



# BCA ENGINEERS & ARCHITECTS

July 19, 2016

Justin Wood, P.E.  
City Engineer  
Room 305, City Hall  
245 Washington St.  
Watertown, NY 13601

Re: Sundus and Sarah, LLC  
Employee Parking Facility  
BCA Project No. 2016-115

Dear Mr. Wood:

Enclosed herewith please find the submittal package for the above referenced project for consideration for the August 2, 2016 Planning Board meeting. The proposed project involves the construction of an employee parking facility. The parking area will be 4000 sq. ft. with 11 parking spaces. An entrance to the proposed facility is to be located at the adjacent North Country Neurology Parking Lot with no direct street access. Other site features include exterior site lighting, sidewalks, a grassed swale, a stormwater collection culvert, and site landscaping.

We trust that the application and associated documents are in order, and look forward to working with the City moving forward. Should you have any questions, please do not hesitate to contact me directly.

Respectfully submitted,

Michael Altieri, P.E.  
Civil Engineer

Enclosures

Cc: Dr. Sarah Latif – Sundus and Sarah, LLC  
File

I:\Projects\2016-000\2016-115.NC Neurology\City Site Plan Review\NCN - City Site Plan Review\Cover Letter.doc

**WATERTOWN**

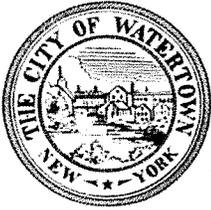
327 MULLIN STREET  
WATERTOWN, NEW YORK 13601  
TEL 315.782.8130

**SYRACUSE**

1020 7<sup>TH</sup> NORTH STREET  
LIVERPOOL, NEW YORK 13088  
TEL 315.760.3766

**ITHACA**

401 EAST STATE STREET, SUITE 200  
ITHACA, NEW YORK 14850  
TEL 607.319.4053



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## CITY OF WATERTOWN SITE PLAN APPLICATION PROCESS

The applicant is responsible for submitting a fully complete application and including all the required information.

### **\*\*INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED\*\***

In order to expedite the Site Plan review process, all applicants are strongly encouraged to schedule a pre-application meeting with Planning & Engineering staff. Staff can be reached at (315) 785-7740.

In the interest of expediting site plan approvals, the City of Watertown wishes to advise you of the following procedures in applying for these referrals:

#### **A. Fill out the Site Plan / Site Plan Waiver - Determination Flow Chart below:**

1. Is the use a one, two, or three family dwelling?  
 YES (Site Plan Review is **not** required. You may apply directly for Building Permit.)  
 NO (Go to question 2)
2. Is your building or parking lot construction or expansion less than or equal to 400 sq. ft.?  
 YES (Site Plan Review is not required. You may apply directly for Building Permit.)  
 NO (Go to question 3)
3. Does your building or parking lot construction or expansion exceed 2500 sq. ft.?  
 YES (Site Plan Review required. Submit the Site Plan Application Form.)  
 NO (Go to question 4)
4. Is your proposed building the first on the lot?  
 YES (Site Plan Review required. Submit the Site Plan Application Form.)  
 NO (Go to question 5)
5. Does your project involve a change in the property boundaries?  
 YES (Site Plan Review required. Submit the Site Plan Application Form.)  
 NO (Go to question 6)
6. Does your building or parking lot construction or expansion change or impair the overall grading, circulation, drainage, utility services, and appearance and visual effect of the property?  
 YES (Site Plan Review required. Submit the Site Plan Application Form.)  
 NO (\*Site Plan Waiver allowed. Submit the Site Plan Waiver Form.)

\* The City of Watertown Planning Board reserves the right to require Site Plan Review at its sole discretion.

**B. WAIVER OF SITE PLAN APPROVAL SUBMITTAL REQUIREMENTS\*\***

1. **3 complete, collated sets of the site plan waiver application package** that includes the following documents:
  - a. Cover letter that explains the proposal and includes a project description.
  - b. Completed Site Plan Waiver Application Form.
  - c. Full size copies of all required plans (24"x36"), including 1 signed original.
2. **8 complete, collated sets of the site plan waiver application package** that includes the following documents:
  - a. Cover letter that explains the proposal and includes a project description.
  - b. Completed Site Plan Waiver Application Form.
  - c. Reduced size copies of all required plans (11"x17") if they are legible. (otherwise submit full size sets)
3. **An electronic (pdf) copy** of the entire site plan waiver application package to include the following:
  - a. A single, combined **pdf** containing the cover letter and the site plan waiver application form.
  - b. A single, combined **pdf** containing all of the plan sheets and drawings.
  - c. The **pdf** may be submitted via email to [planning@watertown-ny.gov](mailto:planning@watertown-ny.gov) or on a CD.

