

**CITY OF WATERTOWN, NEW YORK**

**AGENDA**

**Monday, April 15, 2024**

**7:00 p.m.**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, April 15, 2024, 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**

**PROCLAMATION**

**PRIVILEGE OF THE FLOOR**

**PUBLIC HEARING**

**RESOLUTIONS**

- |                    |  |
|--------------------|--|
| Resolution No. 1 - | Approving Professional Service Agreement for a 3 <sup>rd</sup> Party Estimate for Water Treatment Upgrades                                       |
| Resolution No. 2 - | Readopting Fiscal Year 2023-24 General Fund Budget – Golf Course Mower   |
| Resolution No. 3 - | Accepting Bid for Contour Mower – Finch Turf, Inc.   |
| Resolution No. 4 - | Readopting Fiscal Year 2023-24 General Fund Budget – Public Square Fountain Enhancement Project Funding  |
| Resolution No. 5 - | Accepting Bid for Public Square Fountain Restoration Project – Robinson Iron   |
| Resolution No. 6 - | Rejecting Bids for Thompson Park Bandstand Roof Construction Project – Powis Contracting, Black Horse Group, LLC and D.C. Building Systems, Inc. |
| Resolution No. 7 - | Approving the Professional Service Agreement for the Watertown Department Of Public Works Salt Storage Building Project, Barton and Loguidice    |

## **ORDINANCES**

- Ordinance No. 1 - An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.
- Ordinance No. 2 - Changing the Approved Zoning Classification of 1316 Rear Ives St and 1200 Rear Jewell Drive, Parcel Numbers 14-49-116.000 and 14-49-117.000 from Residential to Planned Campus

## **LOCAL LAW**

- Proposed Local Law No. 1 of 2024 – A Local Law Overriding the Tax Levy Limit Established by New York General Municipal Law §3-c

## **OLD BUSINESS**

## **STAFF REPORTS**

1. Public Hearings for 2024-25 Operating Budgets and 2024-25 through 2028-29 Capital Budget

## **NEW BUSINESS**

## **EXECUTIVE SESSION**

1. To discuss proposed, pending or current litigation.

## **WORK SESSION**

Next Work Session is scheduled for Monday, May 13, 2024, at 7:00 p.m.

## **ADJOURNMENT**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, MAY 6, 2024 AT 7:00 PM.**

Res No. 1

April 15, 2024

To: The Honorable Mayor and City Council

From: Eric Wagenaar, City Manager

Subject: Dharam Consulting Agreement for 3<sup>rd</sup> party cost consulting

Attached is an Agreement between Dharma Consulting and the City of Watertown for cost consulting services in regard to the Water Treatment Upgrades, in the amount of \$18,000.

Attached for Council consideration is a resolution approving this Agreement with Dharam Consulting.

# RESOLUTION

Page 1 of 1

Approving Professional Service  
Agreement for a 3<sup>rd</sup> Party Estimate for  
Water Treatment Upgrades

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa L.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V. C.

Total .....

YEA	NAY

## *Introduced by*

WHEREAS, the City of Watertown desires to apply for DCIP, Defense Community Infrastructure Pilot Program, grant funding for the Water Treatment Plant Disinfection By-Products Improvement Project, and

WHEREAS, DCIP applicants are required to submit a 3<sup>rd</sup> party engineer estimate, and

WHEREAS, Dharam Consulting submitted a proposal to provide 3<sup>rd</sup> party cost consulting services for the City of Watertown, and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes accepting the Dharam Consulting Agreement, a copy of which is attached and made part of this resolution, in the amount of \$18,000, and

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

## *Seconded by*



5078-NY-INF-23-WAT-WATER

March 29, 2024

Ms. Vicky Murphy  
City of Watertown  
1707 Huntington St.  
Watertown, NY 13601

RE: City of Watertown – 3<sup>rd</sup> Party Estimating for Water Treatment Upgrades  
Watertown, NY

Dear Ms. Murphy,

Dharam Consulting is pleased to submit our fee proposal to provide cost consulting services for the City of Watertown – 3<sup>rd</sup> Party Estimating for Water Treatment Upgrades.

Fee Proposal

30% Schematic Estimate - \$18,000 (Quantities from Conceptual Estimate will be used)

Terms & Conditions:

- There are no meetings included in this fee. Conference calls as required are included.
- The proposed effort does not include formal Value Engineering involving a VE Team or Peer Review process.
- The proposed effort does not include reconciliation of the estimate(s) with a third party.
- This fee proposal is effective for 30 days.
- Payment shall be made within thirty (30) days after Client's receipt of payment from Owner for Consultant's services.

Please sign below to acknowledge your agreement with our fee and services and return a copy to this office. Should you have any questions, please feel free to contact me.

Best Regards,



Rajneesh Sayal, LEED AP  
Director

\_\_\_\_\_  
Vicky Murphy Date  
City of Watertown

COW Project# \_\_\_\_\_

Res No. 2

April 9, 2024

To: The Honorable Mayor and City Council

From: Eric Wagenaar, City Manager

Subject: Readopting Fiscal Year 2023-24 General Fund Budget to Fund Golf Course Pull-behind Mower

The golf course has a pull-behind mower that needs significant repairs. The estimate to make the minimum repairs was \$8,325 with an approximate additional \$10,000 of repairs being recommended. Based on the amount of repairs needed a bid for a new mower was initiated.

In tonight's agenda is a recommendation to accept the bid from Finch Turf, Inc. in the amount of \$29,210.43. Prior to the vote on accepting the bid, the City Council should re-adopt the Fiscal Year 2023-24 General Fund Budget to provide the funding. The City has had savings in its snow removal budget that can cover the purchase.

**RESOLUTION**

Page 1 of 1

Readopting Fiscal Year 2023-24 General  
Fund Budget – Golf Course Mower

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

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

WHEREAS on June 5, 2023 the City Council passed a resolution adopting the Budget for Fiscal Year 2023-24, of which \$54,436,090 was appropriated for the General Fund, and

WHEREAS the golf course has a pull-behind mower that needs significant repairs that are not financially prudent to do so in comparison to a new mower and,

WHEREAS the City has had budgetary savings in its snow removal budget that cover the cost of the mower,

NOW BE IT RESOLVED that the City Council of the City of Watertown hereby re-adopts the General Fund Budget for Fiscal Year 2023-24 and makes the following adjustments in the re-adopted General Fund Budget:

**GENERAL FUND**

A.7190.0250	Golf Course – Equipment	\$ 29,250
A.5142.0455	Snow Removal – Vehicle Expenses	(\$29,250)

***Seconded by*** \_\_\_\_\_

Res No. 3

April 9, 2024

TO: The Honorable Mayor and City Council

FROM: Tina Bartlett-Bearup, Purchasing Manager

SUBJECT: Bid #2024-07 Contour Mower – Parks & Recreation  
Letter of Recommendation

The City’s Purchasing Department advertised in the Watertown Daily Times for sealed bids from qualified bidders for a contour mower, per City specifications and publicly opened and read the sealed bids on April 9, 2024, at 11:00 a.m. EST. Invitation to bids were provided to seven (7) plan houses and seven (7) potential vendors.

The Purchasing Department received two (2) sealed bid submittals and the bid tabulations are shown below:

Vendor Name, Address and Point of Contact	Finch Turf, Inc.	Empire Tractor, Inc.
	9 Venture Way	22537 County Route 51
	Eldersburg, MD 21784	Watertown, NY 13601
	Joseph Perry <a href="mailto:jperry@finchturf.com">jperry@finchturf.com</a>	Barry Ormsby <a href="mailto:Barrymo@empiretractor.com">Barrymo@empiretractor.com</a>
Total Base Bid	\$29,210.43	NO BID
Alternate Bid submitted *	\$30,825.45	

The Purchasing Manager and Parks and Recreation Department reviewed the responses to ensure compliance with the specifications and hereby recommend that City Council award the total base bid for the contour mower to Finch Turf, Inc. as the lowest responsive responsible bidder at a total bid price of **\$29,210.43**.

The contour mower will be funded by a Fiscal Year 2023-24 General Fund Budget re-adoption.

If there are any questions concerning this recommendation, please contact me at your convenience.

April 15, 2024

# RESOLUTION

Page 1 of 1

Accepting Bid for Contour Mower –  
Finch Turf, Inc.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

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

WHEREAS the City desires to purchase a contour mower for use by the City's Parks & Recreation Department, and

WHEREAS the Purchasing Department advertised and received two (2) sealed bids for the contour mower, and

WHEREAS on April 9, 2024, at 11:00 a.m. the bids received were publicly opened and read, and

WHEREAS Purchasing Manager, Tina Bartlett-Bearup reviewed the bids received with the Parks and Recreation Department and it is their recommendation that the City Council accept the lowest responsive responsible bid submitted by Finch Turf, Inc., and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts the bid received from Finch Turf, Inc.in the amount of \$29,210.43 for the purchase of the contour mower.

**Seconded by** \_\_\_\_\_

**CITY OF WATERTOWN, NEW YORK**

CITY HALL

245 WASHINGTON STREET

WATERTOWN, NEW YORK 13601-3380

Project:

Contour Mower

Bid / RFP Number:

Bid #2024-07

Opening Date:

Tuesday April 9, 2024 @ 11:00 AM

*The following results are bids as presented at the bid opening and do not represent an award.***Vendor Name, Address and Point of Contact****Finch Turf, Inc.****Empire Tractor, Inc.**

9 Venture Way

22537 County Route 51

Eldersburg, MD 21784

Watertown, NY 13601

Joseph Perry

Barry Ormsby

[jperry@finchturf.com](mailto:jperry@finchturf.com)[Barrymo@empiretractor.com](mailto:Barrymo@empiretractor.com)**Total Base Bid****\$29,210.43****NO BID****Alternate Bid submitted \*****\$30,825.45**

Addendum Acknowledgement (if any)

Bid Bond or Check (B / C)

Non-Collusive Bidding Certificate

Certificate of Compliance with the Iran Divestment Act

Sexual Harassment Form

SAM's &amp; NYS Debarred

\* Alternate model submitted in case of availability issues

Res No. 4

April 9, 2024

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Readopting Fiscal Year 2023-24 General Fund Budget – Public Square Fountain Enhancement Project Funding

The Fiscal Year 2020-21 through 2024-25 Capital Program Budget included the Public Square Fountain Enhancement Project at an estimated cost of \$55,000 which was to be funded from the New York State Downtown Revitalization Initiative grant.

Unfortunately, the bid for the project came in at \$95,900 creating a funding shortfall of \$40,900. The City has budgetary savings in its snow removal budget that can cover the funding shortfall if the City Council wishes to accept the bid and complete the project.

A resolution has been prepared for City Council consideration to re-adopt the Fiscal Year 2023-24 General Fund Budget to transfer \$40,900 to the Capital Projects Fund to fund the shortfall.

**RESOLUTION**

Page 1 of 1

Readopting Fiscal Year 2023-24 General  
Fund Budget – Public Square Fountain  
Enhancement Project Funding

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

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

WHEREAS on June 1, 2020 the City Council passed a resolution adopting the Fiscal Year 2020-21 through 2024-25 Capital Program Budget which included the Public Square Fountain Enhancement Project at an estimated cost of \$55,000 which was to be funded from the New York State Downtown Revitalization Initiative grant and,

WHEREAS the City received a bid in the amount of \$95,900 which creates a project funding shortfall of \$40,900 and,

WHEREAS the City has had savings in its Snow Removal budget that can cover the funding shortfall and,

WHEREAS it is the desire of the City Council to complete the project,

NOW BE IT RESOLVED that the City Council of the City of Watertown hereby re-adopts the General Fund Budget for Fiscal Year 2023-24 and makes the following adjustments in the re-adopted General Fund Budget:

**GENERAL FUND**

A.9050.0900	Transfer to Capital Projects Fund	\$ 40,900
A.5142.0130	Snow – Wages	(\$40,900)

***Seconded by*** \_\_\_\_\_



April 9, 2024

TO: The Honorable Mayor and City Council

FROM: Tina Bartlett-Bearup, Purchasing Manager

SUBJECT: Bid #2024-03 Public Square Fountain Restoration Project  
Letter of Recommendation

The City's Purchasing Department advertised in the Watertown Daily Times for sealed bids from qualified bidders for the Public Square Fountain Restoration Project, per City specifications and publicly opened and read the sealed bids on April 4, 2024, at 9:00 a.m. EST. Bids were provided to seven (7) plan houses and six (6) potential vendors.

The Purchasing Department received one (1) sealed bid submittal and the bid tabulation is shown below:

<b>Vendor Name, Address and Point of Contact</b>	<b>Robinson Iron</b>
	1856 Robinson Road, PO Box 1119
	Alexander City, Alabama 35011
	Richard Robinson <a href="mailto:controller@robinsoniron.com">controller@robinsoniron.com</a>
<b>Total Base Bid</b>	<b>\$95,900.00</b>

The Purchasing Manager and Planning & Community Development Department reviewed the responses to ensure compliance with the specifications and hereby recommend that City Council award the total base bid for the Public Square Fountain Restoration Project to Robinson Iron as the lowest responsive responsible bidder at a total price of **\$95,900.00**.

The Public Square Fountain Restoration Project will be funded by \$55, 000 from the New York State Downtown Revitalization grant and a Fiscal Year 2023-24 General Fund Budget re-adoption to cover the funding shortfall.

If there are any questions concerning this recommendation, please contact me at your convenience.

# RESOLUTION

Page 1 of 1

Accepting Bid for Public Square Fountain  
Restoration Project – Robinson Iron

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

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

WHEREAS the City desires to restore and refinish the City’s historic fountain located in the center of Public Square, and

WHEREAS the Purchasing Department advertised and received one (1) sealed bid for the Public Square Fountain Restoration Project, and

WHEREAS on April 4, 2024, at 9:00 a.m. the bids received were publicly opened and read, and


WHEREAS Purchasing Manager, Tina Bartlett-Bearup reviewed the bids received with the Planning & Community Development Department and it is their recommendation that the City Council accept the lowest responsive responsible bid submitted by Robinson Iron, and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts the bid received from Robinson Iron in the amount of \$95,900.00, and

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

**Seconded by** \_\_\_\_\_



		CITY OF WATERTOWN, NEW YORK			
		CITY HALL			
		245 WASHINGTON STREET			
		WATERTOWN, NEW YORK 13601-3380			
		Project:	Public Square Fountain Restoration Project		
		Bid / RFP Number:	Bid #2024-03		
		Opening Date:	Thursday, April 4, 2024 @ 9:00 AM		
		<i>The following results are bids as presented at the bid opening and do not represent an award.</i>			
Vendor Name, Address and Point of Contact		Robinson Iron			
		1856 Robinson Road, PO Box 1119			
		Alexander City, Alabama 35011			
		Richard Robinson			
		<a href="mailto:controller@robinsoniron.com">controller@robinsoniron.com</a>			
Total Base Bid		\$95,900.00			
Addendum Acknowledgement (if any)					
Bid Bond or Check (B / C)		Bond			
Non-Collusive Bidding Certificate		Yes			
Certificate of Compliance with the Iran Divestment Act		Yes			
Sexual Harassment Form		Yes			
SAM's & NYS Debarred					

Res No. 6

April 9, 2024

TO: The Honorable Mayor and City Council

FROM: Tina Bartlett-Bearup, Purchasing Manager

SUBJECT: Bid #2024-04 Thompson Park Bandstand Roof Construction Project  
Letter of Rejection

The City's Purchasing Department advertised in the Watertown Daily Times for sealed bids from qualified bidders for the Thompson Park Bandstand Roof Construction Project, per City specifications and publicly opened and read the sealed bids on April 2, 2024, at 11:00 a.m. EST. Bids were provided to seven (7) plan houses and fifty-seven (57) potential vendors.

The Purchasing Department received three (3) sealed bid submittals and the bid tabulations are shown below:

Vendor Name, Address, Point of Contact and email address	Powis Contracting Inc.	Black Horse Group LLC	D.C. Building Systems, Inc.
	9421 Number 3 Road	800 Starbuck Ave. Suite AB-100	1015 Water Street
	Copenhagen, NY 13626	Watertown, NY 13601	Watertown, NY 13601
	Hollie Powis <a href="mailto:powiscontracting1@gmail.com">powiscontracting1@gmail.com</a>	Mary Warren <a href="mailto:mary@blackhorsegroup.us">mary@blackhorsegroup.us</a>	Robert Porter <a href="mailto:rporter@dc-buildingsystems.com">rporter@dc-buildingsystems.com</a>
Total Base Bid	\$233,000.00	\$304,615.00	\$379,700.00
Alternate Bid	\$218,000.00	\$287,696.00	\$330,700.00

The Purchasing Manager and Planning and Community Development Department reviewed the responses, and it is their recommendation that the City Council reject the bids. The cost of the project is more than volunteer group who is raising funds for the project has raised to date. Rejecting the bids will allow the group to consider design and/or material modifications to lower the cost and to rebid at some point in the future.

If there are any questions concerning this recommendation, please contact me at your convenience.

# RESOLUTION

Page 1 of 1

Rejecting Bids for Thompson Park  
Bandstand Roof Construction Project –  
Powis Contracting, Black Horse Group, LLC  
and D.C. Building Systems, Inc.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

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

WHEREAS the City desires to construct a new roof on the bandstand located in Thompson Park across the street from the Honor the Mountain Monument, and

WHEREAS the Purchasing Department advertised and received three (3) sealed bids for the Thompson Park Bandstand Roof Construction Project, and

WHEREAS on April 2, 2024, at 11:00 a.m. the bids received were publicly opened and read, and

WHEREAS Purchasing Manager, Tina Bartlett-Bearup reviewed the bids received with the Planning & Community Development Department and it is their recommendation that the City Council reject the bids, and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby reject the bids received by Powis Contracting, Black Horse Group, LLC, and D.C. Building Systems, Inc.

**Seconded by** \_\_\_\_\_

**CITY OF WATERTOWN, NEW YORK**

CITY HALL

245 WASHINGTON STREET

WATERTOWN, NEW YORK 13601-3380

Project:

Thompson Park Bandstand Roof Construction Project

Bid / RFP Number:

Bid #2024-04

Opening Date:

Tuesday April 2, 2024 @ 11:00 AM

*The following results are bids as presented at the bid opening and do not represent an award.***Vendor Name, Address, Point of Contact and email address****Powis Contracting Inc.****Black Horse Group LLC****D.C. Building Systems, Inc.**

9421 Number 3 Road

800 Starbuck Ave. Suite AB-100

1015 Water Street

Copenhagen, NY 13626

Watertown, NY 13601

Watertown, NY 13601

Hollie Powis

Mary Warren

Robert Porter

[powiscontracting1@gmail.com](mailto:powiscontracting1@gmail.com)[mary@blackhorsegroup.us](mailto:mary@blackhorsegroup.us)[rporter@dc-buildingsystems.com](mailto:rporter@dc-buildingsystems.com)**Total Base Bid****\$233,000.00****\$304,615.00****\$379,700.00****Alternate Bid****\$218,000.00****\$287,696.00****\$330,700.00**

Addendum Acknowledgement (if any)

Yes

No

No

Bid Bond or Check (B / C)

Check

Bond

Bond

Non-Collusive Bidding Certificate

Yes

Yes

Yes

Certificate of Compliance with the Iran Divestment Act

Yes

Yes

Yes

Sexual Harassment Form

Yes

Yes

Yes

SAM's &amp; NYS Debarred

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Approving the Agreement for Professional Services for the Watertown Department of Public Works Salt Storage Building Project, Barton and Loguidice

A proposal was requested and received from Barton and Loguidice regarding the Civil Engineering and Design Services involved in the Watertown Department of Public Works Salt Storage Building Project. The attached Agreement for Professional Services outlines the scope of services to be performed to design a new fabric covered vaulted steel frame structure and two different foundation options, pre-cast concrete walls or poured-in-place concrete. Services will also include creating a SEQRA and Notice of Intrusion Letter for this project. Barton and Loguidice is proposing to complete these design services for \$21,600.00.

