO. REVISIONS
SARATOGA SPRINGS, NY 12866 TEL. (518) 581-1200 FAX (518) 581-1204	DRAWN BY: CP SCALE: AS SHOWN DATE: 5/24/22 DRAWING NO. <b>6-1</b>
ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW	TITLE: <b>TANK INSTALLATION DETAILS</b>



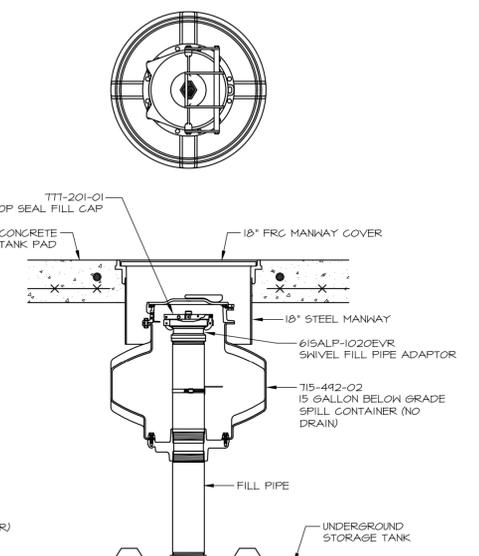
**1 CLAMSHELL ELBOW ASSEMBLY**  
SCALE: 1/4"=1'-0"  
CROSS REFERENCE NONE



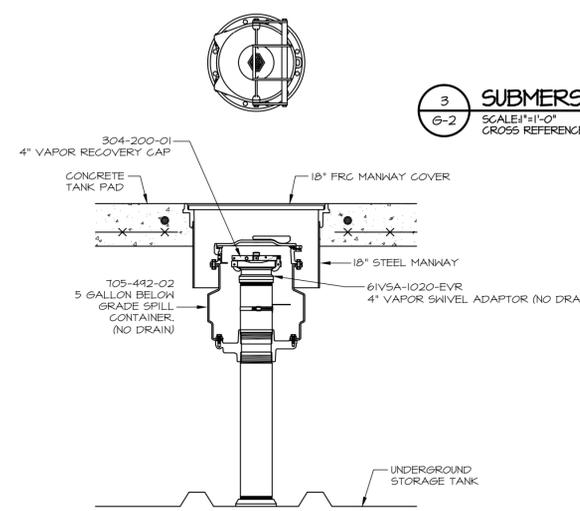
**2 CLAMSHELL TEE ASSEMBLY**  
SCALE: 1/4"=1'-0"  
CROSS REFERENCE NONE



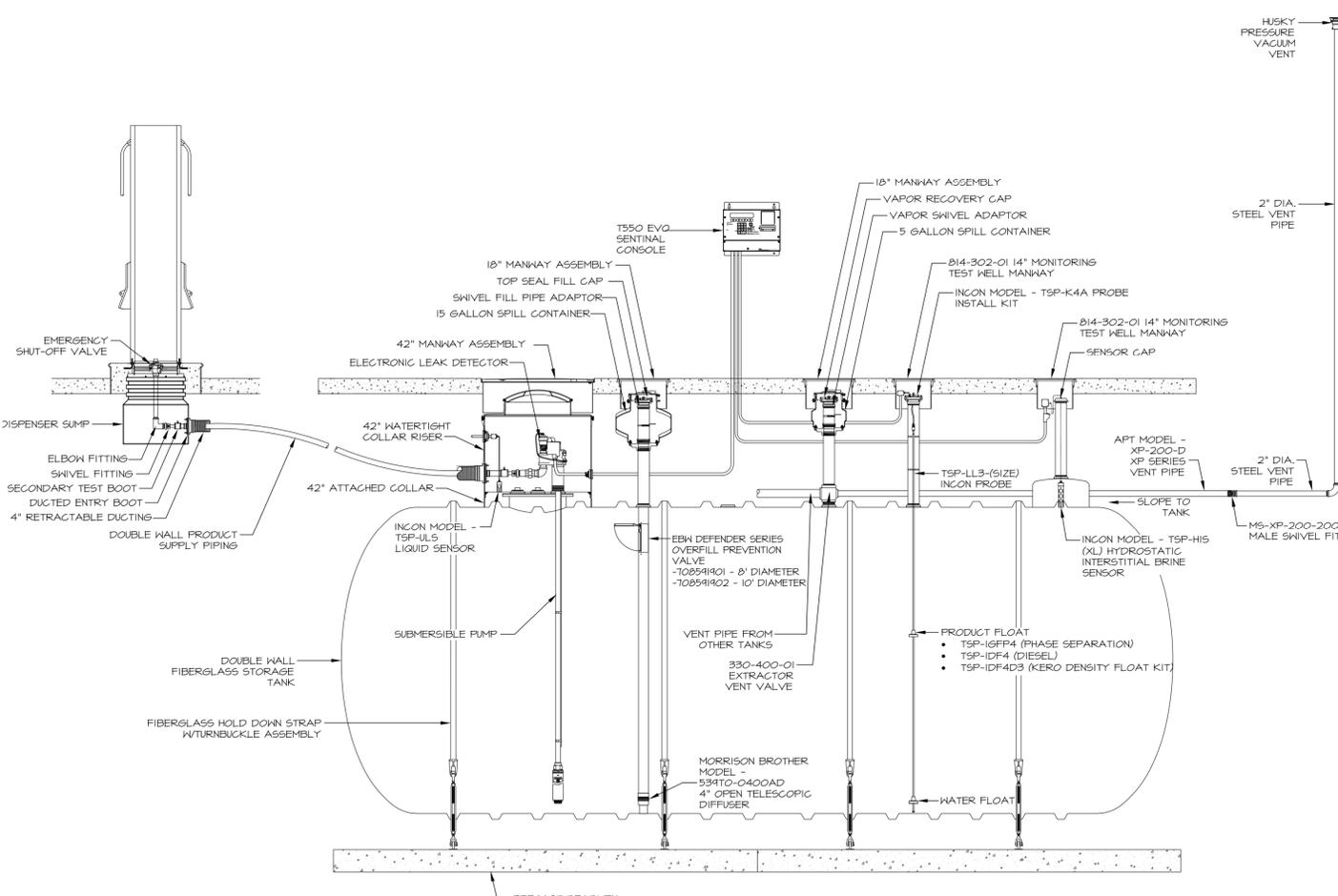
**3 SUBMERSIBLE PUMP / MANHOLE DETAIL**  
SCALE: 1/4"=1'-0"  
CROSS REFERENCE NONE



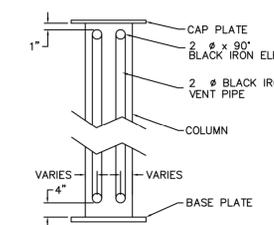
**4 TANK FILL DETAIL**  
SCALE: 1/4"=1'-0"  
CROSS REFERENCE NONE



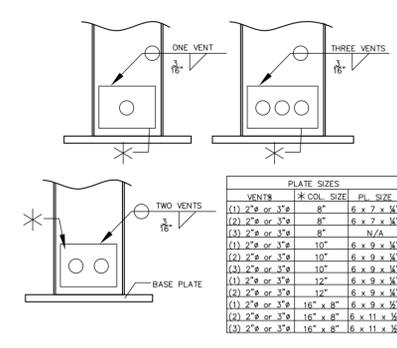
**5 VAPOR RECOVERY DETAIL**  
SCALE: 1/4"=1'-0"  
CROSS REFERENCE NONE



**6 TYPICAL ILLUSTRATIVE APPLICATION DETAIL**  
SCALE: 3/8"=1'-0"  
CROSS REFERENCE NONE



**C2 VENT PIPE DETAIL**  
ALL VENT PIPES ARE TO ENTER AND EXIT THE COLUMN(S) AS SHOWN ON FRAMING PLAN [SEE PLAN VIEW FOR TOP/BOTTOM ELBOW DIRECTION]



**8 INTERNAL VENT DETAIL**  
SCALE: 1/4"=1'-0"  
CROSS REFERENCE NONE

VENTS	PLATE SIZE	PL. SIZE
(1) 2" or 3"	8"	6 x 7 x 1/2"
(2) 2" or 3"	8"	6 x 7 x 1/2"
(1) 2" or 3"	10"	6 x 9 x 1/2"
(2) 2" or 3"	10"	6 x 9 x 1/2"
(3) 2" or 3"	10"	6 x 9 x 1/2"
(1) 2" or 3"	12"	6 x 9 x 1/2"
(2) 2" or 3"	12"	6 x 9 x 1/2"
(1) 2" or 3"	16" x 8"	6 x 11 x 1/2"
(2) 2" or 3"	16" x 8"	6 x 11 x 1/2"
(3) 2" or 3"	16" x 8"	6 x 11 x 1/2"

STORE NAME, ABBREVIATION & NO. **WASHINGTON STREET - WSHX - 113**

SITE LOCATION **WASHINGTON STREET & EAST FLOWER AVE - WATERTOWN, NY 13601**

DATE

NO.

REVISIONS

**Stewart's Shops**

SARATOGA SPRINGS, NY 12866  
TEL. (518)581-1200 FAX (518)581-1201

DRAWN BY: **CP**

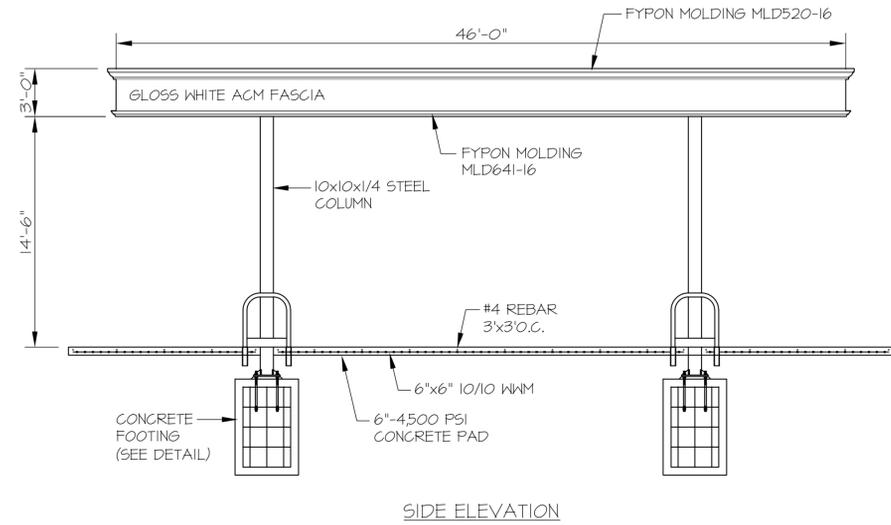
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DATE: **5/24/22**

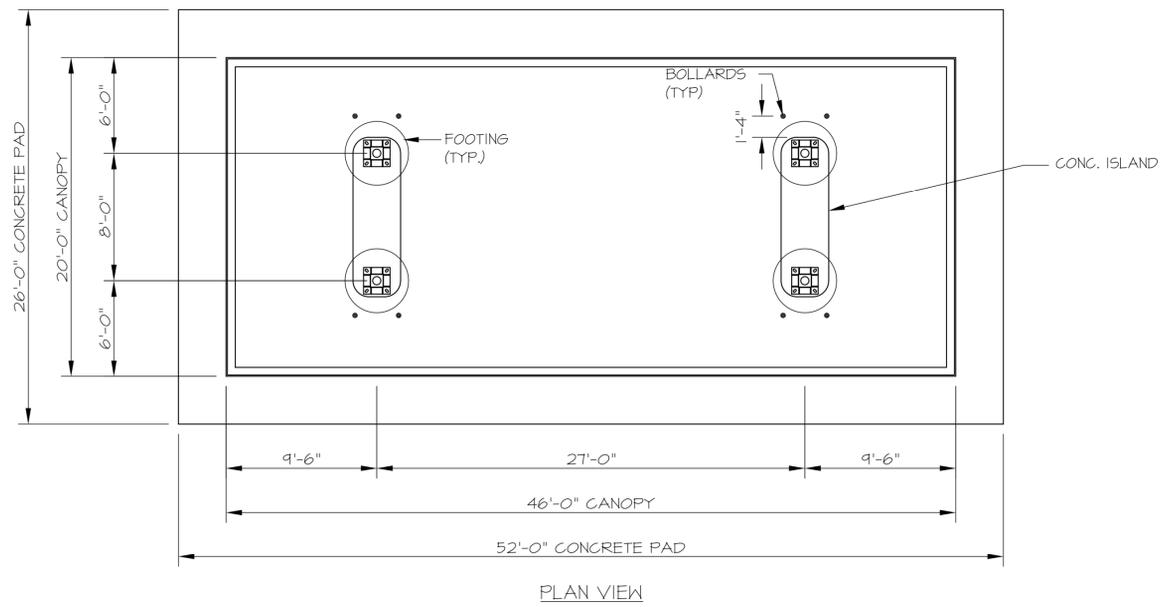
DRAWING NO. **G-2**

TITLE: **TANK INSTALLATION DETAILS**

ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW

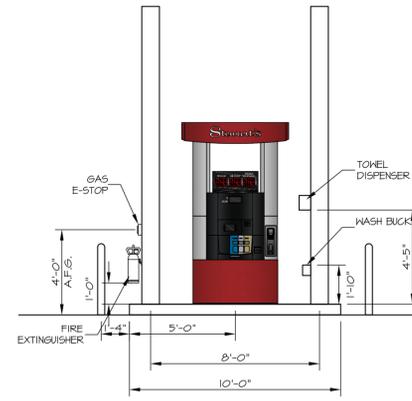


SIDE ELEVATION

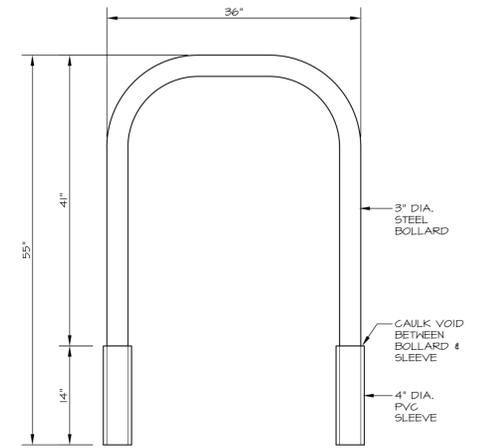
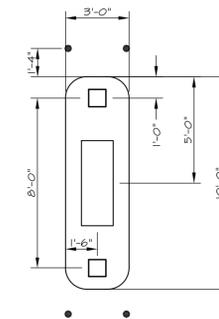


PLAN VIEW

**1** CANOPY DETAILS  
 SCALE: 3/16"=1'-0"  
 CROSS REFERENCE NONE

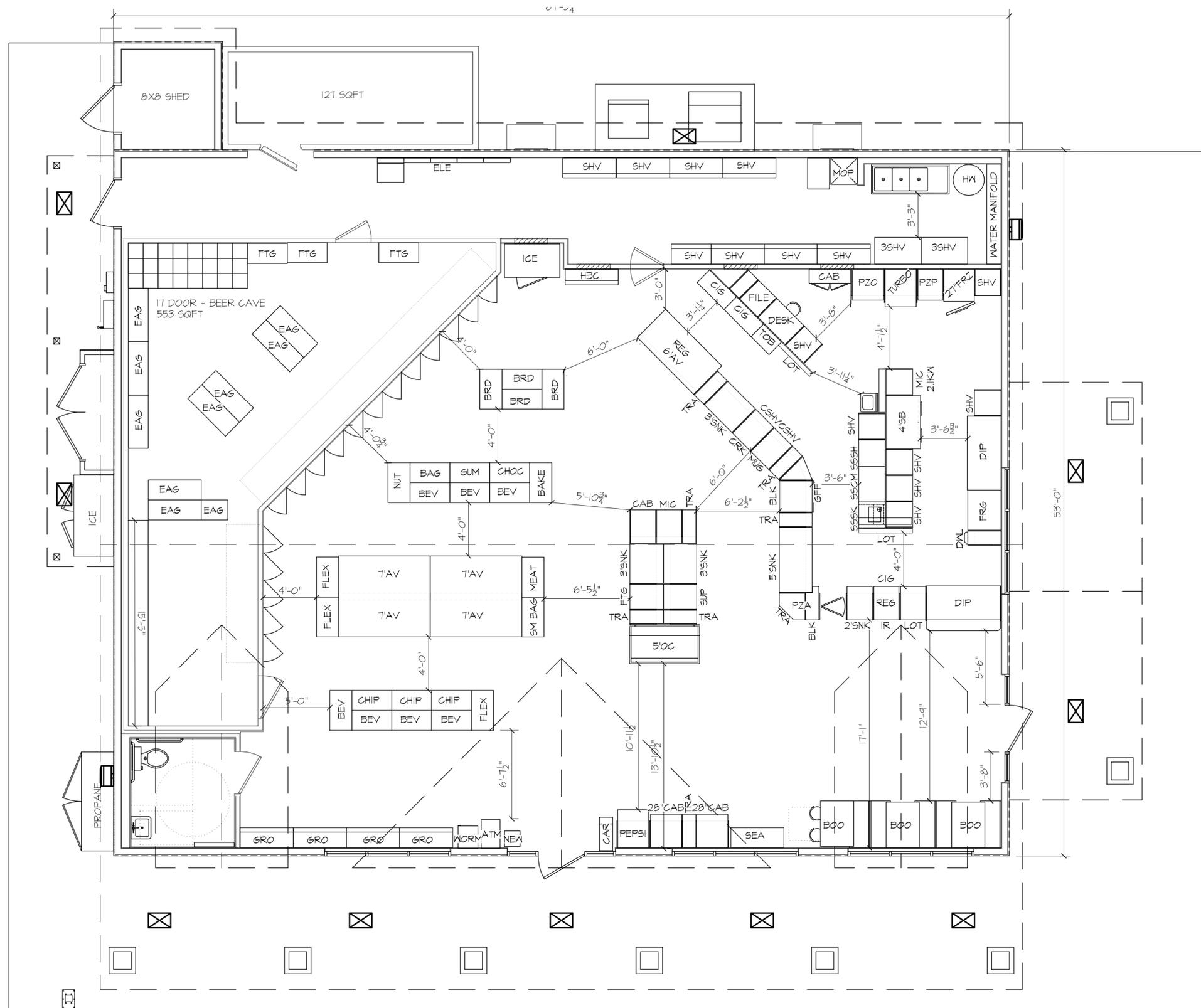


**2** 2 COLUMN ISLAND  
 SCALE: 1/4"=1'-0"  
 CROSS REFERENCE NONE



**3** HORSESHOE BOLLARD DETAIL  
 SCALE: 1"=1'-0"  
 CROSS REFERENCE NONE

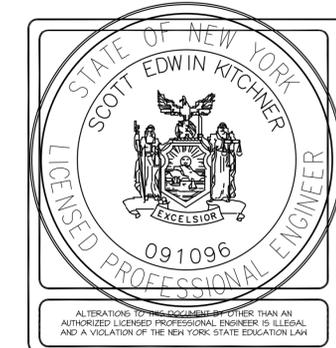
	STORE NAME, ABBREVIATION & NO. WASHINGTON STREET - WSHX - 113	
	SITE LOCATION WASHINGTON STREET & EAST FLOWER AVE - WATERTOWN, NY 13601	
	DATE	NO. REVISIONS
SARATOGA SPRINGS, NY 12866 TEL. (518) 581-1200 FAX (518) 581-1209		DRAWN BY: CP SCALE: AS SHOWN DATE: 2/24/22 DRAWING NO. G-3
ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW		TITLE: CANOPY DETAILS



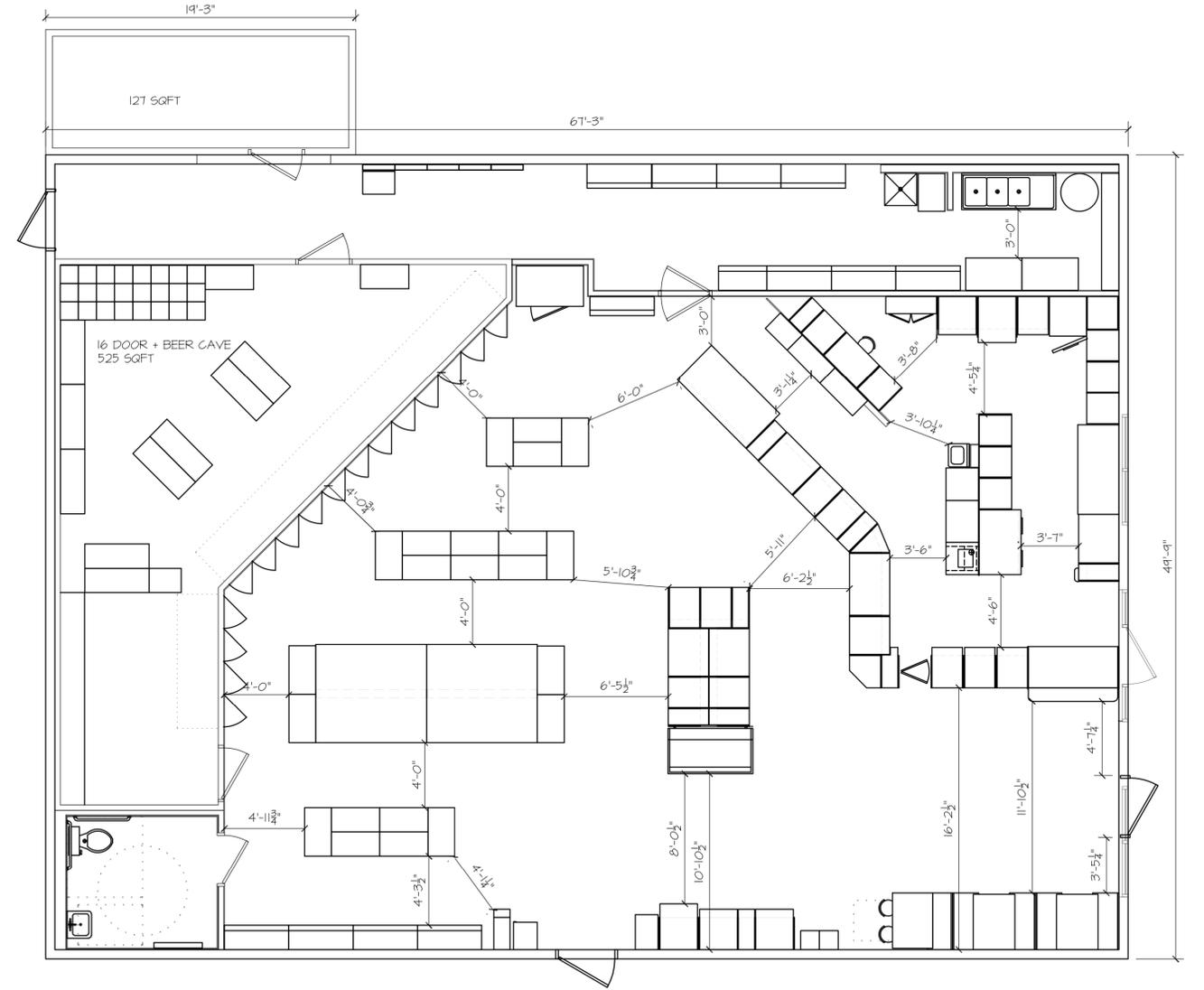
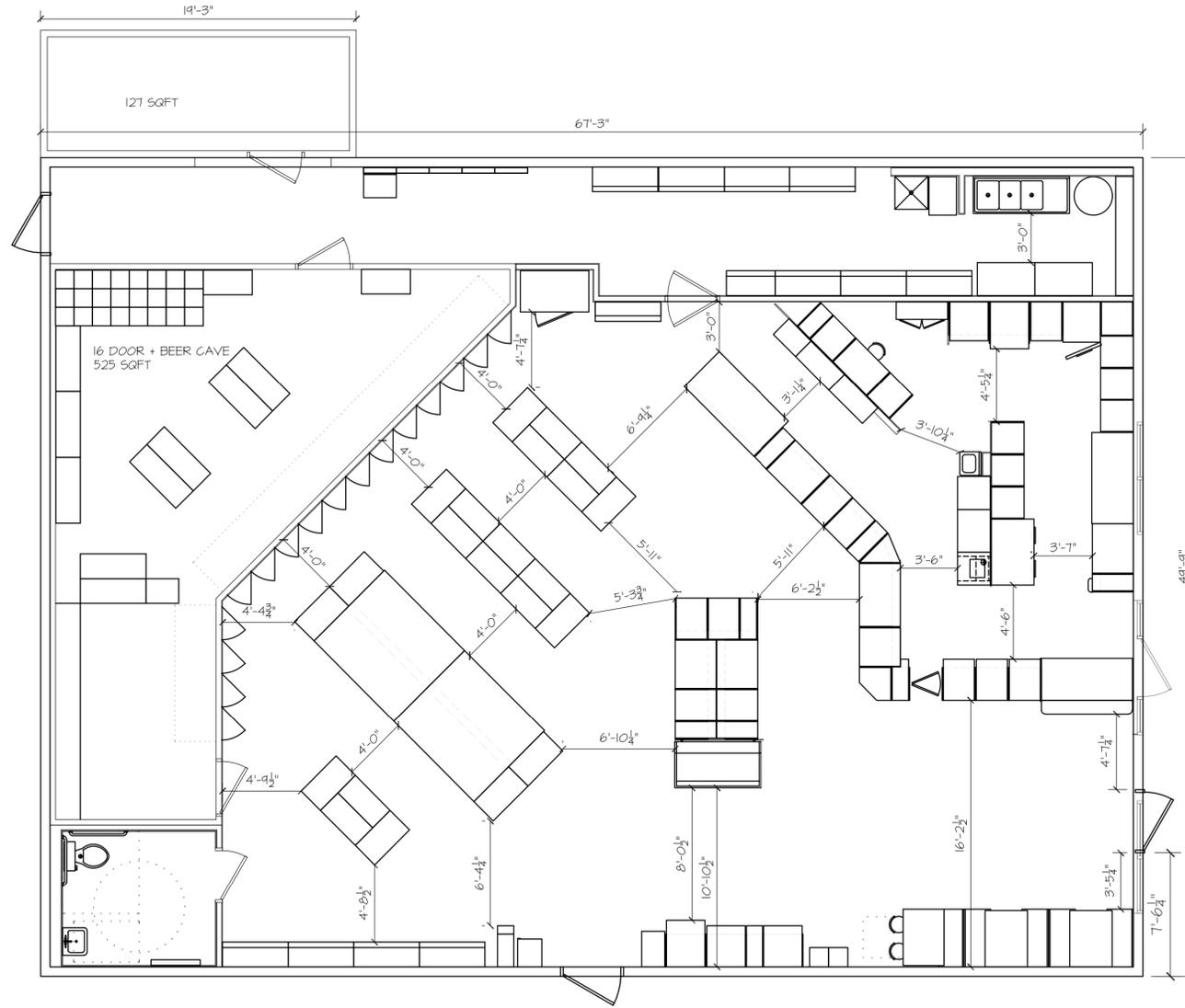
ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW

STORE NAME, ABBREVIATION & NO.			WASHINGTON ST 113		
SITE LOCATION					
WASHINGTON STREET & EAST FLOWER AVE - WATERTOWN, NY 13601					
DATE	NO.	REVISIONS			
DRAWN BY: MP			SCALE: 1/8" = 1'-0"		
DATE: 3-2-22			DRAWING NO. FPO-1		
TITLE: FLOOR PLAN OPTIONS					

