



# MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

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TO: Planning Board Members  
FROM: Kenneth A. Mix, Planning and Community Development Coordinator  
SUBJECT: Site Plan Approval – Nice and Easy, 1622 Washington Street  
DATE: April 2, 2015

**Request:** Approving the site plan for construction of an approximately 5,900 square foot convenience store and gas station at 1622 Washington Street, parcel 14-26-102.100

**Applicant:** Edward Valentine

**Proposed Use:** Convenience store, drive-through restaurant, gas station

**Property Owner:** KDM Alliance

## Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted

County Review: March 31<sup>st</sup>

## Zoning Information:

District: Commercial	Maximum Lot Coverage: N/A
Setback Requirements: F: 20', S: 5', R: 25'	Buffer Zone Required: None

**Project Overview:** The applicant proposes to construct a 5,896 square foot convenience store on a vacant parcel on the west side of Washington Street near the City boundary. The facility will include drive-through coffee sales and 6 gas pump islands under a canopy. The applicant previously appeared before the Planning Board on November 4, 2014 to seek a Site Plan Approval for this project. The Planning Board tabled the application pending completion of a Traffic Impact Analysis and further information regarding the summary items in the staff report. The applicant submitted the Traffic Impact Assessment and addressed the summary items in his latest submission.

**Parking:** The applicant provides 35 spaces, exceeding the minimum of 29.

**Vehicle Circulation:** The Traffic Impact Assessment, prepared by GTS Consulting. The analysis indicated that much of the traffic generated by the development will be traffic already passing by the Site on Washington Street; what the report refers to as pass-by trips.

While a right in-right out configuration reduces concerns about turning movements on Washington Street, it has the potential for creating greater problems at the traffic signal for vehicles using Hudson Lane. The City Engineering Department feels that the applicant has demonstrated that the proposed access is reasonable.

The section of the Engineering Report about traffic should be revised to discuss the results of the Traffic Impact Study and include the Study as an appendix. A statement should also be included on the site plan and in the Engineering Report that the entrance/exits have been designed in accordance with the latest (2011) version of AASHTO's Geometric Design of Highways and Streets.

Site plan application requires that all vehicular circulation is shown, including delivery or refuse vehicles entering the property. A traffic circulation map showing the path of a fuel tanker vehicle should be submitted.

**Sidewalks & Curbing:** The applicant has agreed to maintain the bicycle trail to the same standard a property owner would for a sidewalk, including clearing snow and keeping existing grades. Crosswalk details for the bicycle trail, including detectable warnings, curb terminals, drop curb ramps, etc. must be provided as well as a detail of the proposed bike trail signage.

The applicant has taken the Washington Street sidewalk off the plan, because there is no sidewalk to the south. However, it would connect to the sidewalk to the north, which connects to the entire city-wide sidewalk system. It should be installed.

**Lighting:** The will provide ten new light posts, with a mixture of single and double-head fixtures. Lighting will also be installed on the gas canopy and the building face.

**Drainage & Grading:** The applicant will be placing fill and creating a new storm sewer outlet within National Grid easements. The applicant must acquire approval from National Grid for work within these easements and provide copies of all correspondence with National Grid to the City Engineering Department.

The applicant is also required to provide the City an easement for maintenance of the proposed stormwater infrastructure that will be dedicated to the City. Acceptance of the stormwater infrastructure by City Council is required.

The accessible parking spaces and loading zone appear to be graded at a slope greater than the maximum permitted 2% slope. The applicant shall revise the grading plan so that these areas have a permissible slope.

The applicant must also submit plans for the final location of National Grid Utilities to the City Engineering Department.

**Water & Sewer Utilities:** Water service will be provided by a 12" main in Washington Street. The applicant has been unable to perform hydrant flow tests because of the frozen conditions. GYMO did provide the results of flow tests they did in the area in 2012. Staff accepts the use of historical water usage for similar stores for estimating usage at this store. Those results should be included in the Engineering Report.

The applicant noted that due to an elevation difference of several feet between the hydrants the yield could be lower this site. The applicant intends to conduct a flow test on the project location once weather permits, and will forward the test results to the City Engineering Department.

The applicant will utilize a force main and grinder pump to connect to the gravity sewer main in Washington Street. The pump will be located in a grassy area south of the gas canopy.

The Zoning Ordinance requires the submission of preliminary utility plans with an application for site plan approval. While the utility plan is part of the site plan approval, the requirements of the utility regulating agencies supersede site plan approval.