\*\* Site Plan Approval of City Council may be waived by the City Planning Board at its sole discretion.

C. Address submittals to:

Justin Wood, P.E.  
City Engineer  
Room 305, City Hall  
245 Washington Street  
Watertown, NY 13601

D. A **\$50.00** application fee must accompany the submittal.

A **\$50.00** application fee must accompany each resubmittal. You will be notified by the Engineering Department if an application requires a resubmittal. Make checks payable to the City of Watertown.

E. All Site Plan Waiver submittals must be received by the City Engineer at least 14 calendar days prior to the next Planning Board Meeting. Failure to meet the submittal deadline will result in **not** making the agenda for the upcoming Planning Board Meeting. **THERE ARE NO EXCEPTIONS.** The City Planning Board meets on the first Tuesday of each month at 3:00 P.M. in the City Council Chambers on the 3<sup>rd</sup> Floor of City Hall.

F. 2016 Meeting Schedules:

<b>CITY OF WATERTOWN PLANNING BOARD 2016 (1<sup>ST</sup> TUES. MONTH @ 3:00 PM)</b>		<b>CITY OF WATERTOWN CITY COUNCIL 2016 (1<sup>ST</sup> &amp; 3<sup>RD</sup> MONDAY @ 7 PM)</b>	<b>JEFFERSON COUNTY PLANNING BOARD 2016 (LAST TUES. MONTH)</b>	
MEETING DATE	DEADLINE	MEETING DATE	MEETING DATE	DEADLINE
Jan. 5	Dec. 22	Jan. 4, 19*	Jan. 26	Jan. 12
Feb. 2	Jan. 19	Feb. 1, 16*	Feb. 23	Feb. 9
March 1	Feb. 16	March 7, 21	March 29	March 15
April 5	March 22	Apr. 4, 18	April 26	April 12
May 3	April 19	May 2, 16	May 31	May 17
June 7	May 24	Jun. 6, 20	June 28	June 14
July 5	June 21	July 5*, 18	July 26	July 12
Aug. 2	July 19	Aug. 1, 15	Aug. 30	Aug. 16
Sept. 6	Aug. 23	Sept. 6*, 19	Sept. 27	Sept. 13
Oct. 4	Sept. 20	Oct. 3, 17	Oct. 25	Oct. 11
Nov. 1	Oct. 18	Nov. 7, 21	Nov. 29	Nov. 15
Dec. 6	Nov. 22	Dec. 5, 19	Dec. 27	Dec. 13

\* = Meeting Date changed due to Holiday



## CITY OF WATERTOWN SITE PLAN WAIVER

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\*\* Provide responses for all sections. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Failure to submit required information by the submittal deadline will result in **not** making the agenda for the upcoming Planning Board meeting.

### PROPERTY LOCATION

Proposed Project Name: \_\_\_\_\_

Tax Parcel Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

Existing Zoning Classification: \_\_\_\_\_

### OWNER OF PROPERTY

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

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

### APPLICANT

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

### ENGINEER / ARCHITECT / LAND SURVEYOR

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

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

Email Address: \_\_\_\_\_

## REQUIRED DRAWINGS:

\*\* The following drawings with the listed information **ARE REQUIRED, NOT OPTIONAL**. If the required information is not included and/or addressed, the Site Plan Application will **not** be processed.

**ELECTRONIC COPY OF ENTIRE SUBMISSION** (PDF preferred)

**SITE PLAN SKETCH**

- Pertinent existing above ground features are shown and labeled including, but not limited to, buildings, parking spaces, driveways, sidewalks, streets, landscaping, etc.
- All proposed above ground features are shown and clearly labeled “proposed”.
- Land use, zoning, & tax parcel number are shown.
- The Plan is adequately dimensioned including radii.
- All vehicular & pedestrian traffic circulation is shown.
- Proposed parking & loading spaces including ADA accessible spaces are shown and labeled.
- Sidewalks within the City Right-of-Way meet Public-Right-of-Way (PROWAG) standards.
- Refuse Enclosure Area (Dumpster), if applicable, is shown. Section 161-19.1 of the Zoning Ordinance states, “No refuse vehicle or refuse container shall be parked or placed within 15 feet of a party line without the written consent of the adjoining owner, if the owner occupies any part of the adjoining property”.
- Snow storage area(s) are shown.
- The north arrow & graphic scale are shown.