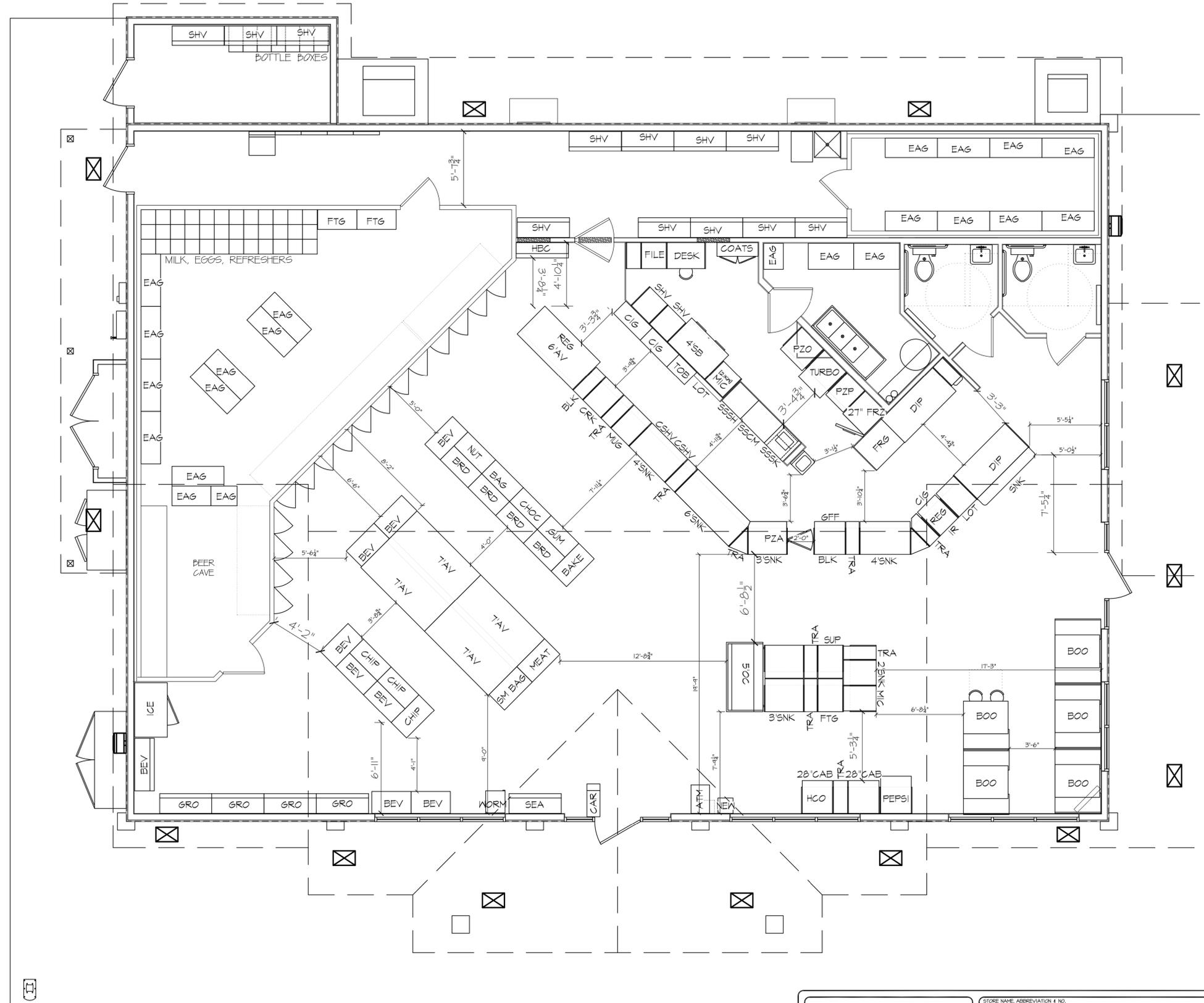




STORE NAME, ABBREVIATION & NO.		WASHINGTON ST 113	
SITE LOCATION		WASHINGTON STREET & EAST FLOWER AVE - WATERTOWN, NY 13601	
DATE	NO.	REVISIONS	
DRAWN BY: MP		SCALE: 1/8" = 1'-0"	
DATE: 3-2-22		DRAWING NO. FPO-1	
TITLE:		FLOOR PLAN OPTIONS	



<p style="font-size: small;">ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW</p>	<p>STORE NAME, ABBREVIATION &amp; NO.      <b>WASHINGTON ST 113</b></p>	
	<p>SITE LOCATION      <b>WASHINGTON STREET &amp; EAST FLOWER AVE - WATERTOWN, NY 13601</b></p>	
	<p>DATE</p>	<p>NO.</p>
<p style="font-size: small;">SARATOGA SPRINGS, NY 12866</p> <p style="font-size: x-small;">TEL. (518)501-1200      FAX (518)501-1209</p>		<p>DRAWN BY:    <b>MP</b></p> <p>SCALE:        <b>1/8" = 1'-0"</b></p> <p>DATE:         <b>4/21/22</b></p>
		<p>DRAWING NO.      <b>FPO-1</b></p>
<p>TITLE:      <b>FLOOR PLAN OPTIONS</b></p>		



 <p style="font-size: 8px; margin-top: 5px;">ALTERATIONS TO THIS DOCUMENT BY OTHER THAN AN AUTHORIZED LICENSED PROFESSIONAL ENGINEER IS ILLEGAL AND A VIOLATION OF THE NEW YORK STATE EDUCATION LAW</p>	STORE NAME, ABBREVIATION & NO.		WASHINGTON ST 113	
	SITE LOCATION			
	WASHINGTON STREET & EAST FLOWER AVE - WATERTOWN, NY 13601			
	DATE	NO.	REVISIONS	
		DRAWN BY:	MP	
<small>SARATOGA SPRINGS, NY 12866 TEL: (518) 581-1200 FAX: (518) 581-1204</small>		SCALE:	1/8" = 1'-0"	
TITLE:		DATE:	3-2-22	
FLOOR PLAN OPTIONS		DRAWING NO.:	FPO-1	

**LEGEND:**

- CB □ CATCH BASIN
- HYD C HYDRANT
- LP ⚡ LIGHT POLE
- SM ○ SANITARY MANHOLE
- SM ○ STORM MANHOLE
- EM ○ ELECTRIC MANHOLE
- WV H WATER VALVE
- TEL ○ TELEPHONE PEDESTAL
- UTP ○ UTILITY POLE
- GAS LINE
- SANITARY LINE
- STORM LINE
- WATER LINE
- TELEPHONE LINE
- ELECTRIC LINE
- OVERHEAD WIRES
- LANDSCAPED AREA
- RD ○ ROOF DRAIN
- + 20.00' SPOT ELEVATION
- SOB ○ SOIL BORING
- MP ○ MONITORING WELL
- GM ○ GAS MARKER POST
- EM ○ ELECTRIC METER
- GM ○ GAS METER



**DEED REFERENCES:**

1. JOSEPH S. AND DOROTHY A. GUARDINO TO HEDY M. CIRRIKIONE, DATED DECEMBER 18, 1987 AND RECORDED IN THE JEFFERSON COUNTY CLERKS OFFICE IN DEED BOOK 1104 AT PAGE 98.
2. JOSEPH S. AND DOROTHY A. GUARDINO TO HEDY M. CIRRIKIONE, DATED AUGUST 29, 1988 AND RECORDED IN THE JEFFERSON COUNTY CLERKS OFFICE IN DEED BOOK 1136 AT PAGE 198.
3. SCOTT M. AND LETA L. BODINE TO HEDY M. SCHWANDNER, DATED FEBRUARY 17, 2006 AND RECORDED IN THE JEFFERSON COUNTY CLERKS OFFICE IN DEED INSTR. 2006-2914.
4. STEPHEN ANTHONY CIRRIKIONE TO HEDY M. SCHWANDNER, DATED DECEMBER 8, 2009 AND RECORDED IN THE JEFFERSON COUNTY CLERKS OFFICE IN DEED INSTR. 2009-19092.

**TAX PARCEL NUMBER:**

CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK  
SEC. 11 - BLK. 12 - PARCELS 124, 125, 126 & 127

**GENERAL NOTES:**

HORIZONTAL DATUM IS NEW YORK STATE PLANE CENTRAL ZONE, ESTABLISHED FROM GPS OBSERVATIONS AT THE TIME OF SURVEY.

VERTICAL DATUM IS NAVD83, ESTABLISHED FROM GPS OBSERVATIONS AT THE TIME OF SURVEY.

UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 7209, SUBDIVISION 2 OF THE NEW YORK STATE EDUCATION LAW.

ONLY COPIES FROM THE ORIGINAL OF THIS SURVEY MARKED WITH AN ORIGINAL OF THE LAND SURVEYOR'S INKED SEAL OR HIS EMBOSSED SEAL SHALL BE CONSIDERED TO BE VALID TRUE COPIES.

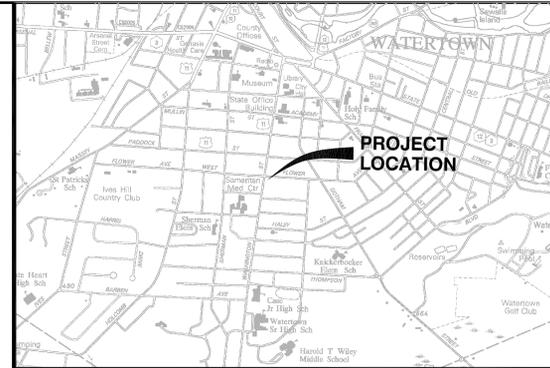
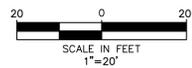
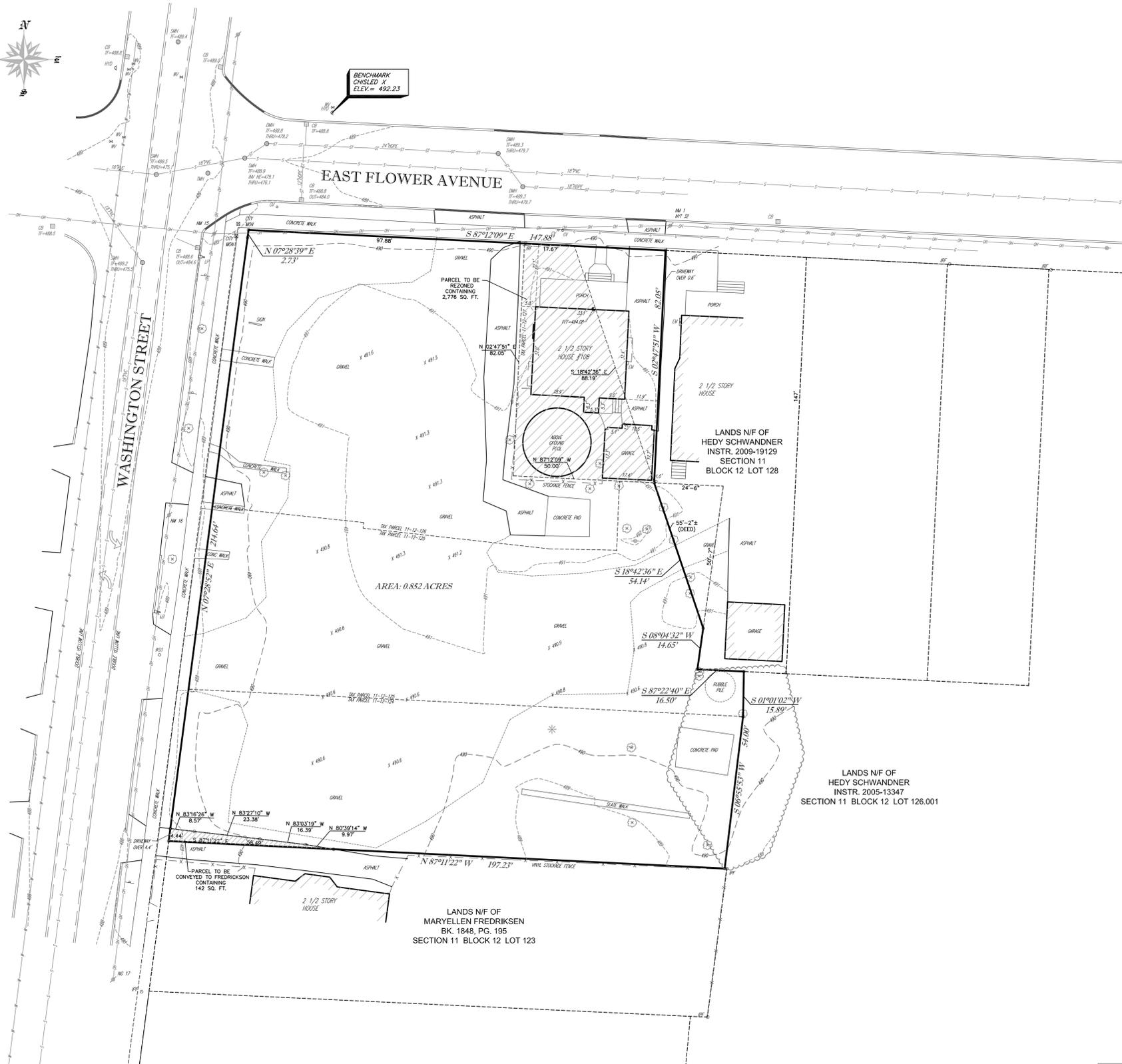
SURVEYED FROM RECORD DESCRIPTION AND AS IN POSSESSION.

SUBJECT TO COVENANTS, EASEMENTS, RESTRICTIONS, CONDITIONS AND AGREEMENTS OF RECORD.

SURVEY SUBJECT TO ANY RIGHT, TITLE OR INTEREST THE PUBLIC MAY HAVE FOR HIGHWAY USE.

SURVEY SHOWN IS SUBJECT TO ANY SUBSURFACE CONDITIONS THAT MAY EXIST, IF ANY.

UNDERGROUND FACILITIES AND STRUCTURES SHOWN HEREON WERE TAKEN FROM DATA OBTAINED FROM PREVIOUS MAPS AND RECORD DRAWINGS. ALL ABOVE GROUND STRUCTURES AND SURFACE FEATURES SHOWN HEREON ARE THE RESULT OF A FIELD SURVEY UNLESS OTHERWISE NOTED. THERE MAY BE OTHER UNDERGROUND UTILITIES, THE EXISTENCE OF WHICH ARE NOT KNOWN OR CERTIFIED BY THE UNDERSIGNED. THE SIZE AND LOCATION OF ALL UNDERGROUND UTILITIES AND STRUCTURES MUST BE VERIFIED BY THE APPROPRIATE AUTHORITIES. THE UNDERGROUND FACILITIES PROTECTIVE ORGANIZATION MUST BE NOTIFIED PRIOR TO CONDUCTING TEST BORINGS, EXCAVATION AND CONSTRUCTION.



**SITE LOCATION PLAN: 1"=2000'**

**COMBINED LEGAL DESCRIPTION:**

ALL THAT PIECE OR PARCEL OF LAND SITUATE IN THE CITY OF WATERTOWN, COUNTY OF JEFFERSON AND THE STATE OF NEW YORK, BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT LOCATED AT THE INTERSECTION FORMED BY THE EASTERLY LINE OF WASHINGTON STREET WITH THE SOUTHERLY LINE OF EAST FLOWER STREET; THENCE FROM SAID POINT OF BEGINNING AND ALONG SAID EAST FLOWER STREET, SOUTH 87°12'09" EAST, 147.88 FEET TO A POINT; THENCE ALONG THE LANDS NOW OR FORMERLY OF HEDY SCHWANDNER (INSTRUMENT 2009-19129), THE FOLLOWING FOUR COURSES: 1) SOUTH 02°47'51" WEST, 82.05 FEET TO A POINT; 2) SOUTH 18°42'36" EAST, 54.14 FEET TO A POINT; 3) SOUTH 08°04'32" WEST, 14.65 FEET TO A POINT AND 4) SOUTH 87°22'40" EAST, 16.50 FEET TO A POINT; THENCE ALONG OTHER LANDS OF HEDY SCHWANDNER (INSTRUMENT 2005-13347), THE FOLLOWING TWO COURSES: 1) SOUTH 01°01'02" WEST, 15.89 FEET TO A POINT AND 2) SOUTH 06°55'53" WEST, 54.00 FEET TO A POINT; THENCE ALONG THE LANDS NOW OR FORMERLY OF MARYELLEN FREDRIKSEN (BOOK 1848, PAGE 195), NORTH 87°11'22" WEST, 197.23 FEET TO A POINT; THENCE ALONG THE AFORESAID EAST LINE OF WASHINGTON STREET, THE FOLLOWING TWO COURSES: 1) NORTH 07°28'52" EAST, 214.64 FEET TO A POINT AND 2) NORTH 07°28'39" EAST, 2.73 FEET TO THE POINT OR PLACE OF BEGINNING.

CONTAINING IN ALL 0.852 ACRES, OF LAND BEING MORE OR LESS.

**NOTES CORRESPONDING TO TITLE COMMITMENT:**

NO TITLE REPORT RECEIVED TO DATE

**FLOOD ZONE NOTE:**

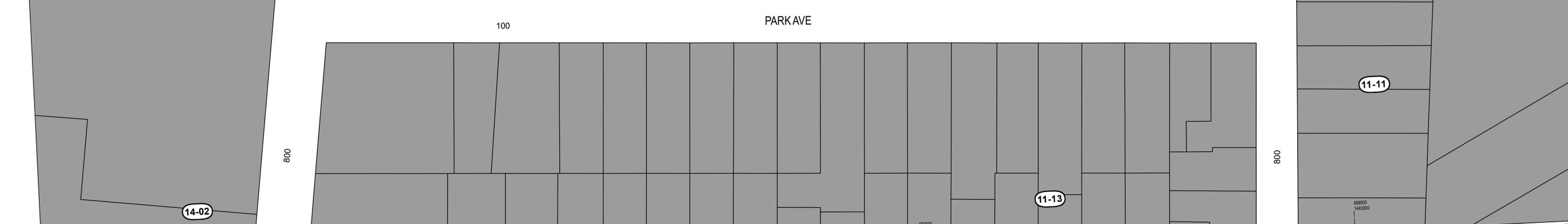
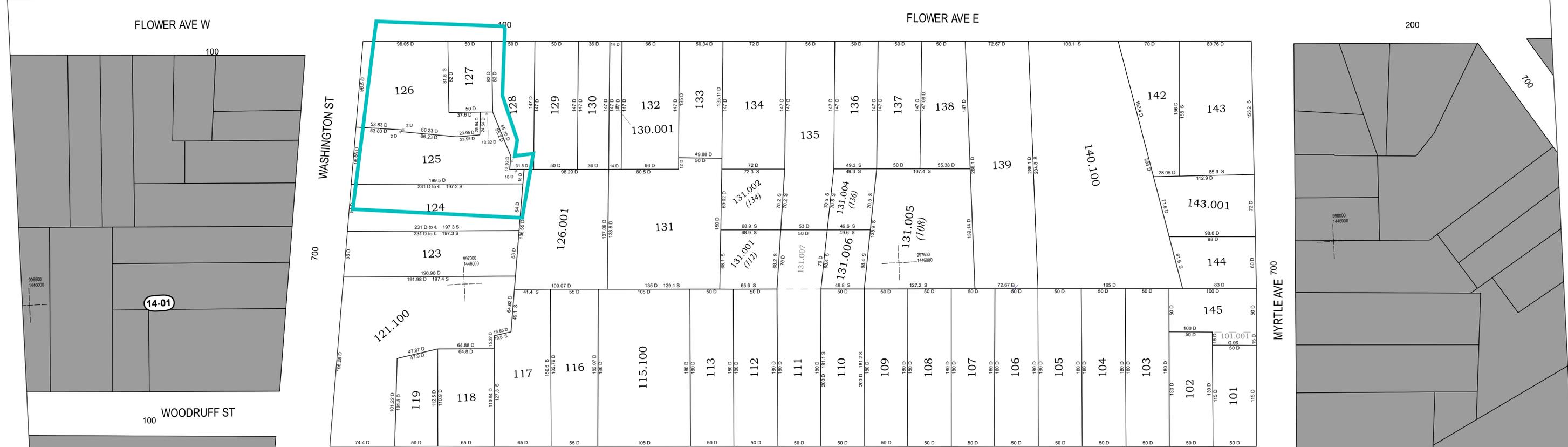
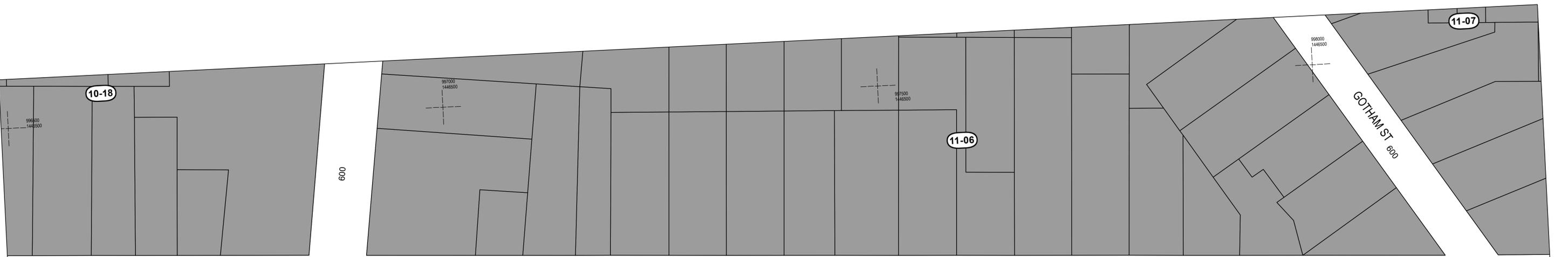
PROPERTY SHOWN HEREON DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD AREA ("SFHA") AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY; THE PROPERTY LIES WITHIN ZONE "X", AREAS DETERMINED TO BE OUTSIDE THE 500 YEAR FLOODPLAIN, AS SHOWN ON THE FLOOD INSURANCE RATE MAP IDENTIFIED AS COMMUNITY PANEL NUMBER 360354 0001 E, PANEL 1 OF 4, OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, N.Y., BEARING AN EFFECTIVE DATE OF JANUARY 17, 1990.

**CERTIFICATION:**

THIS IS TO CERTIFY TO STEWART'S SHOPS CORP., THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS. THE FIELD WORK WAS COMPLETED IN AUGUST 2021.

SIGNED: *Vincent P. Ausfeld* DATE: MAY 23, 2022  
N.Y.S. REGISTRATION NO. 049597

PROPOSED CONVEYANCE ADDRESS REZONE PARCEL ADDRESS  5-23-22 4-9-22	WASHINGTON ST. & E. FLOWER AVE.		
	<b>ALTA/NSPS LAND TITLE BOUNDARY &amp; TOPOGRAPHIC SURVEY OF THE LANDS OF HEDY SCHWANDNER</b>		
	CITY OF WATERTOWN	JEFFERSON COUNTY, N.Y.	
	SCALE: 1"=20'	AUGUST 9, 2021	
DRAWN BY: KCW		PROJECT NO: 21-3033	
<b>Ausfeld &amp; Waldruff Land Surveyors LLP</b> 323 CLINTON STREET, SCHENECTADY NY Phone: (518) 346-1595 Fax: 518-770-1655			VINCENT P. AUSFELD P.L.S. LICENSE #49597 www.awslp.com



Prepared by  
**City of Watertown GIS**  
 For  
**City of Watertown**  
**Assessment Department**

**For Tax Purposes Only**  
**Not to be Used for Conveyance**

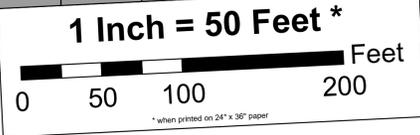
NAD 83 STATE PLANE  
 CENTRAL ZONE, US FEET

Print Key	Date
11-12-101.001	07/20/2018
11-12-131.007	12/20/2017

- Property Line
- - - Historic Property Line
- Building Outline
- Railroad
- - - City Boundary
- ..... School District Boundary

997500  
 1446500  
 Coordinate Grid

123 Parcel ID  
 (124.000) Assessment ID  
 (indicates  
 informally  
 combined parcels)



Tax Map  
**City of Watertown**  
 Jefferson County, NY  
 Section 11 Block 12  
 Printed Date: 2/1/2022



April 14, 2022

Chuck Marshall - Land Development/Permitting - Stewart's Shops Corp.

**RE: Project Memo: Trip Generation Update (version 3)  
Stewart's Shops – Washington Street/Flower Avenue Site, Watertown, NY**

Based on input received during the Public Hearing held on March 21, 2022 (and the subsequent Watertown City Council meeting on April 4<sup>th</sup>), we have developed this memo to further detail the anticipated trip generation characteristics related to the updated store size and recent revisions to relevant traffic engineering guidelines.

**TRIP GENERATION UPDATE**

As shown in the initial Trip Generation Assessment (and subsequent updates), anticipated vehicle usage is calculated using guidelines found in The Institute of Transportation Engineers (ITE) *Trip Generation Manual*. In summary, according to accepted traffic engineering guidelines, the following trips are anticipated:

Trip Type	AM Peak Hour			PM Peak Hour			Saturday Peak Hour		
	Enter	Exit	Total	Enter	Exit	Total	Enter	Exit	Total
Total	68	68	136	81	81	162	81	81	162
Pass-By	-40	-40	-80	-45	-45	-90	-45	-45	-90
Primary	28	28	56	36	36	72	36	36	72

Note: Average pass-by trip rate 60% for AM and 56% for PM peak hours based on ITE Trip Generation Manual, 11th Edition Vehicle Pass-By Rates by Land Use.