A resolution approving this Agreement for Professional Services has been prepared for City Council consideration.

# RESOLUTION

Page 1 of 1

Approving The Professional Service Agreement for the Watertown Department Of Public Works Salt Storage Building Project, Barton and Loguidice

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

## Introduced by

WHEREAS on March 28, 2024, the City of Watertown requested a proposal from Barton and Loguidice regarding Civil Engineering and Design Services associated with the Watertown Department of Public Works Salt Storage Building Project, including the design of a fabric covered vaulted steel frame structure and two different options for the foundation, pre-cast concrete walls or poured-in-place concrete, and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Professional Service Agreement from Barton and Loguidice in the amount of \$21,600.00 for design services, including creating a SEQRA and Notice of Intrusion Letter, and

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

## Seconded by



# **WATERTOWN DEPARTMENT OF PUBLIC WORKS SALT STORAGE BUILDING PROJECT**

## **AGREEMENT FOR PROFESSIONAL SERVICES**

This Agreement dated this \_\_\_\_ day of April, 2024, by and between the City of Watertown, New York, a New York municipal corporation with principal offices located at 245 Washington Street, Watertown, New York 13601 (the “City”), and Barton & Loguidice, D.P.C. (B&L), a New York professional corporation with principal offices located at 120 Washington Street #100, Watertown, New York 13601 (“Engineer”).

### **RECITALS**

WHEREAS, on March 28, 2024, the City requested a proposal from various Engineering Firms to provide Professional Design services in connection with the Watertown Department of Public Works Salt Storage Building Project; and

WHEREAS, B&L responded with a proposal and scope of work in a letter addressed To the City Engineer, dated April 05, 2024, containing a Not to Exceed Fee for those services; and

WHEREAS, the City and B&L desire to enter into an Agreement for the provision of the professional services outlined in B&L's Proposal dated April 05, 2024, and

WHEREAS, the provision of architectural/engineering services are professional services within the meaning of the New York General Municipal Law; the parties agree as follows:

## **AGREEMENT**

### **1. Scope of Services.**

The scope of services to be performed by Engineer for the City in connection with the Watertown Department of Public Works Salt Storage Building Project is as set forth in the proposal dated April 05, 2024, a copy of which is attached as Exhibit "A.", for a Not to Exceed Fee of \$21,600 for their scope of services.

Services will consist of the Professional Design of a new Salt Storage Building for the Department of Public Works' existing Salt Storage Area on Newell Street. This includes the design of the new Salt Storage building consisting of a fabric covered vaulted steel frame structure and two different options for the foundation, pre-cast concrete walls or poured-in-place concrete, along with obtaining two preliminary geo-technical soil profiles. Services also include the creating of a SEQRA, creating a Notice of Intrusion Letter to both the DEC and National Grid, and creating bid documents. The Scope of Services requested for this project can be seen in Exhibit "B."

Engineer shall provide qualified personnel to perform the assigned work. At all times relevant to this Agreement, Engineer's employees shall be regarded as its employees, and not City employees. Accordingly, Engineer shall be responsible for the payment of all wages, as well as insurances (including Workers' Compensation and disability insurance), and for any and all safety issues pertaining to its employees.

Engineer shall maintain commercial general liability coverage during its performance of the services outlined at Exhibit "A", in the minimum amount of \$1,000,000 per person/\$2,000,000 in the aggregate, naming the City as an additional insured. Engineer shall

provide the City with a certificate of insurance evidencing this coverage prior to commencing work.

**2. City Representative.**

The City Engineer of the City of Watertown shall be the City's approval authority for all services to be performed under this Agreement. The City Engineer shall designate a City representative from whom all assignments to Engineer shall be issued and to whom all reports concerning the engineering services to be performed pursuant to this Agreement shall be provided. The City Engineer's designation of the City's representative shall be in writing.

**3. City to Provide File Documents.**

The City shall provide the Engineer with complete access to the City's file documents concerning the existing facility. It is anticipated that copies of relevant documents will be provided by City staff. When originals are provided, Engineer shall return any original documents upon completion of the task for which they were made available.

**4. City Property.**

All documents, reports, studies, recommendations, plans, and/or instruments of services prepared by Engineer and provided to the City, both written and electronic, shall become the property of the City upon provision.

**5. Term of Agreement.**

The performance of services by Engineer shall commence on signing this Agreement. All services required to be performed pursuant to this Agreement shall be performed, to the City Engineer's satisfaction by June 01, 2024.

**6. Payment.**

The Engineer shall submit monthly progress payments for hours worked and reimbursable expenses incurred during that monthly period.

**7. Disputes.**

The venue of any dispute under this Agreement shall be in the New York State Supreme Court in and for Jefferson County, New York.

**8. Notices.**

To the City: Watertown City Manager  
City of Watertown  
245 Washington Street  
Watertown, New York 13601

To the Engineer: Barton & Loguidice, D.P.C.  
John J. Condino, Senior Project Manager  
120 Washington Street, Suite 100  
Watertown, New York 13601

WHEREFORE, the parties have signed this Agreement this \_\_\_\_ day of April, 2024.

CITY OF WATERTOWN

By: \_\_\_\_\_  
Eric F. Wagenaar  
City Manager

Barton & Loguidice, D.P.C.

By: \_\_\_\_\_  
John J. Condino  
Senior Project Manager

## **EXHIBIT “A”**

### **FEE PROPOSAL**

The attachment on the next page displays the proposal from Barton & Loguidice, D.P.C. for the Department of Public Works Salt Storage Building.



April 5, 2024

Thomas Campo, P.E.  
City Engineer  
Department of Engineering  
Suite 305, City Hall  
245 Washington Street  
Watertown, New York 13601

RE: Watertown Department of Public Works Salt Storage Facility  
File: 704.4658

Dear Mr. Campo:

Barton & Loguidice, D.P.C. (B&L) is pleased to present this proposal in response to the RFP for the Watertown Department of Public Works Salt Storage Facility project. We understand the City of Watertown (the City) is looking for a consultant to provide professional services related to the design and specification of a new salt storage facility. B&L is a full-service engineering firm with nearly 63 years of experience and is comprised of staff who provide innovation and expertise in facets of site development and building design projects.

Serving as project manager and officer-in-charge, I will be supported by an experienced staff in the Facilities Practice Area that includes site designers and structural and electrical engineers, environmental scientists, and technicians that are available to complete your project. Many of our staff live in the City of Watertown, and are familiar with the conditions and local contractors, readily available, and responsive to requests with daily coordination with project stakeholders when needed.

B&L has provided a similar scope of services on various municipal facility design projects in the North Country and throughout New York State, and we are prepared to take the steps necessary to bring the City's project to a successful conclusion from schematic design through completion. B&L is available and fully prepared to assist the designated City representatives with all phases of the design development of this project. We are available to commence work on this project upon receipt of authorization to proceed.

Should you have any questions, please contact me at 315-457-5200 or [mfuller@bartonandloguidice.com](mailto:mfuller@bartonandloguidice.com), or John Condino at 315-701-9810 or [jcondino@bartonandloguidice.com](mailto:jcondino@bartonandloguidice.com). We look forward to working with you on the successful completion of this important project.

Sincerely,

**Barton & Loguidice, D.P.C.**

A handwritten signature in blue ink, appearing to read 'Matthew C. Fuller'.

Matthew C. Fuller, P.E.  
Vice President

A handwritten signature in blue ink, appearing to read 'John J. Condino'.

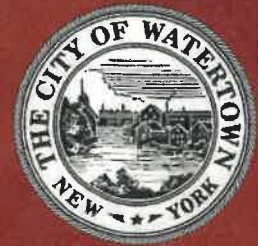
John J. Condino  
Senior Project Manager



# Watertown Department of Public Works Salt Storage Facility

## Table of Contents

Section 1:	Technical Response
Section 2:	Project Timeline
Section 3:	Project Team
Section 4:	Staff Availability
Section 5:	Qualifications
Section 6:	Relevant Experience



### Prepared for:

Thomas Campo, P.E.  
City Engineer  
Department of Engineering  
Suite 305, City Hall  
245 Washington Street  
Watertown, New York 13601  
Phone: 315-785-7740

### Prepared by:

Barton & Loguidice, D.P.C.  
120 Washington Street, Suite 100  
Watertown, New York 13601  
Phone: 315-701-9810  
Fax: 315-451-0052

# **Barton & Loguidice**



# Section 1: Technical Response

## Introduction and Overview

Based on our understanding, the proposed project is to provide construction contract documents for the design of a new salt storage facility for the City of Watertown (the City) Department of Public Works. Currently the material is being stored outside on a storage pad; the intent of this project is to provide covered salt storage structure. The contract documents will include the location of the new structure, erosion and sedimentation control measures, design and specification of options for steel reinforced cast-in-place or pre-cast concrete foundations and walls and specifications for a pre-engineered fabric roof superstructure system.

Based on discussions at our April 3 site meeting, the City will remove the existing salt pile, demolish the existing salt storage pad, and install a stone pad at finish grade elevation. In addition, the City will provide the electrical rough-in for the interior and exterior lighting for the new storage facility.

2. General structure dimensions (may vary):
3. 65 feet (wide) by 95 feet (long).
4. 8 feet high (exposed above storage floor) concrete walls.
5. 29 feet (+/-) clear height from storage floor to roof structure high point.

B&L acknowledges the proposed project schedule timeline in the request for proposals and to meet the following tasks and dates:

Proposals due:	April 5, 2024
Professional services agreement:	April 15, 2024
Authorization to proceed:	April 17, 2024
Draft design and opinion of probable cost	
OPC submission (50% submission):	May 1, 2024
Draft final design, specification, and OPC submission (90% submission):	May 15, 2024
Final design, specifications, and OPC:	May 31, 2024
Advertisement for bid:	June 3, 2024
Bid opening:	June 28, 2024
Bid review and recommendation of reward to City:	July 9, 2024

Based on our current understanding of this project, B&L proposes to provide the following scope of professional services:

## Scope of Professional Services Construction Document Phase

1. Attend a project kickoff meeting with the City designated project staff to review the goals and objectives of the project, establish lines of communication and the general coordination of the project. As a part of this initial meeting, B&L will perform a site visit to document existing conditions, review existing data pertaining to the site (soil maps, topographical survey, etc.), and locate the proposed soil borings.
2. Prepare construction contract drawings and specifications, for a fabric covered salt storage structure with steel reinforced concrete foundations and walls. A site plan will be provided showing the proposed location of the storage structure and minor site grading based on the boundary and topographic survey drawing provided by the City. The drawings will include site/civil engineering drawings with adequate information to obtain a building permit and facilitate public bidding. Drawings will show the layout of the facility, minor site grading, existing utilities, pavement locations, erosion and sediment control plan and details, site details, and construction details.



The foundations and wall design will be based on a preliminary pre-engineered fabric roof superstructure design as provided by a manufacturer of pre-engineered fabric roof systems and the following:

1. Minimum foundations and wall structure dimensions, wall structure layout, preliminary pre-engineered anchor base plate details (including reactions), and building load cases and load combinations in accordance with the current Building Code of New York State.



### 3. State Environmental Quality Review Act (SEQRA) Environmental Assessment Forms

- Based on our understanding of the project and a review of the design plans, we recommend that the project be progressed as an unlisted action in accordance with 6 NYCRR Part 617 Regulations.
- B&L is prepared to assist the City with the completion of the short environmental assessment Form (SEAF) - Parts 1, 2, and 3, to complete the SEQRA process in accordance with the aforementioned SEQRA regulations, including:

- SEAF Part 1 and associated figure (to show location of project);
- Completion of threatened and endangered species review. B&L will obtain species lists from the U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) website, New York Natural Heritage Program (NYNHP), and the NYS Department of Environmental Conservation (NYSDEC) Nature Explorer website;
- Submission of project information to the New York State Historic Preservation Office (SHPO) for their review via the cultural resource information system;
- SEAF Parts 2 and 3, and Part 3 support documents, as necessary; and
- Draft resolution to establish the Town as lead agency and issue the determination of significance for the proposed action.

- B&L assumes that a positive declaration finding will not be issued and that an environmental impact statement (EIS) will not be necessary. A coordinated review process will not be completed, as no other involved agencies are envisioned. An environmental staff site visit is not included in this task. No in-person meeting support is included in this scope, but attendance by a B&L representative can be added by supplemental authorization, if requested.

### 4. Develop schematic design documents to include the following:

- Preliminary site design drawings include site modifications, stormwater flows, storage facility location and traffic patterns related to the site upgrades.
- Environmental services to include preparation and coordination of SEQRA.
- Preliminary structural engineering design drawings for the storage facility foundations.

### 5. Develop an opinion of probable construction costs for the schematic design.



6. Prepare and submit electronically to the City for review one copy of the schematic design documents to include schematic drawings, proposed foundation types, and associated opinion of probable construction costs for review and comment.
7. Attend one review meeting with designated City staff to review the schematic design documents. It is anticipated that the discussions and comments generated from this meeting will formulate the basis of design in moving forward with the subsequent design phase.
8. In general, provide the professional services associated with the continuation of the project design from the previously completed schematic design and review comments received from the City. Professional services to include the design of the site and structural systems for the project.
9. Develop 50% design development drawings showing the storage structure's location, reinforced concrete foundations and walls, pre-engineered fabric superstructure design requirements and outline specifications for the site modifications and the new salt storage facility.
10. Develop an updated opinion of probable construction costs for the overall project construction based on

the 50% design development documents.

11. Submit to the City an electronic copy of the 50-percent design development documents for review and comment to include design decisions based on the schematic design submission review and commentary, 50% complete drawings, outline specifications and projected project schedule.
12. Attend one 50-percent design review meeting with designated City staff to review the 50% design development documents and review comments generated.
13. Review comments received from the City as a result of the 50% design development documents submission and incorporate those comments into the 90-percent design development phase. It is anticipated that any comments arising from this review will not require changes to the general basis of the project design.
14. Develop 90% design development drawings showing the storage structure's location, reinforced concrete foundations and walls, pre-engineered fabric superstructure design requirements, and outline specifications for the site modifications and the new salt storage facility.
15. Submit to the City an electronic copy of the 90% design development documents for review and comment. Submission will include the draft outline of the construction contract and technical specifications.
16. Attend one 90% design review meeting with designated City staff to review the 90% design development documents and review comments generated.
17. Incorporate the 90% design submission comments into the final drawings and specifications for public bidding purposes. At this time, B&L will assume all revisions will be limited to minor changes and comments. No major changes to the design are anticipated as a part of this review process.
18. Develop a final opinion of probable construction costs for the project construction based upon the final construction documents.
19. Develop final construction documents including detailed technical specifications and New York State registered professional engineer stamped contract drawings. Drawings to be in AutoCAD format and specifications to be provided in modified CSI format (Microsoft Word).
20. Prepare PDF files of the final bid documents for distribution to potential bidders via B&L's online plan distribution website. Bid documents will be set up for a single prime lump sum construction contract.
21. Prepare an advertisement for bid for publication in the City's official newspaper.

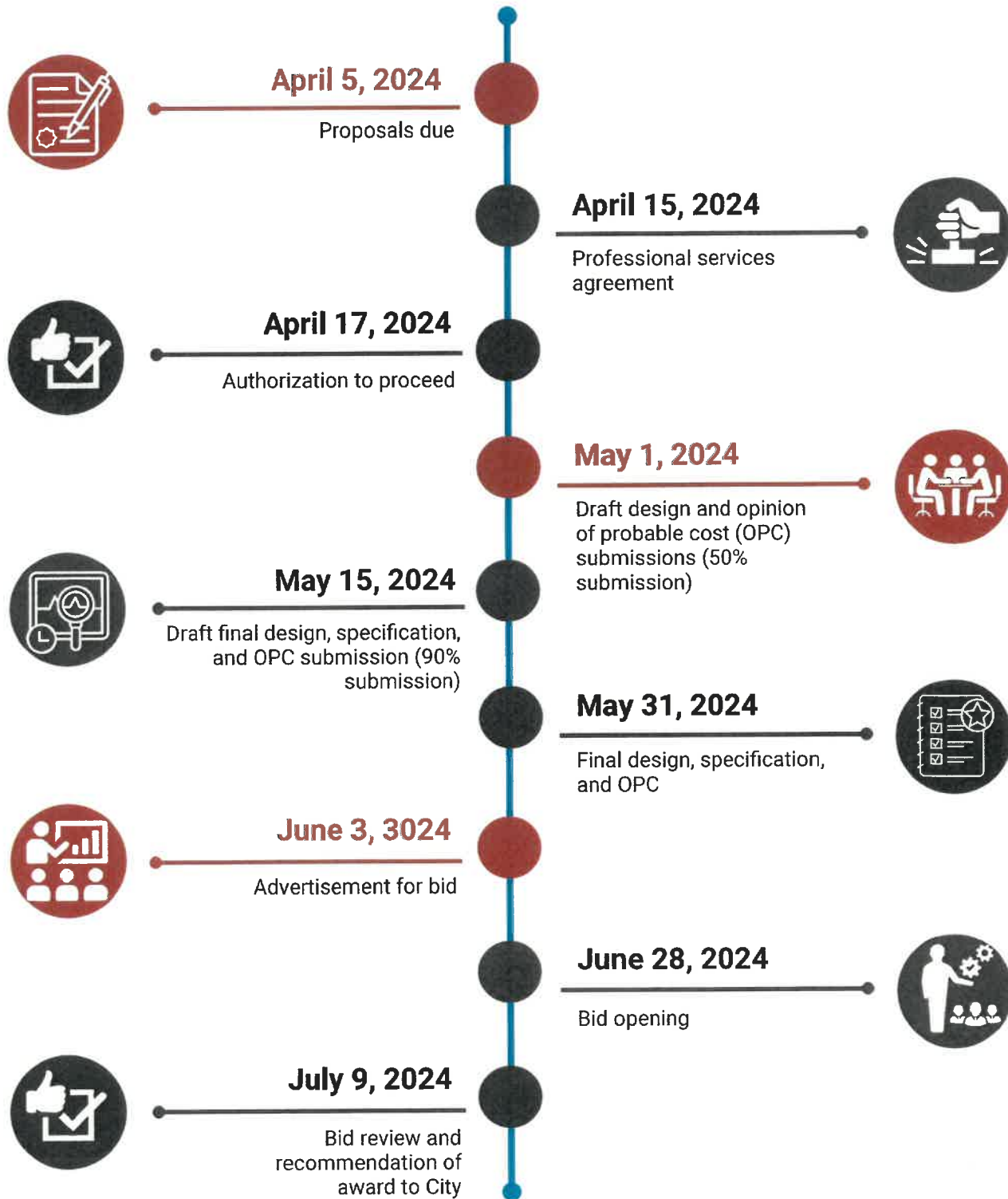
22. Provide technical assistance during bidding, answering bidders' questions and providing addenda as required during the bidding period.
23. Review bids received and make a recommendation of award of the contract to the City.