**GENERAL INFORMATION**

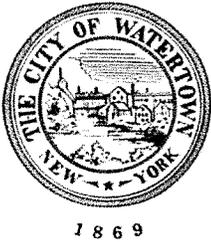
- Signage will not be approved as part of this submission. It requires a sign permit from the City Code Enforcement Bureau. See Section 310-52.2 of the Zoning Ordinance.
- Plans have been **collated** and properly folded.
- Signature Authorization form or letter signed by the owner is submitted allowing the applicant to apply on behalf of the owner if the applicant is not the property owner.
- Explanation for any item not checked in the Site Plan Waiver Checklist.  
(Attach separate sheet with explanation and comments)

**SIGNATURE**

I certify that the information provided above is true to the best of my knowledge.

Applicant's name (please print) \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_



## CITY OF WATERTOWN SITE PLAN APPLICATION PROCESS

### A. SITE PLAN APPROVAL SUBMITTAL REQUIREMENTS\*

1. **3 complete, collated sets of the site plan application package** that includes the following documents:
  - a. Cover letter that explains the proposal and includes a project description.
  - b. Completed Site Plan Application Form.
  - c. Full size copies of all required plans (24"x36"), including 1 stamped & signed original.
  - d. Engineering Report.
2. **13 complete, collated sets of the site plan application package** that includes the following documents:
  - a. Cover letter that explains the proposal and includes a project description.
  - b. Completed Site Plan Application Form.
  - c. Reduced size copies of all required plans (11"x17") if they are legible. (otherwise submit full size sets)
3. **An electronic (pdf) copy** of the entire site plan application package to include the following:
  - a. A single, combined pdf containing the cover letter, the site plan application form and the Engineering Report.
  - b. A single, combined pdf containing all of the plan sheets and drawings.
  - c. The pdf may be submitted via email to [planning@watertown-ny.gov](mailto:planning@watertown-ny.gov) or on a CD.

Note: When Jefferson County Planning Board (239-M) Review is necessary, one additional full size set as described in # 1 above is required.

\*Planning Board Recommendation and City Council Approval are required for Site Plans.

### B. Address submittals to:

Justin Wood, P.E.  
City Engineer  
Room 305, City Hall  
245 Washington Street  
Watertown, NY 13601

- C. A **\$50.00** application fee must accompany the submittal.  
A **\$50.00** application fee must accompany each resubmittal. You will be notified by the Engineering Department if an application requires a resubmittal.  
Make checks payable to the City of Watertown.

D. All Site Plan submittals must be received by the City Engineer at least 14 calendar days prior to the next Planning Board Meeting; 21 calendar days if Jefferson County Planning Board action is necessary. Failure to meet the submittal deadline will result in **not** making the agenda for the upcoming Planning Board Meeting. **THERE ARE NO EXCEPTIONS.** The City Planning Board meets on the first Tuesday of each month at 3:00 P.M. in the City Council Chambers on the 3<sup>rd</sup> Floor of City Hall.

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## CITY OF WATERTOWN SITE PLAN APPLICATION

\*\* Provide responses for all sections. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Failure to submit required information by the submittal deadline will result in **not** making the agenda for the upcoming Planning Board meeting.

**PROPERTY LOCATION** Sundus and Sarah, LLC

Proposed Project Name: Employee Parking Facility

Tax Parcel Number: 4-21-131

Property Address: 1340 Washington Street, Watertown, NY 13601

Existing Zoning Classification: Limited Business

### OWNER OF PROPERTY

Name: Sundus and Sarah, LLC

Address: 1340 Washington Street  
Watertown, NY 13601

Telephone Number: (315) 782-9003

Fax Number: (315) 782-9010

### APPLICANT

Name: Dr. Abdul Latif

Address: 1340 Washington Street  
Watertown, NY 13601

Telephone Number: (315) 782-9003

Fax Number: (315) 782-9010

Email Address: sarahlatif@hotmail.com

### ENGINEER/ARCHITECT/SURVEYOR

Name: Bernier, Carr and Associates

Address: 327 Mullin Street  
Watertown, NY 13601

Telephone Number: (315) 782-8130

Fax Number: (315) 782-7192

Email Address: maltieri@thebcgroup.com

## OPTIONAL MATERIALS:

- PROVIDE AN ELECTRONIC (.DWG) COPY OF THE SITE PLAN WITH AS-BUILT REVISIONS. This will assist the City in keeping our GIS mapping up-to-date.**

## REQUIRED MATERIALS:

\*\* The following drawings with the listed information **ARE REQUIRED, NOT OPTIONAL**. If the required information is not included and/or addressed, the Site Plan Application will **not** be processed.