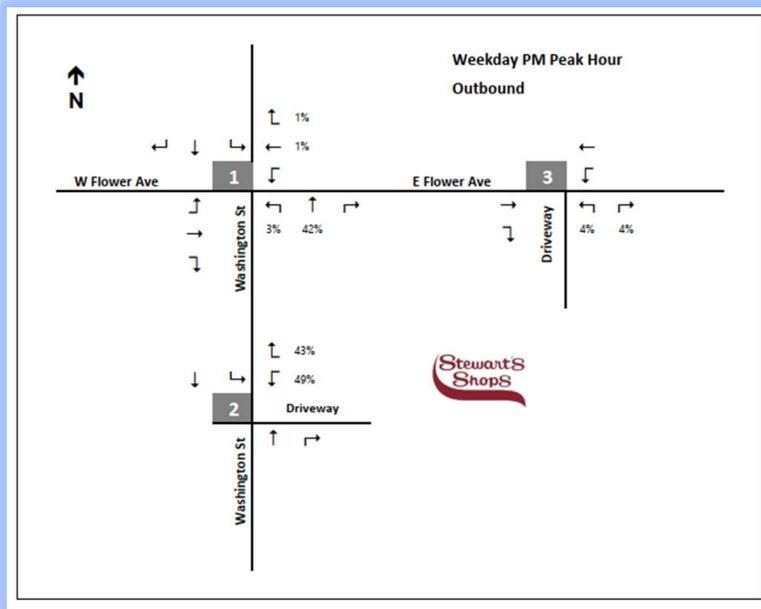
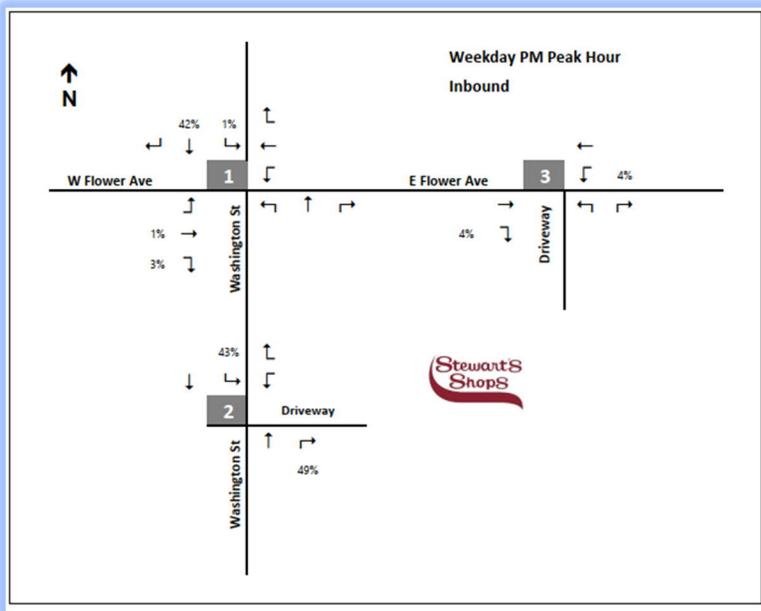
Using the industry-standard ITE guidelines, the new store should expect approximately 68 visits (in-and-out) during the morning peak hour and 81 visits (in-and-out) during the afternoon and weekend peak hour.

For comparison, we also took a look at actual trips at the existing store – while projecting a robust 20% increase in customers to the new store. Using that methodology, the new store would expect a total of 84 visits during the morning peak hour (one car every 43 seconds) and 61 visits during the evening peak hour (one car per minute).

HOUR	Existing Washington St Transactions			New Store Growth
	INSIDE	Pay @ Pump	TOTAL	20% Increase
04	5	3	8	10
05	10	2	12	14
06	39	5	44	53
07	67	3	70	84
08	48	12	60	72
09	48	8	56	67
10	36	5	41	49
11	57	7	64	77
12	49	3	52	62
13	46	5	51	61
14	38	6	44	53
15	41	10	51	61
16	36	6	42	50
17	36	7	43	52
18	28	9	37	44
19	35	3	38	46
20	25	5	30	36
21	9	1	10	12
22	12	1	13	16
23	6	0	6	7
TOTAL	671	101	772	926

TRIP ROUTING UPDATE

As explained during the last meeting, alternate routes that customers might choose to take cannot be assessed without performing a full origin/destination study and/or surveying individual likely customers. Because this can't be adequately determined analytically, trip generation assumes that drivers will visit gas stations/convenience stores on the way to their destination and will then proceed along the same route. In other words, drivers that take Washington Street to work will proceed along Washington Street after buying gas. Because of that, the analytic-based trip generation study includes the following trip assignment percentages:



In plain terms, since nearly all of the existing traffic is on Washington Street, nearly all of the future traffic is assigned to Washington Street.



---

However, since there are concerns about customers re-routing through the adjacent street grid, we can determine mathematically how many additional vehicles it would take to degrade street capacity to an unacceptable level. In traffic engineering terms, a Level-of-Service "D" is undesirable. Levels "A", "B", and "C" all function adequately. Essentially, the levels can be described as:

- LOS "A" - complete free-flow (less than 10 seconds of intersection delay)
- LOS "B" - stable flow with complete freedom of movement (10 – 15 seconds of intersection delay)
- LOS "C" - stable but restricted flow (15 – 25 seconds of intersection delay)
- LOS "D" - high density flow (25 – 35 seconds of intersection delay)
- LOS "E" - unstable flow (35 – 50 seconds of intersection delay)
- LOS "F" – forced traffic flow (greater than 50 seconds of intersection delay)

For example, Flower Avenue (westbound) operates at a LOS "C" with existing traffic volumes during the afternoon peak hour. Flower Avenue (eastbound) operates at a LOS "B". It can be determined mathematically how many additional vehicles can be added while still maintaining a LOS "C" or better. In this case, westbound traffic would need to increase by 76 vehicles per hour for the LOS to fall from "C" to "D". Accordingly, eastbound traffic would need to increase by 119 vehicles per hour to fall from "B" to "D". In other words, it would require 76 of the anticipated 81 customers (94%) to turn westbound from the Flower Ave. driveway to degrade the LOS. Along the same lines, all 81 customers (100%) could turn eastbound from the Flower Ave. driveway and the LOS still would not drop below "C".

Another way to look at it, if all 81 customers turned right on to Flower Avenue (towards the neighborhood) during the peak hour, an additional car would pass through every 44 seconds, and the street would still function adequately.

---

If you need additional information, please feel free to contact me.

Sincerely,



Luke Morenus, P.E.  
Sr. Project Manager  
lmorenus@chacompanies.com

Res No. 6

June 29, 2022

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, City Manager

Subject: Accepting Bid for Construction of the Massey Street, Coffeen Street, Court Street Bridge Rehabilitation Project, PIN 775362 – Tioga Construction Co., Inc.

Bids for the Massey Street, Coffeen Street, Court Street Bridge Rehabilitation Project were opened on June 21, 2022. The project includes deck repair, cleaning and sealing of the Court Street Bridge, milling and repaving of Massey Street (from Clinton Street to Court Street Bridge) and milling and repaving Coffeen Street (from Massey Street North to City limits).

The low bid of \$7,029,429 was submitted by Tioga Construction. As has been the trend recently, the construction bids came in well above the estimate and budget. The FY 2020-21 Capital Budget had a projection of \$6,740,000 with 80% of the funding coming from the Federal government and a local match of \$1,348,000.

The total cost is now \$7,739,351 as shown on the attached sources and uses estimate. This does not include the cost of construction inspection, which we expect will cost between \$200,000 and \$300,000. With the Bond Ordinance approved for \$750,000 by the Council on July 20, 2020 there is funding deficit of \$1,418,238 (without construction inspection). I am recommending that State Touring Route funds be used to cover the shortfall. I am also recommending that Touring Route funds be used instead of borrowing the \$750,000. That brings the total paid for with Touring Route funds to \$2,168,238 (without construction inspection).

A resolution accepting Tioga Construction's bid is attached for Council's consideration.

# RESOLUTION

Page 1 of 1

Accepting Bid for Construction of the  
Massey Street, Coffeen Street,  
Court Street Bridge Rehabilitation  
Project, PIN 775362, Tioga Construction

Council Member HICKEY, Patrick J.  
 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V. C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total .....

YEA	NAY

***Introduced by***

WHEREAS the City of Watertown, on October 2, 2017, entered into an Agreement with the New York State Department of Transportation for funding for the Rehabilitation of Massey Street, Coffeen Street and the Court Street Bridge.

WHEREAS the City on June 4, 2018 authorized a Professional Services Agreement between the City and Fisher Associates for the design of the Project

WHEREAS the City has advertised and received sealed bids for the Rehabilitation of Massey Street, Coffeen Street and Court Street Bridge, and

WHEREAS two (2) sealed bids were submitted to the City Comptroller, and

WHEREAS Fisher Associates and the City Engineering Department reviewed Tioga Construction bid of \$7,029,429, and it is their recommendation that the City Council accepts the bid, and

WHEREAS THE City is financing this project using Federal and State Aid, and local funds, and therefore the City will not enter into a binding agreement until after NYSDOT approves the project, and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts the bid of Tioga Construction for the Massey Street, Coffeen Street, Court Street Bridge Rehabilitation.

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

***Seconded by***

City Council  
Approval

Contracts

Design

**Fisher & Associates**

Original contract	6/4/2018	\$	402,000	
Supplemental Agreement #1	7/15/2019	\$	101,000	
Supplemental Agreement #2	7/6/2020	\$	<u>200,000</u>	\$ 703,000

Right-of-Way acquisitions \$ 6,500

Construction

**Tioga Construction**

Original contract	7/5/2022	\$	<u>7,029,429</u>	\$ 7,029,429
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Construction Inspection

**Fisher & Associates**

Original contract est. 7/18/2022			<u>TBD</u>	\$ -
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Bonding Fees \$ 195

Miscellaneous \$ 227

\$ 7,739,351

Funding Sources:

Federal	\$	4,903,263	
	\$	<u>562,400</u>	\$ 5,465,663

NYS Marchiselli \$ 105,450

Bond ordinance \$ 750,000

\$ 6,321,113

**Funding Deficit \$ (1,418,238)**

**Funding Deficit with no borrowing \$ (2,168,238)**



City of Watertown  
 245 Washington St Suite 302  
 Watertown, NY 136001

Massey, Coffeen, & Court St Bridge Project  
 Bid #2022-23

Bid Opening Date: 6/21/22 @ 11:00 am

*The following results are bids as presented at the bid opening and do not represent an award.*

VENDOR	Luck Bros. Inc.	Tioga Construction			
LOCATION	Plattsburgh, NY	Herkimer, NY			
TOTAL BASE BID	<b>\$8,151,472.00</b>	<b>\$7,029,429.00</b>			



CITY OF WATERTOWN  
ENGINEERING DEPARTMENT  
MEMORANDUM

DATE: June 28, 2022

TO: Kenneth Mix, City Manager

FROM: Thomas Maurer, CE 2

SUBJECT: Accepting Tioga Construction's Bid - Rehabilitation of Massey St.,  
Coffeen St., Court Street Bridge NYSDOT PIN: 775362

Two bid were received for the Rehabilitation of Massey St., Coffeen St. and Court Street Bridge. Tioga Construction bid \$7,029,429, Luck Brother's bid \$8,151,472. The Engineers Estimate provided by Fisher Associates was \$5,610,032.

The City's Consultant Fisher Associates recommends accepting the low bid of \$7,029,429 from Tioga Construction.

Federal, State and local funding are expected to fund the project. The project is scheduled to begin this Summer.

Attached is a resolution for Council consideration.

Cc: Michael Delaney, City Engineer  
James Mills, City Comptroller

## REASONABLENESS JUSTIFICATION

Transportation  
Land Development  
Energy

The following reasonableness justification follows the guidelines set in the Local Projects Manual, Section 14.4.3.

The bid opening had a limited amount of competition with only 2 bidders. The general project area is saturated with similar types of construction projects, likely reducing competition for this bid, naturally resulting in high-cost and limited bidders. Reletting the project would not be in the best public interest due to continue deterioration of the road pavement and bridge conditions. There are adjacent projects schedule for construction also where it is desirable to complete area of this project prior to beginning work on those projects. Bid openings later into the winter months generally result in higher bids and less bidders, with the contractor's schedules being filled with prior let projects. The COVID-19 pandemic in the spring of 2020 resulted in delays with fabricators and construction projects, the effects of which are still being seen in the 2022 construction season sourcing materials and labor. This project has been in the design process for longer than originally planned due to ROW clearance. Delaying the start of construction further would cost more taxpayer dollars in fees and additional construction as the pavement conditions further decline. Project delays will also affect the Contractor's planned constructability due to the stream restrictions.

### Item Review

Below is a review summary of items with larger discrepancies between the engineer's estimate and Tioga Construction's bid. Refer to the bid analysis for more items and explanations.

Item 402.097204 is \$271,500.00 over the engineer's estimate. The engineer's estimate was produced months before the bid opening and is based on the market of that time. The weighted average bid price for this item has increased approximately 65% from January 2020 to June 2022 according to the NYS pay item catalog.

Item 566.02 is \$297,000.00 over the engineer's estimate (833.3% increase). The engineer's assumed unit price was mistaken. However, the prices for these joints have doubled within the past two years. According to the NYS weighted average in the pay item catalog, the prices rose 45% between 2020 and 2021, and 82% from January 2020 to January 2022.

Item 625.01 is \$100,000.00 over the engineer's estimate. A large increase in cost to perform survey work may be due to the nation-wide labor shortage.

Overall, a general increase in bid prices was expected across most items due to the rise in cost of materials and the labor shortage that has occurred between the time the estimate was made and the bid opening date.

It has been determined that the project should be awarded to the low bidder, Tioga Construction Co., Inc.

Res No. 7

June 30, 2022

To: The Honorable Mayor and City Council

From: Kenneth Mix, City Manager

Subject: Authorizing Amendment #1 to GHD Consulting Services, Inc., Agreement for Water Treatment Plant Disinfection By-Product Project

The adopted FY 2022-23 Capital Budget includes \$3,000,000 for correcting the Disinfection By-Product problem that has been occurring in our water.

On April 4, 2022 the City Council authorized hiring GHD Consulting Services, Inc. for \$43,900 to design a filter system.

New York State Department of Health has determined that we need to pilot the proposed solution before designing it to show that it will work. We have also decided to pilot a flocculation/sedimentation basin with ozonation as another possible solution.

GHD has submitted a proposed amendment to their contract for an additional \$663,000. The amendment includes additional funding to GHD for the pilot rental/commissioning, analyses, sampling, and reporting. The majority of the cost (\$545,000) is in the equipment rental.

Attached for Council consideration is a resolution approving this Amendment with GHD Consulting Services, Inc.

The Capital Budget has the project being funded by borrowing. A Bond Ordinance will be presented to the City Council at your next meeting.

# RESOLUTION

Page 1 of 1

Authorizing Amendment #1 of the GHD Engineering Agreement for the Water Treatment Plant Disinfection By-Product Project

Council Member HICKEY, Patrick J.  
Council Member OLNEY III, Clifford G.  
Council Member COMPO, Sarah V.  
Council Member RUGGIERO, Lisa L.  
Mayor SMITH, Jeffrey M.

YEA	NAY

***Introduced by***

Total .....

WHEREAS, GHD Consulting Services Inc., and the City of Watertown entered into an Agreement dated April 5, 2022 to perform engineering services to design a disinfection by-products system to reduce TTHM’s and HAA5’s, in the amount of \$43,900; and

WHEREAS the solution requires pilot testing to demonstrate turbidity removal and filter run length in addition to DBP precursor removal; and

WHEREAS GHD also recommends that the City pilot a conventional flocculation/sedimentation basin with ozonation; and

WHEREAS GHD requests an Amendment for the additional cost of piloting the two scenarios; and

WHEREAS, the additional pilot rental/commissioning, analyses, sampling, and reporting services will increase the contract by an estimated \$663,000; and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes amending the GHD agreement, a copy of which is attached and made part of this resolution, to include the additional services in the amount of \$663,000, and

BE IT FURTHER RESOLVED that the City Manager, Kenneth Mix, is hereby authorized and directed to execute the Professional Services Agreement on behalf of the City of Watertown.

***Seconded by***



# Technical Memorandum

June 29, 2022

<b>To</b>	Aaron Harvill, City of Watertown	<b>Contact No.</b>	315.802.0283
<b>Copy to</b>	Vicky Murphy, City of Watertown Chad Vieth, City of Watertown Gordon Crank, City of Watertown Kevin Castro, PE, GHD	<b>Email</b>	erica.goldin@ghd.com
<b>From</b>	Erica Goldin, PE, GHD	<b>Project No.</b>	12576729
<b>Project Name</b>	City of Watertown WTP DBP System Design		
<b>Subject</b>	Proposed Piloting Plan		

## 1. Introduction

The City of Watertown, NY (City) is currently under a USEPA Administrative Order due to an exceedance of the maximum contaminant levels (MCLs) for total trihalomethanes (TTHMs) and haloacetic acids (HAA5s). The City is required to submit a preliminary engineering report evaluating the effects of granular activated carbon (GAC) treatment at the City's Water Treatment Plant (WTP) by January 1, 2024.

## 2. Background

The City previously retained Calgon Carbon to pilot test post-filter (WTP filtered water effluent) GAC contactors. The Calgon Carbon pilot test was performed between April and November 2021 used 54 inches of 1.4 mm GAC (Calgon Filtasorb 816). Two process trains were tested at the equivalent loading rate of 18.7 mgd and 10.8 mgd. The pilot demonstrated that appreciable amounts (35%-70%) of total organic carbon (TOC) can be removed by the post filter contactors in the first 60 days of operation. However, performance degrades after 60 days and TOC (a precursor to DBP formation) removal reduced to 15 to 20% after 180 days of operation. Disinfection by-product formation potential (DBPFP) was not measured as part of the study, therefore the pilot test did not fully demonstrate that DBPFP would be reduced such that the TTHM/HAA5 levels will be reduced to below their respective MCLs (80/60 ug/L) at all distribution system sample locations.

In order to provide a 15 MGD capacity of GAC post-filter contactors, ±18 12-foot diameter contactors and intermediate pumping would be required. It appears that the only location on the WTP property that these contactors/pumping systems could be constructed is south of the filter wing of the WTP. This would require elimination of the driveway that connects the WTP to the adjacent garage/storage facilities.

An alternative to GAC contactors is replacing the existing media in the WTP filters with either the same size and depth of GAC or with a deeper and coarser GAC bed. It is GHD's understanding that the existing filters are challenged during high raw water turbidity periods, resulting in short filter run times. Therefore, a deeper filter media bed is likely needed for both high turbidity and DBP issues. A 54-inch depth of GAC could fit within the existing filter boxes, however, would require gravelless underdrains, raising of washwater troughs, addition of auxiliary air scour, and would reduce the available head for filter head loss development by approximately 1.5 feet (potentially increasing backwash frequencies and backwash volumes). The 2021 Calgon pilot test did not evaluate particulate removal and utilized filter effluent and not filter influent, and

therefore cannot be relied upon for determining GAC efficacy for both DBP precursor removal and particulate removal when implemented in the existing WTP filters.

Converting the existing filters from anthracite to GAC (of any depth/size) requires pilot testing to demonstrate particulate (turbidity) removal and filter run length in addition to DBP precursor removal. GHD recommends that the City pilot deeper/coarser GAC media bed designs that would complement the available space within the existing filters.

GHD also recommends that the City pilot a conventional flocculation/sedimentation basin and ozonation. A conventional flocculation/sedimentation basin may provide the City with more consistent water quality that is not affected by wind and weather events, currents, temperature gradients and dam leakage that the existing sedimentation basin is impacted by. Ozonation breaks down total organic carbon (TOC) by oxidizing it, which results in the TOC being more assimilable in GAC filters.

GHD understands that ozone alone is insufficient to breaking down PFAS compounds. However, ozone supplemented with a catalyst or oxidizing agent (advanced oxidation process, AOP) can effectively degrade/remove PFAS compounds. We understand that the City is testing their raw water for the 23 PFAS compounds that have recently been identified as emerging contaminants by New York’s Governor Hochul.

A proposed piloting plan is presented herein for the City’s consideration.

### 3. Piloting Plan

A filter pilot skid, ozonation pilot skid, and flocculation/sedimentation basin pilot skid can be leased from Intuitech. Data sheets for the three piloting skids are attached.

Intuitech pilot skids are designed for automatic, largely un-attended operation and can be monitored and controlled remotely. Data logged by the pilot skids is as indicated in the table below.

	Filter Skid	Ozonation Skid	Flocculation/Sedimentation Skid
Data Logged	Flow Rate	Feed Flow	Inlet pH
	Filter Headloss	Ozone Feed Gas	Inlet Turbidity
	Effluent Turbidity	Ozone Off Gas	Inlet Temperature
	Column Level	Dissolved Ozone	Feed Pump Suction Pressure
	Air Scour Flow	Ozone Feed Gas Flow	Feed Flow
	Backwash Flow	Ambient Ozone	Rapid Mix and Flocculation Basin Gradients
	Backwash Tank Level		Settled Water pH
	Filter Run Time		Settled Water Turbidity
	Filter Run Volume		Sludge Flow
			Sludge Removal Interval
			Chemical Dosage
			Chemical Flow
			Chemical Tank Level

The flocculation/sedimentation pilot skid should be fed with raw untreated water. Based on discussions with the City, there is not a supply of raw water at the City’s WTP. Therefore, the flocculation/sedimentation pilot skid will need to be located adjacent to the City’s settling basin along the Black River in order to be supplied with raw water. To avoid piping/pumping settled water from the flocculation/sedimentation pilot skid over a long distance, a filter pilot skid will also need to be located adjacent to the City’s settling basin along the Black River. A second filter pilot skid and the ozonation pilot skid will be located at the City’s WTP site.

In summary, two filter pilot skids, one ozonation pilot skid, and one flocculation/sedimentation pilot skid will be required. One filter pilot skid and one ozonation pilot skid will be located on the WTP site. The ozonation pilot skid will be fed with clarified/coagulated water from the City's contact basins. The filter pilot skid will either be fed with water from the ozonation pilot skid (during Review Period No. 2) or with clarified/coagulated water from the City's contact basins (during Review Period Nos. 1, 3, and 4). Pilot discharge water will be discharged to the existing sanitary sewer system.

Intuitech only has one filter pilot skid available for rent beginning early September 2022. A second filter pilot skid is available for rent beginning the first week of November 2022. Based on discussions with the Health Department, GHD recommends intermittent piloting from September 2022 through August 2023. The recommended piloting review periods are detailed below. The filter pilot skid and ozonation pilot skid to be located on the WTP site is referred to as Pilot Enclosure No. 1 and the filter pilot skid and flocculation/sedimentation pilot skid to be located adjacent to the City's settling basin is referred to as Pilot Enclosure No. 2. As indicated below, it is recommended that Pilot Enclosure No. 2 be piloted only during Review Period No. 3.

- Review Period No. 1 (2.5 months)
  - Mid-September 2022 through November 2022
  - One month of maximum filter loading rate, 1.5 months of average filter loading rate
  - Pilot Enclosure No. 1 only
- Review Period No. 2 (one month)
  - February 2023
  - Average filter loading rate
  - Pilot Enclosure No. 1 only
- Review Period No. 3 (two months)
  - April 2023 through May 2023
  - One month of maximum filter loading rate, one month of average filter loading rate
  - Pilot Enclosure Nos. 1 and 2
- Review Period No. 4 (two months)
  - July 2023 through August 2023
  - One month of maximum filter loading rate, one month of average filter loading rate
  - Pilot Enclosure No. 1 only

GHD recommends that the ozonation pilot skid be used during Review Period No. 2 only. It is GHD's understanding that biological filtration performs best in warmer temperatures, therefore it is recommended that ozone be piloted during colder temperatures. Bench scale testing would be required ahead of the pilot in order to determine the appropriate ozone dose based on the water's ozone demand.

The recommended column configuration for the filter skids are indicated in Table 1 below. The filter pilot skid located on the WTP site is referred to as Filter Skid No. 1 and the filter pilot skid located adjacent to the City's settling basin is referred to as Filter Skid No. 2.

Table 1: Filter Pilot Skid Column Configuration

Filter Pilot Skid Column Configuration				
Filter Skid No. 1				
Filter Column Number	Filter Column No. 1A <sup>(1)</sup>	Filter Column No. 1B	Filter Column No. 1C	Filter Column No. 1D
Sand Depth	15 inches	12 inches	10 inches	10 inches
Anthracite Depth	21 inches	-	-	-
Anthracite Size	1.0 mm	-	-	-
GAC Depth	-	36 inches	48 inches	54 inches
GAC Size	-	1.2 mm	1.3 mm	1.4 mm
Requires Raising of Backwash Troughs?	No	No	Yes, ~2 inches	Yes, ~11 inches
Reduced Available Headloss? <sup>(2)</sup>	No	Yes, ~2 inches	Yes, ~12 inches	Yes, ~18 inches
Supply Water	Existing contact basins effluent			
Filter Skid No. 2				
Filter Column Number	Filter Column No. 2A <sup>(1)</sup>	Filter Column No. 2B		
Sand Depth	15 inches	10 inches	(3)	
Anthracite Depth	21 inches	-		
Anthracite Size	1.0 mm	-		
GAC Depth	-	48 inches		
GAC Size	-	1.3mm		
Requires Raising of Backwash Troughs?	No	Yes, ~2 inches		
Reduced Available Headloss? <sup>(2)</sup>	No	Yes, ~12 inches		
Supply Water	Flocculation/sedimentation pilot skid			

(1) Filter Column Nos. 1A and 2A would serve as a control column and match the configuration of the existing filters.

(2) Filter skids will be set to backwash at the terminal headloss of the existing filters.

(3) Only two media columns are proposed for Filter Skid No. 2.

### 3.1 Sampling

In addition to the data logged by the pilot skids, regular sampling shall be conducted during the pilot review periods in order to measure TOC reduction, UV254 reduction, and DBPFP reduction. Recommended sampling frequency is as follows:

- UV254 reduction: daily during pilot review periods from both filter pilot skids (approximately 1380 samples total to be analyzed)
- TOC reduction: weekly during pilot review periods from both filter pilot skids (approximately 184 samples total to be analyzed)
- TTHM reduction (simulated distribution system (SDS) method): monthly during pilot review periods from both filter pilot skids (approximately 46 samples total to be analyzed).
- HAA5 reduction (SDS method): monthly during pilot review periods from both filter pilot skids (approximately 46 samples total to be analyzed).

The City has the capability of analyzing daily UV254 reduction at the WTP. Samples for TOC and DBPFP reduction will need to be analyzed by an outside laboratory. The City utilizes Life Science Laboratories for most of its outsourced lab work, and Life Science Laboratories has the capability of analyzing TOC, TTHMs, and HAA5s. However, Life Science Laboratories is not able to perform the SDS method prior to analyzing TTHMs and HAA5s. Therefore, it is recommended that the City perform the SDS method in house prior to providing samples to Life Sciences Laboratories for TTHM/HAA5 analysis. It is GHD's understanding that the SDS process does not need to be performed by a certified laboratory, just the TTHM/HAA5 analysis needs to be performed by a certified laboratory. The costs presented within are based on the City performing the SDS process in house and utilizing Life Sciences Laboratories for analysis of TOC, TTHMs, and HAA5s.

### 3.2 Costs and Equipment Availability

#### 3.2.1 Pilot Skid Rental Costs

Costs for leasing four pilot skids are presented in Table 2 below. All skids would arrive pre-plumbed and pre-wired within an enclosure that is insulated and has HVAC to protect the skids year-round.

The costs presented below are only the costs of leasing the equipment from Intuitech, these costs do not include GHD's fee for operating the pilot equipment, bench scale testing, additional sampling and analysis, evaluating the pilot results, or miscellaneous additional costs (chemicals, filter media, etc.).

Table 2: Equipment Leasing Costs (w/ enclosure)

Description	Lease No. 1 <sup>(1)</sup>	Lease No. 2 <sup>(2)</sup>
Rental Period	53 weeks	12 weeks
Filter Skid Weekly Rental Rate	\$1,635	\$2,330
Ozonation Skid Weekly Rental Rate	\$1,635	-
Flocculation/Sedimentation Skid Weekly Rental Rate	-	\$2,020
Pilot Enclosure Weekly Rental Rate	\$1,575	\$2,100
Round-Trip Shipping <sup>(3)</sup>	\$70,000	\$70,000
Onsite Commissioning & Training	\$7,396	\$7,396
Subtotal Lease Cost	\$334,181	\$154,796
<b>Total Cost</b>	<b>\$488,977</b>	

(1) Lease No. 1 includes Filter Skid No. 1 and the ozonation pilot skid. Costs for Lease No. 1 are based on a 53-week rental period (9/05/22 – 9/11/23). Based on Intuitech's weekly rental rates, it is less expensive to rent the skids for 53 weeks than it is to rent the skids for 52 weeks.