#### Technical Assumptions

1. No permit, driveway, or street design will be required.
2. The Department of Public Works will relocate and construct the existing on-site storm sewer system. New catch basin structures for collecting roof runoff from the new salt storage facility will be incorporated into the on-site drainage system.
3. The foundations are anticipated to be conventional shallow cast-in-place or pre-concrete retaining wall and footing type design bearing at or below anticipated frost depth. Specialty and/or deep foundation design is **not** included at this time.
4. This proposal is based on the assumption that any changes resulting from each review submission milestone will not require the wholesale redesign of previously completed engineering work. In the event that significant changes become necessary during the design process, B&L will immediately notify the City to negotiate an appropriate adjustment in fee at that time.
5. Area of soil disturbance due to proposed construction is less than one-acre (43,560 square feet). Therefore, state pollutant discharge elimination system (SPDES) permitting (individual permit or general permit) and development of a stormwater pollution prevention plan (SWPPP) is **not** required by New York State Department of Environmental Conservation (NYSDEC) and are not provided for in this proposal. Standard erosion and sedimentation control measures to be in place for construction will be provided in the contract documents.
6. The proposed construction is **not** located within boundaries of land regulated by the NYSDEC as municipal separate storm sewer systems (MS4). Therefore, compliance with NYSDEC administered MS4 regulations is **not** provided for in this proposal.
7. If necessary, the City will complete the building permit application and secure the building permit.
8. Construction contract administration phase services are **not** included in this proposal. The City may request a supplemental agreement for these services.

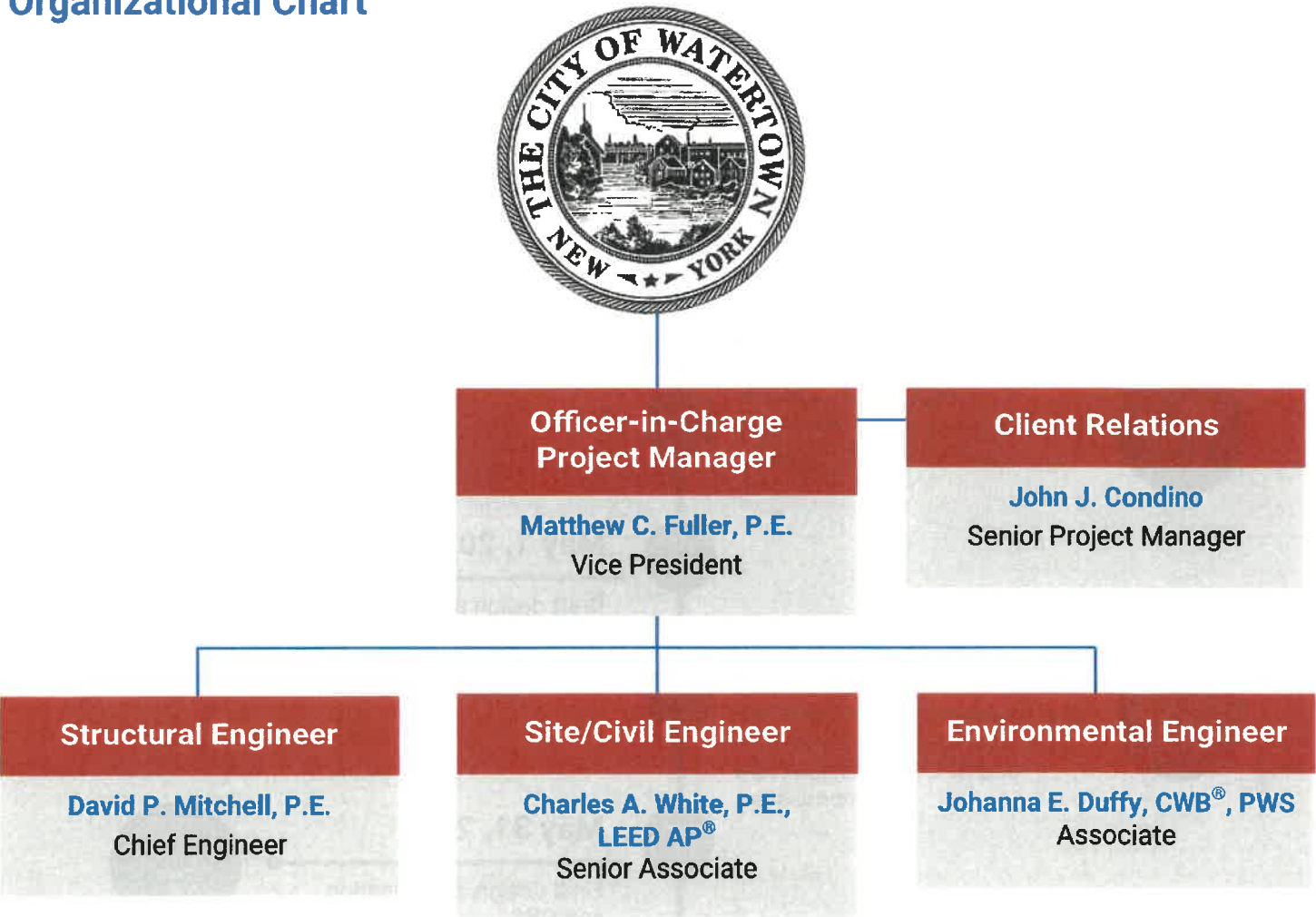
## Section 2: Project Timeline

The project milestones include monthly project design development and review meetings with the City.



# Section 3: Project Team

## Organizational Chart





**Matthew C. Fuller, P.E.****Vice President****Years of Experience:** 36**Education:** B.S., Civil Engineering, Rochester Institute of Technology, 1987,  
A.A.S., Civil Engineering Technology, SUNY Delhi, 1984**Professional Registrations:** Professional Engineer - New York, Maryland, Maine,  
Pennsylvania, Connecticut, New Jersey, North Carolina, Georgia, Delaware,  
Oklahoma, and New Hampshire

Mr. Fuller is a practice area leader in the structural engineering concentration of the Facilities Practice Area and is the responsible design professional for project procurement, engineering design, specification, supervision and management of civil, structural and architectural facilities engineering projects. His skills have been used on projects encompassing the analysis and design of new and existing building structures and structural design and analysis for superstructures and foundations. Mr. Fuller is proficient in state and federal building codes, structural assessments of buildings, and retrofit or rehabilitation of existing structural systems for buildings or facility structures. He and his staff use RISA finite element modeling analysis and design software and other specialty software as applications require. Mr. Fuller has been successful in incorporating both flexibility and ingenuity into structural design options by presenting clients with a number of different alternatives which examine cost constraints, project life, and replacement/rehabilitation options to determine the most economically feasible alternatives for final design.

Mr. Fuller oversees new and renovated facilities for public works salt storage facilities, including fire training (live fire and classroom), salt storage facilities, highway garages, and vehicle storage and staff operations. Features include roof replacements, administrative office space, break rooms, locker rooms with showers, underground fuel oil tank, vehicle exhaust, power distribution, lightning protection and grounding system, wash bays, concrete floors, drive-thru maintenance bays, overhead crane systems, embedded steel floor plating, pressurized lube system, vehicle exhaust system, secure parts storage, second floor storage mezzanine with elevator, waste oil space heater and in-floor radiant heating, and solar panel installation. Mr. Fuller performs required structural assessment evaluations on fire training facilities in accordance with NFPA 1403 –Standard on Live Fire Training Evolutions for numerous agencies throughout New York State.

**John J. Condino****Senior Project Manager****Years of Experience:** 47**Education:** B.A., Political Science, Syracuse University, 1976**Professional Affiliations:** Water Environment Federation, American Water Works Association, Solid Waste Association of North America, Rural Water Association, and New York State Floodplain and Stormwater Managers Association

Mr. Condino joined B&L with more than 30 years of management, operations, and maintenance experience in environmental compliance, permitting, water supply, treatment and distribution, wastewater treatment, collection, landfill operations, and business development. Mr. Condino is responsible for coordinating efforts of the staff in providing project support. Project types cover the full spectrum of B&L's disciplines including multi-use recreational trail development, solid waste facilities, water and sewer infrastructure, bridge and highway projects, stream restorations, and environmental remediation projects. Mr. Condino has been responsible for managing water and sewer infrastructure for nearly 20 municipalities in Northern New York. He has been involved in every aspect of project development. Most of the projects Mr. Condino has been involved with have been regional in scope and required close intermunicipal coordination. He Condino has provided assistance in the development of numerous intermunicipal agreements.

## David P. Mitchell, P.E.

### Chief Engineer

**Years of Experience:** 34

**Education:** B.S., Structural Design and Construction Engineering Technology, Pennsylvania State University, 1991, A.A.S., Architectural Engineering Technology, Pennsylvania State University, 1986

**Professional Registrations:** Professional Engineer - New York, Pennsylvania



Mr. Mitchell specializes in structural engineering and manages structural and civil engineering projects in the Facilities Practice Area of B&L. He is responsible for the scoping, costing, design, and quality control of various structural and facilities engineering projects. His engineering skills have been used on projects encompassing the analysis and design of new and existing building structures; salt storage facilities; material conveyance systems; wastewater storage tanks; bridge superstructures and foundations; and other structures.

Mr. Mitchell has been instrumental in developing the condition assessment and structural rehabilitation for various building structures that are listed on the National Register of Historic Places and/or designated as New York State Historic sites. Three of his most recent projects were the "Sonnenburg State Historic Site Mansion Verandah, Garden Pergola and Pavilion Condition Assessment" in Canandaigua, New York, the "Asa C. Allison Jr. Municipal Building Condition Assessment" in the City of Oneonta, New York, and the "Bleachery Rehabilitation Study" at the State Historic Preservation Office (SHPO) complex in Waterford, New York.

All requirements were within guidelines and recommendations based on project review and technical assistance from SHPO personnel and historic preservation contractors having experience with historic structure rehabilitation requirements.

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## Charles A. White, P.E., LEED AP®

### Senior Associate

**Years of Experience:** 28

**Education:** B.S., Civil Engineering, University of Kentucky, 1994

**Professional Registrations:** Registered Professional Engineer - New York, 2004, Leadership in Energy and Environmental Design (LEED®) Accredited Professional



Mr. White has significant experience in the planning, design and construction of transportation and civil engineering projects. He has played a key role on many design projects including, roadway design, site designs, stormwater and drainage projects, utility projects, and recreational trail projects, as well as many other related construction projects. His experience includes all project phases such as project development and planning, budgeting and grant application, design and permitting, bidding, oversight and construction administration, and project closeout. Mr. White has served as town/village designated engineer in numerous local communities. His municipal background also provides significant additional experience in infrastructure planning, development, and management.

**Johanna E. Duffy, CWB<sup>®</sup>, PWS**  
**Associate**

**Years of Experience:** 19

**Education:** M.P.S., Wetland and Water Resources, SUNY College of Environmental Science and Forestry, 2009, B.T., Wildlife Management, SUNY College of Agriculture and Technology at Cobleskill, 2003, A.A.S., Fisheries and Wildlife Technology, SUNY College of Agriculture and Technology at Cobleskill, 2002



**Professional Registrations:** Certified Wildlife Biologist (CWB<sup>®</sup>) Certification, The Wildlife Society; Professional Wetland Scientist (PWS) designation, Society of Wetland Scientists; Hazardous Waste Operations Health and Safety (HAZWOPER), initial 40-hour course, current annual 8-hour refresher course

Ms. Duffy's experience and primary duties are associated with wetland site delineation and permitting, endangered and threatened species assessments and habitat surveys, ecological monitoring, environmental regulations, hazard mitigation, and hazardous waste and environmental site assessments. These services are performed for a wide spectrum of projects, ranging from bridge replacements to recreational trail planning efforts to solid waste facility expansions.

Prior projects have required Ms. Duffy to coordinate with the U.S. Army Corps of Engineers' (USACE) Buffalo and New York Districts, the NYS Department of Environmental Conservation (NYSDEC), and the Adirondack Park Agency (APA). Ms. Duffy has also performed numerous SEQRA reviews for a variety of projects, including some that required the completion of an Environmental Impact Statement (EIS). Additionally, she is experienced in NEPA processing, the Section 404 and Section 10 federal permit programs, and New York State's Environmental Conservation Law (ECL) regulations and permit requirements. Ms. Duffy has also acted as the primary author for several county-wide hazard mitigation plans. She also is proficient in geographic information system (GIS) and global positioning system (GPS) technologies.

## Section 4: Staff Availability

Below is a chart listing all current projects taking up more than 20% of each team member's time:

Team Member	Projects
<b>Matthew C. Fuller, P.E.</b> Project Manager/Officer-in-Charge	<ul style="list-style-type: none"> <li>• Monroe County Vehicle Scale Replacement (CA Phase)</li> <li>• Delaware County Bioreactor Drum Replacement (Design)</li> </ul>
<b>John J. Condino</b> Client Relations	<ul style="list-style-type: none"> <li>• Village of Adams</li> <li>• Village of Clayton</li> <li>• Town of Pamela</li> </ul>
<b>David P. Mitchell, P.E.</b> Structural Engineer	<ul style="list-style-type: none"> <li>• Delaware County Bioreactor Drum Replacement (Design Phase)</li> <li>• Oswego County ERF Intake Structure Replacement (Design)</li> </ul>
<b>Charles A. White, P.E., LEED AP®</b> Site/Civil Engineer	<ul style="list-style-type: none"> <li>• Calais Ferry LPOE</li> <li>• Crescent Beach REDI</li> <li>• Town of Camillus TDE</li> <li>• City of Watertown Black River Trail Extension</li> </ul>
<b>Johanna Duffy, CWB®, PWS</b> Environmental Engineer	<ul style="list-style-type: none"> <li>• Oswego County Hazard Mitigation Plan Update</li> <li>• NYSDOT Upstate Ecological Term Agreement</li> </ul>



## Section 5: Qualifications

Barton & Loguidice, D.P.C. (B&L) has been engaged in the practice of professional engineering since 1961. B&L is a highly diversified planning, engineering, environmental science, and landscape architecture firm with a broad range of experience and expertise. Since our founding in Syracuse, New York, the firm has opened offices in Rochester, Buffalo, Albany, Somers, Binghamton, Plattsburgh, Watertown, and Utica, New York; Camp Hill and Pittsburgh, Pennsylvania; Annapolis and Baltimore, Maryland; Hartford, Connecticut; and Portland, Maine.

B&L employs a staff of approximately 400, about one quarter of which are licensed professional engineers, and includes landscape architects, planners, geologists, green infrastructure specialists, environmental scientists, and construction support personnel.

Throughout our history, B&L has built its business primarily serving public sector clients ranging from the local municipal level (cities, towns, and villages) to county, state, and federal agencies. The firm operates within eight core practice areas as shown in the graphic below.



### Facilities Engineering

B&L's facility design services take advantage of the latest developments in areas such as energy efficiency, sustainable and LEED® building design, architecture and engineering, computer networking infrastructure, and construction materials. Our engineers have years of experience with:

- Existing building rehabilitation and renovation;
- Building and energy management system evaluations;
- Updating HVAC and information systems;
- Mechanical, electrical, and plumbing systems design;
- Preventative maintenance recommendations;
- Structural evaluations to determine recommended occupancy or demolition;
- Green building conversions; and
- Building plan code reviews.



### Structural Engineering

B&L's structural engineering services take advantage of the latest developments in areas such as energy efficiency, sustainable design, computer networking infrastructure, and construction materials. We have an extensive resume of new facility design and existing facility additions and rehabilitation. Our structural engineering services include:

- Cantilever retaining structures;
- Sound reduction systems;
- Blast-resistant structures;
- Duct and pipe support systems;
- Tanks and liquid storage reservoirs;
- Structural analysis and design;
- Building foundations and superstructures;
- Specialty foundations and structures such as:
- Crane systems,
- Cellular tower foundations,
- Equipment foundations and support structures,
- Pre-engineered and pre-fabricated building foundations,
- Structural investigations, evaluations, and upgrades;
- Process and material storage structures;
- Selective demolition design;
- Structural finite element analysis;
- Building code and structural reviews and analyses;
- Structural steel;
- Reinforced concrete and masonry structures, wood framed structures, and caissons;
- Concrete mats;
- Utility support systems;
- Unsafe building evaluations;
- Roof support system evaluation; and
- Storage structures.

### Electrical Engineering and Lighting Enhancements

B&L provides electrical engineering services for a variety of project types and facilities, including streetscapes, water and wastewater facilities, hospitals, municipal buildings, educational facilities, parks, and more. Our capabilities include:

- Power systems;
- Energy production;
- Primary service;
- Power supply planning;
- Design and engineering of lighting and lighting controls;
- Medium and low voltage power distribution;
- Data distribution and infrastructure;
- Uninterruptible power systems;
- Emergency and critical systems power generation;
- Life-cycle cost analyses of energy efficient lighting and alternative power generation technologies performed by LEED® accredited professionals;
- Supervisory control and data acquisition (SCADA);
- Radio telemetry;
- Solar and wind power;
- Substations and switchgear;
- Energy efficient lighting systems;
- Site lighting;
- Electrical utility audits;
- Load and energy management;
- Cogeneration facility siting and design;
- Sub-transmission overhead line design;
- Controls and instrumentation;
- Electrical systems analyses;
- Building electrical, lighting, and distribution systems;
- Arc flash analysis; and
- Communication, security, and fire alarm systems.



To achieve a vibrant, active illumination, our design teams collaborate on potential innovative and creative lighting solutions. We typically use any existing lighting and the facility's intended use as the foundation for new lighting design. New lighting elements may be experimental, colorful, interactive, temporal, or simply materials that amplify, reflect, and transmit light. The lighting may vary in scale and density based on visual reviews and analysis. If said lighting is part of a streetscape improvements



project, it may also focus on specific aspects of the improvements such as gateway elements, mural art, or displays.

### **Mechanical Engineering Services**

B&L provides complete mechanical engineering and design services for educational, industrial, public safety, municipal, data, corporate, commercial, health care, and research and development facilities. Our services include:

- Heating, ventilation, and air conditioning (HVAC) systems;
- Steam and hot water boiler plants and heating systems;
- Chilled water plants and systems;
- Utility and process piping systems;
- Pumping systems and control;
- Fire protection systems;
- Energy systems, analyses, and efficiency improvements;
- Building energy management systems;
- Mechanical equipment installations;
- Geothermal heating and cooling; and
- Analyses for both existing and new facilities.