- COMPLETED ENVIRONMENTAL ASSESSMENT FORM** (Contact us if you need help choosing between the Short EAF and the Full EAF). The Complete EAF is available online at: <http://www.dec.ny.gov/permits/6191.html>
- ELECTRONIC COPY OF ENTIRE SUBMISSION (PDF)** A single, combined PDF of the entire application, including cover letter, plans, reports, and all submitted material.
- BOUNDARY and TOPOGRAPHIC SURVEY**  
(Depict existing features as of the date of the Site Plan Application. This Survey and Map must be performed and created by a Professional Land Surveyor licensed and currently registered to practice in the State of New York. This Survey and Map must be stamped and signed with an original seal and signature on at least one copy, the rest may be copies thereof.
- All elevations are National Geodetic Vertical Datum of 1929 (NGVD29).
- 1' contours are shown and labeled with appropriate spot elevations.
- All existing features on and within 50 feet of the subject property are shown and labeled.
- All existing utilities on and within 50 feet of the subject property are shown and labeled.
- All existing easements and/or right-of-ways are shown and labeled.
- Existing property lines (bearings and distances), margins, acreage, zoning, existing land use, reputed owner, adjacent reputed owners and tax parcel numbers are shown and labeled.
- The north arrow and graphic scale are shown.

**DEMOLITION PLAN** (If Applicable)

All existing features on and within 50 feet of the subject property are shown and labeled.

All items to be removed are labeled in darker text.

**SITE PLAN**

Include a reference to the coordinate system used(NYS NAD83-CF preferred).

All proposed above ground features are depicted and clearly labeled.

All proposed features are clearly labeled “proposed”.

All proposed easements and right-of-ways are shown and labeled.

Land use, zoning, and tax parcel number are shown.

The Plan is adequately dimensioned including radii.

The line work and text for all proposed features is shown darker than existing features.

All vehicular and pedestrian traffic circulation is shown including a delivery or refuse vehicle entering and exiting the property.

Proposed parking and loading spaces including ADA accessible spaces are shown and labeled.

Sidewalks within the City Right-of-Way meet Public-Right-of-Way (PROWAG) standards.

Refuse Enclosure Area (Dumpster), if applicable, is shown. Section 161-19.1 of the Zoning Ordinance states, “No refuse vehicle or refuse container shall be parked or placed within 15 feet of a party line without the written consent of the adjoining owner, if the owner occupies any part of the adjoining property”.

Proposed snow storage areas are shown on the plans.

The north arrow and graphic scale are shown.

**GRADING PLAN**

All proposed below ground features including elevations and inverts are shown and labeled.

All proposed above ground features are shown and labeled.

- The line work and text for all proposed features is shown darker than existing features.
- All proposed easements and right-of-ways are shown and labeled.
- 1' existing contours are shown dashed and labeled with appropriate spot elevations.
- 1' proposed contours are shown and labeled with appropriate spot elevations.
- All elevations are North American Vertical Datum of 1988 (NAVD88).
- Sediment and Erosion control are shown and labeled on the grading plan unless separate drawings have been provided as part of a Stormwater Pollution Prevention Plan (SWPPP).

**UTILITY PLAN**

- All proposed above and below ground features are shown and labeled.
  - All existing above and below ground utilities including sanitary, storm water, water, electric, gas, telephone, cable, fiber optic, etc. are shown and labeled.
  - All proposed easements and right-of-ways are shown and labeled.
  - The Plan is adequately dimensioned including radii.
  - The line work and text for all proposed features is shown darker than existing features.
- The following note has been added to the drawings stating, "All water main and service work must be coordinated with the City of Watertown Water Department. The Water Department requirements supersede all other plans and specifications provided."

**LANDSCAPING PLAN**

- All proposed above ground features are shown and labeled.
- All proposed trees, shrubs, and other plantings are shown and labeled.
- All proposed landscaping and text are shown darker than existing features.
- All proposed landscaping is clearly depicted, labeled and keyed to a plant schedule that includes the scientific name, common name, size, quantity, etc.

For additional landscaping requirements where nonresidential districts and land uses abut land in any residential district, please refer to Section 310-59, Landscaping of the City's Zoning Ordinance.

