



CITY OF WATERTOWN, NEW YORK

CITY PLANNING COMMISSION

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

MEETING: February 6, 2024

PRESENT:

Larry Coburn, Chairperson
Michelle Capone
TJ Babcock
Maryellen Blevins
Lynn Godek
Peter Monaco

ALSO:

Michael A. Lumbis, Planning and Community
Development Director
Geoffrey Urda, Planner
Sharlice Bonello, Planner
Meredith Griffin, Civil Engineer II
Gertrude Karris, Secretary

VIA PHONE:

Linda Fields

Planning Commission Chairperson Larry Coburn called the February 6, 2024, Planning Commission meeting to order at 6:00 p.m. The meeting was held at the Roswell P. Flower Memorial Library in the South Reading Room due to water-related issues at City Hall. Mr. Coburn asked for a motion regarding the minutes from the January 3, 2024 meeting. Lynn Godek made a motion to accept the minutes as written, Peter Monaco seconded the motion, and all voted in favor.

SPECIAL USE PERMIT APPROVAL – 812 STATE STREET, PARCEL NUMBER 12-06-323.000

The Planning Commission then considered a request for Special Use Permit Approval submitted by Jie He of HSS RE Ventures, LLC, to allow an office in a Neighborhood Mixed Use District at 812 State Street, Parcel Number 12-06-323.000.

Chairperson Coburn noted that a Public Hearing was scheduled for tonight at 6:05 p.m. Mr. Coburn welcomed the applicant, Dr. He and Kevin Bamann from GYMO Architecture, Engineering & Land Surveying, DPC. Mr. Coburn then reviewed the outstanding summary items from the January 3, 2024 Planning Commission meeting, at which the Commission had tabled the application.

Mr. Coburn noted that the applicant had satisfied Summary Items 1, 2, and 3. Mr. Coburn then informed everyone that Commission Member Linda Fields would be listening to the meeting by phone and may comment but may not vote.

Mr. Bamaan then addressed the remaining three summary items, beginning with the first, which required the applicant to provide the expected flow rates for water and sewer and clarify if the estimate was for 500 gallons of water and sewer, or 500 gallons of water and 500 gallons of sewer. Mr. Bamaan explained that the estimate is for both 500 gallons of water and 500 gallons of sewer; he informed the board that this estimate is taken from the NYS Design Standards for Intermediate Wastewater Treatment Systems and based on the expectation that there will be

two doctors working in the building at the same time. Mr. Monaco stated this was more than enough capacity for a doctor's office according to his research. Ms. Griffin noted that this estimate is conservative and with the City working on the Sewer capacity issues an overestimate as a precautionary measure is best.

Mr. Coburn then noted that it was time for the public hearing. Mr. Coburn called the public hearing to order at 6:05 p.m., read the legal notice that had been published in the *Watertown Daily Times* and asked for public comment on the request. Hearing no comments, Mr. Coburn closed the public hearing at 6:07 p.m. and continued with review of the Summary Items.

Mr. Bamann then addressed the second outstanding summary item, which required the applicant to discuss how they will provide screening around the proposed dumpster. Mr. Bamann explained that his clients have agreed to erect a visual and physical barrier, probably made of pressure treated wood.

Ms. Blevins then said that she was concerned that nine parking spaces (eight regular spaces with one ADA-accessible space) would not be enough to accommodate the demand from employees and patients. Ms. Blevins advised the applicant to be prepared for excess parking demand. Mr. Lumbis pointed out that there is flexible space by the dumpster that is not marked as an official parking space. Ms. Fields then said via phone that she had experience living in this building and it was always difficult to maneuver a car in and out from State Street. Ms. Fields stated that she agreed with Ms. Blevins; there may not be enough parking spaces.

Mr. Bamann then addressed the third outstanding summary item, which required the applicant to maintain the size and composition of the existing buffer zone along the south side of the property as a condition of approval. Mr. Bamann acknowledged that the applicant understands and plans to keep the buffer area a grassy area and that trees will be planted as requested.

Mr. Bamann then addressed the final summary item, which required the applicant to obtain a Building Permit and a Sign Permit from the Bureau of Code Enforcement prior to any construction. Mr. Bamann said that the applicant acknowledges the requirement and agreed to acquire the permits.

Mr. Coburn asked the board if anyone had any question. Hearing no questions or comments, Mr. Coburn noted that the Staff Memorandum suggests that two signs be placed on the driveway, alerting motorists to drive slowly and that traffic is two-way. Mr. Bamann stated that the applicant will place signs on both sides of the building, as shown on the current plans. Mr. Monaco stated that he did not expect a large amount of traffic to cause problems on the driveway. Mr. Bamann noted that the narrowest part of the driveway is about 15 feet wide.

Mr. Monaco then moved to approve the Special Use Permit for the request submitted by Dr. Jie He of HSS RE Ventures, LLC to allow a Primary Care Physicians Office in the Neighborhood Mixed Use District at 812 State Street, Parcel Number 12-06-323.000, contingent upon the following:

1. The applicant shall appropriately enclose and screen the proposed dumpster in accordance with Section 310-91 of the Zoning Ordinance.
2. The size and composition of the existing buffer zone along the south side of the property must be maintained as a condition of approval.
3. The applicant shall obtain a Building Permit and Sign Permit prior to any construction from The Bureau of Code Enforcement.

Lynn Godek seconded the motion, and all voted in favor.

Mr. Babcock moved to adjourn the meeting at 6:18 p.m. Ms. Godek seconded the motion, and all voted in favor.