### **Energy Engineering and Consulting**

B&L is a New York State Energy Research and Development Authority (NYSERDA) FlexTech consultant and has been a leader in developing and implementing energy-efficient technologies and renewable energy projects for decades. With our understanding of the underlying technical, economic, and political forces shaping the current competitive energy marketplace, we are able to provide holistic, practical strategies to help our clients manage the cost and reliability of their energy resources.

Our energy services include:

- Mechanical and electrical systems energy efficiency improvements,
- Energy conservation measures,
- Facility improvements,
- Alternative energy source (e.g.. wind and solar) feasibility assessments, and
- Energy resource management strategic development and review options.

### **Construction Administration and Inspection**

Construction administration and construction inspection (CA/CI) help ensure that projects are constructed according to their plans and specifications and in compliance with applicable building codes, regulations,

and best practices. We have provided construction phases services for a wide variety of projects, including highways, bridges, subdivisions, water and wastewater facilities, new buildings, and building renovations. Our CA/CI services include:

- Attending and preparing documentation for preconstruction meetings,
- On site construction observation,
- Providing documentation of all activities,
- Reviewing submittals to determine compliance with plans and specifications,
- Collaborating with department heads,
- Preparing and reviewing change orders,
- Final reviews for release of funds on letters of credit,
- Punch lists, and
- Final certifications of project completion.

We pride ourselves on our ability to understand both the owner's objectives and the contractor's construction methods. This understanding helps us anticipate potential misinterpretations and unforeseen field conditions. By maintaining open communication with the owner and the contractor, we can limit misinterpretations and brainstorm solutions to project obstacles while minimizing or eliminating costly project overruns. With this approach, we can also respond to issues in a timely manner and save our clients' money by sending the nearest inspector to the project site. Our inspectors are well versed in relevant agency requirements and provide inspection services on a wide variety of transportation, building and structure, site, utility, stormwater and drainage, and solid waste projects.



## Section 6: Relevant Experience

### Salt and Sand Storage Facilities—Fabric and High Gambrel Arch Roof Styles



B&L designed and provided construction administration and periodic site inspections for sand and salt storage facilities located in the towns and counties listed. The fabric roof style buildings are generally 37 feet high by 72 feet wide by 90 to 180 feet long with cast-in-place reinforced concrete push walls. These facilities store approximately 7,500 tons of product.

Our High-Gambrel Arch Roof style buildings are approximately 80 or 90 feet high by 80 to 130 feet long with either timber framed or cast-in-place reinforced concrete push walls. Some facilities were designed to provide lean-to outrigger sheds for added covered storage. These facilities store approximately 9,000 tons of product.

B&L prepares NYS DEC Water Quality Improvement Project (WQIP) grant applications, develops site plans and construction contract documents for these storage facilities (including general construction and technical specifications) for advertisement and public bidding of the projects. In addition, B&L typically provides the following services during design and bidding:

- Coordinates soil borings and sub-surface geotechnical evaluation
- Coordinates property and topographic survey
- Prepares the notice to bidders – advertisement for bid
- Responds to prospective bidders questions
- Issues addenda (if necessary)
- Assists the client with receiving and review of bids
- Prepares bid tabulations
- Makes recommendations for award

B&L also reviews shop drawings and submittals for compliance with the contract documents, reviews the contractor's payment applications, coordinates with testing firms for required special inspections, provides construction administration, performs periodic on-site construction oversight services and assists with project close-out.

#### Municipality:

Town of Hastings, New York  
 Town of Verona, New York  
 Town of Fabius, New York  
 Town of Brutus, New York  
 Town of Granby, New York  
 Town of Van Buren, New York  
 Town of Lysander, New York  
 Town of Middleburgh, New York  
 Town of Sullivan, New York  
 Town of Broome, New York  
 Cayuga County, New York  
 Town of Florida, New York  
 Town of Deerfield, New York  
 Town of Theresa, New York  
 Town of Brookfield, New York  
 Town of Hamilton, New York  
 Town of Madison, New York  
 Town of Charleston, New York  
 Town of Rotterdam, New York  
 Town of Pike, New York  
 St. Mary's County, Maryland

#### Facility and Project Features Include:

- Design of steel truss frame with fabric covering
- Design of reinforced cast-in-place concrete push wall systems with spray-applied salt resistant coating
- Tall structure clearance for mixing sand and salt under cover
- 15-year fabric warranty designed for 60 pound ground snow load
- Translucent cover provides for natural daylighting
- Concrete push walls take abuse from large articulated loaders
- Design of post and timber framed structures
- Electrical distribution and LED lighting
- Construction administration and site inspection services
- Lean-to outrigger enclosures all for additional covered storage

## Following are B&amp;L's references for this project:

**Jack Dodson**

Deputy Supervisor  
 Town of Rotterdam  
 1100 Sunrise Boulevard  
 Schenectady, New York 12306  
 518-355-7575  
 cjdodson@rotterdamny.org

**Steven Marcinkowski**

Town Supervisor  
 Town of Theresa  
 215 Riverside Avenue  
 Theresa, New York 13691  
 315-628-5046  
 townoffice@townoftheresany.com

**Sandra King**

Town Supervisor  
 Town of Pike  
 60 Main Street  
 Pike, New York 14130  
 585-493-2471  
 twnpike@rochester.rr.com

## Relevant project experience:

Client	Project name	Cost of construction
Town of Pike	Salt/Sand Storage Facility	\$450,000
Town of Theresa	Salt/Sand Storage Facility	\$400,200
Town of Rotterdam	Salt Storage Facility	\$1,812,000
Town of Charleston	Salt Storage Facility	\$665,000
Town of Florida	Town Salt Storage Facility	\$1,500,000
Town of Deerfield	Sand and Salt Storage Building Re-use	\$1,100,000
Oneida County	Department of Public Works Feasibility Study	\$14,000,000

### Cost Proposal

We have estimated the effort required for the scope of services in our proposal for the Watertown Department of Public Works Salt Storage Facility and propose to provide these services based upon the time and expense fee listed below. The fee includes all normal reimbursable expenses for the project. If additional services, other than those described in the scope, are requested and authorized by the City of Watertown, they will be provided on a time and expense basis in accordance with our billing rate schedule in effect at the time the services are requested.

**Construction Document Phase:     \$21,600.00**

Our fee is based on providing the City of Watertown with professional design services for the salt storage facility design and construction documents and all related site work as stated in the request for proposals.

## **EXHIBIT “B”**

### **SCOPE OF SERVICES**

The attachment on the next page displays the Scope of Work sent out to the Engineering Firms for the Department of Public Works Salt Storage Building.



**SCOPE OF WORK**  
**WATERTOWN Department of Public Works Salt Storage Building**  
**03-28-2024**

**I. Project Description:**

The Watertown Department of Public Works (DPW) desires to construct a Salt Storage Building at their existing Salt Storage Area on Newell Street. This project includes DPW removing the existing salt storage pad and excavating the site to the proposed rough grades determined during the design of this project. DPW is seeking to bid out the project with the option of pre-cast concrete walls or poured-in-place concrete foundation. Both designs will include a fabric covered vaulted steel framed structure.

**II. Project Scope:**

There are four phased areas that require expansion or rehabilitation to accommodate the necessary changes required for the City Court. A brief description of each issue follows below. All areas are shown on the enclosed layout drawings that were presented to the Office of Court Administration.

1. **Site/ Civil Site Plan Drawings:** The Firm will prepare Civil Site Design Drawings as required for obtaining building permit approval and facilitate a public bid to build process. Plans will be based on a determined layout and specifications agreed to.
2. **Data Collection:** The firm will perform the following regarding data collection:
  - Visit site to review and determine existing conditions.
  - Review existing data pertaining to site (e.g. soil maps, topographical survey, etc.).
  - Obtain two preliminary geo-technical soil profiles.
  - Review of soils and geotechnical testing and recommendations report.
3. **Design:** The following criteria will be met:
  - An initial Schematic Design Meeting will be held to review the functionality of conceptual plans, determine any code concerns, and modify as needed. The Firm will also develop one alternative schematic site plan.
  - Perform reviews on Zoning Code, conceptual layout, and conceptual drainage functionality.
  - Will meet with the City Engineering Department at least four different times to review design progress.
  - Prepare all necessary Contract Drawings, including:
    - a. Demolition
    - b. Site



- c. Layout
  - d. Utility
  - e. Grading
  - f. Pavement
  - g. Erosion and Sediment Control Plans
  - h. Site Details
  - i. Construction Details
  - Prepare all Bidding Phase Specifications and required Contract Documents
  - Develop a Site Lighting and Photometric Plan consisting of exterior building area, including:
    - a. Photometric Calculations
    - b. Electrical Detail, including equipment layout to support lighting distribution
    - c. Voltage drop calculations for lighting circuits
    - d. Luminaire Specification
    - e. Technical Specifications
  - Firms will coordinate with DPW for access onsite. It is assumed that no permit, driveway, or street design will be required
  - NOTE: DPW will relocate and construct the existing onsite Storm Sewer System. Any new catch basin structures for collecting roof runoff from the Salt Storage Building will be incorporated onsite. A SWPPP is not required. DPW will Pave, so no flooring is required as well. DPW will also handle any and all interior electrical lighting inside the Salt Storage Building.
4. Required Documentation: The Firm will prepare Part 1 for a SEQRA, along with any required review for it. Desktop reviews of the proposed project area concerning historical and cultural resources, rare; threatened; and endangered species, and identifying potential of any significant habitats will be performed. The Firm will also draft and send a Notice of Intrusion Letter to both the DEC and National Grid before Construction begins.
5. Structural Engineering: The Firm will provide performance specifications for the proposed pre-cast and poured-in-place concrete and fabric covered salt storage structure, along with structural specifications and a construction cost estimate.
6. Deliverables: The Firm will provide the following:
- Drawings – 50%, 90%, and Final Review
  - Construction Drawings and Technical Specifications
  - Notice of Intrusion Letter
  - SEQRA

### III. Additional Design Tasks, Requirements and Information:

1. Any fee for testing will include the cost for two borings to be done in the desired location.
2. The consultant or a sub-consultant will have demonstrated experience with the design of previous Salt Storage Buildings within the State of New York.
3. Firms desiring to submit a proposal are recommended to perform a site visit. The visit will be coordinated through the Engineering Department.

### IV. Proposed Timeline:

1. Proposals Due to City Engineer: April 05, 2024
2. Professional Services Agreement approved by City Council: April 15, 2024
3. Authorization to Proceed: April 17, 2024
4. Draft Design and Opinion of Probable Cost (OPC) submitted (50%): May 01, 2024
5. Draft Final Design, Specifications and OPC submitted (90%): May 15, 2024
6. Final Design, Specifications and OPC: May 31, 2024
7. Advertise for Bids: June 2024

### V. Proposal:

Proposals for the City Court Expansion will be for availability and interest only from the firms. Professional fees will be negotiated after a firm is selected. All proposals shall be sent to the City Engineer Thomas Compo at City Hall at 245 Washington Street, Watertown, New York 13601.

### VI. Construction Management:

The City may opt to have a second supplemental agreement prepared to perform the construction management portion of the project. The City reserves the right to enter into a separate agreement for construction management or construction inspection services or to perform the work in-house. The City makes no assurance that the design firm will be selected for project management services.

Ord No. 1

April 9, 2024

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Bond Ordinance Amendment – Water Disinfection By-products Project

The new estimate for the water disinfection by-products project is \$61,700,000. As the City pursues grants to lessen the burden on the rate payors, one item that grantors typically require is proof that the City has financing for the project. The bond ordinance must continually be amended to reflect the current projected cost of the project. The ultimate amount to be borrowed will be net of any grants received.

Accordingly, an amended bond ordinance has been prepared for City Council consideration to finance the project.

**ORDINANCE**

Page 1 of 10

An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 BONDS of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

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, on April 15, 2024, at 7:00 o'clock P.M., Eastern 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 APRIL 15, 2024.**

**AN ORDINANCE AMENDING THE ORDINANCE DATED JUNE 19, 2023, AUTHORIZING THE ISSUANCE OF \$50,000,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY THE COST OF WATER TREATMENT PLANT IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO, FILTER UNDERDRAIN AND MEDIA REPLACEMENT, A NEW FLOCCULATION/SEDIMENTATION BASIN AND A NEW OZONE PRODUCTION AND INJECTION SYSTEM, IN AND FOR SAID CITY, TO INCREASE THE ESTIMATED**

**ORDINANCE**

Page 2 of 10

An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 BONDS of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

**MAXIMUM COST THEREOF AND THE AMOUNT OF BONDS AUTHORIZED TO \$61,700,000.**

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, by ordinance dated July 18, 2022 (the “2022 Ordinance”), the Council of the City of Watertown, Jefferson County, New York (the “City”), authorized the issuance of \$3,000,000 bonds of said City to pay the cost of water treatment plant improvements, including filter underdrain and media replacement, including incidental expenses in connection therewith, a specific object or purpose, at an estimated maximum cost of \$3,000,000, in and for the City; and

WHEREAS, by ordinance dated June 19, 2023 (the “2023 Ordinance”), the Council amended the 2022 Ordinance to increase the estimated maximum cost and the amount of bonds authorized to \$50,000,000 to pay the cost of water treatment plant improvements, including filter underdrain and media replacement, a new flocculation/sedimentation basin, a new ozone production and injection system, and incidental expenses in connection therewith, a specific object or purpose, in and for the City, and

WHEREAS, no obligations have been issued under the 2022 Ordinance and 2023 Ordinance; and

WHEREAS, the Council now wishes to increase the estimated maximum cost of the aforesaid specific object or purpose from \$50,000,000 to \$61,700,000, an increase of \$11,700,000 over that previously authorized, and to authorize the issuance of bonds sufficient to pay said estimated maximum cost; NOW, THEREFORE,

**ORDINANCE**

Page 3 of 10

An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 BONDS of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

BE IT ORDAINED, by the Council of the City as follows:

Section A. The ordinance dated June 19, 2023, authorizing the issuance of \$50,000,000 bonds to pay the cost of water treatment plant improvements, including but not limited to filter underdrain and media replacement, a new flocculation/sedimentation basin, a new ozone production and injection system, other related upgrades to the plant and incidental expenses in connection therewith, a specific object or purpose, at an estimated maximum cost of \$50,000,000, in and for the City, is hereby amended, in its entirety, to read as follows:  
**AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$61,700,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY THE COST OF WATER TREATMENT PLANT IMPROVEMENTS, INCLUDING BUT NOT LIMITED TO, FILTER UNDERDRAIN AND MEDIA REPLACEMENT, A NEW FLOCCULATION/SEDIMENTATION BASIN AND A NEW OZONE PRODUCTION AND INJECTION SYSTEM, IN AND FOR SAID CITY.**

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 (the "City"), as follows:

Section 1. For paying the cost of water treatment plant improvements, including but not limited to filter underdrain and media replacement, a new flocculation/sedimentation basin, a

**ORDINANCE**

Page 4 of 10

An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 BONDS of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

new ozone production and injection system, other related upgrades to the plant and incidental expenses in connection therewith, in and for the City, there are hereby authorized to be issued \$61,700,000 bonds of said City pursuant to the provisions of the Local Finance Law.

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid specific object or purpose is \$61,700,000 and that the plan for the financing thereof is by the issuance of the \$61,700,000 bonds of said City authorized to be issued pursuant to this ordinance, provided however, that the amount of bonds to be issued shall be reduced by the amount of any grant funds received therefor.

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 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 by the manual or facsimile signature of the City Comptroller and a facsimile of

**ORDINANCE**

Page 5 of 10

An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 BONDS of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

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 the City Comptroller shall deem best for the interests of the City, including, but not limited to, the power to sell said bonds to the New York State Environmental Facilities Corporation; provided, however, that in the exercise of these delegated powers, the City Comptroller 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. The power to issue and sell notes to the New York State Environmental Facilities Corporation pursuant to Section 169.00 of the Local Finance Law is hereby delegated to the City Comptroller. Such notes shall be of such terms, form and contents as may be prescribed by said City Comptroller consistent with the provisions of the Local Finance Law.

Section 9. The City Comptroller is hereby further authorized, at his or her sole discretion, to execute a project finance agreement, and any other agreements with the New York State Department of Environmental Conservation and/or the New York State Environmental Facilities Corporation, including amendments thereto, and including any instruments (or amendments thereto) in the effectuation thereof, in order to effect the financing or refinancing of the specific object or purpose described in Section 1 hereof, or a portion thereof, by a bond, and, or note issue of said City in the event of the sale of same to the New York State Environmental Facilities Corporation.



**ORDINANCE**

Page 6 of 10

An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 BONDS of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

Section 10. The intent of this resolution is to give the City Comptroller sufficient authority to execute those applications, agreements, instruments or to do any similar acts necessary to effect the issuance of the aforesaid bonds and, or notes, without resorting to further action of the City Comptroller.

Section 11. 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 12. 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

**ORDINANCE**

Page 7 of 10

An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 BONDS of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

(2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

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

Section 13. 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 14. This ordinance, which takes effect immediately, shall be published in summary in the Watertown Daily Times the official newspaper of the City, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

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

(1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or

(2) The provisions of law which should be complied with at the date of publication of this ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

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

ORDINANCE

Page 8 of 10

An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 BONDS of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

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

Section D. This ordinance is effective immediately.

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

The ordinance was thereupon declared duly adopted.

\* \* \* \* \*

APPROVED BY THE MAYOR

\_\_\_\_\_, 2024.

Mayor

**ORDINANCE**

Page 9 of 10

An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 BONDS of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

STATE OF NEW YORK )

) ss.:

COUNTY OF JEFFERSON )

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 April 15, 2024, 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 said meeting was (i) open to the general public pursuant to Section 103 of the Public Officers Law or (ii) conducted in conformance with Section 103-a of the Public Officers Law.

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:

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

**ORDINANCE**

Page 10 of 10

An Ordinance Amending the Ordinance Dated June 19, 2023, Authorizing the Issuance of \$50,000,000 BONDS of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including but not Limited to, Filter Underdrain and Media Replacement, a New Flocculation/Sedimentation Basin and a New Ozone Production and Injection System, in and for Said City, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$61,700,000.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on April 15, 2024.

\_\_\_\_\_  
City Clerk  
(CORPORATE  
SEAL)

**Seconded by** \_\_\_\_\_

Ord No. 2

April 9, 2024

To: The Honorable Mayor and City Council

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

Subject: Changing the Approved Zoning Classification of 1316 Rear Ives Street and 1200 Rear Jewell Drive, Parcel Numbers 14-49-116.000 and 14-49-117.000, from Residential to Planned Campus.

Robert J. Busler, PLS of LaFave, White & McGivern, L.S., P.C. has submitted a request on behalf of Prime, LLC to change the approved Zoning Classification of 1316 Rear Ives Street and 1200 Rear Jewell Drive, Parcel Numbers 14-49-116.000 and 14-49-117.000, from Residential to Planned Campus.

