



MEMORANDUM

CITY OF WATERTOWN – PLANNING OFFICE

245 Washington Street, Suite 304, Watertown, New York 13601

Phone: 315-785-7740 – Fax: 315-782-7829

TO: Planning Board Members

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

SUBJECT: Special Use Permit Approval – 110 Woodruff Street; 724 and 728 Washington Street

DATE: April 28, 2016

Request: Special Use Permit to allow a parking lot at 724 and 728 Washington Street and 110 Woodruff Street, Respective Parcel Numbers 14-01-139.000, 14-01-101.000 and 14-01-102.000.

Applicant: Matthew R. Morgia, P.E., Aubertine & Currier

Proposed Use: Parking lot

Property Owner: Samaritan Medical Center

Submitted:

8 ½” x 11” Copy of Parcel Map: Yes

A Sketch of the Site to Scale: Yes

Completed Part I of an
Environmental Assessment Form: Yes

SEQRA: Unlisted Action

County Planning Board Review Required: No

Comments: The applicant proposes to build a parking lot as the sole use of the property. The parking lot would be constructed on three separate parcels, in place of three existing houses. Samaritan Medical Center owns the subject property and the parking lot will be utilized for the hospital. Since the proposed parking area is located on parcels that are separate from the parcel containing the principal use, a Special Use Permit is required.

As depicted on the plans, the parking lot does not meet setback requirements; however the applicant has applied for a variance. The applicant is requesting a variance to reduce the 20’ parking setback to 4’-2” (79.15% reduction) along the north side of Woodruff Street. The area variance would be required to accommodate 27 spaces in the new parking area. The 4’-2” parking setback would be consistent with the 4’-2” parking setback for the existing Woodruff Street North Parking which was obtained through a variance in 2002. The variance was granted contingent upon 4’ of landscaping along the front of the parking lot, landscaping around the perimeter of the lot and contingent and upon the addition of a full length curb around the perimeter of the parking lot. The 27 spaces are required to meet the 1,227 spaces required for the entire Samaritan Medical Center Complex. The ZBA is scheduled to hold a public hearing on this request at its May 18, 2016 meeting.

Site plan approval is also required for construction of the proposed parking lot. The details of the any required landscaping can be addressed during that review. The applicant has submitted site plan application materials that will also be discussed at the Planning Board meeting.

Surrounding uses include detached housing to the immediate west, limited businesses to the north, a Health Services District office building to the immediate east; as well as the Samaritan Medical Center to the immediate south that will be served by the proposed parking lot. Further west of the subject property are additional Health Services District parking facilities.

Special Use permits require City Council approval after recommendation from the Planning Board and a Public Hearing. The procedure is outlined in Section 310.67 of the Zoning Ordinance. The standards are in Section 310-52.3. Details for a special use permit for vehicle storage and off-street parking facilities are outlined in Section 310-51(B).

cc: City Council Members
Brian Drake, Civil Engineer II
Matthew R. Morgia, P.E., Aubertine & Currier, 522 Bradley St.