**Site Plan complies with and meets acceptable guidelines set forth in Appendix A - Landscaping and Buffer Zone Guidelines (August 7, 2007).**

**PHOTOMETRIC PLAN (If Applicable)**

All proposed above ground features are shown.

Photometric spot elevations or labeled photometric contours of the property are clearly depicted. Light spillage across all property lines shall not exceed 0.5 foot-candles.

**CONSTRUCTION DETAILS and NOTES**

All details and notes necessary to adequately complete the project including, but not limited to, landscaping, curbing, catch basins, manholes, water line, pavement, sidewalks, trench, lighting, trash enclosure, etc. are provided.

Maintenance and protection and traffic plans and notes for all required work within City streets including driveways, water laterals, sanitary laterals, storm connections, etc. are provided.

The following note must be added to the drawings stating:  
"All work to be performed within the City of Watertown margin will require sign-off from a Professional Engineer, licensed and currently registered to practice in the State of New York, that the work was built according to the approved site plan and applicable City of Watertown standards. Compaction testing will be required for all work to be performed within the City of Watertown margin and must be submitted to the City of Watertown Codes Department."

**PRELIMINARY ARCHITECTURAL PLANS (If Applicable)**

Floor plan drawings, including finished floor elevations, for all buildings to be constructed are provided.

Exterior elevations including exterior materials and colors for all buildings to be constructed are provided.

Roof outline depicting shape, slope and direction is provided.

**ENGINEERING REPORT**

**\*\* The engineering report at a minimum includes the following:**

Project location

Project description

N/A Existing and proposed sanitary sewer flows and summary

N/A Water flows and pressure

N/A Storm Water Pre and Post Construction calculations and summary

Traffic impacts

Lighting summary

Landscaping summary

**GENERAL INFORMATION**

ALL ITEMS ARE STAMPED AND SIGNED WITH AN ORIGINAL SIGNATURE BY A PROFESSIONAL ENGINEER, ARCHITECT, LANDSCAPE ARCHITECT, OR SURVEYOR LICENSED AND CURRENTLY REGISTERED TO PRACTICE IN THE STATE OF NEW YORK.

If required, a copy of the Stormwater Pollution Prevention Plan (SWPPP) submitted to the NYSDEC will also be sent to the City of Watertown Engineering Department.

\*\* If required, a copy of all submittals sent to the New York State Department of Environmental Conservation (NYSDEC) for the sanitary sewer extension permit will also be sent to the City of Watertown Engineering Department.

\*\* If required, a copy of all submittals sent to the New York State Department of Health (NYSDOH) will also be sent to the City of Watertown Engineering Department.

\*\* When NYSDEC or NYSDOH permitting is required, the property owner/applicant shall retain a licensed Professional Engineer to perform inspections of the proposed utility work and to certify the completed works were constructed in substantial conformance with the approved plans and specifications.

Signage will not be approved as part of this submission. It requires a sign permit from the City Code Enforcement Bureau. See Section 310-52.2 of the Zoning Ordinance.

Plans have been collated and properly folded.

- If an applicant proposes a site plan with multiple buildings and any of those buildings front on a private drive, the City Council will name the private drive by resolution and the building(s) will be given an address number on that private drive by City staff. The applicant may propose a name for the private drive for the City Council's consideration.

Proposed Street Name: \_\_\_\_\_

- For non-residential uses, the proposed Hours of Operation shall be indicated.
- Signature Authorization form or letter signed by the owner is submitted allowing the applicant to apply on behalf of the owner if the applicant is not the property owner.
- Explanation for any item not checked in the Site Plan Checklist.

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# Appendix A

## Landscaping and Buffer Zone Guidelines

Adopted by the City of Watertown Planning Board

August 7, 2007

### Introduction

A landscape plan is required as part of every site plan review application. These guidelines are the minimum plantings that the Planning Board expects to see on the landscape plan regarding number, type, size, and arrangement of trees and shrubs.

Landscaping is required to minimize negative impacts from development by creating visual and noise buffers between adjoining property uses and promoting harmonious streetscapes. The intent of these guidelines is also to replace trees lost due to development and to establish incentives for the preservation of existing trees.

These guidelines will also provide direction to the applicants where buffer zones are required under Section 310-59 of the City of Watertown Zoning Ordinance.

### General Provisions

A tree schedule shall be included on each landscape plan. No one (1) species of tree may take up more than fifteen (15) percent of the total amount of the landscape plantings.