The Planning Commission reviewed the request at its April 2, 2024, meeting and defeated a motion recommending that City Council change the approved zoning classification as requested. Attached is the complete zone change application, Staff's report to the Planning Commission, the relevant excerpt from the Planning Commission's meeting minutes and a recommendation letter from the Jefferson County Planning Board.

The Ordinance attached for City Council consideration changes the approved zoning classification of the parcels. The City Council must hold a public hearing on the Ordinance before it may vote. Staff recommends that the City Council schedule a public hearing for 7:15 p.m. on Monday, May 6, 2024. A SEQRA resolution will be presented for City Council consideration at that meeting.

**ORDINANCE**

Page 1 of 1

Changing the Approved Zoning  
Classification of 1316 Rear Ives St  
and 1200 Rear Jewell Drive,  
Parcel Numbers 14-49-116.000 and  
14-49-117.000 from Residential to  
Planned Campus

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by***

BE IT ORDAINED where Robert J. Busler, P.L.S. of LaFave, White & McGivern, L.S., P.C. on behalf of Prime, LLC has made an application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law to change the approved zoning classification of 1316 Rear Ives Street and 1200 Rear Jewell Drive, Parcel Numbers 14-49-116.000 and 14-49-117.000, from Residential to Planned Campus, and

WHEREAS the Jefferson County Planning Board reviewed the application at its March 26, 2024, meeting, pursuant to New York State General Municipal Law Section 239-m, and adopted a motion to recommend disapproval, and

WHEREAS the Planning Commission of the City of Watertown considered the zone change request at its April 2, 2024 meeting and defeated a motion recommending that City Council approve the zone change, and

WHEREAS a public hearing was held on the proposed zone change on May 6, 2024, after due public notice, and

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

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

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of 1316 Rear Ives Street and 1200 Rear Jewell Drive, Parcel Numbers 14-49-116.000 and 14-49-117.000, shall be changed from Residential to Planned Campus, and

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

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

***Seconded by***



# MEMORANDUM

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

TO: Planning Commission Members

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

PRIMARY REVIEWERS: Sharlice Bonello, Planner; and Geoffrey Urda, Planner

SUBJECT: Zone Change – **1316 Rear Ives Street** and **1200 Rear Jewell Drive**, Parcel Numbers 14-19-116.000 and 14-19-117.000

DATE: March 28, 2024

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**Request:** To Change the Approved Zoning Classification of 1316 Rear Ives Street and 1200 Rear Jewell Drive, Parcel Numbers 14-19-116.000 and 14-19-117.000 from Residential to Planned Campus

**Applicant:** Robert J. Busler, P.L.S. on behalf of Prime, LLC

**Owner(s):** Prime, LLC

**SEQRA:** Unlisted

**County Review:** Yes

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**Comments:** The applicant seeks to rezone the subject parcels from Residential to Planned Campus. The applicant does not describe any specific outcome that the property owner seeks to accomplish with the proposed rezoning other than to create continuity with adjacent parcels that are already zoned Planned Campus. The applicant also does not describe any specific future development plans for the parcels. The cover letter only identifies residential uses such as affordable housing, Senior Housing, Townhouses and apartment buildings as development that *could* occur.

The City's Zone Change Application requires the cover letter to describe what the applicant seeks to establish with the proposed Zone Change (e.g. the intended future use of the property) and any other information that will aid the Planning Commission and City Council in comprehending the request. The cover letter should also address whether the proposed rezoning is consistent with the City of Watertown's adopted Comprehensive Plan, and if it is not, the rationale for why the Planning Commission and City Council should grant the request.

The applicant should be prepared to explain what they seek to accomplish with the requested rezoning including any intended future uses.



**Existing Conditions:** The subject parcels are presently classified as Residential Vacant Land. However, they contain former golf holes of the Ives Hill County Club (IHCC), dating to its previous existence as an 18-hole course. IHCC presently operates as a nine-hole course on adjacent and other nearby parcels. The holes on the subject parcels are no longer part of the course.

The subject parcels are bounded on the north by the remaining nine-hole golf course, which is in a Residential zone. They are bounded on the east by the Ives Hill Retirement Community and the Immaculate Heart Central High School, both of which are in the Planned Campus zone that the applicant references. The subject parcels are bounded to the south by the City Boundary with the Town of Watertown, with more former golf holes owned by Prime, LLC occupying the parcels on the Town side of the boundary. Finally, the subject parcels are bounded on the west by a freight rail track owned by CSX Transportation. The rail parcel itself is zoned Industrial, with the Residential zone resuming on the western side of the railroad tracks. The enclosed map depicts the zoning of the subject parcels and all surrounding parcels.

The Planning Commission should note that the parcels are landlocked and would require an easement to access them from any public Right-of-Way.

**Zoning and the Comprehensive Plan:** The City's adopted Comprehensive Plan recommends the future land use for this area as Residential Low Density. The Comprehensive Plan envisions the Residential Low Density character area as follows:

***Residential Low Density:*** *"These are low density residential areas where the primary use is single and two-family homes. Lot sizes vary from medium to large. Streets are lined with sidewalks and there is ample greenery. Homes are set back from the sidewalk with front yards and parking is at the side or behind but never in the front yard."*

The applicant's cover letter states that if the two parcels are rezoned to Planned Campus, new potential projects could include Affordable Housing, Senior Housing, Townhouse, and Apartment Buildings. In addition to the residential uses noted above, Commercial uses that would be allowed in the Planned Campus district include, but are not limited to, a bed and breakfast, inn, bar, restaurant, café, brewpub, clinic, and offices.

In discussions with both City and County Planning Staff members, the applicant has proposed imposing deed restrictions to limit or restrict Commercial uses that would not be compatible within the existing neighborhood. The Planning Commission should note that even though these deed restrictions could be added to a deed, the same individual that added the restrictions could also remove them. Additionally, such deed restrictions are not enforceable by the City Council, Planning Commission or Planning Staff as they are a private matter and would not stop Commercial uses from being established on the parcel. Deed restrictions are extremely difficult to enforce as someone with the ability to make a complaint would need to demonstrate that the restriction was violated.

Additionally, even after imposing deed restrictions to limit or restrict Commercial Use, the proposed uses of apartments and townhomes is not in harmony with the Residential Low Density land use as defined above, and single-unit and two-unit dwellings are not an allowed use in the Planned Campus district. The Residential zoning district only allows Single- and Two-Unit Dwellings which is in harmony with the Residential Low Density land use definition and

implements the Comprehensive Plan. Rezoning the subject parcels to Planned Campus would go against the recommended future land use for the parcels as envisioned in the Comprehensive Plan.

The applicant cites Recommendation NH.3 of the Comprehensive Plan, which states “*Promote a variety of housing types, forms and affordability levels.*” However, these more intense uses are more appropriate in other future land use character areas, such as Residential Medium, Residential Apartments, Urban Mixed Use and Corridor Mixed Use.

Lastly, the applicant refers to the surrounding Planned Campus Parcels, specifically parcels 14-49-113.000, 14-49-101.004, and nearby parcel 14-49-102.000 stating that these neighboring properties have the right to pursue all uses listed under Planned Campus. However, each of these parcels had already been developed prior to the adoption of the 2023 Zoning Ordinance, and in the cases of two of them, the Planned Campus District only serves as the underlying zoning district to existing PDDs. In both cases, the PDD is still the law of the land, and the Planned Campus zoning would not take effect unless the PDD were abandoned.

As discussed with the applicant earlier this month, an alternative way forward to develop 1316 Rear Ives St and 1200 Rear Jewell Drive with the proposed uses listed in the cover letter is to apply for a PDD that would contain the two parcels stated above **and** provide a proposed development plan for the parcels. This would require the applicant to provide a conceptual site plan and a list of proposed uses that the Planning Commission could review and recommend to City Council for approval if they see fit. If the applicant does not wish to take these steps and there is an interested developer for the parcels, that developer could apply for the parcels to be rezoned to PDD and condition the purchase offer on the approval to rezone the parcels PDD by City Council. This will not hold the potential buyer to purchase any parcels unless they get approved to rezone the parcels PDD along with their proposed development.

**Engineering Comments:** Even though the applicant is not proposing to develop any new uses for the parcels, Engineering provided the following questions that any future developer would need to answer for any proposed future uses on the subject parcels:

- What will these two parcels be used for? How would future construction be completed and how would the Western Outfall Trunk Sewer be affected? What would be the sewer flows entering and/or leaving the area.
- Where is the location of the existing easements and will they be affected?
- There are three Storm Sewer lines running through these two parcels. The Engineering Department has attached a map depicting their locations. There is also a Storm Outlet on 1316 Rear Ives Street

**Code Enforcement Comments:** Additionally, the City Bureau of Code Enforcement Bureau identified the following requirements for any potential future applicant when developing any new uses on the parcels:

- Fire hydrants to be installed at locations that Code Enforcement finds necessary.
- Fire apparatus access roads will need to be installed when the site is developed.

**Jefferson County 239-m Review:** At its March 26, 2024, meeting, the Jefferson County Planning Board reviewed the request pursuant to General Municipal Law Section 239-m. At that meeting, the Board adopted a motion recommending disapproval. A copy of the letter from the County stating their reasoning is attached.

**SEQR:** The applicant has submitted a State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF) as part of the application for the Zone Change. The City Council, as the lead agency, will complete Part 2 of the EAF and make a determination of significance.

**Miscellaneous:** Two zone change maps have been provided by the City for review. Both maps reflect the same information, with one zoomed in and the other zoomed out to show surrounding land uses.

The applicant shall note that as a part of any potential future development review, Staff will require the applicant (or any future property owner) to describe the intended access to 1316 Rear Ives Street and 1200 Rear Jewell Drive, as neither parcel fronts on a public street or Right-of-Way (ROW).

**Planning Commission Action:** For zone changes, the Planning Commission is responsible for making a recommendation to the City Council. The City Council will then vote on the zone change after holding a public hearing.

cc: City Council Members

Thomas Compo, City Engineer

Meredith Griffin, Civil Engineer II

Dana Aikins, Code Enforcement Supervisor

Prime, LLC; Managing Member PJ Simao, 137 Main Avenue, Floor 3, Watertown, NY 13601

Robert J. Busler, PLS, LaFave, White & McGivern 133 Commercial Street, P.O. Box 679,  
Theresa, NY 13691



Michael J. Bourcy  
Director of Planning

Department of Planning  
175 Arsenal Street, 3<sup>rd</sup> Floor  
Watertown, NY 13601

(315) 785-3144

March 28, 2024

Sharlice Bobello  
City of Watertown  
245 Washington Street, Room 305  
Watertown, NY 13601

Re: Prime, LLC, Zoning Map Amendment, Planned Campus, JCDP File # C 2 - 24

Dear Sharlice,

On March 26, 2024, the Jefferson County Planning Board reviewed the above referenced project, referred pursuant to General Municipal Law, Section 239m.

The Board adopted a motion to recommend disapproval, based on the intermunicipal impact of a potential high density residential development adjacent to the Town's low density residential area and potential resulting traffic flow into that portion of the Town through a single-family neighborhood. The Board also concluded that the proposal does not conform to the City's Comprehensive Plan.

During the review, the County Planning Board identified that New York State General City Law Section 28-a, paragraph 12 (a) requires zoning amendments to be made in accordance with a comprehensive plan. The local board should ensure that this amendment is consistent with the City of Watertown's Comprehensive Plan adopted in 2019.

The two parcels do not have direct access to a public road. Possible access could occur through the former golf course property, owned by the applicant, to the west located in the Town of Watertown. Traffic from potential high density residential development accessing through the Town would impact the single-family areas along Ives Street. Resulting in an intermunicipal traffic impact.

Furthermore, the Board has the following local advisory comments:

The City's Future Land Use map calls for low density residential in this area. The adjacent Ives Hill Retirement Community consists of eight single family and seventeen two-family structures as well as the Congregate and Lodge buildings with apartments. The Immaculate Heart Central (IHC) School property is also adjacent. Of note, Ives Hill Retirement Community is zoned PDD, restricted to the use and parameters set when approved as a PDD.

In conversations with City Planning staff regarding the Comprehensive Plan process and Zoning Committee rewrite process, the golf course property in this area was discussed and the consensus of the Committee was that the area should remain low density residential, therefore it was zoned Residential during the zoning update process in 2023.

The local board should consider the impact of rezoning the two properties Planned Campus from its current Residential District, which would allow higher density residential and not allow single family residences and duplexes that predominate the area within the City. The area in the Town is zoned Residential 3 and the predominant land uses, with the exception of a school, are single family homes. Thus, the rezoning will potentially have an intermunicipal impact on the Town of Watertown if high-density residential uses were developed.

Lastly, the proposal includes wording that states the applicant is "willing to commit to restrictive covenants on the two parcels that could limit the uses to affordable housing, senior housing, apartments, townhouses, or residential." The local board should consult with their attorney to determine what the enforcement mechanism is for restrictive covenants. Typically multiple parties that share the same deed restrictions such as those in a housing development would have to sue to enforce adherence. In this case the project is comprised of only two parcels, therefore any others may lack standing, possibly being unable to bring forth enforcement actions.

The applicant has the option of proposing a PDD along with the uses and standards for a specific project, which then could be enforced by the City.

Consistent with General Municipal Law, Section 239nn, the local board should notify the neighboring municipality of the public hearing on the proposed zoning amendment.

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

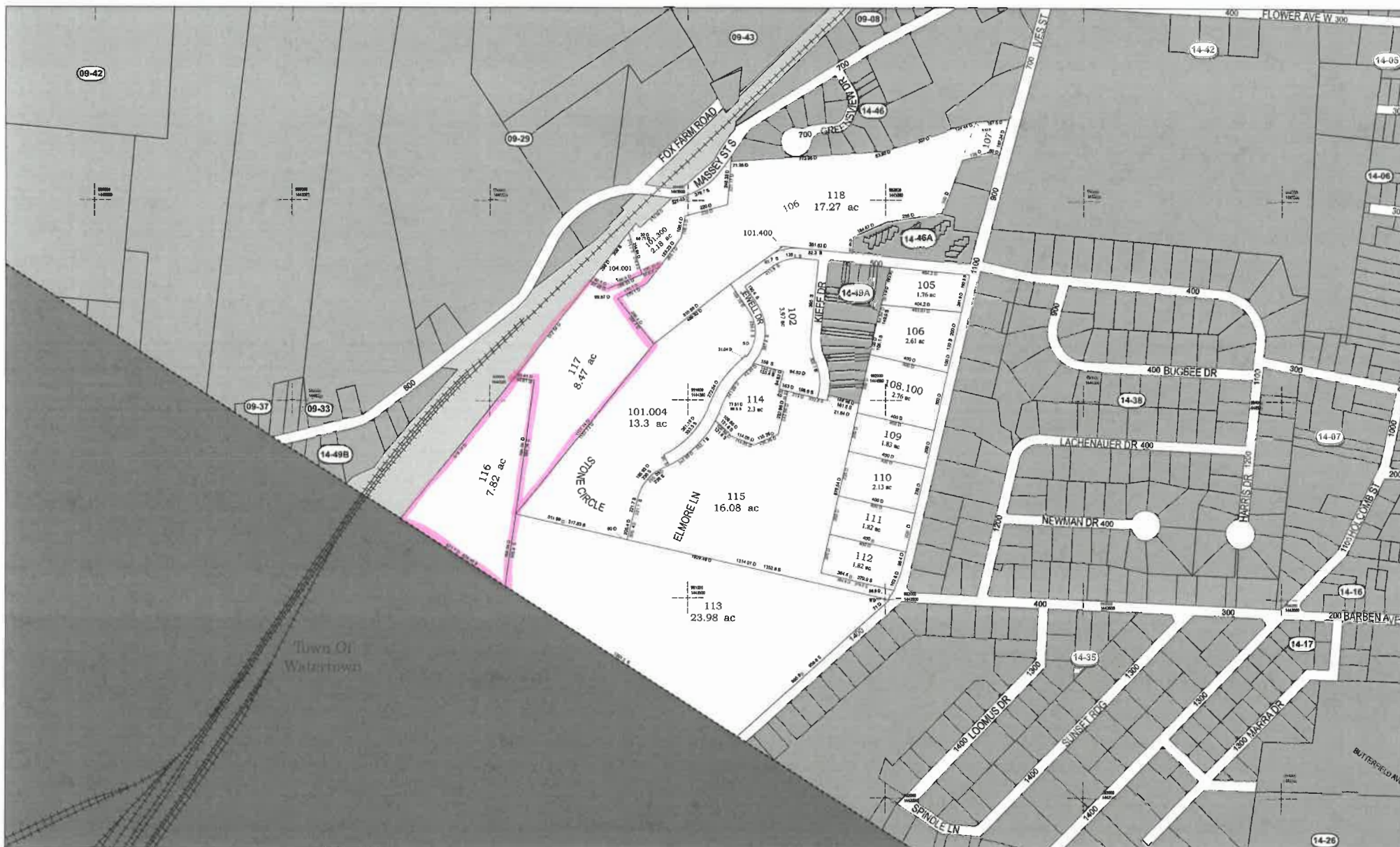
General Municipal Law, Section 239m requires the local board to notify the County of its action on this matter within thirty (30) days after taking a final action.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Andy R. Nevin", with a stylized flourish at the end.