(2) Lease No. 2 includes Filter Skid No. 2 and the flocculation/sedimentation pilot skid. Costs for Lease No. 2 are based on a 12-week rental period (3/20/23 – 6/12/23). Intuitech requires a minimum 12-week rental period.

(3) Anticipated cost to ship two pilot skids in a pilot enclosure. Shipping costs are subject to change.

In order to secure the piloting equipment for the periods indicated above, a lease needs to be signed with Intuitech. Intuitech has indicated that others have expressed interest in leasing their piloting skids, therefore we recommend that the City make a decision fairly quickly on whether they would like to proceed with piloting through Intuitech. As requested by the City, GHD's fee presented within is based on GHD leasing the equipment from Intuitech on behalf of the City. Attached are unsigned lease agreements drafted based on GHD leasing the equipment on behalf of the City.

### 3.2.2 Sample Analysis Costs

GHD's fee includes a \$30,000 allowance for sampling analysis. The analyses included in this allowance are presented in Table 3 below. The allowance is based on GHD contracting with Life Science Laboratories for analysis of TOC, TTHM, and HAA5 on behalf of the City and the City performing the SDS method for TTHM/HAA5 analysis in house. The allowance does not include costs for collecting or shipping samples. It is GHD's understanding that Life Science Laboratories typically picks up samples from the WTP on a weekly basis. Therefore, it is not anticipated that there will be an additional cost for shipping samples to Life Science Laboratories. The allowance also does not include analysis of UV254 since the City is able to analyze UV254 at the WTP. Performing the SDS method for TTHM/HAA5 analysis, collection and shipment (if needed) of samples, and analysis of UV254 will be the City's responsibility.

Table 3: Sampling Analyses

Parameter	Quantity	Analyzing Lab
TOC	184	Life Sciences Laboratory
TTHM (SDS method)	46	Life Sciences Laboratory
HAA5 (SDS method)	46	Life Sciences Laboratory

### 3.2.3 Engineer's Fee

GHD's proposed fee for piloting coordination, operation, and analysis is presented below in Table 4. The costs presented in Table 4 are based on GHD leasing the piloting equipment on behalf of the City. Attached to this memorandum is an amendment for GHD's fee.

Table 4: GHD's Proposed Fee

Task	Fee	Fee Type
Pilot Rental/Coordination/Commissioning <sup>(1)</sup>	\$545,000	Lump Sum
Intermittent Pilot Operation/Analysis – Review Period No. 1	\$21,000	Hourly Not-to-Exceed
Intermittent Pilot Operation/Analysis – Review Period No. 2	\$9,000	Hourly Not-to-Exceed
Intermittent Pilot Operation/Analysis – Review Period No. 3	\$17,000	Hourly Not-to-Exceed
Intermittent Pilot Operation/Analysis – Review Period No. 4	\$17,000	Hourly Not-to-Exceed
Sampling Allowance	\$30,000	Cost plus 5%
Pilot Findings Report	\$24,000	Lump Sum
<b>Total</b>	<b>\$663,000</b>	

(1) The pilot rental cost is based on leasing equipment from Intuitech. If an alternate supplier is necessary due to limited availability from Intuitech, the piloting equipment rental fees would need to be renegotiated with the City.

### 3.2.4 Additional Costs

The filter pilot skids will not be provided with media therefore media needs to be obtained separately. The approximate media volumes required for this application are as follows:

- Anthracite (1.0 mm): < 1 ft<sup>3</sup>
- GAC (varying sizes): 3 ft<sup>3</sup> total
- Sand (0.5 mm): 1.2 ft<sup>3</sup>

Anthracite for the filter pilot skids shall be the same effective size and shall be by the same manufacturer (Anthrafilter) as the existing anthracite in the City's filters. Anthrafilter has indicated that they will provide an anthracite sample to the City at no cost, the City will just be responsible for the cost of shipping the media. The cost of shipping anthracite to the City is not anticipated to exceed \$200. The City should be able to purchase a 50 lb bag of filter sand for less than \$100. Calgon Carbon has indicated that they will provide GAC samples (of varying sizes as needed) to the City at no cost. Therefore, the total cost of purchasing media for the filter pilot skids is not anticipated to exceed \$300.

Intuitech will deliver the pilot enclosures to the City's WTP and settling basin sites but the City will be responsible for renting a crane for off loading the pilot enclosures from the trucks on which they are delivered. The heaviest pilot enclosure is anticipated to be approximately 17 tons. According to RS Means, the cost to rent a 25-ton crane for one day is approximately \$3,000. A crane will need to be rented for four separate days, one day for each enclosure to offload the enclosure from the truck and one day for each enclosure to put the enclosure back on the truck at the end of the equipment rental period. Therefore, the total cost of crane rental is anticipated to be approximately \$12,000.

The City will also be responsible for preparing an area on which the pilot enclosures will sit. Intuitech recommends that the pilot enclosures be placed on a flat surface. The pilot enclosures shall either be placed on a flat paved area or on a flat gravel pad. The overall dimensions of the pilot enclosures are approximately 11' x 42'. GHD recommends locating the pilot enclosure that will be located at the WTP on a flat gravel pad constructed of crusher run. GHD recommends locating the pilot enclosure that will be located adjacent to the City's settling basin on the paved parking area adjacent to the basin. The total cost of crusher run is not anticipated to exceed \$1,000.

### 3.2.5 Total Costs

A summary of the total costs for the piloting project are presented below in Table 5.

Table 5: Piloting Project Costs

Task	Cost
GHD Fee <sup>(1)</sup>	\$663,000
Additional Costs (Media, Crane Rental, Crusher Run)	\$13,300
<b>Total</b>	<b>\$676,300</b>

(1) GHD's fee includes the cost of renting piloting equipment from Intuitech. If an alternate supplier is necessary due to limited availability from Intuitech, the piloting equipment rental fees would need to be renegotiated with the City.

### 3.3 NYSDOH Approval

The piloting plan presented herein has been reviewed and approved by the New York State Department of Health.

- ✓ Independent filters with automatic flow control
- ✓ Chemical feed systems configurable for flow-pacing, closed-loop PID, or trim control
- ✓ Chemical feed pump configurable as a composite sampler
- ✓ Shared backwash and air scour system
- ✓ Piping for two separate influent water sources
- ✓ Influent piping weirs eliminate need for feed tanks
- ✓ Parallel or series operation
- ✓ Backwash initiated by operator in manual mode, or by run-time, run-volume, headloss, or effluent turbidity in auto mode
- ✓ Configurable backwash procedure for each filter including drain down, air scour, concurrent wash, and multiple backwash steps
- ✓ Seven ports in each filter for sampling water or media
- ✓ All equipment integrated onto one skid for plug-and-play operation
- ✓ Designed for automatic un-manned operation
- ✓ Monitored and controlled remotely via wireless cellular connection
- ✓ Data logging to formatted text file for importing into spreadsheet and charting applications
- ✓ Historical and real-time trending visualization tool
- ✓ Alarm notification via email or text messaging
- ✓ IoT network provides exceptional diagnostic information



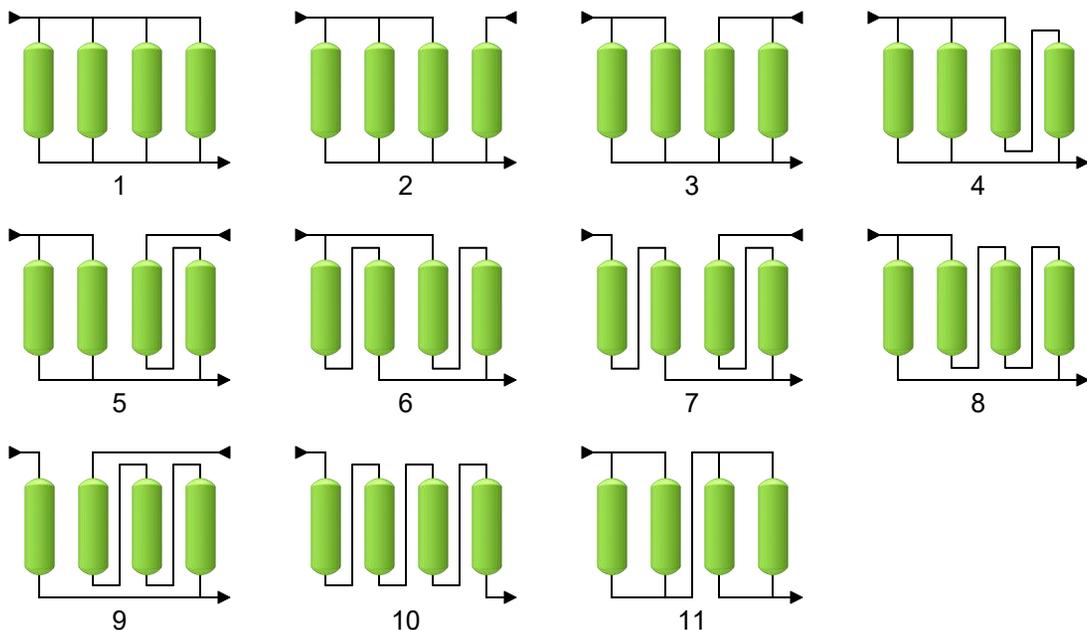
All information presented in this data sheet is for configuration code F40610-SAP-13PC-1TU-4CF.  
See ordering section for other configurations.

## Specifications

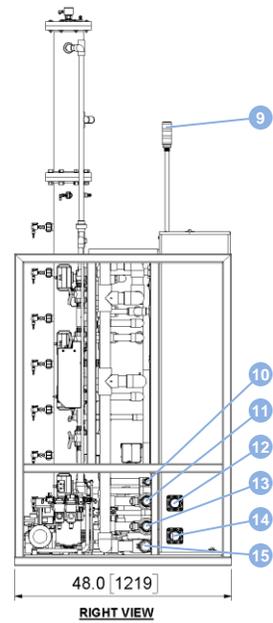
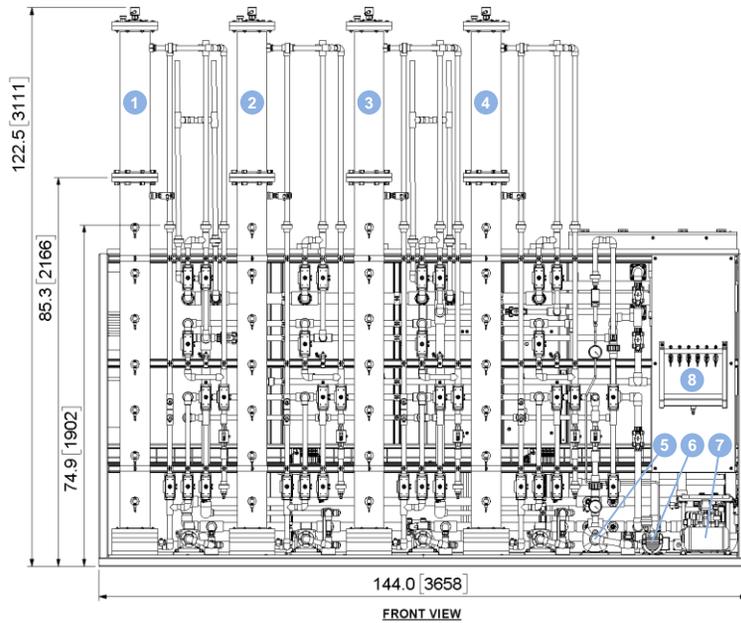
Filters	4	4
Filter Diameter	6 inch	152 mm
Filter Height	112 inch	2845 mm
Maximum Media Depth	72 inch	1829 mm
Media Retention Size	> 0.0059 inch	> 149 $\mu$ m
Filtration Rate	1.3...6.6 gpm/ft <sup>2</sup>	3.2...16.1 m/h
Backwash Rate	5.1...51.0 gpm/ft <sup>2</sup>	12.4...124.6 m/h
Air Scour Rate	2.6...9.2 scfm/ft <sup>2</sup>	47.6...168.3 m/h
Maximum Headloss	25 feet	7.6 m
Maximum Total Flow Rate	5.2 gpm	19.7 L/min
Backwash Tank Volume	150 gallon	568 L
Chemical Feed Systems	4	4
Chemical Feed Rate	0.02...16.5 mL/min	0.02...16.5 mL/min
Chemical Tank Volume	4 gallon	15.1 L
Operating Dimensions	144 X 48 X 122.5 inch	3658 X 1219 X 3111 mm
Operating Weight	4200 lbs	1905 kg
Electrical Supply	Single Phase	Single Phase
Voltage	120 / 240 V	230 V
Frequency	60 Hz	50 Hz
Maximum Current	18.8 / 9.4 A	11.8 A

## Operation

The standard Granular Media Filtration Pilot module has a very flexible design. All configurations come with two feed water sources. Each source can be directed to a single filter or to a group of filters. If the PAR configuration is selected the filters are operated in parallel only. If the SAP configuration is selected the filters can be operated in series or parallel. Eleven possible configurations are shown below.



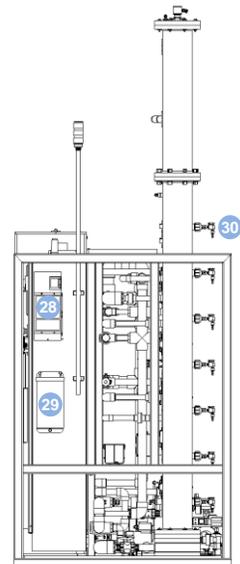
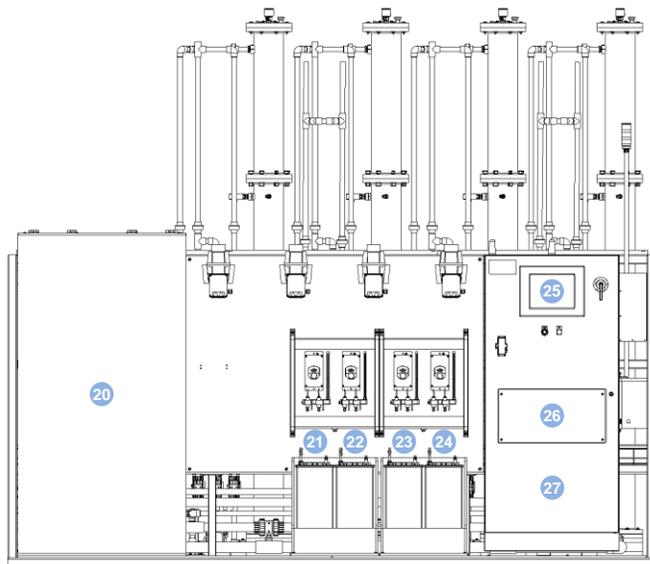
## General Arrangement Drawings



1	Filter 1
2	Filter 2
3	Filter 3
4	Filter 4
5	Backwash Pump

6	Air Scour Blower
7	Compressed Air System
8	Sample Sink
9	Status Beacon
10	Pressure Waste, 1" MPT

11	Inlet 1, 1½" MPT
12	Filtrate Overflow, 2" FPT
13	Inlet 2, 1½" MPT
14	Filtrate, 2" MPT
15	Gravity Waste, 2" MPT



20	Backwash Tank
21	Chemical Feed System 1
22	Chemical Feed System 2
23	Chemical Feed System 3
24	Chemical Feed System 4

25	Operator Interface
26	Folding Shelf
27	Control Panel
28	Air Conditioner
29	Power Transformer

30	Water / Media Sample Port

Dimensions: inch [mm]



# Intuite

Think it. Test it.

- ✓ Automatic pressure and compensation allows for dosage in mg/L in manual mode
- ✓ Maintains dissolved ozone setpoint in auto mode
- ✓ Automatic calculation of efficiency and applied dosage
- ✓ Integrated oxygen generator
- ✓ Ambient ozone concentration ozone leak detection and shutdown
- ✓ Feed pump with automatic flow-pacing, closed-loop
- ✓ Chemical feed pump with composite sampler
- ✓ Twenty-five equally-spaced injection points in contactor for decay and mixing
- ✓ Influent piping weir elimination tank
- ✓ All equipment integrated for plug-and-play operation
- ✓ Designed for automatic operation
- ✓ Monitored and controlled via wireless cellular connection
- ✓ Data logging to formatted CSV for importing into spreadsheet applications
- ✓ Historical and real-time data visualization tool
- ✓ Alarm notification via email or text messaging
- ✓ IoT network of sensors providing diagnostic information



All information presented in this data sheet is for configuration code Z11-12PC-1GC-2OS-1TM-2DO-0PH-2CF. See ordering section for other configurations.

## Specifications

Flow Rate	2...10 gpm	7.6...37.9 L/min
Contactator Volume	130 gallon	492 L
Maximum Ozone Delivery	80 (mg/L)(gpm)	303 (mg/L)(L/min)
Ozone Concentration	8...13 %W	117...194 g/Nm <sup>3</sup>
Chemical Feed Systems	2	2
Chemical Feed Rate	0.02...16.5 mL/min	0.02...16.5 mL/min
Chemical Tank Volume	4 gallon	15.1 L
Operating Dimensions	90 X 48 X 74.5 inch	2286 X 1219 X 1892 mm
Operating Weight	2800 lbs	1270 kg
Electrical Supply	Single Phase	Single Phase
Voltage	120 / 240 V	230 V
Frequency	60 Hz	50 Hz
Maximum Current	13.8 / 6.9 A	8.6 A

## Operation

### Simple

Operation of ozone water treatment systems can be complex but our automatic control system makes it simple. In manual mode the dosage is entered directly in mg/L, eliminating the need for complex pressure, temperature, and concentration calculations. In auto mode the controller will vary the dosage to maintain a dissolved ozone concentration setpoint. The resulting transfer efficiency is calculated and displayed on the operator interface.

### Safe

Most people can smell an ozone leak before it reaches a dangerous level, but the automatic control system includes an ambient ozone concentration analyzer that is used to shut down the ozone generator if a leak is detected. If the module is installed in an Intuitech Pilot Enclosure the automatic control system will run the ventilation system at maximum capacity until the ozone concentration is reduced to a safe level.

### Reliable



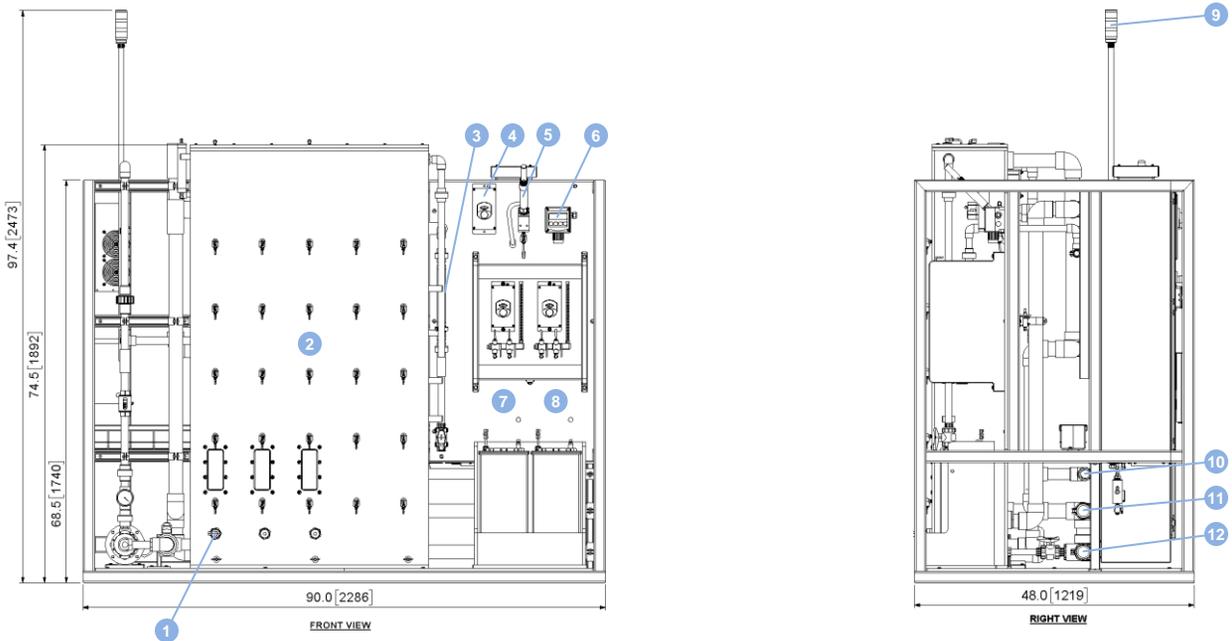
Oxygen Generation Panel

The ozone gas system consists of an oxygen generation panel and an ozone generation panel. The oxygen generation panel includes a compressor, heat exchanger, particle filter, air dryer, and oxygen concentrator. The ozone generation panel consists of an ozone generator, particle filters, ozone concentration analyzer with automatic zeroing, and a pressure and temperature compensated mass flow controller. Both panels are monitored with an extensive network of diagnostic sensors including temperature, pressure, humidity, and oxygen concentration. This information is used for predictive maintenance to ensure reliability.



Ozone Generation Panel

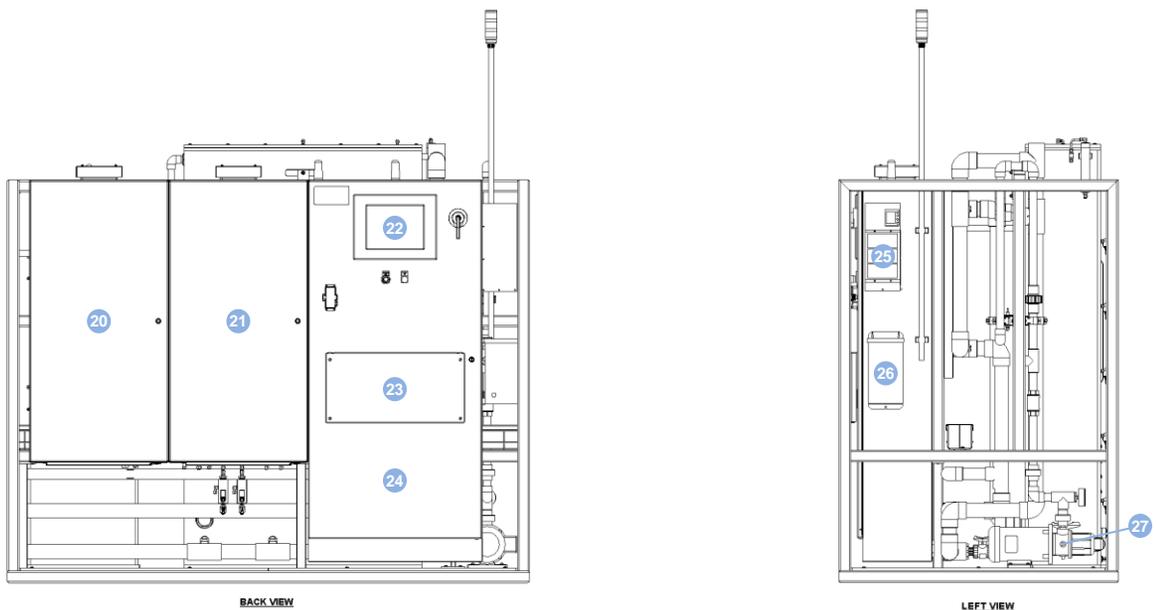
## General Arrangement Drawings



1	Fine Bubble Diffuser
2	Contactor
3	Ozone Destruct Unit
4	Contactor Sample Pump
5	Dissolved Ozone Transmitter

6	Ambient Ozone Transmitter
7	Chemical Feed System 1
8	Chemical Feed System 2
9	Status Beacon
10	Inlet, 1½" MPT

11	Outlet, 2" MPT
12	Drain Waste, 2" MPT



20	Oxygen Panel
21	Ozone Panel
22	Operator Interface
23	Folding Shelf
24	Control Panel

25	Air Conditioner
26	Power Transformer
27	Feed Pump


Dimensions: inch [mm]

## Data Logging

The following parameters are automatically collected and stored for analysis. The collection is performed at a user-specified frequency from once per second to once per twelve hours. The values are time and data stamped and simultaneously written to a formatted text file on a removable flash drive and to a backup file on the internal solid state drive. These files can be transferred by removing the flash drive or using file transfer protocol over a remote connection.

Contactor Water Flow	Ambient Ozone Concentration	Air Dryer Inlet Pressure
Contactor Dissolved Ozone Concentration	Oxygen Concentrator Inlet Pressure	Chemical 1 Dosage
Contactor Off-Gas Ozone Concentration	Oxygen Concentrator Inlet Dewpoint	Chemical 1 Flow
Diffuser Ozone Flow	Ozone Generator Inlet Oxygen Concentration	Chemical 1 Tank Level
Diffuser Ozone Pressure	Ozone Generator Pre-filter Inlet Pressure	Chemical 2 Dosage
Air Compressor Inlet Pressure	Ozone Generator Pre-filter Outlet Pressure	Chemical 2 Flow
Air Compressor Outlet Pressure	Ozone Generator Post-filter Inlet Pressure	Chemical 2 Tank Level
Air Compressor Outlet Temperature	Ozone Generator Post-filter Outlet Pressure	System Diagnostic Data

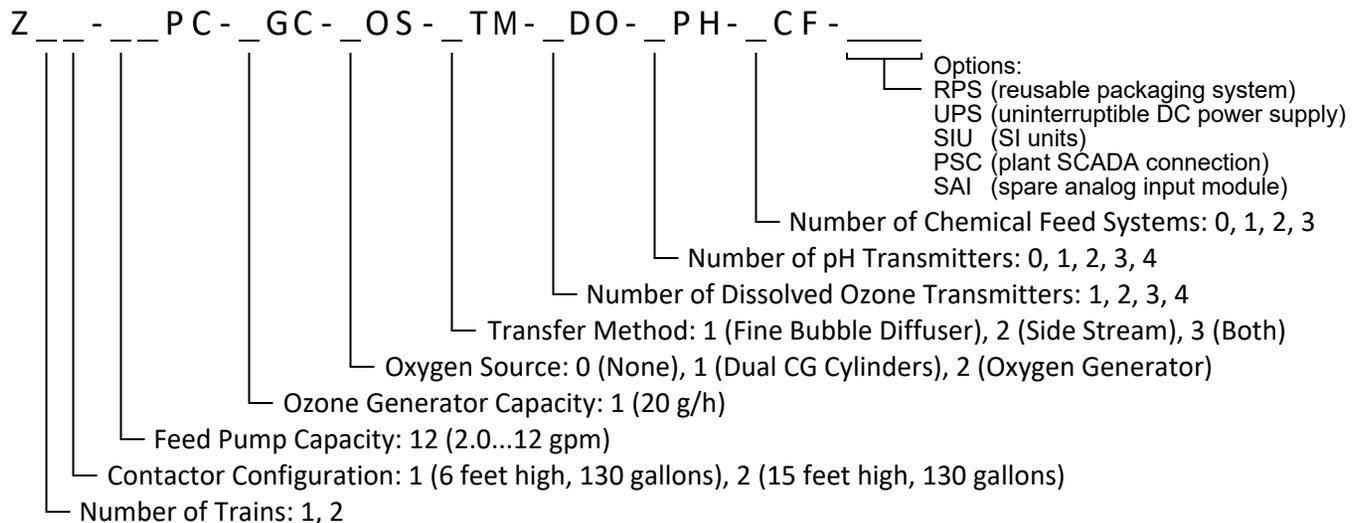
## Remote Operation

The pilot module is designed for fully automatic un-manned operation and can be monitored and controlled remotely. A wireless cellular router is installed in the control panel. This device can provide remote access to the pilot module in locations where adequate cellular data service is available. The router can be configured for the Verizon or AT&T networks depending on which network has the best service at the installed location. Data service is included during the warranty period. Data service beyond the warranty period can be purchased from Intuitech in one year blocks. Any task normally performed using the operator interface can also be performed remotely using a laptop computer, tablet, or smartphone. The operator interface can also be configured to send alarm notifications via email or text messaging.