**Landscaping:** The applicant has incorporated all of Staff's landscaping recommendations into the plan. This includes indicating where an existing tree is to be removed and where new trees are to be planted, as well as identifying new trees' size and species.

**SEQRA:** In the applicant's response to Question 2 of the State Environmental Quality Review (SEQR) Short Assessment Form, which asks if the proposed action required a permit, approval or funding from any other governmental agency, the applicant lists the DEC for sewer review. The applicant must either forward documentation of DEC approval or remove DEC from the list of agencies. The applicant must also add the Jefferson County Planning Board to this list.

The applicant indicated in the response to Question 12b on the SEQR form that the site is located in an archeologically sensitive area. The applicant shall provide a "No Impact" letter from the New York State Historic Preservation Office (SHPO).

The applicant shall change the answer to Question 18 on the SEQR form to identify the stormwater treatment area as an activity that will result in the impoundment of water.

The applicant shall provide copies of all correspondence between the applicant and DEC regarding offsite wetland impacts, including all information sent to DEC as well as documentation communicating DEC's opinion on the matter.

**Miscellaneous:** A portion of the building site is outside the City. This includes several parking spaces, a drive aisle, a dumpster enclosure and a stormwater retention basin. For site features located outside the City, any permits, conditions or requirements effected by the Town of Watertown will supersede this site plan approval. Correspondence from the Town of Watertown indicating their acceptance of the site plan should be provided.

The JS Hagan plans are not to scale. Printed originals to the correct scale should be submitted.

If underground utilities are to be shown on the Site and Landscaping Plan, the updated utilities shown on the east side of Washington Street need to be added to the plan.

The reference tables for the Maintenance and Protection of Traffic plans should be provided. Traffic Control Plans and lane closure should be coordinated with NYS DOT. A permit may be required from D.O.T. Correspondence from D.O.T. indicating their acceptance of the plan will be required prior to the Engineering Department issuing a City Permit.

The applicant should submit proof that he is authorized by the property owner to make a site plan application. The proof can be a letter from the owner or an executed purchase agreement.

**Signs and Other Permits:** Any proposed signage will be handled separately as an administrative permit by the Code Enforcement Bureau. Depiction of signage on a site plan submittal does not constitute approval.

The applicant must obtain the following City permits prior to construction: Sanitary Sewer Permit, Water Supply Permit, Sidewalk Permit, General City Permit, and Building Permit.

## Summary:

1. A statement shall be included on the site plan and in the engineering report that the entrances/exits have been designed in accordance with the latest (2011) version of AASHTO's Geometric Design of Highways and Streets.
2. The applicant shall provide a traffic circulation map showing the traffic path of a fuel tanker vehicle.
3. The applicant shall provide crosswalk details for the bicycle trail, including detectable warnings, curb terminals, drop curb ramps, etc. and a detail of the proposed bike trail signage.
4. A sidewalk along Washington Street shall be added to the plans.
5. The applicant shall acquire approval for work within the National Grid easements and provide copies of correspondence to the Engineering Department.
6. The applicant shall provide the City an easement for maintenance of the proposed stormwater infrastructure that will be dedicated to the City. Acceptance of the stormwater infrastructure by City Council is required.
7. The applicant shall revise the grading plan so that accessible parking spaces and the loading zone have a slope no greater than the maximum permitted 2%.
8. The applicant shall submit the required SEQRA documentation before the City Council makes a determination.
9. The applicant shall provide printed original plans by JS Hagan that are to the correct scale.
10. The applicant shall depict the updated underground utilities on the east side of Washington Street on the plan.
11. The applicant shall provide the referenced tables for the Maintenance and Protection of Traffic plans. Coordination of traffic control plans and lane closure with the New York State Department of Transportation (D.O.T.) will be necessary and a D.O.T. permit may be required. The applicant shall provide correspondence from the D.O.T. indicating their acceptance of the plan to the City Engineering Department prior to the department issuing a City Permit.
12. The applicant shall obtain a letter from the property owner or provide an executed purchase agreement authorizing the applicant to apply for a site plan approval.
13. The applicant shall provide documentation from the Town of Watertown indicating their acceptance of the site plan.
14. The applicant shall address all concerns of the City Engineering Department prior to the issue of any permits.

## **Additional Engineering Comments:**

The following comments are provided for the benefit of the applicant and will need to be addressed before obtaining other permits.