Andy R. Nevin,  
Senior Planner



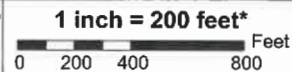
Prepared by  
City of Watertown GIS  
For  
City of Watertown  
Assessment Department

For Tax Purposes Only  
Not to be Used for Conveyance

NAD 83 STATE PLANE  
COORDINATE ZONE 18N11E1

Parcel	Date
14-46-107.000	08/28/2013
14-46-106.000	08/28/2013

Property Line	Coordinate Only
Historic Property Line	
Building Outline	
Railroad	123 Parcel ID
City Boundary	Assessment ID
School District Boundary	Individually combined parcels



Tax Map  
**City of Watertown**  
Jefferson County, NY

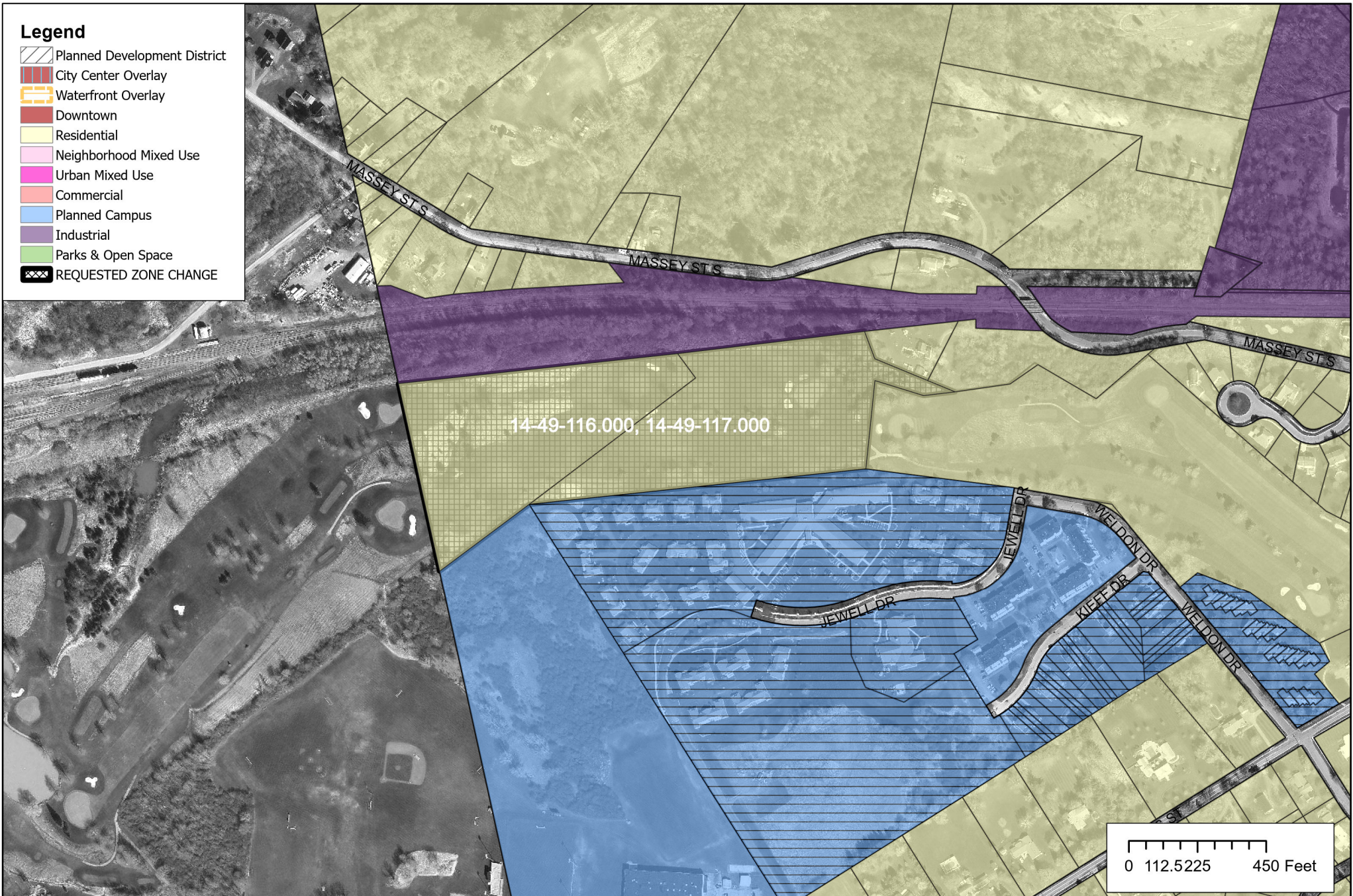
Section 14 Block 49

Printed Date: 1/8/2024



## Legend

-  Planned Development District
-  City Center Overlay
-  Waterfront Overlay
-  Downtown
-  Residential
-  Neighborhood Mixed Use
-  Urban Mixed Use
-  Commercial
-  Planned Campus
-  Industrial
-  Parks & Open Space
-  REQUESTED ZONE CHANGE



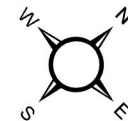
### CITY OF WATERTOWN GIS

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

### Residential to Planned Campus

1316 Rear Ives St & 1200 Rear Jewell Dr  
(14-49-116.000, 14-49-117.000)

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.



### ZONE CHANGE MAP

Requested By: Sharlice Bonello

Author: mowen

Date: 1/25/2024

Scale : 1 in= 417 ft



# LaFave, White & McGivern, L.S., P.C.

LAND SURVEYORS  
THERESA - BOONVILLE

March 12, 2024

Michael A. Lumbis, Planning and Community Development Director  
245 Washington Street  
Watertown, New York 13601

Re: Prime, LLC - Zone Change Request

Dear Mr. Lumbis:

On behalf of Prime, LLC, resubmitted herewith is documentation regarding a request for a Zone Change for parcels designated as 1316 Rear Ives Street (tax parcel 14-49-116.000) and 1200 Rear Jewell Drive (tax parcel 14-49-117.000) in the City of Watertown. The purpose of this request is to be able to expand the allowable residential uses while at the same time limiting allowable commercial uses that may not be compatible in a residential area.

Both of these parcels are presently located within the Residential Zoning District under the City of Watertown Zoning Ordinance Update dated February 21, 2023. The intent of this application is to change the parcels to the Planned Campus Zoning District, which will allow marketing the land to include the allowable Residential Uses listed in Section 310-18.a "Use Table". At the same time it is proposed to limit or restrict Commercial Uses listed in Section 310-18.b that may not be compatible within the encompassing Sherman Neighborhood. These limits or restrictions can be defined through proposed recorded restrictive covenants.

Granting this change will create continuity with the current Planned Campus designation of adjoining tax parcel 14-49-113.000 (IHC School), adjoining tax parcel 14-49-101.004 (Ives Hill Retirement Community) and nearby tax parcel 14-49-102.000 (Maple Housing Development) to the southeast, although, my client intends to restrict his land from the potential Commercial Uses listed above that these neighboring properties have the right to pursue.

The City of Watertown Comprehensive Plan lists the following (among others) as Plan Goals on page 22:

- **Goal 1:** *Strengthen community-building efforts, retaining and attracting more residents to the City.*
- **Goal 7:** *Position Watertown as a sustainable, competitive community for the future.*
- **Goal 8:** *Make Watertown more attractive to developers, investors, and businesses.*

The Comprehensive Plan also includes the following "Recommendations for Neighborhoods and Housing":

- **Section NH.3:** • **Promote a variety of housing types, forms, and affordability levels.**
  - **Creating attractive neighborhoods means considering the needs of various populations now and in the future. The City should promote a variety of housing types, forms, tenure and affordability levels including townhouses and multi-unit buildings. A tightening rental market should support new apartment development at a variety of price points.**
- **Section NH.4:** • **Promote age-friendly, adaptive, intergenerational senior housing, amenities, and facilities.....**



# LaFave, White & McGivern, L.S., P.C.

LAND SURVEYORS  
THERESA - BOONVILLE

- Section NH. 4b: • Support variety in senior housing.....including adaptive housing, in intergenerational and shared housing, naturally occurring retirement communities (NORC), supportive housing and assisted living options that enable seniors to age in place....
- Section NH. 4c: • Support future efforts to create a Senior Center....the City should support future efforts to develop a Senior Center(s) or similar facility in selected neighborhoods.....

The strategies listed above included in the “Recommendations for Neighborhoods and Housing” are noted in the Comprehensive Plan as supporting Goal 1 or Goal 7 listed above. It is my client’s belief that these Goals will also be supported through granting a zone change to the Planned Campus District, opening the opportunity for the allowable Residential Uses listed in the Section 310-18.a “Use Table” as development potential for the subject Prime LLC properties.

My client is well aware of the concerns of both the City’s Planning Department and the County’s Planning Department and Planning Board as a result of our previous application and conversations with Mr. Lumbis, Mr. Bourcy and Mr. Nevin. My client is willing to make concessions to alleviate those concerns by eliminating some of the current allowable uses in the Planned Campus Zoning through deed restrictions. As my client has before stated the proposed uses could be Affordable Housing, Senior Housing, Apartments, Townhouses or Residential, and is willing to commit to those uses. The properties to the east of my client’s were rezoned to the Planned Campus Zoning in February 2023 and the zoning that currently exists on those properties today allows the uses that are of concern to both the City and the County.

Currently there are no engineered conceptual or design plans to present and discuss proposed access and utilities. It is anticipated that these items and all other requirements will be addressed during future site plan review with the governing boards. The survey map provided as part of this application depicts existing conditions.

Included herewith are 16 collated “sets” of the cover letter, application, authorization letter, Short Environmental Assessment Form, Image Mate Online property reports, GIS aerial maps, zoning map, legal description and survey map.

Feel free to contact me anytime if you have any questions or need additional information. I will attend the required meetings to answer questions.



LaFave, White & McGivern, L.S., P.C.  
Robert J. Busler, P.L.S., President



City of Watertown  
**ZONE CHANGE 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:

**PROPERTY INFORMATION:**

PROPERTY ADDRESS: 1316 Rear Ives Street and 1200 Rear Jewell Drive

TAX PARCEL NUMBER(S): 14-49-116.000 and 14-49-117.000

CURRENT ZONING DISTRICT: Residential PROPOSED ZONING DISTRICT: Planned Campus

**APPLICANT INFORMATION:**

APPLICANT NAME: Prime, LLC; PJ Simao, Managing Member

APPLICANT MAILING ADDRESS: 137 Main Avenue, Floor 3; Watertown, N.Y. 13601

PHONE NUMBER: 315-727-7000 E-MAIL: [pj@dealmakerusa.com](mailto:pj@dealmakerusa.com)

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

PROPERTY OWNER NAME: Prime, LLC

PROPERTY OWNER MAILING ADDRESS (if different from subject parcel): same

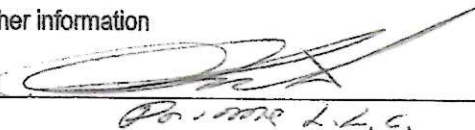
PHONE NUMBER: E-MAIL:

**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 (if applicable)* | <input checked="" type="checkbox"/> State Environmental Quality Review (SEQR) form*      |
| <input checked="" type="checkbox"/> Metes and Bounds description  | <input type="checkbox"/> Written Support of Adjoining Property Owners (if applicable)    |
| <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:

  
Prime L.L.C.

Date:

1/15/24

Property Owner Signature (if different)

Date:




## LETTER OF AUTHORIZATION


Let it be known that LaFave, White & McGivern, LS, PC has been retained to act as agent to perform all acts for development on my property identified below.


Please Check One of the Following:


☐ Minor Subdivision    ☐ Major Subdivision    ☐ Site Plan  
☒ Zone Change  
☐ Site Plan Modification    ☐ Special Use Permit    ☐ Lot Line Adjustment

These acts include: (please initial the acts you are authorizing)

 Pre-application conferences with <sup>(City)</sup> ~~Town~~ staff, filing applications and/or other required documents relative to all Planning Board applications

 Main point of contact for <sup>(City)</sup> ~~Town~~ staff

 Agent will be contacted on all matter instead of the owner

 Attend all Planning Board meetings on my behalf

Tax Parcel: 14-49-116.000 and 14-49-117.000

Address: 1316 Rear Ives Street and 1200 Rear Jewell Drive

### **PROPERTY OWNER(s):**

Signature: 

Date: 1/14/24

Signature: \_\_\_\_\_

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

Printed Name(s): Prime, LLC; PJ Simao, Managing Member

Address: 137 Main Avenue, Floor 3

City: Watertown


State: NY

Zip: 13691

Phone: 315-727-7000

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

### **AGENT:**

Signature: 

Date: 01/15/2024

Printed Name: LaFave, White & McGivern, LS, PC; Robert J. Busler, PLS

Address: 133 Commercial Street, P.O. Box 679

City: Theresa

State: N.Y.

Zip: 13691

Phone: 315-628-4414

Fax: 315-628-4529

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

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

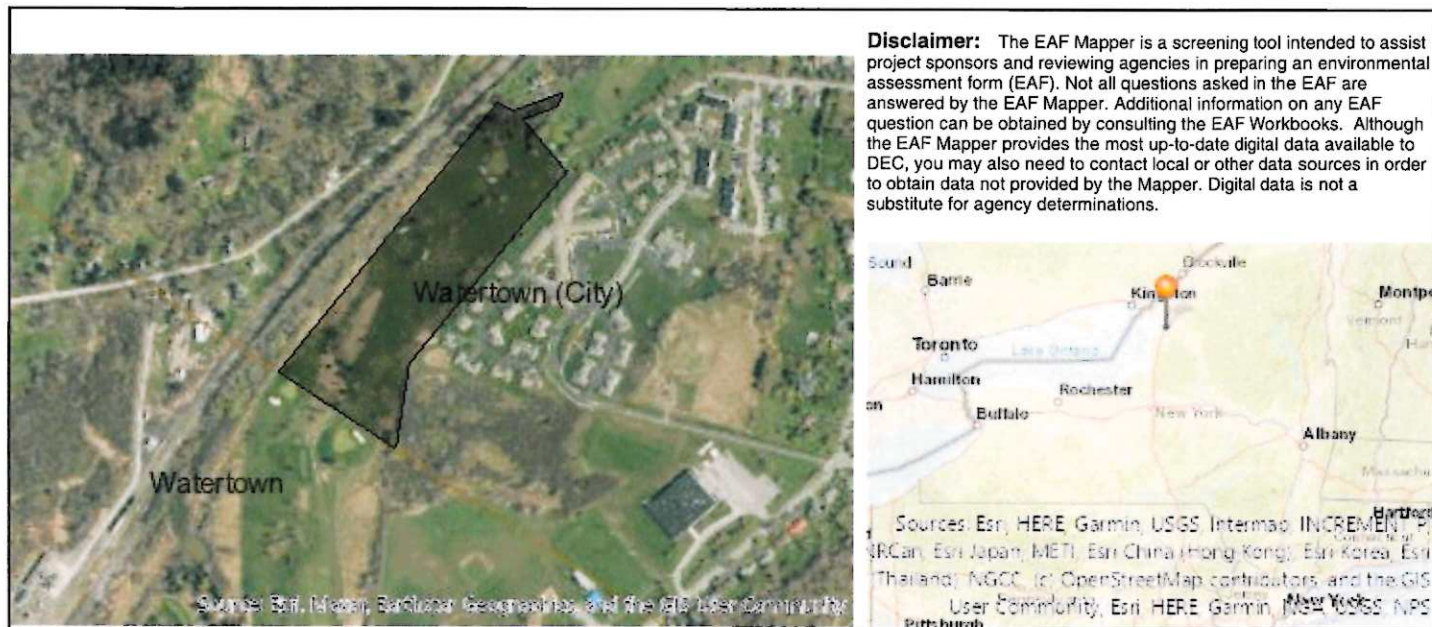
Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: Prime, LLC Zone Change Request			
Project Location (describe, and attach a location map): 1316 Rear Ives Street and 1200 Rear Jewell Drive, City of Watertown, Jefferson County			
Brief Description of Proposed Action: Tax parcels 14-49-116.000 (1316 Rear Ives Street) and 14-49-117.000 (1200 Rear Jewell Drive) are presently in the Residential Zoning District. The applicant is seeking approval for a Zone District change to the Planned Campus Zoning District.			
Name of Applicant or Sponsor: Prime, LLC; PJ Simao, Managing Member		Telephone: 315-727-7000 E-Mail: pj@dealmakerusa.com	
Address: 137 Main Avenue, Floor 3			
City/PO: Watertown	State: NY	Zip Code: 13601	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval: Jefferson County Planning, Watertown City Council Watertown Planning Commission		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? b. Total acreage to be physically disturbed? c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		15.99 acres 0 acres 79 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input checked="" type="checkbox"/> Other(Specify): Railroad; Golf Course; School <input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?  If No, describe method for providing potable water: _____ Municipal water service is available in the general vicinity of the property. Connection to this service will be analyzed during future site plan review.	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?  If No, describe method for providing wastewater treatment: _____ Municipal wastewater utilities are available in the general vicinity of the property. Connection to this service will be analyzed during future site plan review.	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory? (CRIS attached)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			



14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Indiana Bat, Northern Long...	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>		
Applicant/sponsor/name: LaFave, White & McGivern, LS, PC; Robert J. Busler, PLS      Date: 03/12/2024		
Signature: <u>Robert J. Busler</u> Digitally signed by Robert J. Busler      Date: 2024.03.12 08:01:12 -04'00'      Title: <u>Land Surveyor</u>		



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

Project:

Date:

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

**Part 2 is to be completed by the Lead Agency.**

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

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



RE: 12b





DE-126









## Property Description Report For: 1316 Rear Ives St, Municipality of City of Watertown

*No Photo Available*

		<b>Status:</b>	Active
		<b>Roll Section:</b>	Taxable
		<b>Swis:</b>	221800
		<b>Tax Map ID #:</b>	14-49-116.000
		<b>Account #:</b>	09060380
		<b>Property Class:</b>	311 - Res vac land
		<b>Site:</b>	RES 1
		<b>In Ag. District:</b>	Error
		<b>Site Property Class:</b>	311 - Res vac land
		<b>Zoning Code:</b>	R - Residential
		<b>Neighborhood Code:</b>	00101
		<b>School District:</b>	Watertown
<b>Total Acreage/Size:</b>	7.97	<b>Total Assessment:</b>	2024 - Tentative \$75,800
<b>Land Assessment:</b>	2024 - Tentative \$75,800 2023 - N/A 2022 - N/A		2023 - N/A 2022 - N/A
<b>Full Market Value:</b>	2024 - Tentative \$94,800 2023 - N/A 2022 - N/A		
<b>Equalization Rate:</b>	----	<b>Property Desc:</b>	7.97 Acres 1449116
<b>Deed Book:</b>	2007	<b>Deed Page:</b>	1774
<b>Grid East:</b>	989967	<b>Grid North:</b>	1444055

### Area

<b>Living Area:</b>	0 sq. ft.	<b>First Story Area:</b>	0 sq. ft.
<b>Second Story Area:</b>	0 sq. ft.	<b>Half Story Area:</b>	0 sq. ft.
<b>Additional Story Area:</b>	0 sq. ft.	<b>3/4 Story Area:</b>	0 sq. ft.
<b>Finished Basement:</b>	0 sq. ft.	<b>Number of Stories:</b>	0
<b>Finished Rec Room</b>	0 sq. ft.	<b>Finished Area Over Garage</b>	0 sq. ft.