## Ordering

Our standard Ozonation Pilot Module can be configured as shown below. It can also be customized to meet specific requirements for an additional cost. Please contact Intuitech for more information.

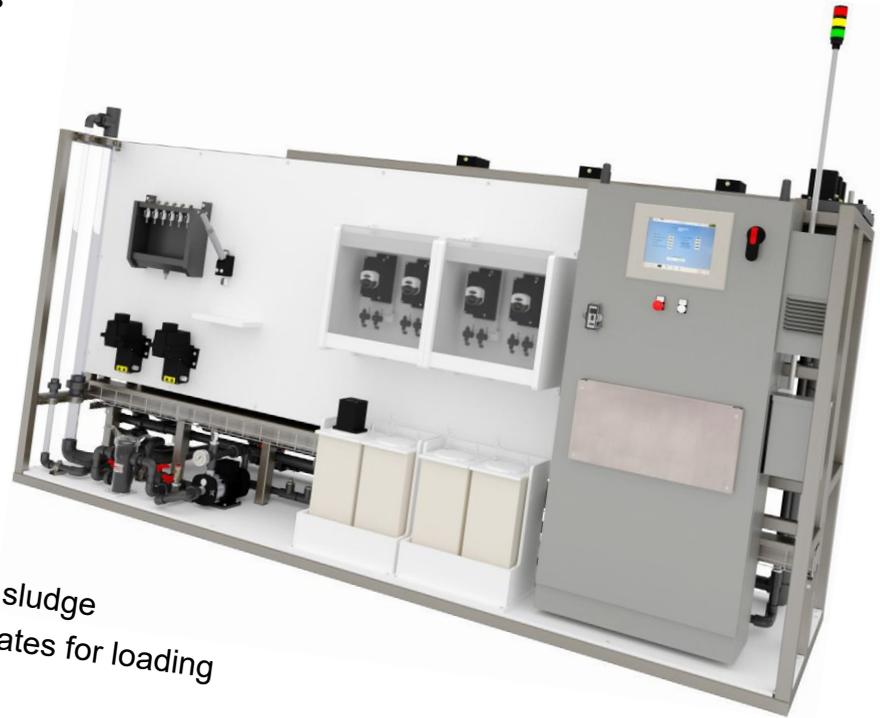




Think it. Test it. Do it.

# Flocculation and Sedimentation Pilot Plant

- ✓ Feed pump with automatic flow control
- ✓ Influent basket strainer for debris removal
- ✓ Chemical feed systems configurable for flow-pacing, closed-loop PID, or trim control
- ✓ Chemical feed pump configurable as a composite sampler
- ✓ Influent piping weir eliminates need for feed tank
- ✓ Multiple stage rapid mixing
- ✓ Multiple stage flocculation
- ✓ Variable speed mixers with direct entry of mixing gradient setpoint
- ✓ High intensity illumination of floc and sludge
- ✓ Inclined plate settler with removable plates for loading rate matching
- ✓ Automated sludge removal system
- ✓ Sample sink keeps equipment clean and dry



- ✓ All equipment integrated onto one skid for plug-and-play operation
- ✓ Designed for automatic unmanned operation
- ✓ Monitored and controlled remotely via wireless cellular connection
- ✓ Data logging to formatted text file for importing into spreadsheet and charting applications
- ✓ Historical and real-time trending visualization tool
- ✓ Alarm notification via email or text messaging
- ✓ IoT network of sensors provides exceptional diagnostic information

INTUITECH, INC. | [WWW.INTUITECH.COM](http://WWW.INTUITECH.COM) | [SALES@INTUITECH.COM](mailto:SALES@INTUITECH.COM) | 1.801.487.9255  
SALT LAKE CITY, UTAH, USA

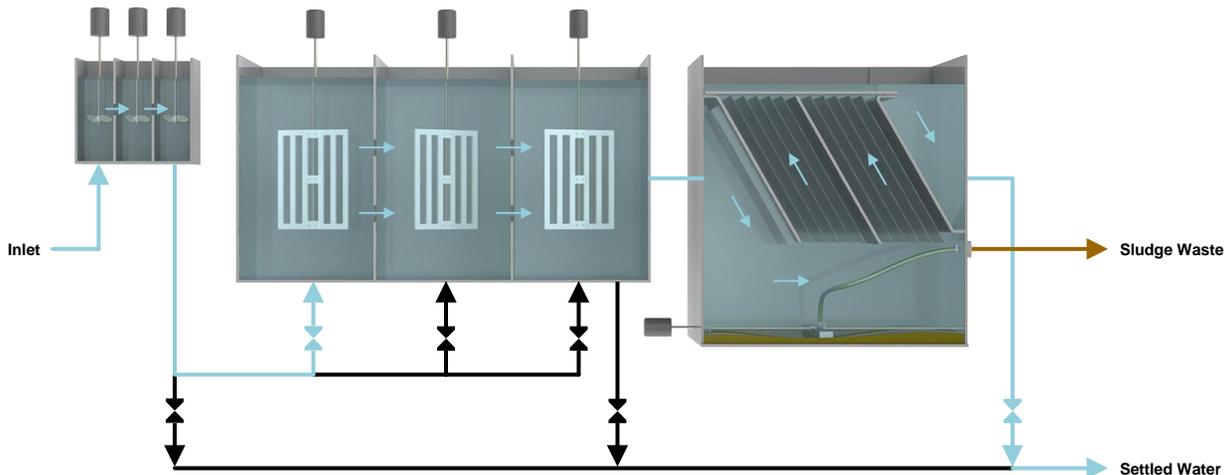
All information presented in this data sheet is for configuration code S09533224-10PC-1TU-2PH-4CF-1CM. See ordering section for other configurations.

## Specifications

Flow Rate	1...10 gpm	3.8...37.9 L/min
Strainer Size	> 0.031 inch	> 793 $\mu\text{m}$
Rapid Mix Basins	3	3
Rapid Mix Basin Volume	2.5 gallon	9.5 L
Rapid Mix Velocity Gradient	50...1000 $\text{s}^{-1}$	50...1000 $\text{s}^{-1}$
Flocculation Basins	3	3
Flocculation Basin Volume	95 gallon	360 L
Flocculation Velocity Gradient	5...130 $\text{s}^{-1}$	5...130 $\text{s}^{-1}$
Sedimentation Basin Volume	210 gallon	795 L
Settling Plates	2...24	2...24
Settling Plate Inclination	60°	60°
Settling Plate Area (each)	4.62 $\text{ft}^2$	0.43 $\text{m}^2$
Settling Plate Spacing	1...13.6 inch	25...345 mm
Settled Water Basin Volume	22 gallon	83 L
Chemical Feed Systems	4	4
Chemical Feed Rate	0.02...16.5 mL/min	0.02...16.5 mL/min
Chemical Tank Volume	4 gallon	15.1 L
Operating Dimensions	144 X 48 X 81.8 inch	3658 X 1219 X 2077 mm
Operating Weight	7150 lbs	3243 kg
Electrical Supply	Single Phase	Single Phase
Voltage	120 / 240 V	230 V
Frequency	60 Hz	50 Hz
Maximum Current	9.6 / 4.8 A	6.0 A

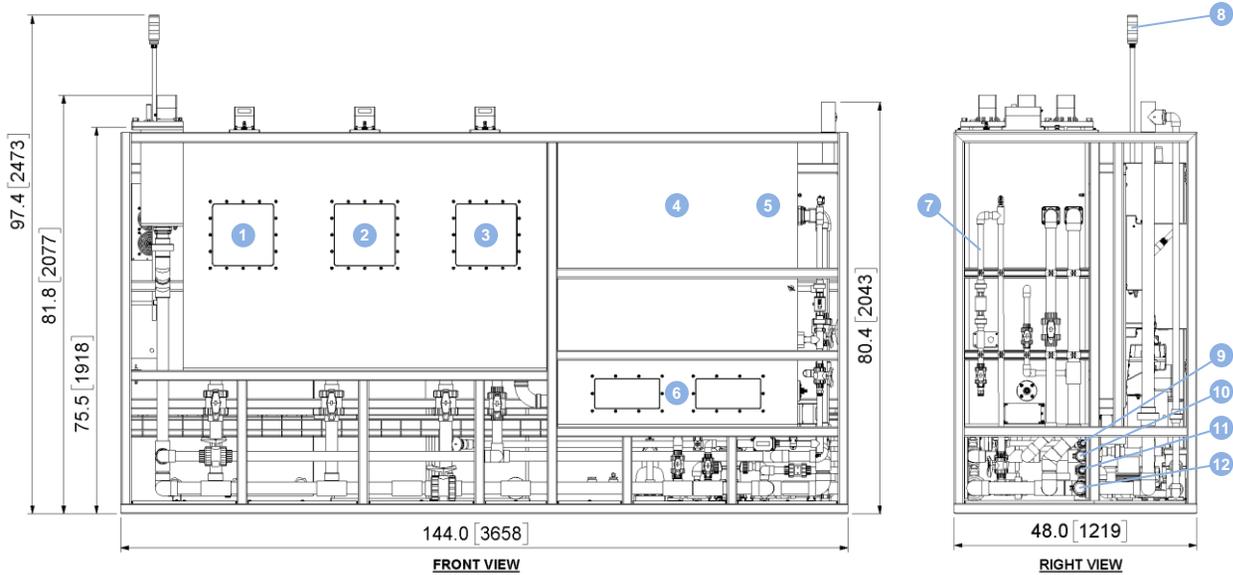
## Operation

The standard Flocculation and Sedimentation Pilot module has three basic flow configurations. These include rapid mix only, rapid mix followed by flocculation for direct filtration applications, and rapid mix followed flocculation and sedimentation for conventional applications. The module includes three rapid mix basins for staged injection of chemicals for reaction optimization. It also includes three flocculation basins for staged flocculation. One, two, or three stage flocculation can be configured using manually-operated valves. The sedimentation basin uses inclined plates for rapid settling. The plates can be installed or removed easily to adjust the loading rate and spacing. Settled sludge is removed automatically by a motor-driven rake. Cycle time and flow rate are adjustable for optimal sludge removal.



The diagram above shows valve position for three stage rapid mix followed by three stage flocculation and sedimentation.

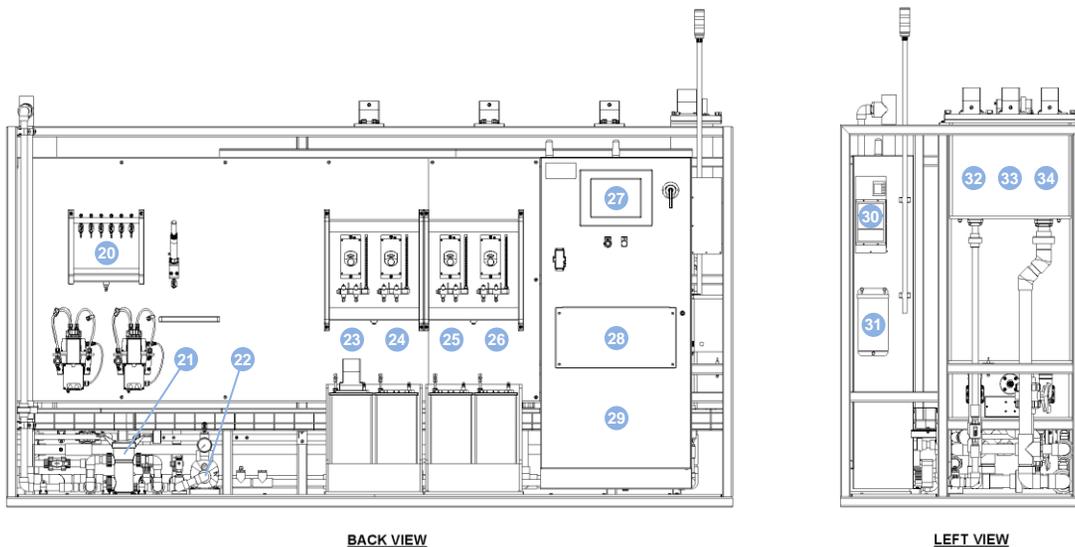
## General Arrangement Drawings



1	Flocculation Basin 1
2	Flocculation Basin 2
3	Flocculation Basin 3
4	Sedimentation Basin
5	Settled Water Basin

6	Sludge Collection Chamber
7	Sludge Flow Control Assy.
8	Status Beacon
9	Sludge Waste, 1" MPT
10	Settled Water, 1½" FPT

11	Inlet, 1" MPT
12	Drain Waste, 2" MPT



20	Sample Sink
21	Basket Strainer
22	Feed Pump
23	Chemical Feed System 1
24	Chemical Feed System 2

25	Chemical Feed System 3
26	Chemical Feed System 4
27	Operator Interface
28	Folding Shelf
29	Control Panel

30	Air Conditioner
31	Power Transformer
32	Rapid Mix Basin 1
33	Rapid Mix Basin 2
34	Rapid Mix Basin 3

Dimensions: inch [mm]

## Data Logging

The following parameters are automatically collected and stored for analysis. The collection is performed at a user-specified frequency from once per second to once per twelve hours. The values are time and data stamped and simultaneously written to a formatted text file on a removable flash drive and to a backup file on the internal solid state drive. These files can be transferred by removing the flash drive or using file transfer protocol over a remote connection.

Inlet Turbidity	Rapid Mix 3 Gradient	Chemical 1 Dosage	Chemical 3 Tank Level
Inlet pH	Flocculation 1 Gradient	Chemical 1 Flow	Chemical 4 Dosage
Inlet Temperature	Flocculation 2 Gradient	Chemical 1 Tank Level	Chemical 4 Flow
Feed Pump Suction Pressure	Flocculation 3 Gradient	Chemical 2 Dosage	Chemical 4 Tank Level
Strainer Differential Pressure	Settled Water Turbidity	Chemical 2 Flow	System Diagnostic Data
Feed Flow	Settled Water pH	Chemical 2 Tank Level	Spare Signal 1 (4...20 mA)
Rapid Mix 1 Gradient	Sludge Flow	Chemical 3 Dosage	Spare Signal 2 (4...20 mA)
Rapid Mix 2 Gradient	Sludge Removal Interval	Chemical 3 Flow	Spare Signal 3 (4...20 mA)

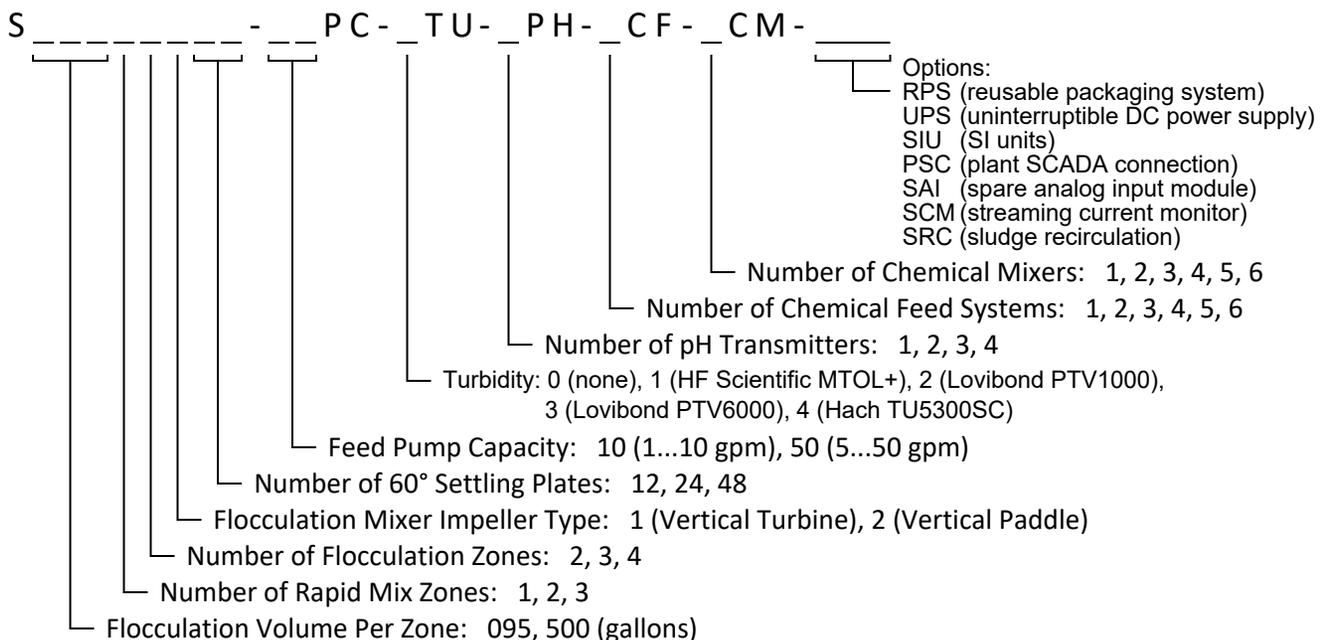
## Remote Operation

The pilot module is designed for fully automatic un-manned operation and can be monitored and controlled remotely. A wireless cellular router is installed in the control panel. This device can provide remote access to the pilot module in locations where adequate cellular data service is available. The router can be configured for the Verizon or AT&T networks depending on which network has the best service at the installed location. Data service is included during the warranty period. Data service beyond the warranty period can be purchased from Intuitech in one year blocks. Any task normally performed using the operator interface can also be performed remotely using a laptop computer, tablet, or smartphone. The operator interface can also be configured to send alarm notifications via email or text messaging.



## Ordering

Our standard Flocculation and Sedimentation Pilot Module can be configured as shown below. It can also be customized to meet specific requirements for an additional cost. Please contact Intuitech for more information.



# Lease Equipment Agreement



This Agreement is effective as of June 27, 2022 by and between Intuitech, Inc., a Utah Corporation located at 2490 South 900 West, Salt Lake City, Utah (Lessor), and GHD Consulting Services Inc (Lessee).

- Lease.** The Lessor agrees to lease to the Lessee, and the Lessee agrees to lease and rent from the Lessor, the Equipment described below for the weekly rental rate specified according to the terms and conditions of this Agreement.

1.	PILOT MODULE ENCLOSURE B400	at	\$1,575	per week
2.	GRANULAR MEDIA FILTRATION MODULE F400	at	\$1,635	per week
3.	OZONATION MODULE Z200	at	\$1,635	per week
4.		at	\$0	per week
5.		at	\$0	per week
Weekly Total			\$4,845	per week
Duration Total			\$256,785	Duration

- Additional Services.** Lessor will provide the following additional services.

1.		at	
2.		at	
3.		at	
4.		at	
5.		at	

- Onsite Assistance.** Lessor will provide 2 day(s) of onsite startup assistance and training to Lessee at a cost, inclusive of all labor, travel, and subsistence costs, not to exceed \$7,396 without prior written authorization from Lessee. The cost of these services will be charged on a time and materials basis.

- Transportation of Equipment.** The Lessor will arrange for transportation of the Equipment. The Lessee will pay the Lessor for the incurred freight costs. The estimated round-trip freight cost is \$60,000-\$70,000. Freight cost will be invoiced with the first and the last invoice. The Lessor will provide documentation confirming the incurred freight cost with the invoice. Lessor will insure the Equipment listed in Article 1 during shipping at its own cost. The Lessor will be responsible for loading and unloading the Equipment at the Lessor's site and will assume all associated risk and cost. The Lessee will be responsible for loading and unloading the Equipment at the Lessee's site and will assume all associated risk and cost. The "ship to" address of the leased equipment will be, Name: City Water Treatment Plant Street: 1701 Huntington St, City: Watertown, State: NY Zip Code: 13601.

- Term & Rent.** The Lease duration will be 53 weeks, commencing 09/05/22 and continuing until 09/11/23. The lease duration cannot be shortened and only extended with the written consent of the Lessor and Lessee, which will not be unreasonably withheld. The Lessor will send the first month's invoice upon confirmation of delivery of the Equipment. Subsequent invoices will be sent on the same day of each successive month until the balance of the rent and any additional rent, expenses, and freight costs chargeable to the Lessee under this Lease will have been paid in full. All payments of rent will be made to the Lessor by electronic transfer or by check to the address defined in the Lessor's invoice within 30 45 days of the invoice date. The Lessee's direct accounts payable contact is, Name: Tracy Burdin, Phone Number: 315-802-0266, Email: tracy.burdin@ghd.com. On any amounts not paid within terms, Lessee agrees to pay interest at a rate of 1½% per month (18% per year). The Lessee's obligation to pay such rentals will be absolute and unconditional and is not subject to any abatement set-off, defense or counterclaim for any reason whatsoever, except as set forth in Article 18.

- Care, Use & Location.** The Lessee will maintain the Equipment in good operating condition, repair and appearance, and protect the same from deterioration, other than normal wear and tear, in a covered location sheltered from precipitation, direct sunlight at all hours of the day, and wind; will use the Equipment in the regular course of its business, within its normal operating capacity, without abuse, and will comply with all laws, ordinances, regulations, requirements and rules with respect to the use, maintenance and operation of the Equipment; will use the Equipment solely for business purposes; will not make any modification, alteration or addition to the Equipment without the consent of the Lessor, which will not be unreasonably withheld; will not so affix the Equipment to realty as to change its nature to real property or a fixture, and agrees that the Equipment will remain personal property at all times regardless of how attached or installed; will keep the Equipment at the original shipping destination and will not remove the Equipment without the written consent of the Lessor, which will not be unreasonably withheld.

- Material Compatibility.** Equipment is designed for use on drinking water, municipal wastewater, and reuse applications. As such, the wetted materials include PVC, CPVC, PTFE, PVDF, PP, GFPP, PPS, ABS, LLDPE, EPDM, FKM, NBR, 316SS, and SiC. For other applications with more aggressive waters Lessee is liable for damage to Equipment resulting from material incompatibility.

- Operation.** The Lessee can expect the Equipment to function to the published specifications when installed and operated according to the operations and maintenance manual. In the event of an Equipment failure the Lessor will remedy the failure in a timely manner. The Lessee shall notify the Lessor in writing of the failure immediately by email to techsupport@intuitech.com. The Lessor will provide replacement components and will be liable for shipping costs to and from the location of the Equipment. The Lessee shall be responsible for removal of failed components and re-installation of replacement components, and shall be liable for associated labor costs. The Lessee shall return failed components to Lessor or be liable for the cost of the component. If the failure cannot be remedied by replacing components the Lessor will provide a technician onsite to diagnose and correct the failure. If the failure has resulted from improper storage, installation, operation or maintenance of the equipment by the Lessee, the Lessee shall be liable for all costs, including, but not limited to, repair, replacement, shipping, travel expenses, and travel and onsite labor, charged at a rate of \$160 per hour. If the Equipment was inoperable or significantly limited as a result of the failure, and the failure was no fault of the Lessee, the Lessor will extend the lease term one day for every day of downtime at no cost to the Lessee as compensation. Downtime will be calculated as the time the notification of failure was received until the replacement part is delivered to the location of the Equipment, rounded up to the whole day, or until the failure is corrected onsite by the Lessor's technician. Compensation is limited to the failed module only and does not extend to other modules included in the lease.

- Consumables.** The weekly rental rate listed in Article 1 does not include consumables. Consumables are defined as components with a short life, or life which duration is directly related to conditions at the Lessee's site. These items include ~~but are not limited to~~, pump stators, filter elements, ozone diffuser elements, **calibration solution**, and tubing for peristaltic pumps. The Lessor will ship the equipment with new or reconditioned consumables installed and one set of spares. The Lessee is liable for all consumable items required after delivery of the Equipment.

- Redelivery of Equipment.** Upon expiration of this Lease, the Lessee will prepare the Equipment for shipment by disconnecting, removing components necessary for crating, removing all residual liquids and solids, preparing sensitive instrumentation, and placing the Equipment in the crate. If the Lessee does not prepare the Equipment and make it available for return to the Lessor by 2:00 p.m. the following working day, or as otherwise mutually agreed, the Equipment will continue to be held and leased under this Agreement, and this Lease will be extended indefinitely as to term at **five three** times the weekly rental rate.

11. **Title.** The Lessor will at all times retain title to the Equipment. The Lessee will, at its expense, protect and defend the Lessor's title against all persons claiming against or through. The Lessee will, at all times, keep the Equipment free from legal process or encumbrance whatsoever and, will give the Lessor immediate notice of that and will indemnify the Lessor from any loss caused by that.

12. **Net Lease / Taxes.** The Lessee intends the rental payments under this Agreement to be net to the Lessor. For goods and taxable services shipped or provided within the United States the Lessee shall pay all applicable state, county, city, district, and local taxes. The taxing jurisdiction of the leased equipment will be determined by the "ship to" address in Transportation of Equipment Section. If the Lessee is tax exempt in the jurisdiction then the Lessee shall provide appropriate exemption documentation to Lessor at the time this Agreement is signed. For goods and taxable services shipped outside of the United States, the Lessee or their assigned agent/broker is, by definition, the importer of record responsible for payment of all duties, taxes, and fees as a result of the importation.

13. **Indemnity.** To the fullest extent permitted by law, either party will and does agree to indemnify and hold the other party, ~~its agents, servants,~~ successors, and assigns harmless from any and all liability, damages or loss, including reasonable attorney's fees, to the extent ~~arising out of~~ caused by the negligent acts or omissions of the indemnifying party. Regardless of cause, in no event will either party be liable to the other for any indirect, special or consequential damages.

14. **Risk of Loss & Damage.** The Lessee will bear ~~all~~ risks of loss of and damage to the Equipment ~~from any cause~~ while in the Lessee's possession. The occurrence of such loss or damage will not relieve the Lessee of any obligation under this Agreement. In the event of damage, the Lessee will pay to the Lessor the then present value of both the unpaid balance of the aggregate rent reserved under the Lease and the costs to repair the Equipment to restore it to both the functional and visual state at the time the Lessee took possession. In the event of loss, the Lessee, will pay to the Lessor the then present value of both the unpaid balance of the aggregate rent reserved under the Lease and the residual value of the Equipment. In no case will the cost to repair damage exceed the residual value. The Lessee shall insure the equipment while in the Lessee's possession.

15. **Insurance.** The Lessor will maintain the following liability insurance throughout this Agreement. If requested by the Lessee, insurance will be evidenced in signed certificates of insurance.