### Engineering Report Comments

- Report states 5800 sf convenience store, plans indicate 5896sf. Which is correct?
- Using Historical water usage for similar stores is an acceptable alternative to using NYS DEC recommended water usage rates, however the Engineering Report Section 3.2 states that NYS DEC guidelines are used. Please revise. Provide backup meter readings for the similar convenience store/Tim Horton's site as appendix for reference.
- Engineering report states 4-inch gravity sewer, plans call for 6-inch gravity sewer. Please provide updated Engineering Report or Site plans.
- Existing hydrant flow test results and projected water pressure at the site shall be included in the Engineering Report. Any required outside hose allowances or fire protection demand (sprinklers) need to be included in the projected hydraulic analysis.
- Due to the high cycle time within the pump station wetwell, odor concerns should be addressed by the applicant.
- Please indicate the proposed hours of operation.

### Stormwater Design Comments

- Washington Street is a vital artery into and out of the City. The 100-year storm event needs to be addressed for the existing and proposed offsite stormwater culverts. Assurances that the Washington Street catch basins are not being negatively impacted by replacing the free discharge to the open swale with the proposed manholes and pipes must be made in the form of an existing vs. proposed drainage analysis.
- Submit to the City a copy of the stormwater pollution prevention plan (SWPPP), the Notice of Intent (NOI) and the NOI acknowledgement letter from the DEC. Stormwater treatment area sizing needs to include all potential offsite runoff to the treatment area. Reduced Runoff Volume (RRV) and Hotspot treatment shall be addressed. ESC protection of the City owned catch basins in the vicinity of the project shall be provided. If a "dry swale" is proposed to treat stormwater quality in addition to providing the additional required pretreatment for hotspot treatment, where will the applicant provide the required quantity treatment of the 100- year storm? Slope protection of the stormwater treatment area backslope to Howell Drive shall be addressed. Additional erosion protection is required for the open swale discharging to the headwall on Howell Drive. The riprap outlet apron protection shall be sized based on the actual proposed 100-yr storm velocity.
- The 18" stormwater treatment outlets shall be pulled south from the City Right of Way at the headwalls to allow for the installation of the riprap apron to be placed on applicants property.
- The connection of 36" RCP to the proposed 36" HDPE should be detailed. STMH2 and STMH3 Rim elevations are to be adjusted. STMH2 is 6 inches above finished grade, STMH3 is 3 ft out of the ground. The proposed grading in the vicinity of these manholes may need to be adjusted to allow for the construction of the manholes.

### Grading Plan

- Adjust flares on driveway to Washington Street from 4 feet to 8 feet. Flares shall begin at the Margin.
- The Hudson Land driveway grading is not acceptable. The grading plan does not take into consideration the removal of the existing curb along Hudson. Please provide detailed grading, including spot elevations, for the driveway tie in. Indicate curb drops and/or curb terminals at bike path. Provide curb terminal detail if required.
- Include proposed information on how the applicant intends to remove the existing curb along Hudson and Washington Street. The existing curb shall be sawcut in place to 1" reveal.

- Plans for the final location of National Grid utilities shall be provided to the City Engineering Dept.
- The sanitary sewer lateral connections shown on the grading plan differ from the sanitary sewer laterals shown on the utility plan.

#### Utility and ESC Plan, Details

- Update legend on C001 to include all existing utilities shown on the GYMO Survey – C, UU, COMM for example.
- The east margin along Washington Street shall be indicated on the plans and survey. It appears that the sewer main is located outside of the City Right-of-way in the location of the proposed sewer connection. If this is the case, an easement for the connection of the sewer from CANI Building LLC is required to allow for the connection and maintenance of the forcemain.
- The forcemain has only 2 feet of cover near the connection to the existing sanitary main. In addition, this area is under an existing stormwater swale. There is concern for freezing of forcemain as well as its affect on future maintenance of the City's swale. Additional depth is to be provided along with sufficient insulation of forcemain. Provide a detail for the forcemain connection to the main.
- To facilitate better CMP's, and to provide better sediment runoff control to the pond, consideration should be given to providing 18" sump in the catch basins as opposed to the 6" sump shown on the details.
- Depict existing storm Rim, inverts, pipe sizes and pipe materials on Sheet C101.
- Provide a road repair detail separate from the curbcut detail for the trenching on Washington Street. Include the repair of the concrete road base.