### Structure

<b>Building Style:</b>	0	<b>Bathrooms (Full - Half):</b>	0 - 0
<b>Bedrooms:</b>	0	<b>Kitchens:</b>	0
<b>Fireplaces:</b>	0	<b>Basement Type:</b>	0
<b>Porch Type:</b>	0	<b>Porch Area:</b>	0.00
<b>Basement Garage Cap:</b>	0	<b>Attached Garage Cap:</b>	0.00 sq. ft.
<b>Overall Condition:</b>	0	<b>Overall Grade:</b>	
<b>Year Built:</b>		<b>Eff Year Built:</b>	

### Owners

Prime LLC  
137 Main Ave Fl 3  
Watertown NY 13601





## Property Description Report For: 1200 Rear Jewell Dr, Municipality of City of Watertown

No Photo Available

<b>Total Acreage/Size:</b>	8.28	<b>Status:</b>	Active
<b>Land Assessment:</b>	2024 - Tentative \$78,400 2023 - N/A 2022 - N/A	<b>Roll Section:</b>	Taxable
<b>Full Market Value:</b>	2024 - Tentative \$98,000 2023 - N/A 2022 - N/A	<b>Swis:</b>	221800
<b>Equalization Rate:</b>	----	<b>Tax Map ID #:</b>	14-49-117.000
<b>Deed Book:</b>	2007	<b>Account #:</b>	11060790
<b>Grid East:</b>	990450	<b>Property Class:</b>	311 - Res vac land
		<b>Site:</b>	RES 1
		<b>In Ag. District:</b>	Error
		<b>Site Property Class:</b>	311 - Res vac land
		<b>Zoning Code:</b>	R - Residential
		<b>Neighborhood Code:</b>	00101
		<b>School District:</b>	Watertown
		<b>Total Assessment:</b>	2024 - Tentative \$78,400 2023 - N/A 2022 - N/A
		<b>Property Desc:</b>	8.28 Acres 1449117
		<b>Deed Page:</b>	1774
		<b>Grid North:</b>	1444623

### Area

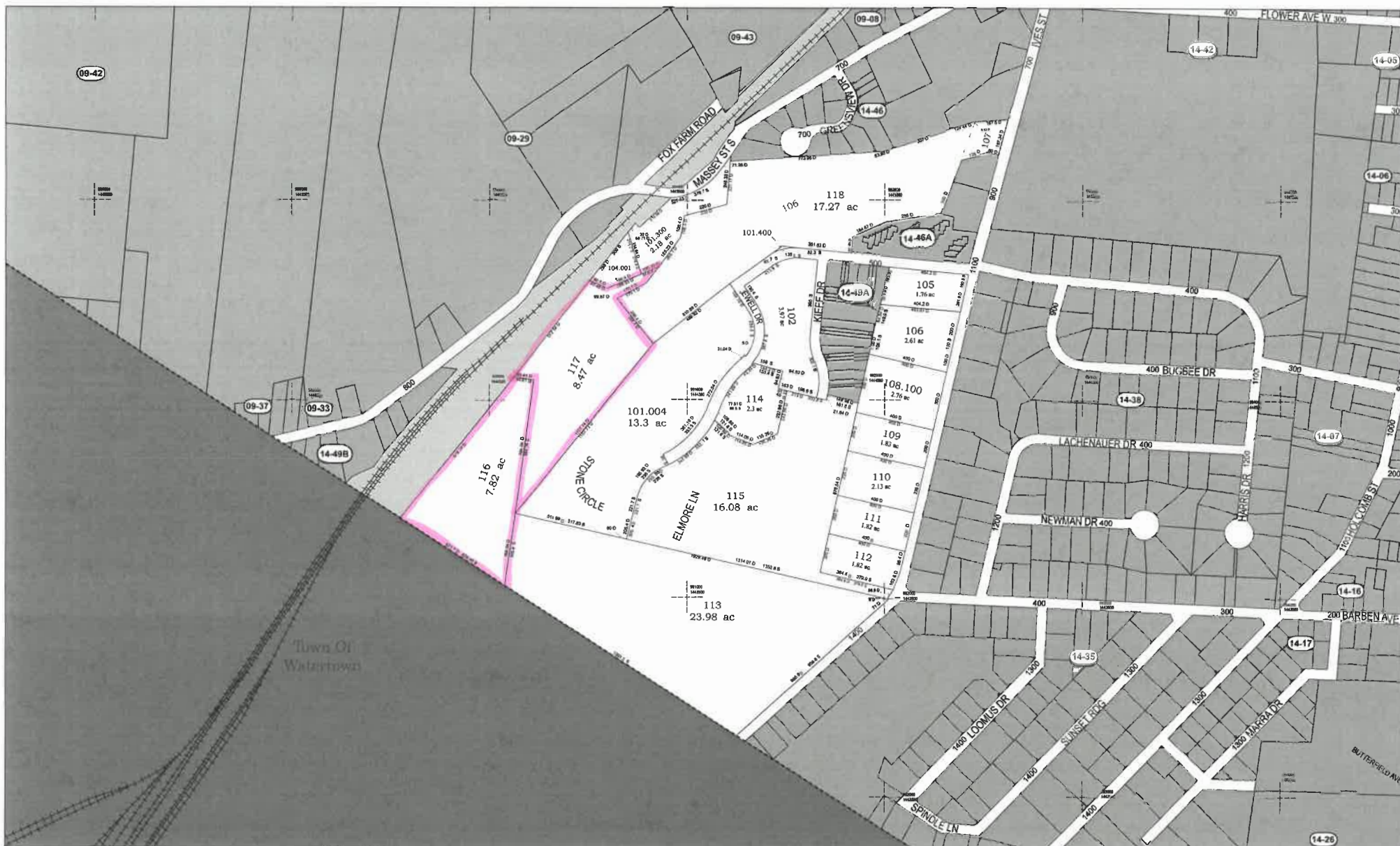
<b>Living Area:</b>	0 sq. ft.	<b>First Story Area:</b>	0 sq. ft.
<b>Second Story Area:</b>	0 sq. ft.	<b>Half Story Area:</b>	0 sq. ft.
<b>Additional Story Area:</b>	0 sq. ft.	<b>3/4 Story Area:</b>	0 sq. ft.
<b>Finished Basement:</b>	0 sq. ft.	<b>Number of Stories:</b>	0
<b>Finished Rec Room</b>	0 sq. ft.	<b>Finished Area Over Garage</b>	0 sq. ft.

### Structure

<b>Building Style:</b>	0	<b>Bathrooms (Full - Half):</b>	0 - 0
<b>Bedrooms:</b>	0	<b>Kitchens:</b>	0
<b>Fireplaces:</b>	0	<b>Basement Type:</b>	0
<b>Porch Type:</b>	0	<b>Porch Area:</b>	0.00
<b>Basement Garage Cap:</b>	0	<b>Attached Garage Cap:</b>	0.00 sq. ft.
<b>Overall Condition:</b>	0	<b>Overall Grade:</b>	
<b>Year Built:</b>		<b>Eff Year Built:</b>	

### Owners

Prime LLC  
137 Main St Fl 3  
Watertown NY 13601



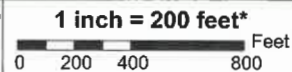
Prepared by  
City of Watertown GIS  
For  
City of Watertown  
Assessment Department

For Tax Purposes Only  
Not to be Used for Conveyance

NAD 83 STATE PLANE  
COORDINATE ZONE 18N11E1

Parcel	Date
14-46-107.000	08/28/2013
14-46-106.000	08/28/2013

Property Line	Coordinate Only
Historic Property Line	
Building Outline	
Railroad	123 Parcel ID
City Boundary	Assessment ID
School District Boundary	Individually combined parcels



Tax Map  
**City of Watertown**  
Jefferson County, NY

Section 14 Block 49



Printed Date: 1/8/2024

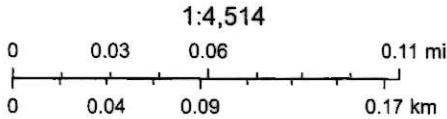


# ArcGIS Web Map



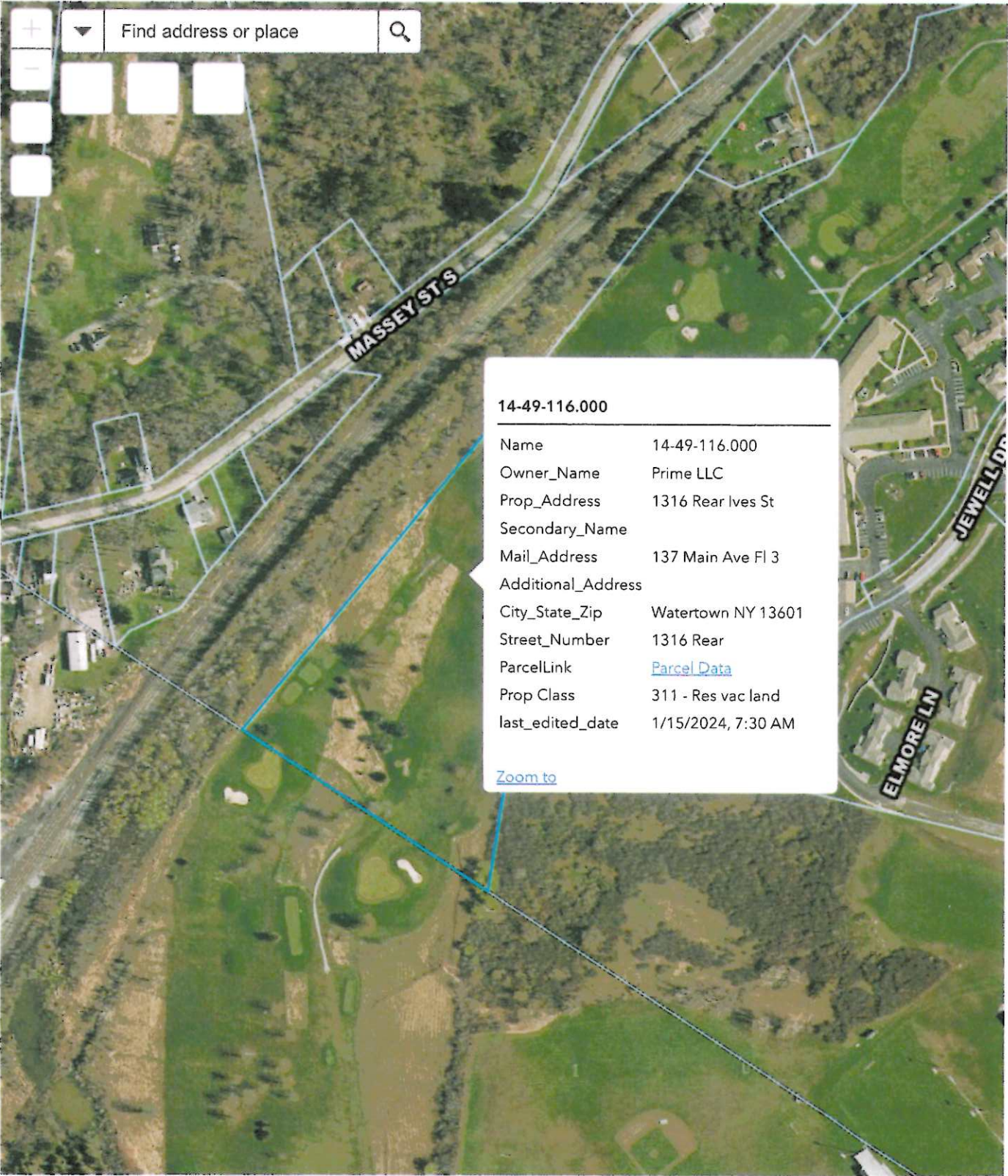
1/15/2024, 3:08:01 PM

-  City Boundary
-  Parcels
- ROADS



New York State, Maxar





73.42448 94.10000

Single window





City of Watertown - NY

**14-49-117.000**

Name	14-49-117.000
Owner_Name	Prime LLC
Prop_Address	1200 Rear Jewell Dr
Secondary_Name	
Mail_Address	137 Main St Fl 3
Additional_Address	
City_State_Zip	Watertown NY 13601
Street_Number	1200 Rear
ParcelLink	<a href="#">Parcel Data</a>
Prop Class	311 - Res vac land
last_edited_date	1/15/2024, 7:30 AM

[Zoom to](#)

100m  
300ft



# ZONING DISTRICT MAP

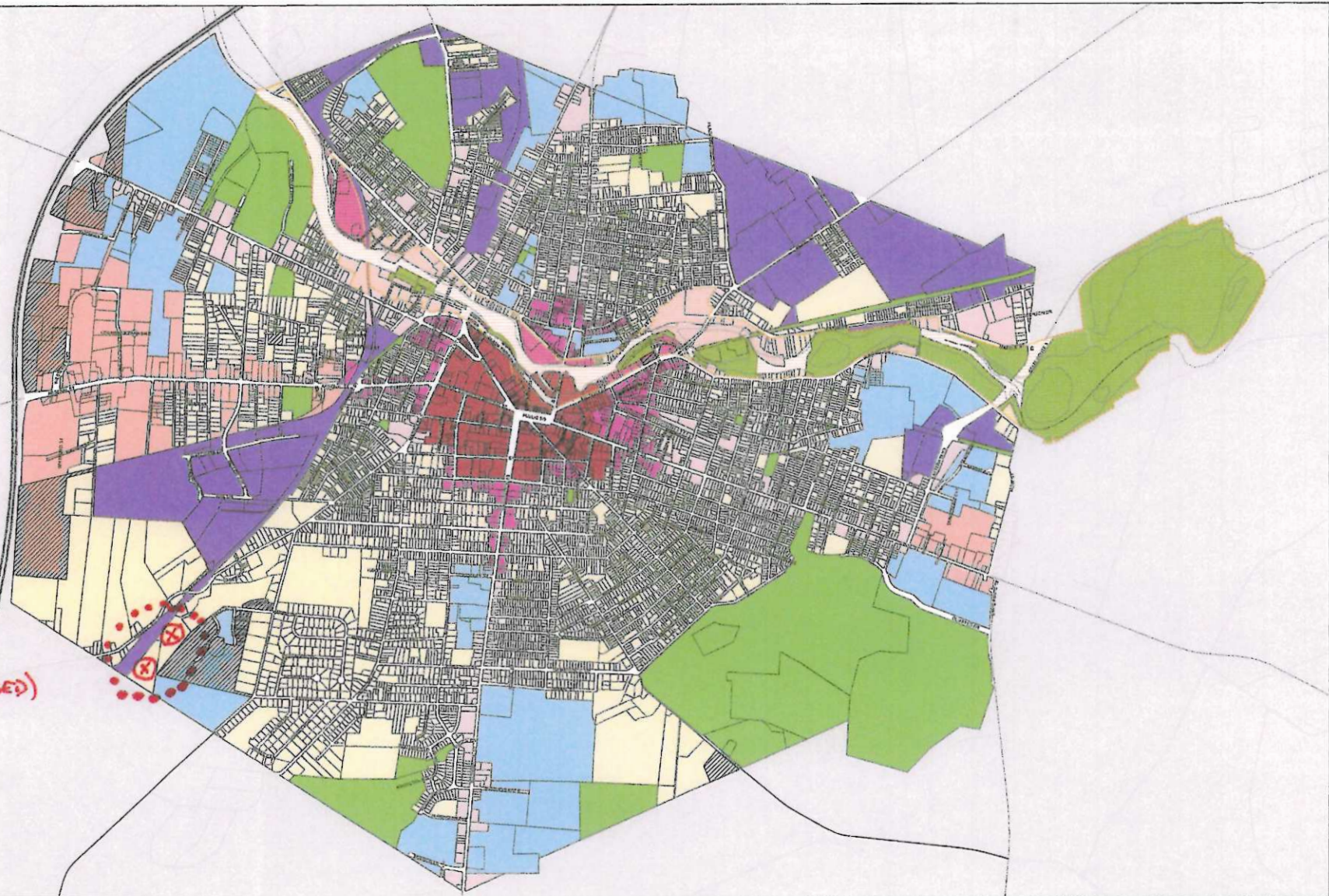
OF THE CITY OF  
WATERTOWN  
NEW YORK

Proposed  
JANUARY 31, 2023

Adopted by City Council Ordinance on  
FEBRUARY 21, 2023



- Planned Development District
- City Center Overlay
- Waterfront Overlay
- Downtown
- Residential (EXISTING)
- Neighborhood Mixed Use
- Urban Mixed Use
- Commercial
- Planned Campus (PROPOSED)
- Industrial
- Parks & Open Space



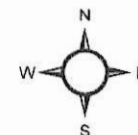
**CITY OF WATERTOWN GIS**

245 WASHINGTON STREET  
2ND FLOOR  
WATERTOWN, NEW YORK 13601

(315) 785-7793  
gis@watertown-ny.gov

## City of Watertown, New York Watertown Zoning District Map

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.



Watertown Zoning District Map

Requested By:

Author: mowen

Date: 2/26/2023

Scale: 1 inch = 900 feet



# LaFave, White & McGivern, L.S., P.C.

LAND SURVEYORS  
THERESA - BOONVILLE

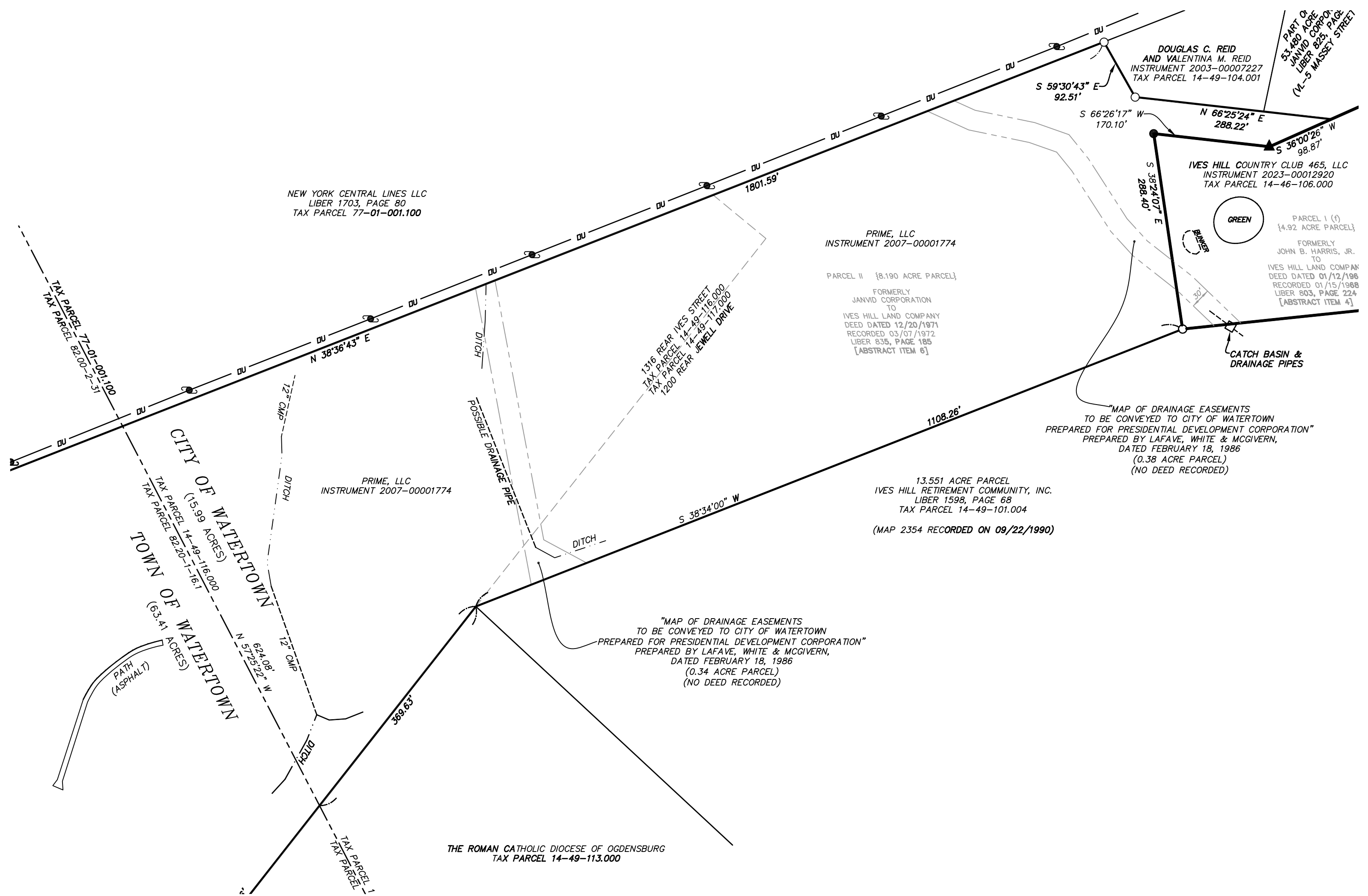
Prime, LLC  
15.99 Acre Zone Change Parcel