1. Commercial General Liability - Insurance shall include premises/operations, products/completed operations, blanket contractual liability, and broad-form property damage coverages. The policy limit shall not be less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate.
2. Automobile Liability - Insurance shall cover owned, non-owned, rented, and leased vehicles. The policy limit shall not be less than \$1,000,000 per accident.
3. Workers' Compensation and Employer's Liability - Insurance as required by applicable state and/or federal law. The employer's liability policy limit shall not be less than \$1,000,000.

16. **Option to Purchase.** The Lessor, at its sole discretion, may allow the Lessee to purchase the Equipment at the expiration of this lease. The purchase price will be the residual value. The Lessee must execute a separate Purchase Agreement sufficiently in advance of the lease expiration to allow the Lessor to construct replacement Equipment.

17. **Residual Value.** The residual value of the Equipment is set forth as follows.

1.	PILOT MODULE ENCLOSURE B400	at	\$103,080
2.	GRANULAR MEDIA FILTRATION MODULE F400	at	\$66,864
3.	OZONATION MODULE Z200	at	\$56,864
4.		at	\$0
5.		at	\$0
Total			\$226,808

18. **Force Majeure.** Neither Party will be liable for any failure or delay in the performance of its obligations due to fire, flood, earthquake, elements of nature, acts of God, acts of war, terrorism, riots, civil disorder, rebellions, or other similar cause beyond the reasonable control of the Party affected, provided that such default or delay could not have been prevented by reasonable precautions and cannot reasonably be circumvented, and, provided further, that the Party hindered or delayed immediately notifies the other Party describing the circumstances causing the delay. This provision shall not act to delay or defer the payment of any sums which may be due and owing.

19. **Entire Agreement; Changes.** This Lease contains the entire agreement between the parties and may not be altered, amended, modified, terminated or otherwise changed except in writing and signed by both parties.

## 20. Miscellaneous

20.1 This Lease inures to the benefit of and is binding upon the personal representatives, successors and assigns of the parties to this Agreement.

20.2 The Lessor and the Lessee intend this Lease to be a valid and subsisting legal instrument, and agree that no provision of this Lease that may be deemed unenforceable will in any way invalidate any other provision or provisions of this Lease, all of which will remain in full force and effect.

20.3 This Lease will be binding when accepted in writing by the Lessor and will be governed by the laws of the State of Utah, provided however, in the event this Lease or any provision of this Lease is not enforceable under the laws of that State then the laws of the state where the Equipment is located will govern. The Lessee agrees and consents that the Court of the State of Utah, Salt Lake County or any other Federal District Court having the jurisdiction in said county will have jurisdiction and will be the proper venue for the determination of all controversies and disputes arising under this Agreement. Nothing contained in this Agreement is intended to preclude the Lessor from commencing any action under this Agreement in any court having jurisdiction of this Agreement.

20.4 All monetary values included in this Agreement are in United States dollars.

LESSOR (Intuitech, Inc.)

LESSEE

Signed 

Signed \_\_\_\_\_

Name Brock Emerson

Name \_\_\_\_\_

Title Lease Manager

Title \_\_\_\_\_

Date June 27, 2022

Date \_\_\_\_\_

# Lease Equipment Agreement



This Agreement is effective as of June 27, 2022 by and between Intuitech, Inc., a Utah Corporation located at 2490 South 900 West, Salt Lake City, Utah (Lessor), and GHD Consulting Services Inc (Lessee).

1. **Lease.** The Lessor agrees to lease to the Lessee, and the Lessee agrees to lease and rent from the Lessor, the Equipment described below for the weekly rental rate specified according to the terms and conditions of this Agreement.

1.	PILOT MODULE ENCLOSURE B500	at	\$2,100	per week
2.	GRANULAR MEDIA FILTRATION MODULE F800	at	\$2,330	per week
3.	FLOCCULATION / SEDIMENTATION MODULE S300	at	\$2,020	per week
4.		at		per week
5.		at		per week
Weekly Total			\$6,450	per week
Duration Total			\$77,400	Duration

2. **Additional Services.** Lessor will provide the following additional services.

1.		at	
2.		at	
3.		at	
4.		at	
5.		at	

3. **Onsite Assistance.** Lessor will provide 2 day(s) of onsite startup assistance and training to Lessee at a cost, inclusive of all labor, travel, and subsistence costs, not to exceed \$7,396 without prior written authorization from Lessee. The cost of these services will be charged on a time and materials basis.

4. **Transportation of Equipment.** The Lessor will arrange for transportation of the Equipment. The Lessee will pay the Lessor for the incurred freight costs. The estimated round-trip freight cost is \$60,000-\$70,000. Freight cost will be invoiced with the first and the last invoice. The Lessor will provide documentation confirming the incurred freight cost with the invoice. Lessor will insure the Equipment listed in Article 1 during shipping at its own cost. The Lessor will be responsible for loading and unloading the Equipment at the Lessor's site and will assume all associated risk and cost. The Lessee will be responsible for loading and unloading the Equipment at the Lessee's site and will assume all associated risk and cost. The "ship to" address of the leased equipment will be, Name: City's Settling Basin Street; 25478 State Rte 3, City: Watertown, State: NY Zip Code: 13601.

5. **Term & Rent.** The Lease duration will be 40 weeks, commencing 03/20/23 and continuing until 06/12/23. The lease duration cannot be shortened and only extended with the written consent of the Lessor and Lessee, which will not be unreasonably withheld. The Lessor will send the first month's invoice upon confirmation of delivery of the Equipment. Subsequent invoices will be sent on the same day of each successive month until the balance of the rent and any additional rent, expenses, and freight costs chargeable to the Lessee under this Lease will have been paid in full. All payments of rent will be made to the Lessor by electronic transfer or by check to the address defined in the Lessor's invoice within 30 45 days of the invoice date. The Lessee's direct accounts payable contact is, Name: Tracy Burdin, Phone Number: 315-802-0266, Email: tracy.burdin@ghd.com. On any amounts not paid within terms, Lessee agrees to pay interest at a rate of 1½% per month (18% per year). The Lessee's obligation to pay such rentals will be absolute and unconditional and is not subject to any abatement set-off, defense or counterclaim for any reason whatsoever, except as set forth in Article 18.

6. **Care, Use & Location.** The Lessee will maintain the Equipment in good operating condition, repair and appearance, and protect the same from deterioration, other than normal wear and tear, in a covered location sheltered from precipitation, direct sunlight at all hours of the day, and wind; will use the Equipment in the regular course of its business, within its normal operating capacity, without abuse, and will comply with all laws, ordinances, regulations, requirements and rules with respect to the use, maintenance and operation of the Equipment; will use the Equipment solely for business purposes; will not make any modification, alteration or addition to the Equipment without the consent of the Lessor, which will not be unreasonably withheld; will not so affix the Equipment to realty as to change its nature to real property or a fixture, and agrees that the Equipment will remain personal property at all times regardless of how attached or installed; will keep the Equipment at the original shipping destination and will not remove the Equipment without the written consent of the Lessor, which will not be unreasonably withheld.

7. **Material Compatibility.** Equipment is designed for use on drinking water, municipal wastewater, and reuse applications. As such, the wetted materials include PVC, CPVC, PTFE, PVDF, PP, GFPP, PPS, ABS, LLDPE, EPDM, FKM, NBR, 316SS, and SiC. For other applications with more aggressive waters Lessee is liable for damage to Equipment resulting from material incompatibility.

8. **Operation.** The Lessee can expect the Equipment to function to the published specifications when installed and operated according to the operations and maintenance manual. In the event of an Equipment failure the Lessor will remedy the failure in a timely manner. The Lessee shall notify the Lessor in writing of the failure immediately by email to techsupport@intuitech.com. The Lessor will provide replacement components and will be liable for shipping costs to and from the location of the Equipment. The Lessee shall be responsible for removal of failed components and re-installation of replacement components, and shall be liable for associated labor costs. The Lessee shall return failed components to Lessor or be liable for the cost of the component. If the failure cannot be remedied by replacing components the Lessor will provide a technician onsite to diagnose and correct the failure. If the failure has resulted from improper storage, installation, operation or maintenance of the equipment by the Lessee, the Lessee shall be liable for all costs, including, but not limited to, repair, replacement, shipping, travel expenses, and travel and onsite labor, charged at a rate of \$160 per hour. If the Equipment was inoperable or significantly limited as a result of the failure, and the failure was no fault of the Lessee, the Lessor will extend the lease term one day for every day of downtime at no cost to the Lessee as compensation. Downtime will be calculated as the time the notification of failure was received until the replacement part is delivered to the location of the Equipment, rounded up to the whole day, or until the failure is corrected onsite by the Lessor's technician. Compensation is limited to the failed module only and does not extend to other modules included in the lease.

9. **Consumables.** The weekly rental rate listed in Article 1 does not include consumables. Consumables are defined as components with a short life, or life which duration is directly related to conditions at the Lessee's site. These items include ~~but are not limited to~~; pump stators, filter elements, ozone diffuser elements, calibration solution, and tubing for peristaltic pumps. The Lessor will ship the equipment with new or reconditioned consumables installed and one set of spares. The Lessee is liable for all consumable items required after delivery of the Equipment.

10. **Redelivery of Equipment.** Upon expiration of this Lease, the Lessee will prepare the Equipment for shipment by disconnecting, removing components necessary for crating, removing all residual liquids and solids, preparing sensitive instrumentation, and placing the Equipment in the crate. If the Lessee does not prepare the Equipment and make it available for return to the Lessor by 2:00 p.m. the following working day, or as otherwise mutually agreed, the Equipment will continue to be held and leased under this Agreement, and this Lease will be extended indefinitely as to term at five three times the weekly rental rate.

11. **Title.** The Lessor will at all times retain title to the Equipment. The Lessee will, at its expense, protect and defend the Lessor's title against all persons claiming against or through. The Lessee will, at all times, keep the Equipment free from legal process or encumbrance whatsoever and, will give the Lessor immediate notice of that and will indemnify the Lessor from any loss caused by that.

12. **Net Lease / Taxes.** The Lessee intends the rental payments under this Agreement to be net to the Lessor. For goods and taxable services shipped or provided within the United States the Lessee shall pay all applicable state, county, city, district, and local taxes. The taxing jurisdiction of the leased equipment will be determined by the "ship to" address in Transportation of Equipment Section. If the Lessee is tax exempt in the jurisdiction then the Lessee shall provide appropriate exemption documentation to Lessor at the time this Agreement is signed. For goods and taxable services shipped outside of the United States, the Lessee or their assigned agent/broker is, by definition, the importer of record responsible for payment of all duties, taxes, and fees as a result of the importation.

13. **Indemnity.** To the fullest extent permitted by law, either party will and does agree to indemnify and hold the other party, ~~its agents, servants,~~ successors, and assigns harmless from any and all liability, damages or loss, including reasonable attorney's fees, to the extent ~~arising out of~~ caused by the negligent acts or omissions of the indemnifying party. Regardless of cause, in no event will either party be liable to the other for any indirect, special or consequential damages.

14. **Risk of Loss & Damage.** The Lessee will bear ~~all~~ risks of loss of and damage to the Equipment ~~from any cause~~ while in the Lessee's possession. The occurrence of such loss or damage will not relieve the Lessee of any obligation under this Agreement. In the event of damage, the Lessee will pay to the Lessor the then present value of both the unpaid balance of the aggregate rent reserved under the Lease and the costs to repair the Equipment to restore it to both the functional and visual state at the time the Lessee took possession. In the event of loss, the Lessee, will pay to the Lessor the then present value of both the unpaid balance of the aggregate rent reserved under the Lease and the residual value of the Equipment. In no case will the cost to repair damage exceed the residual value. The Lessee shall insure the equipment while in the Lessee's possession.

15. **Insurance.** The Lessor will maintain the following liability insurance throughout this Agreement. If requested by the Lessee, insurance will be evidenced in signed certificates of insurance.

1. Commercial General Liability - Insurance shall include premises/operations, products/completed operations, blanket contractual liability, and broad-form property damage coverages. The policy limit shall not be less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate.

2. Automobile Liability - Insurance shall cover owned, non-owned, rented, and leased vehicles. The policy limit shall not be less than \$1,000,000 per accident.

3. Workers' Compensation and Employer's Liability - Insurance as required by applicable state and/or federal law. The employer's liability policy limit shall not be less than \$1,000,000.

16. **Option to Purchase.** The Lessor, at its sole discretion, may allow the Lessee to purchase the Equipment at the expiration of this lease. The purchase price will be the residual value. The Lessee must execute a separate Purchase Agreement sufficiently in advance of the lease expiration to allow the Lessor to construct replacement Equipment.

17. **Residual Value.** The residual value of the Equipment is set forth as follows.

1.	PILOT MODULE ENCLOSURE B500	at	\$132,400
2.	GRANULAR MEDIA FILTRATION MODULE F800	at	\$186,020
3.	FLOCCULATION / SEDIMENTATION MODULE S300	at	\$152,880
4.		at	\$0
5.		at	\$0
Total			\$471,300

18. **Force Majeure.** Neither Party will be liable for any failure or delay in the performance of its obligations due to fire, flood, earthquake, elements of nature, acts of God, acts of war, terrorism, riots, civil disorder, rebellions, or other similar cause beyond the reasonable control of the Party affected, provided that such default or delay could not have been prevented by reasonable precautions and cannot reasonably be circumvented, and, provided further, that the Party hindered or delayed immediately notifies the other Party describing the circumstances causing the delay. This provision shall not act to delay or defer the payment of any sums which may be due and owing.

19. **Entire Agreement; Changes.** This Lease contains the entire agreement between the parties and may not be altered, amended, modified, terminated or otherwise changed except in writing and signed by both parties.

## 20. Miscellaneous

20.1 This Lease inures to the benefit of and is binding upon the personal representatives, successors and assigns of the parties to this Agreement.

20.2 The Lessor and the Lessee intend this Lease to be a valid and subsisting legal instrument, and agree that no provision of this Lease that may be deemed unenforceable will in any way invalidate any other provision or provisions of this Lease, all of which will remain in full force and effect.

20.3 This Lease will be binding when accepted in writing by the Lessor and will be governed by the laws of the State of Utah, provided however, in the event this Lease or any provision of this Lease is not enforceable under the laws of that State then the laws of the state where the Equipment is located will govern. The Lessee agrees and consents that the Court of the State of Utah, Salt Lake County or any other Federal District Court having the jurisdiction in said county will have jurisdiction and will be the proper venue for the determination of all controversies and disputes arising under this Agreement. Nothing contained in this Agreement is intended to preclude the Lessor from commencing any action under this Agreement in any court having jurisdiction of this Agreement.

20.4 All monetary values included in this Agreement are in United States dollars.

LESSOR (Intuitech, Inc.)

LESSEE

Signed 

Signed \_\_\_\_\_

Name Brock Emerson

Name \_\_\_\_\_

Title Lease Manager

Title \_\_\_\_\_

Date June 27, 2022

Date \_\_\_\_\_



# Q1403 Amendment No. 1

This Amendment/Change is effective this June \_\_, 2022, (the “Effective Date”) between GHD Consulting Services Inc. (hereinafter “GHD”) and the City of Watertown, NY (hereinafter “Owner”). In consideration of the mutual promises set forth herein, GHD and Owner agree to modify the project details for the Original Agreement between GHD and Owner referenced herein.

## Project details

<b>Project name:</b>	Watertown DBP System Design	<b>Project number:</b>	12576729
<b>Effective Date of Original Agreement:</b>	April 5, 2022	<b>Project Manager:</b>	Erica Goldin, PE

### Description of proposed change:

As requested by the Owner, additional services are outlined below. A detailed basis for the scope and schedule of the additional services outlined herein is presented in the Proposed Piloting Plan Memorandum, dated June 29, 2022.

### Piloting Services:

- A. Lease piloting equipment from Intuitech on behalf of the City. Coordinate with Intuitech throughout the piloting project and collect/analyze data from the pilot skids throughout the piloting review periods.
- B. Create a detailed piloting sample protocol. Contract with an outside laboratory for analysis of TOC, TTHM, and HAA5 on behalf of the City. GHD’s scope does not including collection or shipment of samples to the laboratory.
- C. Create a report detailing findings from the piloting and recommendations moving forward.
- D. Visits to the Site:
  - 1. Two trips for delivery/commissioning of each pilot enclosure (four trips total).
  - 2. One trip per week during piloting review periods (30 trips total).

### Owner’s Responsibilities

Owner shall at its expense:

- A. Collect and ship samples to the outside laboratory for analysis.
- B. Perform daily UV254 analysis on the piloting skids.
- C. Perform the SDS method for TTHM/HAA5 analysis.
- D. Rent a crane for off-loading pilot enclosures from the trucks on which they are delivered and for loading pilot enclosures back on to a truck at the end of the piloting period. A crane will need to be rented for four separate days.
- E. Prepare an area on which the pilot enclosures will sit.

<b>Fee for Piloting Services</b>		
	<b>Fee</b>	<b>Fee Type</b>
Pilot Rental/Coordination/Commissioning	\$545,000	Lump Sum
Intermittent Pilot Operation/Analysis – Review Period No. 1	\$21,000	Hourly Not-to-Exceed
Intermittent Pilot Operation/Analysis – Review Period No. 2	\$9,000	Hourly Not-to-Exceed
Intermittent Pilot Operation/Analysis – Review Period No. 3	\$17,000	Hourly Not-to-Exceed
Intermittent Pilot Operation/Analysis – Review Period No. 4	\$17,000	Hourly Not-to-Exceed
Sampling Allowance	\$30,000	Cost plus 5%
Pilot Findings Report	\$24,000	Lump Sum
<b>TOTAL for Amendment No. 1</b>	<b>\$663,000</b>	-----

Additional services will be paid hourly at standard billing rates plus reimbursable expenses.

<b>Current budgeted effort</b>	\$43,900	<b>Current completion date:</b>	June 1, 2022
<b>This change (variation)</b>	\$663,000		
<b>Revised budgeted effort total</b>	\$706,900	<b>Revised completion date:</b>	January 1, 2024

In witness whereof, GHD and Owner have caused this Amendment to be executed by their duly authorized representatives as of the Effective Date.

**GHD**

GHD Consulting Services Inc.



-----  
 Kevin Castro, PE, BCEE  
 President  
 Date: 06/29/2022

**Owner**

City of Watertown, New York

-----  
 Kenneth Mix  
 City Manager  
 Date:

**FISCAL YEAR 2022-2023  
CAPITAL BUDGET  
FACILITY IMPROVEMENTS  
PURIFICATION**

PROJECT DESCRIPTION	COST
<p><b>Filter Underdrain and Media Bed Replacement</b></p> <p>Increase the bed depth and replace filter media bed in each of the 5 gravity filters with granular activated carbon (GAC) to reduce levels of disinfection by products. The City’s water treatment plant has difficulties meeting the Stage II disinfection by products rule due to the levels of organics that occur in the Black River. The current media material was installed in 2012 is not as effective in the removal of organic compounds. The GAC material will improve the adsorption of natural organic material and reduce the disinfection by products.</p> <div style="text-align: center;"> </div> <p>Funding to support this project will be from a 15-year serial bond with Fiscal Year 2023-24 debt service of \$282,500.</p>	<p><b>\$3,000,000</b></p>
<b>TOTAL</b>	<b>\$3,000,000</b>

Ord No. 1

June 30, 2022

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Bond Ordinance – Water Filter Underdrain and Filter Media Replacement

Included in the Fiscal Year 2022-23 Capital Budget was a project to replace the water treatment plant filter underdrain and filter media at an estimated cost of \$3,000,000. Earlier tonight, City Council was presented with a resolution to engage GHD to start the pilot study portion of the project. A bond ordinance has been prepared for City Council consideration to finance the project.

GHD	\$ 676,300
Estimated construction cost	<u>2,323,700</u>
Total Bond Ordinance	<u>\$3,000,000</u>

**ORDINANCE**

Page 1 of 6

Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

Council Member HICKEY, Patrick J.  
Council Member OLNEY III, Clifford G.  
Council Member PIERCE, Sarah V.C.  
Council Member RUGGIERO, Lisa A.  
Mayor SMITH, Jeffrey M.  
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 July 5, 2022, 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 \_\_\_\_\_, who moved its adoption, seconded by \_\_\_\_\_, to wit:

**BOND ORDINANCE DATED JULY 5, 2022.**

WHEREAS, all conditions precedent to the financing of the capital purposes hereinafter described, including compliance with the provisions of the State Environmental Quality Review Act to the extent required, have been performed; and

WHEREAS, it is now desired to authorize the financing of such capital project; NOW, THEREFORE,

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

Section 1. For the specific object or purpose of paying the cost of water treatment plant improvements, including filter underdrain and media replacement, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$3,000,000 bonds of said City pursuant to the provisions

# ORDINANCE

Page 2 of 6

Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

Council Member HICKEY, Patrick J.  
 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V.C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total .....

YEA	NAY

of the Local Finance Law.

Section 2. It is hereby determined that the maximum estimated cost of the aforesaid specific object or purpose is \$3,000,000 and that the plan for the financing thereof is by the issuance of the \$3,000,000 bonds of said City authorized to be issued pursuant to this bond ordinance.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid specific object or purpose is forty years, pursuant to subdivision one of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the City Comptroller, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said City Comptroller, consistent with the provisions of the Local Finance Law.

Section 5. The faith and credit of said City of Watertown, Jefferson County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such obligations as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year.

Section 6. Such bonds shall be in fully registered form and shall be signed in the name of the City of Watertown, Jefferson County, New York, by the manual or facsimile signature of the City Comptroller and a facsimile of its corporate seal shall be imprinted thereon and may be attested by the manual or facsimile signature of the City Clerk.

Section 7. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the City Comptroller, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as he shall deem best for the interests of the City; provided, however, that in the exercise of these delegated powers, he

# ORDINANCE

Page 3 of 6

Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

Council Member HICKEY, Patrick J.  
 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V.C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total .....

YEA	NAY

shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the City Comptroller shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

Section 8. All other matters, except as provided herein relating to such bonds, including determining whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto, prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the City by the facsimile signature of the City Comptroller, providing for the manual countersignature of a fiscal agent or of a designated official of the City), the date, denominations, maturities and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the City Comptroller. It is hereby determined that it is to the financial advantage of the City not to impose and collect from registered owners of such bonds any charges for mailing, shipping and insuring bonds transferred or exchanged by the fiscal agent, and, accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by section 52.00 of the Local Finance Law, as the City Comptroller shall determine.

Section 9. This ordinance shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this ordinance, no monies are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 10. 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

ORDINANCE

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Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

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Council Member OLNEY III, Clifford G.
Council Member PIERCE, Sarah V.C.
Council Member RUGGIERO, Lisa A.
Mayor SMITH, Jeffrey M.
Total .....

Table with 2 columns: YEA, NAY. 6 rows for voting members.

- (3) 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 Such obligations are authorized in violation of the provisions of the Constitution.

Section 11. This ordinance, which takes effect immediately, shall be published in full 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.

Unanimous consent moved by \_\_\_\_\_, seconded by \_\_\_\_\_, 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 \_\_\_\_\_

The ordinance was thereupon declared duly adopted.

\* \* \* \* \*

APPROVED BY THE MAYOR

\_\_\_\_\_, 2022.
Mayor

STATE OF NEW YORK )
) ss.:
COUNTY OF JEFFERSON )

**ORDINANCE**

Page 5 of 6

Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

Council Member HICKEY, Patrick J.  
 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V.C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total .....

YEA	NAY

I, the undersigned Clerk of the City of Watertown, Jefferson County, New York, DO HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the Council of said City, including the ordinance contained therein, held on July 5, 2022, with the original thereof on file in my office, and that the same is a true and correct transcript therefrom and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Council had due notice of said meeting.

I FURTHER CERTIFY that, [please check one below]

\_\_\_\_\_ (1) pursuant to Section 103 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, or

\_\_\_\_\_ (2) due to the COVID-19 pandemic, said meeting was held remotely by conference call, video conference, or other similar means in accordance with the requirements set forth in Executive Order 202.1, as amended.

I FURTHER CERTIFY that, PRIOR to the time of said meeting, I duly caused a public notice of the time and place of said meeting to be given to the following newspapers and/or other news media as follows:

Newspaper and/or other news media Date given

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

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:

**ORDINANCE**

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Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

Council Member HICKEY, Patrick J.

Council Member OLNEY III, Clifford G.

Council Member PIERCE, Sarah V.C.

Council Member RUGGIERO, Lisa A.

Mayor SMITH, Jeffrey M.

Total .....

YEA	NAY

Designated Location(s) of Posted Notice      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 July \_\_\_\_\_, 2022.

\_\_\_\_\_  
City Clerk

(CORPORATE SEAL)

*Seconded by*

Public Hearing 7:15 p.m.

July 5, 2022

To: The Honorable Mayor and City Council  
From: Michael A. Lumbis, Planning and Community Development Director  
Subject: Abandonment of Public Street – Portion of Columbia Street

As part of finalizing the documents for the cleanup of the former Ogilvie Foods site located between Pleasant Street North and California Avenue, a subdivision and parcel assemblage must be completed to create separate parcels to distinguish areas of the site that were cleaned up to “unrestricted residential” standards and the area of the site that was cleaned up to “commercial” standards. The areas along both street frontages were cleaned up to unrestricted residential standards while the area in the center of the site was cleaned up to commercial standards. While the center of the site was cleaned up to “commercial standards” the future land use of the site is not envisioned to be commercial, as is typically defined in zoning. The current vision for the property is to create a park in the center area, which would be allowed under DEC’s commercial designation. The areas along the street frontages are envisioned to be residential parcels.

Before the subdivision is approved and new parcels are formed, a section of Columbia St. perpendicular to Pleasant St. North must be abandoned. The 50’ x 192’ section of land was never really developed as a street but served as an entrance to the former Borden Plant and Ogilvie Foods facilities. During the cleanup of the entire site, the asphalt entrance in this area was removed, and the area was topsoiled and seeded. However, the land still appears as part of the street right-of-way on the City’s tax map.

Section 29 of the General City Law allows streets to be abandoned, by action of the City Council. Prior to abandoning the street, the Council is required to seek a recommendation from the Planning Board.

At the June 7, 2022, meeting, the City of Watertown Planning Board voted to recommend abandonment of a 50’ x 192’ portion of Columbia Street, located immediately east of Pleasant Street North. Materials from the Planning Board meeting as well as an excerpt from the meeting minutes are attached.

Pursuant to General City Law §29, a public hearing must be held after a recommendation from the Planning Board is received. The City Council has scheduled a public hearing on the abandonment for 7:15 p.m. on Tuesday, July 5, 2022.

The resolution attached for City Council consideration approves the abandonment of a 50’ x 192’ section of Columbia Street, perpendicular to Pleasant Street North.

**RESOLUTION**

Page 1 of 1

Abandonment of Public Street –  
Portion of Columbia Street

Council Member HICKEY, Patrick J.

Council Member OLNEY III, Clifford G.

Council Member PIERCE, Sarah V.C.

Council Member RUGGIERO, Lisa A.

Mayor SMITH, Jeffrey M.

Total .....

