



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304

WATERTOWN, NEW YORK 13601

PHONE: 315-785-7730 – FAX: 315-782-9014

TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Waiver of Site Plan Approval – 753 Rear Main Street West

DATE: June 27, 2013

Request: Waiver of Site Plan Approval for the construction of a loading dock and sidewalk for an existing storage building at 753 Rear Main Street West, parcel 1-14-201

Applicant: Thomas Compo, PE

Proposed Use: Storage

Property Owner: Knowlton West Main Storage LLC

Submitted:

Property Survey: Yes

Preliminary Architectural Drawings: Yes

Site Plan: Yes

Preliminary Site Engineering Plans: Yes

Vehicle and Pedestrian Circulation Plan: No

Construction Time Schedule: No

Landscaping and Grading Plan: No

Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Type II Action

County Review Required: No

Zoning Information:

District: Heavy Industrial

Maximum Lot Coverage: None

Setback Requirements: None

Buffer Zone Required: None

Project Overview: The applicant proposes to construct a below-grade loading ramp and a sheltered loading dock, which together total approximately 2,100 square feet.

Parking: Light industrial uses require 200 square feet of parking for each 1,000 square feet of floor area. The building is roughly 26,000 square feet and has well over 8,000 square feet of parking area. This easily exceeds the minimum of 5,200 square feet. The proposed project should not affect the site's compliance with parking regulations.

The applicant must repave the entry apron on the northwest property line to prevent gravel and debris from being tracked into the street. The applicant must depict the new apron on the site plan and provide a detail for the asphalt.

General: The applicant must provide details of the Concrete Ramp Section, and Retaining Wall with railing.

The applicant must specify the limits of the gravel area to be restored post-construction.

Water: The applicant must revise note #21 on Sheet C001 to refer to the Water Department, not DPW.

The construction of the ramp will reduce the cover of the 4" water line below the necessary 5 feet. The applicant may either relocate the line to increase its depth, or revise to the callout on Sheet C101 to read "Coordinate abandonment of 4" water service with City of Watertown Water Department." If abandoned, the line must be cut and capped on the street side of the fence along Maple Ave.

Drainage and Grading: The applicant will install a trench drain at the bottom of the loading ramp, which will connect to the City's Poplar Street storm sewer. Aside from the ramp, no substantial grading is proposed.

Landscaping: No additional landscaping is proposed. Despite being zoned for Heavy Industrial, this site is flanked by residences to the northwest and southeast. In order to improve compliance with the Landscaping and Buffer Zone Guidelines, the applicant should provide at least 6 small-maturing trees along the southeast property, near the Maple Street margin (mature tree height should be limited due to the overhead utility lines). The applicant should also provide 3 large-maturing trees on the northwest property line, near the Poplar Street margin.

Other Comments: The Planning Board may waive site plan approval if it determines that this proposal meets the criteria for a waiver listed in Section 310-55 of the Zoning Ordinance:

- 1) Does not involve a change in the boundaries of the property, and
- 2) Does not represent the initial building on the property, and
- 3) Is minor and incidental in size to the existing building pattern, size and coverage on the property, but in no event shall exceed 2,500 square feet, and
- 4) Does not effectively change or impair the overall grading, circulation, drainage, utility services, and appearance and visual effect of the property and is also otherwise consistent with all purposes of this chapter.

Since the proposed construction and expansion of the facility involves less than 4,000 square feet of gross floor area and the action does not involve a change in zoning or a use variance and is consistent with local land use controls, the project is considered a Type II Action as defined by SEQR. Type II Actions do not

require SEQR review, and the Short Environmental Assessment Form does not need to be completed by the Planning Board for this project.

Any proposed signage for the project will be handled as a separate matter through the Bureau of Code Enforcement.

The property owner must obtain the following permits prior to construction: General City Permit, Water Permit, Storm Sewer Permit, and a Building Permit.

Summary:

1. The applicant shall repave the entry apron on the northwest property line, and provide an asphalt detail for the apron.
2. The applicant shall either relocate the line to increase its depth, or revise to the callout on Sheet C101 to read “Coordinate abandonment of 4” water service with City of Watertown Water Department.” If abandoned, the line shall be cut and capped on the street side of the fence along Maple Ave.
3. The applicant shall provide details of the Concrete Ramp Section, and Retaining Wall with railing.
4. The applicant shall specify the limits of the gravel area to be restored post-construction.
5. The applicant shall revise note #21 on Sheet C001 to refer to the Water Department, not DPW.
6. The applicant shall install at least 6 small-maturing trees along the Maple Street margin, spaced roughly 30 feet on center.
7. The applicant shall install at least 3 large-maturing trees along the Poplar Street margin, spaced roughly 40 feet on center.

cc: Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Thomas Compo, 220 Sterling St