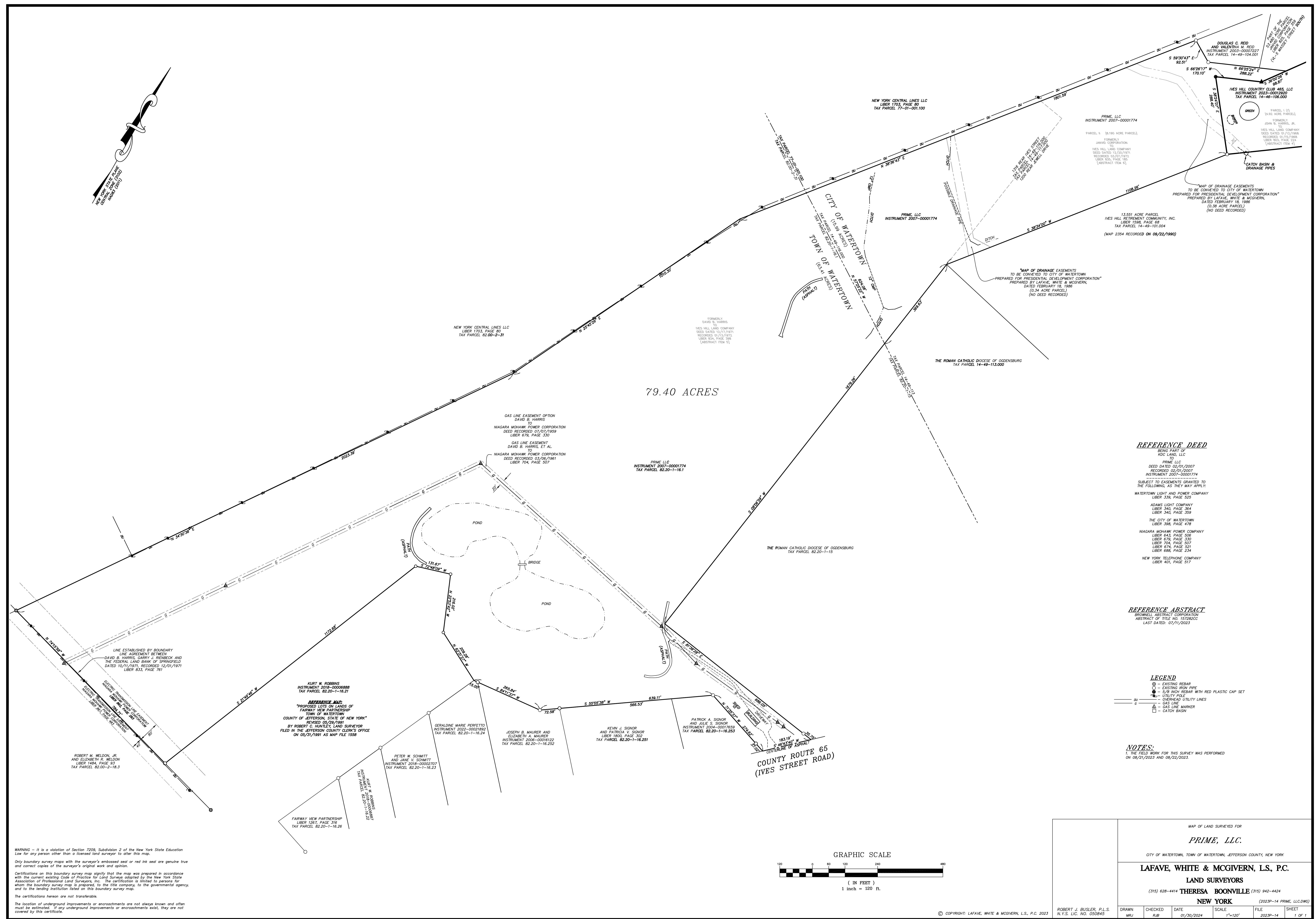
All that parcel of land located in the City of Watertown, County of Jefferson and State of New York, bounded and described as follows:

Beginning at an existing iron pipe at a corner in the northwest line of the 13.551 acre parcel conveyed to Ives Hill Retirement Community, Inc. (Liber 1598, Page 68), said iron pipe being at the south corner of the 16.48 acre parcel conveyed to Ives Hill Country Club 465, LLC (Instrument 2023-00012920); and runs thence from the point of beginning South 38 degrees 34 minutes 00 seconds West, 1108.26 feet along the northwest line of said 13.551 acre parcel to a point at the southwest corner thereof; thence South 08 degrees 06 minutes 59 seconds West, 369.63 feet along the west line of land conveyed to The Roman Catholic Diocese of Ogdensburg to a point in the municipal line between the City of Watertown on the northeast and the Town of Watertown on the southwest; thence North 57 degrees 25 minutes 22 seconds West, 624.08 feet along said municipal line to a point in the southeast line of land conveyed to New York Central Lines LLC; thence North 38 degrees 36 minutes 43 seconds East, 1538.37 feet along said southeast line to an existing iron pipe at the west corner of land conveyed to Douglas C. Reid and Valentina M. Reid (Instrument 2003-00007227); thence South 59 degrees 30 minutes 43 seconds East, 92.51 feet along the southwest line of said land of Reid to an existing iron pipe at the south corner thereof; thence North 66 degrees 25 minutes 24 seconds East, 288.22 feet along the southeast line of said land of Reid, and the northeasterly extension thereof to a point in the northwest line of the aforementioned 16.48 acre parcel conveyed to Ives Hill Country Club 465, LLC; thence along said 16.48 acre parcel on the southeast the two following courses and distances: 1) South 36 degrees 00 minutes 26 seconds West, 98.87 feet to a "MAG" nail set; 2) South 66 degrees 26 minutes 17 seconds West, 170.10 feet to a 5/8 inch rebar with red plastic cap set; thence South 38 degrees 24 minutes 07 seconds East, 288.40 feet along said 16.48 acre parcel on the northeast to the existing iron pipe at the point of beginning, containing 15.99 acres of land.

Together with and subject to rights, covenants, easements, restrictions and rights of way of record.

File 2023P-14  
January 15, 2024





© COPYRIGHT: LAFAVE, WHITE & MCGIVERN, L.S., P.C. 2023

ROBERT J. BUSLER, P.L.S.  
N.Y.S. LIC. NO. 050845

DRAWN MRJ	CHECKED R
--------------	--------------

DATE	01/30/2023
------	------------

SCALE  
1"=120'

FILE	SHEET
2023P-14	1 OF 1



CITY OF WATERTOWN, NEW YORK  
CITY PLANNING COMMISSION  
ROOM 305, WATERTOWN CITY HALL  
245 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601-3380  
(315) 785-7741

**EXCERPT FROM THE APRIL 2, 2024  
PLANNING COMMISSION MEETING MINUTES**

**ZONE CHANGE – 1316 REAR IVES STREET & 1200 REAR JEWELL DRIVE  
PARCEL NUMBERS 14-49-116.000 & 14-49-117.000**

The Planning Commission then considered a request for a Zone Change submitted by Robert J. Busler, PLS of LaFave, White & McGivern on behalf of Prime, LLC to change the approved zoning classification of **1200 Rear Jewell Drive**, Parcel Number 14-49-117.000, and **1316 Rear Ives Street**, Parcel Number 14-49-116.000 from Residential to Planned Campus.

Mr. Busler attended to represent the request. He began by reading aloud the following prepared statement:

*"I am here this evening on behalf of Prime LLC to discuss a request for a zone change regarding properties designated 1316 Rear Ives Street and 1200 Rear Jewell Drive.*

*Although recommendations given by Jefferson County Planning and the subsequent City Planning Memorandum dated March 28, 2024 indicate that allowable commercial uses in the requested Planned Campus District are not compatible in the Sherman Neighborhood and its Residential Low-Density character, my client is offering to place restrictions on the Prime LLC property in order to disallow these commercial uses. The primary reason for the zone change request is to allow potential housing opportunities for senior housing, apartments, low income housing or townhouses. These housing uses presently exist at nearby Ives Hill Community Retirement, The Lodge at Ives Hill, Maple Court Apartments and Fairway West Townhomes. My client's request will not be adding the PC District to the Sherman Neighborhood, as about 64 acres of PC Zoned land already exists immediately adjacent to the east of the Prime LLC parcels.*

*The Prime LLC parcels have somewhat become isolated from the residential portion of the Sherman Neighborhood. (See map). In January 2023 a deed restriction limited Ives Hill Golf Course to nine holes. Upon the sale of the active nine-hole portion of the golf course on the west and east sides of Ives Street, the current Prime LLC parcels located within the city limits are now bounded on the east by IHC School and Ives Hill Retirement, north by Ives Hill Golf Course and west by an active railroad. Its present and potential uses are no longer that as a golf course like it was during development of the Comp Plan and February 2023 zoning law. There is merely 1 privately owned residential property located at 801 South Massey Street that adjoins the Prime LLC parcels to the north. My client feels that the isolation of these parcels and their proximity to existing senior, apartment and townhouse uses already in the Planned Campus District makes the Prime LLC parcels a suitable and practical fit for the PC District.*

*My client understands that there are engineering and code enforcement concerns that are unable to be addressed at this time. These will be addressed and negotiated during site plan*

*development. My client feels that it is premature to commit to the expenses to develop these plans. Access has also been a noted concern. Prime LLC owns the adjoining land to the south located in the Town of Watertown. This property has frontage along County Route 65 which can potentially provide access to the parcels within the city. Access and utility development are often a major effort with housing developments, as will be the case here.*

*The Comprehensive Plan has set goals to ‘Strengthen Community Building Efforts’ and ‘Make Watertown more attractive to developers. To achieve these goals the Comprehensive Plan suggests promoting a variety of housing types including townhouses and multi-unit buildings, and supporting new apartment development at a variety of price points. The Comp Plan also suggests promoting senior housing, amenities and facilities, to support variety in senior housing, and to support future efforts to create a senior center. My client feels that changing the Prime LLC parcels to the PC District will open opportunities to achieve these goals and visions.*

*My client is aware that at the City Council meeting on March 4, 2024, Resolution No. 3 was passed, which was a resolution to Adopt the New York State Pro-Housing Community Pledge. The resolution is in support of Governor Hochul’s act to have local governments support housing growth. The resolution included statements such as, ‘we believe that every community must do their part to contribute to housing growth’, and ‘we believe that supporting housing production of all kinds in our community will bring multiple benefits’. The resolution vowed ‘an endeavor to take the following important steps’, which included “streamlining permitting for multifamily housing and affordable housing” among others. My client feels that a zoning change to the PC District would be an act in accordance with the intention of Resolution 3.*

*In summary, given the proximity to existing PC District properties, the isolation from the current residences in the Sherman Neighborhood, the goals and visions supported in the Comp Plan, and compliance with the goals set forth in the Pro-Housing Pledge, my client sees this as a golden opportunity to provide potential housing growth to 16 acres of land within the Watertown city limits.”*

Ms. Fields thanked Mr. Busler’s client for keeping his options open and emphasized that the Planning Commission asks that every applicant seeking to rezone a property to be specific regarding what they propose to develop if the City rezoned the property. Ms. Fields asserted that the applicant has not yet provided sufficient details and stated that if the Commission were to recommend that the City Council approve the request as submitted, it would be unfair and discriminatory to past and future applicants. Ms. Fields then asked Mr. Busler exactly what his client proposed to do with the two parcels. Mr. Busler replied that all he could say was that the proposed development focused on housing and his client’s goal was to market the property with housing opportunities and is presently unable to do that under its current zoning.

Ms. Capone then stated that in situations where an applicant seeks to rezone an area for marketability, the Planning Commission has consistently told applicants that they can market the property but either the applicant or the potential buyer must explain to the Planning Commission why a zone change is necessary for what the buyer seeks to develop.

Ms. Capone stated that no one on the Planning Commission nor Staff are opposed to developing housing in the area, but Ms. Capone and Ms. Fields do not feel justified in rezoning two parcels when there is no guaranteed end use for the parcels. Ms. Capone then stated that she has voted against other proposed Zone Changes even if there was an end use proposed because she was not sure if the parcels even needed to be rezoned.

Pat Fields, residing at 302 Gale Street, approached the Planning Commission, and stated for the record that he was married to Planning Commission member, Linda Fields. Mr. Fields then stated that what the Planning Commission asked of Mr. Busler and his client was no different than what was provided for the Site Plan Approval submitted for 848 Ives Street. Mr. Fields stated that the applicant for the Site Plan provided all the required plans to the Planning Commission knowing that the Planning Commission would approve or deny the application. Mr. Fields noted that the Planning Commission is asking Mr. Busler to go back to his client and create a proposal specifying what the client would like to propose as an end use.

Mr. Monaco stated that the two parcels are the areas in the City where nice homes can be developed and understands that it would be expensive to develop since there is no infrastructure currently in place. Mr. Monaco noted that the Sherman neighborhood is comprised of nice homes and believes that the neighborhood should be kept as single-family homes and duplexes.

Ms. Blevins agreed with Mr. Monaco and acknowledged that single-family homes and duplexes on the two parcels would not require a Zone Change. Ms. Blevins then said that she had concerns with putting deed restrictions on the two parcels because there is no way to enforce the restrictions and the entity that created the deed restrictions could just as easily remove them.

Ms. Blevins elaborated that she has seen too many times where the City rezoned a property for an applicant with the best intentions, with the Planning Commission and City Council stating that they don't want a certain future use to ensue, but later that exact use occurs because there is no way to prevent it from happening. Ms. Blevins stated that the Comprehensive Plan clearly designates the land proposed for rezoning as Residential Low Density and the current zoning is not in in anyway in conflict with Governor Hochul's pro housing proposal because it is legal to develop housing on the subject parcels today. Ms. Blevins reiterated that she does support the proposed Zone Change.

Don Metzger, residing at 1200 Jewell Drive approached the Planning Commission and asked if the Planning Commission could leave the map prepared by the City's GIS Staff that depicted the proposed Zone Change. Mr. Metzger then asked someone to explain the "Sherman District." Mr. Urda replied that the Comprehensive Plan breaks Watertown into six neighborhoods, one of which is the Sherman Neighborhood. He continued that the designation does not carry any legal weight as far as zoning, but rather in terms of the Comprehensive Plan's planning goals for that section of the City.

Partrick Signor then spoke on behalf of his mother, who is a resident at 1200 Jewell Drive. Mr. Signor stated that he also had concerns about the open-endedness of the request and said that while housing is an important goal, there are different kinds of housing that are better situated in one neighborhood compared to another. Mr. Signor also said that he is concerned with the applicant's proposal of deed restrictions, because he believed that such a practice essentially amounted to zoning by parcel instead of zoning by district.

Mr. Signor then raised concern over the type of housing that has been proposed in the area since subsidized housing was proposed in the past for the entire golf course, including the parcels in the Town of Watertown, and said that the current proposed application still leaves subsidized housing as an option.



Ms. Capone reiterated that the Planning Commission and Planning Staff support housing and Mr. Busler made valid points as to why housing is important in City of Watertown and why although the Planning Commission supports housing, it does not believe that the application contains sufficient information to recommend that City Council approve it.

Ms. Fields then made a motion recommending that City Council approve the Zone Change request submitted by Robert J. Busler, PLS of LaFave, White & McGivern on behalf of Prime, LLC to change the approved zoning classification of **1200 Rear Jewell Drive**, Parcel Number 14-49-117.000, and **1316 Rear Ives Street**, Parcel Number 14-49-116.000 from Residential to Planned Campus. Mr. Monaco seconded the motion, and all voted against.

Nancy Storino then approached the Planning Commission and asked if anyone seeking to develop subsidized housing on the two parcels would need to apply for a Zone Change first. Ms. Capone replied that establishing any uses not permitted in the Residential District such as multi-family housing would require an applicant to request a Zone Change to a district where their proposed use was legal.

At 6:57 p.m., Mr. Monaco moved to adjourn the meeting. Ms. Fields seconded the motion, and all voted in favor.

Respectfully submitted,

Sharlice Bonello  
Planner

Proposed Local Law No. 1 of 2024

April 5, 2024

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: A Local Law Overriding the Tax Levy Limit Established by New York  
General Municipal Law §3-c

In order for a municipality to adopt a budget which includes a property tax levy increase above the allowable limits as set forth in General Municipal Law §3-c (the Property Tax Cap), a local law must be adopted to override the limit. Initiating this procedure not only provides City Council with budget flexibility, it provides the public with an opportunity to be heard on the topic.

Staff is recommending a public hearing be set for Monday, May 6<sup>th</sup>, at 7:15 p.m. to hear public comments.

**LOCAL LAW**

Page 1 of 2

A Local Law Overriding the Tax  
Levy Limit Established by New York  
General Municipal Law §3-c

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C..

Total .....

YEA	NAY

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

A local law to override the tax levy limits established by New York General Municipal Law §3-c.

WHEREAS, the City Council of the City of Watertown desires to override the limit on the amount of real property taxes that may be levied by the City of Watertown pursuant to General Municipal Law §3-c, and to allow the City of Watertown to adopt a budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025 that requires a real property tax levy in excess of the “tax levy limit” as defined by General Municipal Law §3-c; and

WHEREAS, such override is authorized by the provisions of subdivision 5 of General Municipal Law §3-c, which expressly authorizes the City Council to override the tax limit by adoption of a local law approved by a vote of at least sixty percent (60%) of the City Council; and

WHEREAS a public hearing on this was held on May 6, 2024, at 7:15 p.m. in the City Council Chambers;

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

**Tax Levy Limit Override:** The City Council of the City of Watertown, County of Jefferson is hereby authorized to adopt a budget for the fiscal year 2024-2025 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law §3-c.

**Severability:** If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, individual, firm or corporation, or circumstance, shall be adjudicated by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

## LOCAL LAW

Page 2 of 2

A Local Law Overriding the Tax  
Levy Limit Established by New York  
General Municipal Law §3-c

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C..

Total .....

YEA	NAY

**Effective Date:** This local law shall take effect immediately upon filing with the Secretary of State.

**Seconded by** \_\_\_\_\_

April 5, 2023

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Public Hearings for 2024-25 Operating Budgets and  
2024-25 through 2028-29 Capital Budget

As part of the Budget review process, the City provides the public with an opportunity to voice their opinions about the Proposed Budgets, both Operating and Capital. Staff is recommending that the City Council make a motion to set Public Hearings on the Proposed Budgets as follows:

Monday, May 6, 2024

7:15 p.m. Fiscal Year 2024-25 Operating Budgets

7:15 p.m. Fiscal Year 2024-25 through 2028-29 Capital Budget