YEA	NAY

***Introduced by***

Council Member Lisa A. Ruggiero

WHEREAS a 50’ x 192’ portion of Columbia Street located immediately east of Pleasant Street North is not used or needed for street purposes, and

WHEREAS the City of Watertown has no plans to develop the section of land into a city street, and

WHEREAS at the June 7, 2022, meeting, the City of Watertown Planning Board voted to recommend abandonment of a 50’ x 192’ portion of Columbia Street, located immediately east of Pleasant Street North, and

WHEREAS a public hearing concerning the abandoning of the described portion of Columbia Street was held on July 5, 2022 after due public notice pursuant to General City Law Section 29,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that the 50; x 192’ portion of Columbia Street located immediately east of Pleasant Street North is hereby abandoned, discontinued, and closed as a public street, and

BE IT FURTHER RESOLVED that the City Manager is hereby directed to cause the removal of said portion of Columbia Street from all City maps, “Official” and otherwise, including the Tax Assessment maps.

**Seconded by** Council Member Sarah V.C. Pierce

**STREET ABANDONMENT**  
**Recommendation to City Council to abandon a portion of Columbia Street**  
**between Pleasant Street North and California Ave.**

Ms. Voss began by explaining to the Planning Board that parts of the former Ogilvie Foods site, located between Pleasant Street North and California Avenue, have been cleaned up to both “unrestricted standards” and “commercial standards.” She said that a subdivision must be completed to create separate parcels for the separate standards and that the areas along both street frontages were cleaned up to unrestricted residential standards while the area in the center of the site was cleaned up to commercial standards. She said the current vision for the property is to create a park in the center area, which is allowed under the New York State Department of Environmental Conservation’s (NYSDEC) commercial designation.

Ms. Voss then said that before the subdivision could be approved and the new parcels formed, a section of Columbia Street, perpendicular to Pleasant Street North must be abandoned. She said the 50’ x 192’ section of land was never developed as a street but served as an entrance to the former Borden and Ogilvie facilities. She added that during the cleanup, the asphalt was removed, and the area was topsoiled and seeded, but that the land, however, still appears as part of the street right-of-way on the City’s tax map. Per Section 29 of the General City Law, City Council can abandon a street, if they receive a recommendation from the Planning Board.

Mr. Lumbis showed the board where the section of road appears on the map and that the section of street serves no purpose. He said that abandoning the street will have no detrimental effect on the surrounding area and once the abandonment is approved by City Council, the cleaned properties can be subdivided, and the abandoned street will be combined with the subdivided parcels fronting Pleasant Street North.

Mr. Lumbis asked the Planning Board to recommend that the City Council abandon the portion of Columbia Street, located immediately east of Pleasant Street North, as the land has no valid public purpose as a street.

Ms. Fields moved to recommend street abandonment to the City Council, for a portion of Columbia Street between Pleasant Street North and California Avenue. Mr. Babcock seconded the motion. All voted in favor (4-0).

At 4:16 p.m. Mr. Pierce moved to adjourn the Planning Board meeting. Ms. Fields seconded the motion. All voted in favor.



# MEMORANDUM

CITY OF WATERTOWN, NEW YORK  
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT  
245 WASHINGTON STREET, ROOM 305, WATERTOWN, NY 13601  
PHONE: 315-785-7741 – FAX: 315-782-9014

TO: Planning Board Members

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

SUBJECT: Abandonment of Public Street – Portion of Columbia Street

DATE: June 2, 2022

As part of the cleanup of the former Ogilvie Foods site located between Pleasant Street North and California Avenue, a subdivision must be completed to create separate parcels to distinguish areas of the site that were cleaned up to “unrestricted residential” standards and the area of the site that was cleaned up to “commercial” standards. The areas along both street frontages were cleaned up to unrestricted residential standards while the area in the center of the site was cleaned up to commercial standards. While the center of the site was cleaned up to “commercial standards” the future land use of the site is not envisioned to be commercial, as is typically defined in zoning. The current vision for the property is to create a park in the center area, which would be allowed under DEC’s commercial designation. The areas along the street frontages are envisioned to be residential parcels.

Before the subdivision is approved and new parcels are formed, a section of Columbia St. perpendicular to Pleasant St. North must be abandoned. The 50’ x 192’ section of land was never really developed as a street but served as an entrance to the former Borden Plant and Ogilvie Foods facilities. During the clean up of the entire site, the asphalt entrance in this area was removed, and the area was topsoiled and seeded. However, the land still appears as part of the street right-of-way on the City’s tax map.

Section 29 of the General City Law allows streets to be abandoned, by action of the City Council. Prior to abandoning the street, the Council is required to seek a recommendation from the Planning Board.

Abandoning this section of the street will have no apparent detrimental effect on the surrounding area as the land in question serves no street purposes. Once the abandonment has been approved by City Council, the Ogilvie parcel can be subdivided, and the abandoned street parcel will be combined with the subdivided parcels fronting Pleasant Street North as recommended in the Ogilvie Site Management Plan.

The area to be abandoned is identified on the enclosed map. Staff is requesting that the Planning Board make a recommendation to the City Council to abandon the 50’ x 192’ portion of Columbia Street, located immediately east of Pleasant Street North as the land has no valid public purpose as a street.

cc: City Council Members  
Robert Slye, City Attorney  
James Mills, City Comptroller  
Michael Delaney, City Engineer



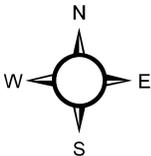
NYS ITS GIS Program Office



**CITY OF WATERTOWN GIS**  
 245 WASHINGTON STREET  
 2ND FLOOR  
 WATERTOWN, NEW YORK 13601  
 (315) 785-7793  
 gis@watertown-ny.gov

### Columbia Street Abandonment

The City of Watertown does not warrant, guarantee or accept any liability for the accuracy, precision or completeness of any information shown or described hereon or for any inferences made therefrom. Any use made from this information is solely at the risk of the user.



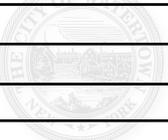
**Columbia Street Abandonment**

Requested By:

Author: gbaxter

Date: 5/10/2022

Scale : 1 in= 100 ft



Public Hearing – 7:15 p.m.

June 28, 2022

To: The Honorable Mayor and City Council

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

Subject: Approving the Special Use Permit Request Submitted by Stewart's Shops to Allow a Gasoline Sales Station in a Neighborhood Business District at 703, 707, 715 Washington Street and 108 Flower Avenue East, Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000

Charles Marshall of Stewart's Shops Incorporated has submitted the above Special Use Permit request to allow a Gasoline Sales Station in a Neighborhood Business District at 703, 707, 715 Washington Street and 108 Flower Avenue East, Respective Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000. The City Council has scheduled a public hearing on the request for **7:15 p.m. on Tuesday, July 5, 2022.**

The Planning Board reviewed the request at its June 7, 2022 meeting and adopted a motion recommending that City Council approve the request with the conditions listed in the Resolution. Attached is an excerpt from the Planning Board's meeting minutes.

Also attached is a copy of the Special Use Permit application and Staff's memorandum to the Planning Board.

After the Public Hearing, the City Council will be free to vote on the resolution, which approves the Special Use Permit with the conditions listed within.

The Council previously considered the State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF) and adopted a resolution on April 18, 2022 finding that the project would not have a significant impact on the environment and issuing a Negative Declaration under the State Environmental Review Act (SEQRA).

# RESOLUTION

Page 1 of 2

Approving the Special Use Permit Request Submitted by Stewart's Shops to Allow a Gasoline Sales Station in a Neighborhood Business District at 703, 707, 715 Washington Street and 108 Flower Avenue East, Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000

- Council Member HICKEY, Patrick J.
- Council Member OLNEY III, Clifford G.
- Council Member PIERCE, Sarah V.C.
- Council Member RUGGIERO, Lisa A.
- Mayor SMITH, Jeffrey M.

Total .....

YEA	NAY

***Introduced by***

Council Member Lisa A. Ruggiero

WHEREAS Stewart’s Shops Incorporated has made an application for a Special Use Permit to allow a gasoline sales station in a Neighborhood Business District at 703, 707, 715 Washington Street and 108 Flower Avenue East, Respective Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000, and

WHEREAS the Planning Board of the City of Watertown reviewed the request for a Special Use Permit at its meeting held on June 7, 2022, and voted to recommend that the City Council of the City of Watertown approve the Special Use Permit with the following conditions:

1. The applicant shall either provide adequate noise attenuation to protect the residential property at 719 Washington Street from noise generated by the HVAC units on the south side of the proposed convenience store or install an HVAC unit that is proven to run quietly in order to avoid disruptive noise across the property line.
2. The hours of operation for both the convenience store and the gasoline sales station shall be limited to 5 a.m. to 11 p.m.
3. The hours for convenience store inventory delivery and garbage collection shall be limited to 7 a.m. to 11 p.m.
4. The applicant shall install a no-right-turn sign at the northern exit from the site onto Flower Avenue East.
5. The proposed fence and all proposed landscaping shown on the site plan submitted to the City Planning and Community Development Department on May 24, 2022 shall be maintained in perpetuity to ensure that both will continue to provide screening and buffering of the gas station use from the neighboring properties.

# RESOLUTION

Page 2 of 2

Approving the Special Use Permit Request Submitted by Stewart's Shops to Allow a Gasoline Sales Station in a Neighborhood Business District at 703, 707, 715 Washington Street and 108 Flower Avenue East, Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000

Council Member HICKEY, Patrick J.  
Council Member OLNEY III, Clifford G.  
Council Member PIERCE, Sarah V.C.  
Council Member RUGGIERO, Lisa A.  
Mayor SMITH, Jeffrey M.  
Total .....

YEA	NAY

and

WHEREAS a public hearing was held on the proposed Special Use Permit on July 5, 2022, after due public notice, and

WHEREAS the City Council previously considered the “whole action” pursuant to SEQRA, and adopted a Resolution on April 18, 2022 finding that the project, as submitted, is an Unlisted Action and will not have a significant effect on the environment,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that a Special Use Permit is hereby granted to Stewart’s Shops Inc. to allow a gasoline sales station in a Neighborhood Business District at 703, 707, 715 Washington Street and 108 Flower Avenue East, Respective Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000, contingent upon the applicant meeting the conditions listed above.

**Seconded by:** Council Member Sarah V.C. Pierce



# MEMORANDUM

CITY OF WATERTOWN, NEW YORK  
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT  
245 WASHINGTON STREET, ROOM 305, WATERTOWN, NY 13601  
PHONE: 315-785-7741 – FAX: 315-785-7829

**TO:** Planning Board Members

**FROM:** Michael A. Lumbis, Planning and Community Development Director

**SUBJECT:** Special Use Permit – 703, 707, 715 Washington St. and 108 Flower Ave East

**DATE:** June 2, 2022

**Request:** Special Use Permit to allow a gasoline sales station in a Neighborhood Business District

**Applicant:** Stewart's Shops Corp.

**Proposed Use:** Gasoline sales station and convenience store (Sales-Oriented Retail)

**Property Owner:** Hedy Cirrincione

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**Submitted:**

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Application Form: Yes	8 ½" x 11" Copy of Tax Map: Yes
Cover Letter: Yes	County Planning Board Review Required: No
A Sketch of the Site to Scale: Yes	SEQRA: Unlisted Action

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**Overview:** The applicant proposes to purchase the lands of 703, 707 and 715 Washington Street and 108 Flower Avenue East, assemble them into a single parcel and develop a gasoline sales station and convenience store on the site. The convenience store would be an allowed use-by-right in a Neighborhood Business District. However, Section 310-8 of the Zoning Ordinance allows gasoline sales stations in Neighborhood Business only by special approval of City Council.

The applicant previously sought and obtained a Zone Change to rezone a portion of 108 Flower Avenue East to Neighborhood Business. The applicant has simultaneously submitted a Site Plan Approval request for the proposed development. Staff has reviewed the Site Plan and prepared a distinct memorandum for the Planning Board that was included in Planning Board members' agenda packets under separate cover. A more in-depth analysis of the proposed site plan is in that report.

**Special Use Permit Standards:** Special Use Permits require City Council approval after recommendation from the Planning Board and a Public Hearing. The procedure is outlined in Section 310.67 of the Zoning Ordinance.

Special Use Permit standards are found in Section 310-52.3 of the Zoning Ordinance. The standards are as follows:

A. General standards. In granting a special use permit, the City Council may specify appropriate conditions and safeguards in harmony with the following rules and standards. These conditions will be in addition to any that may be imposed as part of site plan approval.

(1) The use shall be of such location, size, and character that it will be in harmony with the appropriate and orderly development of the district in which it is situated and will not be detrimental to the orderly development of adjacent districts. The nature and intensity of the operations involved in or conducted in connection with it shall be compatible with the general character and intensity of development of the neighborhood.

(2) The use's relation to streets giving access to it shall be such that traffic to and from the use will not be hazardous or inconvenient to the neighborhood or conflict with the normal traffic of the neighborhood. Convenient routes of pedestrian traffic shall be considered in relation to main traffic thoroughfares and to street intersections.

(3) The use's site layout shall minimize the inconvenience to the neighborhood by providing adequate parking and adequate visual and noise buffering. The parking requirements of this chapter shall be considered the minimum. The buffer composition, density and width shall be determined after considering the type of proposed use, type of uses surrounding it and the distance from the surrounding uses.

Planning Staff's comments below evaluate those aspects of the proposed development that are applicable to the three standards identified above. These are the items that the Planning Board should focus on during Special Use Permit review. All other aspects of the site plan that warrant review are addressed in the separate Site Plan Review memorandum and the Planning Board should deliberate them when it considers the site plan.

**Harmony with Surrounding Uses:** Although zoned Neighborhood Business, the adjacent parcel to the south at 719 Washington Street is a residential property. The site plan depicts two condensing units and two Heating, Ventilation and Air Conditioning (HVAC) units on the south face of the convenience store building. These units would be approximately 27 feet from the north face of the neighboring house.

Although the applicant proposes trees and a vinyl stockade fence as a buffer, there is potential for significant noise across such a short distance, particularly from the HVAC units. The applicant shall either provide adequate noise attenuation or install a model that is proven to run quietly in order to avoid disruptive noise across the property line.

The applicant is proposing hours of operation from 5 a.m. to 11 p.m. The Planning Board should require that the applicant formalize these hours as a condition of Special Use Permit approval to eliminate the possibility of expanded hours in the future.

The Planning Board may also wish to consider limiting the hours of various deliveries to the stated hours of operation to minimize noise impacts to the adjacent residential properties. This would include delivery of gasoline to the underground storage tanks, delivery of inventory to the convenience store and collection of garbage from the dumpster.

The adjacent parcel to the east at 112 Flower Avenue East is also a residential property. This review did not identify any significant detrimental effects to that property.

The existing land uses on the other three corners of the Washington Street/Flower Avenue intersection are as follows:

NE Corner: Samaritan Rheumatology and Plastic Surgery (professional building).

NW Corner: Surface parking lot that is screened by trees and serves an adjacent professional building with various medical offices.

SW Corner: Two-family dwelling.

**Parking and Vehicular Circulation:** The applicant proposes two vehicular access points to the site; one from Washington Street and one from Flower Avenue East. One issue that arose during the zone change process was the issue of additional traffic on Flower Avenue East. A suggestion was made to install a no right turn sign at the north exit from the site in an attempt to minimize vehicular traffic volumes on Flower Avenue East. Prohibiting right hand turns from the Flower Avenue East exit could be a condition of approval. Additional discussion on parking and vehicular circulation appears in the Site Plan memorandum.

**Landscaping and Buffers:** The applicant proposes landscaping along all four sides of the site. On the east and south sides, which abut residential properties, the applicant is proposing a six-foot tall white vinyl stockade fence and rows of trees to screen the neighboring properties. The Planning Board should consider making the fence and landscaping a condition of Special Use Permit approval to ensure that both will be maintained in the future to provide screening and buffering of the gas station use.

**SEQRA:** The City Council has already issued a Negative Declaration pursuant to SEQRA. The Council adopted a resolution on April 18, 2022, finding that Changing the Approved Zoning Classification of a portion of 108 Flower Avenue East from Residence B to Neighborhood Business and that Developing a Gas Station and Convenience Store on 703, 707 and 715 Washington Street and 108 Flower Avenue East Will Not Have a Significant Impact on The Environment. The Council considered the “whole action” of the proposed development, including the issuance of a Special Use Permit, when it reached this determination.

**Permits:** The Site Plan review memorandum discusses all the other necessary permits that the applicant will need to obtain prior to construction.

**Summary:** The following should be discussed by the Planning Board and possibly included as contingencies in the motion to recommend approval of the Special Use Permit:

1. The Planning Board should consider requiring the applicant to provide either adequate noise attenuation to protect the residential property at 719 Washington Street from noise generated by the HVAC units on the south side of the proposed convenience store or install a HVAC unit that is proven to run quietly in order to avoid disruptive noise across the property line.
2. The Planning Board should consider limiting the hours of operation for both the convenience store and the gasoline sales station to 5 a.m. to 11 p.m.
3. The Planning Board should consider limiting the hours for gas and inventory delivery, as well as garbage collection, to the hours of operation of 5 a.m. to 11 p.m.
4. The Planning Board should consider prohibiting right hand turns from the Flower Avenue East exit.
5. The Planning Board should consider the installation and future maintenance of the fence and landscaping as a condition of approval to ensure that both will continue to provide screening and buffering of the gas station use from the neighboring properties.

cc: City Council Members  
Michael Delaney, City Engineer  
Charles Marshall, Stewart's Shops Corp., P.O. Box 435, Saratoga Springs, NY 12866

**SUBDIVISION FINAL PLAT APPROVAL – 715 WASHINGTON STREET  
PARCEL NUMBER 11-12-124.000**

The Planning Board then considered a request submitted by Stewart's Shops Corporation for a two-lot subdivision of 715 Washington Street, Parcel Number 11-12-124.000.

The applicant proposes to divide the existing 0.245-acre lot at 715 Washington Street into two parcels, a 0.242-acre primary northern section that the applicant proposes to assemble with 703 Washington Street, 707 Washington Street and 108 Flower Avenue East, all of which Stewart's plans to acquire from Hedy Cirrincione, and a 0.003-acre (142 SF) southern section that the applicant proposes to convey to Maryellen Fredriksen (Blevins) to be assembled with Ms. Blevins' adjacent parcel at 719 Washington Street.

The proposed subdivision would facilitate the applicant's plan to develop a gas station and convenience store on the remaining lands of the subject parcel and the adjacent three properties to the north after assembling them into a single parcel as described above. The 0.003-acre section was proposed to be split from the subject parcel to clean up a driveway encroachment of the neighboring parcel at 719 Washington Street, which is owned by Ms. Blevins, who spoke earlier during the public hearing.

Charles Marshall attended to represent Stewart's Shops Corporation for all applications before the Planning Board at this meeting including Subdivision Approval, Special Use Permit and Site Plan Approval.

Mr. Marshall began by presenting slides showing the four lots to be consolidated and the two-lot subdivision, as well as drawings and renderings of the proposed development. He addressed the conditions included in the Planning Department memorandum for subdivision.

Mr. Marshall noted the design of the store is an attempt to make the building visually compatible with the surrounding residential properties. He then reviewed the layout of the site, the location of the proposed free-standing sign, and noted that the building at 108 Flower Avenue East is set for demolition and there would be a fence and landscaping as part of the proposed site plan.

Mr. Marshall then said that because the City Council only rezoned a portion of 108 Flower Avenue East to Neighborhood Business and the rest of the parcel remained zoned Residence B, the site design had changed to a two-pump orientation. There would be two entrances to the building, one door facing Washington Street and the other facing Flower Avenue East. He said that Stewart's anticipated the Washington street door will see higher pedestrian traffic.

Mr. Marshall then said that the size of the proposed building had increased by about 200 SF from the most recent proposal. He noted that the expansion was to the north, not toward the eastern or southern boundaries where the site abutted residential properties, and that the setbacks were all still conforming to the Zoning Ordinance. He said that the additional space allowed them to add a restroom and improve the position of the doorway facing Flower Avenue East.

Mr. Marshall then said that Stewart's planned to install a "no right turn" sign on the Flower Avenue East exit, as the City Council had requested. Additionally, the applicant proposed to stripe new crosswalks across three sides (west, north, and east) of the Washington Street/Flower Avenue intersection. He then said that per Staff's recommendation, the project will include the installation of Rectangular Rapid Flash Beacons (RRFB) at the intersection of Washington Street and Flower Avenue. Ms. Capone asked Mr. Urda if this was the same device that the City had installed at Watertown High School. Mr. Urda replied in the affirmative.

The discussion then shifted to landscaping and sidewalks. Section 310-59 of the Zoning Ordinance requires that where any land use in nonresidential districts abuts land in any residential district, a strip of land of a minimum of five feet in width up to a maximum of 15 feet in width shall be maintained by the owner as a landscaped area in the front, side and rear yards which adjoin this other district. Mr. Marshall stated that the plans included an interior sidewalk connection from Flower Avenue East that will connect across the delivery and parking area to the store on the northern side. He said that a sidewalk connection was also proposed directly from Washington Street to the door on the western side of the building.

Mr. Marshall then said that the proposed landscaped buffer on the eastern side of the site, where it abuts 112 Flower Avenue East, is approximately 8.5 to nine (9) feet wide and will contain a 6' vinyl stockade fence, trees, and shrubs. He then said the proposed landscaped buffer on the southern side of the site, where it abuts 719 Washington Street, varies in width, but is five (5) feet wide at its narrowest point. Although 719 Washington Street is a residence, it is zoned Neighborhood Business, and does not carry the same buffering requirements as a residentially zoned parcel. Mr. Marshall said that Stewart's was still committed to screening the property at 719 Washington Street with both fencing and a row of evergreen trees.

Mr. Marshall then said that a sound consultant that Stewart's had retained recommended an eight-foot fence to mitigate the sound coming off the HVAC units and condensing on the southern side of the building, but the Zoning Ordinance prohibited fences exceeding six feet in height, except in Industrial zones. Therefore, Stewart's proposed additional plantings between the building and the fencing.

Mr. Marshall then reviewed the photometric plan and said Stewart's proposed a 3,000-kelvin light, which is a soft white light as opposed to a bright white. He said all fixtures were down lit, LED fixtures and that some are backlit fixtures and that on the southern side of the building there were some areas with lighting levels of zero footcandles. He added that on the south side of the building they did not propose any lighting to be timed or to use photometric cells or timers, and that instead, those lights would be manually operated and used only for facilitating maintenance on the equipment and emphasized that the residence at 719 Washington Street would be screened from the commercial activity. He added that the gas canopy would be 14 foot tall, and the building would be 22 feet tall, so there is no direct line of sight from Ms. Blevins property to the gas area.

Mr. Marshall then said that all trucks exiting and entering will only use the Washington street access and noted that building materials on the exterior of the proposed building were "Hardie" board and stone veneer.

Referring to the subdivision application, Mr. Marshall then addressed Ms. Blevins's comments from the public hearing and stated that Stewart's is committed to giving her the piece of land that her driveway crossed rather than continuing an easement. He said that Stewart's would pay any fees associated with filing a new deed.

Ms. Blevins then stated that an easement has been in place for many years with many different property owners. She said that although it was not in writing, it had still been in existence for more than 20 years and an attorney would need to be consulted for it to be considered an easement by prescription. Ms. Blevins then expressed concern that her assessment and property taxes would increase if the parcel absorbed additional land.

Ms. Capone asked if the conveyance of this property would affect the Site Plan. Mr. Marshall stated it would not. However, Mr. Urda noted that the 0.003-acre southern section would remain in limbo if the Planning Board approved the subdivision and Ms. Blevins did not accept the piece of land. Mr. Urda added that the Neighborhood Business District had no minimum lot size nor any minimum lot width, so the newly created parcel would technically be legal, albeit awkward.

Mr. Marshall said he would put in writing that Stewart's would pay the fees to resolve this situation.

Mr. Lumbis then said that he did not want a small substandard parcel created if it was not absolutely necessary and suggested tabling the subdivision application until the issue is resolved.

Mr. Marshall then stated Stewart's would be willing to retain the land and give Ms. Blevins an easement and withdraw the Subdivision request.

Ms. Fields asked Ms. Blevins if this was acceptable to her. Ms. Blevins replied that she did not want to pay any fees or taxes on a piece of land to have something next door that she never wanted to have next door.

Mr. Urda then said the Subdivision was no longer necessary for the proposed development and said that Stewart's could assemble all four parcels that they were acquiring at the County Clerk's office and that this assemblage did not require approval from the Planning Board. At this point, the Subdivision application was officially withdrawn.

**SPECIAL USE PERMIT**  
**703, 707 AND 715 WASHINGTON STREET AND 108 FLOWER AVENUE EAST**  
**PARCEL NUMBERS 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000**

The Planning Board then considered a request for a Special Use Permit to allow a gasoline sales station in a Neighborhood Business District at 703, 707, 715 Washington Street and 108 Flower Avenue East, respective Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000

The applicant proposed to purchase the lands of 703, 707 and 715 Washington Street and 108 Flower Avenue East, assemble them into a single parcel and develop a gasoline sales station and convenience store on the site. The convenience store would be an allowed use-by-right in a Neighborhood Business District. However, Section 310-8 of the Zoning Ordinance allows gasoline sales stations in Neighborhood Business only by special approval of City Council.

Mr. Marshall stated he has reviewed Staff's recommendations and reiterated that the Zoning Ordinance prohibited the eight-foot fence that their sound consultant recommended. He also reiterated their commitment to installing a landscaped buffer between the residential neighbors and the mechanicals at the back of the store.

He said that the proposed hours of operation for the new store of 5 a.m. – 11 p.m. represented a reduction from the hours that current store on Washington Street operated, which were 4:30 a.m. to midnight.

Regarding noise from trucks, Mr. Marshall said that most delivery and garbage pickup could occur between 5 a.m. and 11 p.m., but he recommended that gas delivery not be restricted to the hours the store is open. He said that delivery of gas was safest overnight when the parking lot is empty and added that gas delivery is a quiet operation that should not disturb the neighbors.

The Board then discussed the language to be used on the condition restricting right turns when a vehicle exits the parking area onto Flower Ave. East. All agreed that the sign is necessary and should be a requirement for the permit and be maintained in perpetuity, but that the condition should not state that right turns are prohibited; concluding that such language was too strong.

Mr. Marshall then reviewed the path to be used by trucks when they enter and exit from Washington Street and reiterated that trucks will not enter nor exit the site via Flower Avenue East.

Ms. Fields then addressed the applicant, suggesting the delivery of gas be limited to the hours between 5 a.m. and 7 p.m. Mr. Marshall replied that the truck will block access to the Flower Avenue East entrance while it is delivering, creating additional traffic issues.

Ms. Capone stated that she believed the later delivery time would be safer. There was general discussion about noise issues from trucks, deliveries and waste pick up.

Ms. Blevins then read from a printout a series of standards governing Special Use Permits for gas stations that she did not think the applicant was meeting.

Ms. Blevins then expressed concern that the mechanical noise from the HVAC and other equipment along the wall closest to her house would affect her husband's massage therapy business, which depends on quiet, as well as affect their property value. She also said she could not locate (on the drawings) the vent that releases buildup of vapors; adding that those vapors contain benzene.

She wanted to know where the vent is located and said it needed to be as far from her house and other residences as possible. She then requested that full grown, narrow evergreen trees, taller than the vent, be installed in the area between her property and the store, which would be a noise barrier, a filter for the air, and another barrier for garbage which might be blown toward her property. Ms. Blevins also expressed concerns about the asbestos abatement when the previous houses were torn down and whether it was properly completed. She expressed the same concern for when the house at 108 Flower Avenue is demolished.

Mr. Lumbis noted that the Special Use Permit standards that Ms. Blevins had quoted were not part of the City of Watertown's Zoning Ordinance and suggested they were possibly from the Town of Watertown's law. He also said that the City's Special Use Permit Standards were general standards and not specific to particular uses. He added that he was not able to comment on whether the previous asbestos removal was done appropriately, although he assumed it was as the City Code Enforcement Bureau monitors that aspect of development. Mr. Marshall stated that a third party performs air monitoring before, during and after the asbestos abatement.

Mr. Marshall then stated the gas vent is through the top of the gas canopy, the furthest point from the Blevins property.

Hearing no further discussion on the Special Use Permit application, Ms. Capone moved to recommend that City Council approve the Special Use Permit request submitted by Stewart's Shops Incorporated to allow a gasoline sales station in a Neighborhood Business District at 703, 707, 715 Washington Street and 108 Flower Avenue East, respective Parcel Numbers 11-12-126.000, 11-12-125.000, 11-12-124.000 and 11-12-127.000, contingent upon the following:

1. The applicant shall either provide adequate noise attenuation to protect the residential property at 719 Washington Street from noise generated by the HVAC units on the south side of the proposed convenience store or install an HVAC unit that is proven to run quietly to avoid disruptive noise across the property line.
2. The hours of operation for both the convenience store and the gasoline sales station shall be limited to 5 a.m. to 11 p.m.
3. The hours for convenience store inventory delivery and garbage collection shall be limited to 7 a.m. to 11 p.m.
4. The applicant shall install a no-right-turn sign at the northern exit from the site onto Flower Avenue East.
5. The proposed fence and all proposed landscaping contained on the site plan submitted to the City Planning and Community Development Department on May 24, 2022, shall be maintained in perpetuity to ensure that both will continue to provide screening and buffering of the gas station use from the neighboring properties.

Mr. Babcock seconded the motion and the Planning Board voted 4-1 in favor with Ms. Fields casting the dissenting vote.



May 23, 2022

Mr. Michael A. Lumbis, Director  
Planning and Community Development  
City of Watertown  
245 Washington St.  
Watertown, New York 13601

Mr. Lumbis,

Stewart's has 108 East Flower (SBL: 11-12-127.000) along with 703 Washington St. (SBL: 11-12-126.000), 707 Washington St (SBL: 11-12-127.000), and; 715 Washington St. (SBL: 11-12-124.000) under control via contract with Hedy Cirrincione. Stewart's is hereby submitting simultaneously for Site Plan and Subdivision to enable the construction of a 3,547 square foot Stewart's Shop (convenience store) with a freestanding gasoline canopy that will house two pumps (four fueling positions total).

On May 2<sup>nd</sup>, 2022 the City Council passed Ordinance 2 which rezoned the northwest portion of 108 Flower Ave. East to Neighborhood Business (NB). Prior to this, the City Council issued a Negative SEQRA Declaration for the "project," which does not include the Subdivision. Outside the Site Plan and Subdivision, a Special Use Permit approval by the City Council is also required for the development to proceed.

It is Stewart's intention that upon construction, the store will operate between the hours of 5A.M. and 11 P.M.. The proposed hours represent a change from the current location which is open from 4:30AM-12:00AM. Stewart's also understands restrictions are likely for the goods delivery and dumpster pickup, but encourage the fuel delivery be unrestricted as this is best done with fewest people in the lot.

Several modifications to the **Site Plan** since the May 2<sup>nd</sup> City Council meeting, which include:

- Approximately +/- 200 square feet has been added to the building to accommodate an entrance on Washington Street and a second bathroom (a customer complaint of the 1226 Washington St. location),
- The aesthetic elements of the building have been modified to resemble a residential building and include such features as scalloped shingles, dormers and a different porch, and;
- Crosswalks have been installed through the four segments of the Washington St., Flower Ave. (East and West) intersection, a request from the City Council on May 2<sup>nd</sup>, 2022.

While the elements above have changed, the proposed Site Plan utilizes the building to screen the southern residence from the commercial activity, particularly the gasoline canopy. Stewart's does not



propose lighting on the southern side of the building (except switch activated lighting for mechanical servicing). Site lighting is comprised of downlit LED fixtures, for pole, soffit and canopy at the 3,000 Kelvin temperature. The building remains compliant with the current Neighborhood Business setback guidelines and the proposed guidelines from the City's adopted Comprehensive Plan for the Urban Mixed Use district with shorter sidewalks, and parking not being located between Washington St and the structure. Further, the parking and delivery areas are screened from Washington St. with their location on the eastern side of the building and no parking between the thoroughfare and the building.

Along with our Site Plan application Stewart's is submitting:

- During the Zone Change process, a series of traffic studies was developed by CHA addressing iterations of the proposal, the latest version is attached.
- The City Council Negative Declaration does not include the Subdivision component. Attached is the SEAF utilized for review by the City Council. We anticipate this will be reviewed as an Unlisted Action without Coordinated Review.

**Subdivision** Components:

- There is a 144 square foot piece of property that is situated on the 715 Washington St (SBL: 11-12-124.000) but utilized for the driveway of the residence/business at 719 Washington St. It's Stewart's intention to subdivide the 144 square feet and convey that property to Maryellen Blevins in conformance with an April 11<sup>th</sup>, 2022 letter submitted to the City Council. Outside the removal of this piece of land, the remaining four parcels Stewart's controls via contract will be consolidated into one parcel.

**Special Use Permit Narrative**

Pursuant to the Special Use Permit Standards enumerated in §310-52.3, the standard is in black and Stewart's response in blue.

- 1) The use shall be of such location, size and character that it will be in harmony with the appropriate and orderly development of the district in which it is situated and will not be detrimental to the orderly development of adjacent districts. The nature and intensity of the operations involved in or conducted in connection with it shall be compatible with the general character and intensity of development of the neighborhood.

Through the Zone Change process for the portion of 108 Flower Ave. East, several elements were looked at regarding the proposed use's "fit" into the neighborhood. Here, neither the Stewart's SEQR Declaration nor the declaration for the Cirrincione Zone Change in 2012 identified a potential change for the approved uses within the Neighborhood Business District.

The latest traffic study report dated April 14,2022 from CHA issued to the City Council provided a descriptive analysis of the assignment of the potential traffic impacts to both Washington St. and Flower Ave. East. Concern was raised over the potential impact, particularly on Flower Ave. East. CHA's analysis indicates that (almost) all of the proposed traffic to the store would have to utilize Flower Ave. East to degrade the Level of Service (LOS); summary paragraph is pasted below.

For example, Flower Avenue (westbound) operates at a LOS "C" with existing traffic volumes during the afternoon peak hour. Flower Avenue (eastbound) operates at a LOS "B". It can be determined mathematically how many additional vehicles can be added while still maintaining a LOS "C" or better. In this case, westbound traffic would need to increase by 76 vehicles per hour for the LOS to fall from "C" to "D". Accordingly, eastbound traffic would need to increase by 119 vehicles per hour to fall from "B" to "D". In other words, it would require 76 of the anticipated 81 customers (94%) to turn westbound from the Flower Ave. driveway to degrade the LOS. Along the same lines, all 81 customers (100%) could turn eastbound from the Flower Ave. driveway and the LOS still would not drop below "C".

- 2) The use's relation to streets giving access to it shall be such that traffic to and from the use will not be hazardous or inconvenient to the neighborhood or conflict with the normal traffic of the neighborhood. Convenient routes of pedestrian traffic shall be considered in relation to main traffic thoroughfares and to street intersections.

The City's adopted Comprehensive Plan attempts to direct applicants to street fronting properties with parking located to the side or rear and the use of shorter sidewalk to bring the building toward the street for desired streetscapes. Stewart's is proposing two doors, the primary pedestrian door is likely to be the Washington St. door while those accessing the site through vehicular means would be through Flower Avenue East. To prevent pedestrians from walking around the entire site, Stewart's proposed an internal sidewalk from Flower Avenue East to the store.

Stewart's does not propose parking between the store and thoroughfare instead, it is between the store and gasoline canopy, where circulation already necessary. Additionally, Stewart's proposes the delivery area to be on the eastern side of the building, screened from Washington St. by the building and where parking is also proposed, also the location of the proposed dumpster enclosure. The Site Plan also shows Stewart's screening the mechanical equipment to the south with fencing and landscaping.

- 3) The use's site layout shall minimize the inconvenience to the neighborhood by providing adequate parking and adequate visual and noise buffering. The parking requirements of this chapter shall be considered the minimum. The buffer composition, density and width shall be determined after considering the type of proposed use, type of uses surrounding it and the distance from the surrounding uses.

As discussed above, parking is kept from being situated between the thoroughfare and the building as described in the Comprehensive Plan and the number of parking spaces achieves the minimum outlined in §310-47.

If there are any questions, please do not hesitate to reach me at (518) 581-1201 ext 4435.

Respectfully submitted,

*Chuck*

Charles "Chuck" Marshall  
Stewart's Shops Corp.

May 18<sup>th</sup>, 2022

Mr. Michael Lumbis, Director  
Planning and Community Development  
City of Watertown  
245 Washington St.  
Watertown, New York 13601

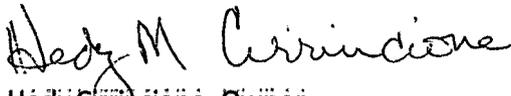
Director Lumbis,

Please allow this letter to serve as my authorization for Stewart's Shops to represent the following properties in their pursuit of regulatory and municipal approvals within the City of Watertown. The properties I am explicitly authorizing Stewart's to seek such approvals for are limited to: 703 (11-12-126.000), 707 (SBL: 11-12-125.000), 715 (SBL: 11-12-124.000) Washington Street and 108 Flower Avenue East (SBL: 11-12-127.000).

Such approvals shall include but not limited to: Site Plan, Subdivision/Lot line adjustment, Special Use Permit, Building and Demolition.

If you have any questions, please don't hesitate to reach me at (315) 778-8482.

Regards,



Hedy Cirincione, Owner  
703, 707, 715 Washington St  
108 Flower Avenue East



**City of Watertown**  
**SPECIAL USE PERMIT APPLICATION FORM**

*City of Watertown, Planning and Community Development Dept.*  
*245 Washington Street, Room 305, Watertown, NY 13601*  
*Phone: 315-785-7741 Email: [planning@watertown-ny.gov](mailto:planning@watertown-ny.gov)*

Received:
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**PROPERTY INFORMATION:**

PROPERTY ADDRESS: 703, 707, 715 Washington St and 108 Flower Ave East

TAX PARCEL NUMBER: 11-12-124.000, 125.000, 126.000 and 127.000

PROPOSED USE (describe fully; attach additional sheets if necessary): The proposed use is a Stewart's Shops (convenience store) with self-service gasoline dispensing. This store will serve as a replacement for the existing store at 1226 Washington Street which previously received a Special Use Permit for its operation.

**APPLICANT INFORMATION:**

APPLICANT NAME: Stewart's Shops Corp.

APPLICANT MAILING ADDRESS: P.O. Box 435, Saratoga Springs, New York 12866

PHONE NUMBER: (518) 581-1201 ext 4435 E-MAIL: [cmarshall@stewartsshops.com](mailto:cmarshall@stewartsshops.com)

**PROPERTY OWNER INFORMATION (if different from applicant):**

PROPERTY OWNER NAME: Hedy Cirrincione

PROPERTY OWNER MAILING ADDRESS (if different from subject parcel): 99 27th St, Cocoa Beach, FL 32931

PHONE NUMBER: (315) 778-8482 E-MAIL: [hedy\\_007@hotmail.com](mailto:hedy_007@hotmail.com)

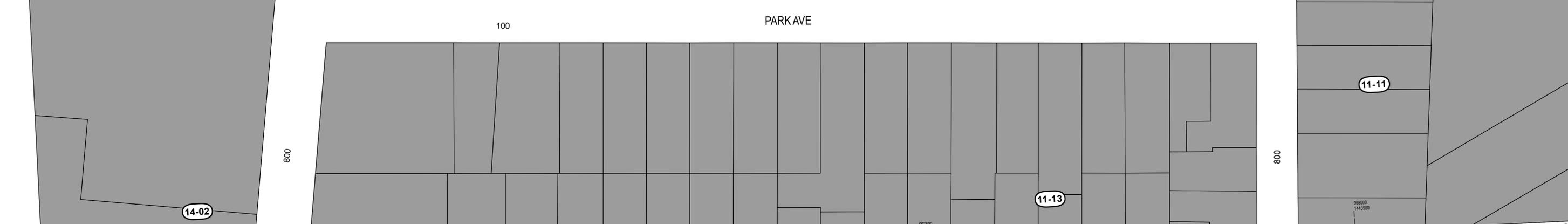
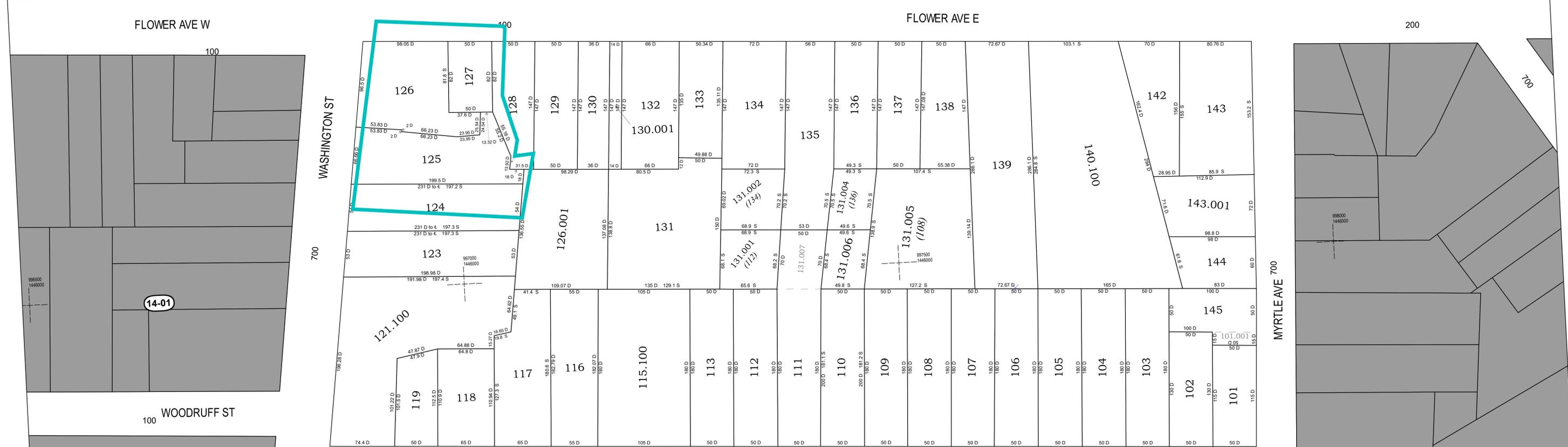
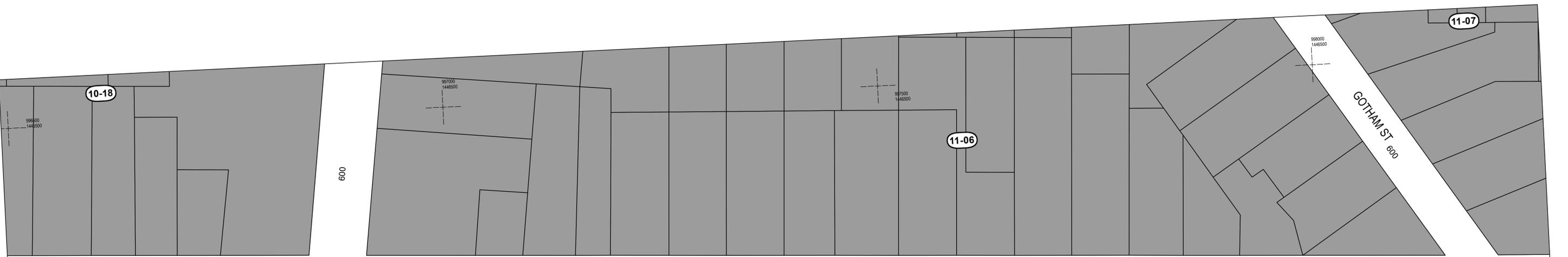
**CHECKLIST (please include all of the following in addition to this application form):**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Cover Letter*           | <input checked="" type="checkbox"/> Tax Map with subject parcel highlighted*             |
| <input checked="" type="checkbox"/> Site Drawing*           | <input type="checkbox"/> State Environmental Quality Review (SEQR) form*                 |
| <input checked="" type="checkbox"/> \$125 application fee * | <input checked="" type="checkbox"/> Electronic Copy of Entire Submission (PDF Preferred) |

\*See appendices for further information

Applicant Signature: *Charles Marshall* Charles Marshall Date: 5/23/22

Property Owner Signature (if different) \_\_\_\_\_ Date: \_\_\_\_\_



Prepared by  
**City of Watertown GIS**  
 For  
**City of Watertown**  
**Assessment Department**

**For Tax Purposes Only**  
**Not to be Used for Conveyance**

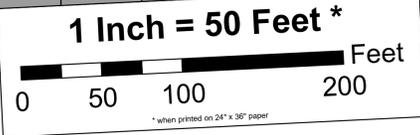
NAD 83 STATE PLANE  
 CENTRAL ZONE, US FEET

Print Key	Date
11-12-101.001	07/20/2018
11-12-131.007	12/20/2017

- Property Line
- - - Historic Property Line
- Building Outline
- Railroad
- - - City Boundary
- ..... School District Boundary

997500  
 1446500  
 Coordinate Grid

123 Parcel ID  
 (124.000) Assessment ID  
 (indicates  
 informally  
 combined parcels)



Tax Map  
**City of Watertown**  
 Jefferson County, NY  
 Section 11 Block 12  
 Printed Date: 2/1/2022



April 14, 2022

Chuck Marshall - Land Development/Permitting - Stewart's Shops Corp.

**RE: Project Memo: Trip Generation Update (version 3)  
Stewart's Shops – Washington Street/Flower Avenue Site, Watertown, NY**

Based on input received during the Public Hearing held on March 21, 2022 (and the subsequent Watertown City Council meeting on April 4<sup>th</sup>), we have developed this memo to further detail the anticipated trip generation characteristics related to the updated store size and recent revisions to relevant traffic engineering guidelines.

TRIP GENERATION UPDATE

As shown in the initial Trip Generation Assessment (and subsequent updates), anticipated vehicle usage is calculated using guidelines found in The Institute of Transportation Engineers (ITE) *Trip Generation Manual*. In summary, according to accepted traffic engineering guidelines, the following trips are anticipated:

Trip Type	AM Peak Hour			PM Peak Hour			Saturday Peak Hour		
	Enter	Exit	Total	Enter	Exit	Total	Enter	Exit	Total
Total	68	68	136	81	81	162	81	81	162
Pass-By	-40	-40	-80	-45	-45	-90	-45	-45	-90
Primary	28	28	56	36	36	72	36	36	72

Note: Average pass-by trip rate 60% for AM and 56% for PM peak hours based on ITE Trip Generation Manual, 11th Edition Vehicle Pass-By Rates by Land Use.

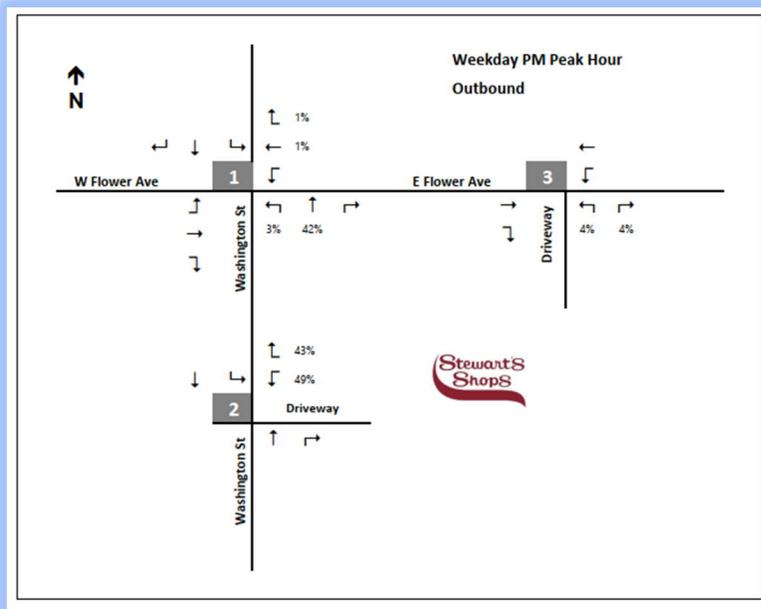
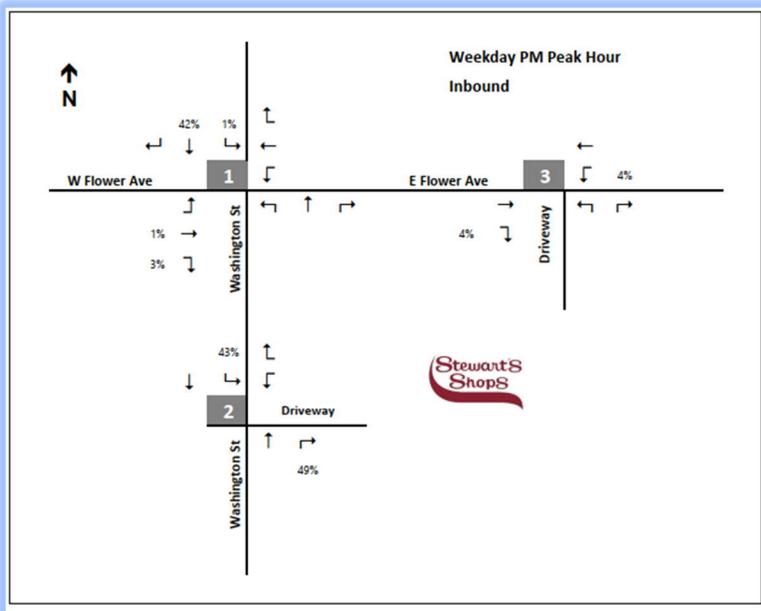
Using the industry-standard ITE guidelines, the new store should expect approximately 68 visits (in-and-out) during the morning peak hour and 81 visits (in-and-out) during the afternoon and weekend peak hour.

For comparison, we also took a look at actual trips at the existing store – while projecting a robust 20% increase in customers to the new store. Using that methodology, the new store would expect a total of 84 visits during the morning peak hour (one car every 43 seconds) and 61 visits during the evening peak hour (one car per minute).

HOUR	Existing Washington St Transactions			New Store Growth
	INSIDE	Pay @ Pump	TOTAL	20% Increase
04	5	3	8	10
05	10	2	12	14
06	39	5	44	53
07	67	3	70	84
08	48	12	60	72
09	48	8	56	67
10	36	5	41	49
11	57	7	64	77
12	49	3	52	62
13	46	5	51	61
14	38	6	44	53
15	41	10	51	61
16	36	6	42	50
17	36	7	43	52
18	28	9	37	44
19	35	3	38	46
20	25	5	30	36
21	9	1	10	12
22	12	1	13	16
23	6	0	6	7
TOTAL	671	101	772	926

TRIP ROUTING UPDATE

As explained during the last meeting, alternate routes that customers might choose to take cannot be assessed without performing a full origin/destination study and/or surveying individual likely customers. Because this can't be adequately determined analytically, trip generation assumes that drivers will visit gas stations/convenience stores on the way to their destination and will then proceed along the same route. In other words, drivers that take Washington Street to work will proceed along Washington Street after buying gas. Because of that, the analytic-based trip generation study includes the following trip assignment percentages:



In plain terms, since nearly all of the existing traffic is on Washington Street, nearly all of the future traffic is assigned to Washington Street.



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However, since there are concerns about customers re-routing through the adjacent street grid, we can determine mathematically how many additional vehicles it would take to degrade street capacity to an unacceptable level. In traffic engineering terms, a Level-of-Service "D" is undesirable. Levels "A", "B", and "C" all function adequately. Essentially, the levels can be described as:

- LOS "A" - complete free-flow (less than 10 seconds of intersection delay)
- LOS "B" - stable flow with complete freedom of movement (10 – 15 seconds of intersection delay)
- LOS "C" - stable but restricted flow (15 – 25 seconds of intersection delay)
- LOS "D" - high density flow (25 – 35 seconds of intersection delay)
- LOS "E" - unstable flow (35 – 50 seconds of intersection delay)
- LOS "F" – forced traffic flow (greater than 50 seconds of intersection delay)

For example, Flower Avenue (westbound) operates at a LOS "C" with existing traffic volumes during the afternoon peak hour. Flower Avenue (eastbound) operates at a LOS "B". It can be determined mathematically how many additional vehicles can be added while still maintaining a LOS "C" or better. In this case, westbound traffic would need to increase by 76 vehicles per hour for the LOS to fall from "C" to "D". Accordingly, eastbound traffic would need to increase by 119 vehicles per hour to fall from "B" to "D". In other words, it would require 76 of the anticipated 81 customers (94%) to turn westbound from the Flower Ave. driveway to degrade the LOS. Along the same lines, all 81 customers (100%) could turn eastbound from the Flower Ave. driveway and the LOS still would not drop below "C".

Another way to look at it, if all 81 customers turned right on to Flower Avenue (towards the neighborhood) during the peak hour, an additional car would pass through every 44 seconds, and the street would still function adequately.

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If you need additional information, please feel free to contact me.

Sincerely,



Luke Morenus, P.E.  
Sr. Project Manager  
lmorenus@chacompanies.com

July 5, 2022

To: The Honorable Mayor and City Council

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

Subject: Establishment of a Waterfront Advisory Committee for the Update to the Local Waterfront Revitalization Program

At the May 16, 2022 meeting, the City Council approved a contract with Behan Planning and Design for the update to the Local Waterfront Revitalization Program (LWRP). Since that time, an initial project meeting was held with Behan Planning and staff from the New York State Department of State (DOS) to review the scope of work, project requirements and a timeline for the project.

The next task is to establish a Waterfront Advisory Committee to help guide the development of the project in cooperation with staff and the consultants. Typical members of a Waterfront Advisory Committee include project stakeholders, non-governmental and community-based organizations and interested business owners and citizens.

Staff has put together a potential list of Advisory Committee members based upon past involvement in river-related activities as well as knowledge and interest in community planning. The potential Waterfront Advisory Committee members that have been identified are as follows:

- Councilmember –
- Advantage Watertown Chair/former River Committee member – Jason White
- Advantage Watertown Member/former River Committee Member – Reg Schweitzer
- Advantage Watertown Member – Brian Ashley
- River user/former River Committee Member- Steve Massaro
- River User – Tony Gianfagna
- Jefferson County Economic Development/former River Committee Member – Dave Zembiec
- Interested Stakeholder – Tom Walker Jr.
- Representative from Brookfield Power

As noted above, a City Council member should also be identified to serve on the Advisory Committee.

The individuals suggested above have not yet been contacted to gauge their interest in participating on the committee. If Council concurs with the makeup of the Advisory Committee, staff will reach out to the individuals to discuss their assistance with the update to the LWRP. It is anticipated that a Waterfront Advisory Committee meeting will be held once every other month for the duration of the project.