Where the location of existing overhead or underground utility lines conflicts with the required landscaping strip and tree planting, the Planning Board may approve an alternative plan to meet the intent of these guidelines.

It is recommended that trees from the list provided below be considered. Tree diameter shall be measured four feet from the base of the tree. The developer/owner should make every effort to preserve and protect existing significant trees over twelve (12) inches in diameter.

Tree removal or planting in the city right-of-way shall be in accordance with Chapter 287 of the Code of the City of Watertown.

Landscaping must be permanently maintained in a healthy growing condition at all times. The property owner is responsible for regular weeding, mowing of grass, irrigating, fertilizing, pruning, and other permanent maintenance of all plantings as needed.

### Landscaped Strips Along Street Rights-of-Way

A landscaped strip should be provided adjacent to all public and private rights-of-ways and streets. It should be a minimum of fifteen (15) feet wide, exclusive of street right-of-way. Within the landscaped strip, one (1) large deciduous tree (2" caliper minimum) should be provided every forty (40) linear feet or one (1) small to medium deciduous tree (1.5" caliper minimum) should be provided every twenty (20) linear feet. Planting beds with shrubs, perennials, and/or annuals or grass areas are recommended in between the trees.

Where parking lots and driveways abut the landscaped strip along the street right-of-way, shrubs should be considered for screening in addition to the shade trees. The screening should be a plant species that grows to a minimum of three (3) feet high and extends along the entire street frontage of the parking lot, exclusive of driveways and visibility setbacks. A landscaped berm may also be utilized to screen the parking lots and driveways. The berm should be a minimum of 30 inches above the average grade of the street and parking lot curbs with a slope not to exceed 3:1. If a parking lot is located fifty (50) feet or more from the street right-of-way, no screening shrubs or berm will be required.

Street level landscaping shall not interfere with visibility of drivers entering or exiting, or driving by the property. All landscaping (trees, shrubs, and planted beds) shall be a distance of ten (10) feet from any driveway or street intersections.

### **Interior Parking Lot Landscaping**

Interior parking lot trees and landscaping are recommended in addition to the required landscaped strip. Trees should be provided in each parking lot at a minimum average density of one (1) shade tree (two-inch diameter) for each fifteen (15) parking spaces, or any fraction thereof.

The interior parking lot trees and landscaping should be evenly distributed throughout the parking lot, although adjustments may be approved by the Planning Board where the shape or size of the parking lot, the location of existing trees, snow removal requirements, or other natural constraints prevent such distribution.

Landscaped islands within parking lot areas should be a minimum of nine (9') feet x eighteen (18') feet in dimension. Large planters are an acceptable alternative that can be utilized in conjunction within landscaped islands where the parking lot configuration, snow removal requirements, or other constraints prevent the installation of the permanent landscaped islands.

### **Exterior Parking Lot Landscaping**

A landscaped strip should be provided around the perimeter of any parking lot exclusive of driveways. The landscaped strip should be a minimum of eight (8) wide, except where other provisions apply. Within the perimeter landscaped strip, one (1) large deciduous tree (2" caliper minimum) should be provided every forty (40) linear feet or one (1) small to medium deciduous tree (1.5" caliper minimum) should be provided every twenty (20) linear feet or one (1) large coniferous tree (6' minimum) should be provided every twenty (20) linear feet.

### **Buffer Zone Requirements Between Non-Residential and Residential Zoning Districts**

Section 310-59 of the City of Watertown Zoning Ordinance requires buffer zones where non-residential land uses abut land in a residential district. The purpose of the buffer zones is to separate land uses and offer visual screening between uses that may not be compatible.

The required buffer areas within each listed zoning district shall contain, at a minimum, the following landscaping:

Limited Business and Health Services Districts. A landscaped strip shall be provided to separate the Limited Business or Health Service District from the Residential District. The landscaped strip shall be a minimum of fifteen (15') wide. Within the landscaped strip, one (1) large deciduous tree (2" caliper minimum) shall be provided every forty (40) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) small to medium deciduous tree (1.5" caliper minimum) shall be provided every twenty (20) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) large coniferous tree (6' minimum), stagger planted shall be provided every fifteen (15) linear feet.

Neighborhood Business and Commercial Districts. A landscaped strip shall be provided to separate the Neighborhood Business or Commercial Districts from the Residential District. The landscaped strip shall be a minimum of fifteen (15') wide. Within the landscaped strip, one (1) large deciduous tree (2" caliper minimum) shall be provided every thirty five (35) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) small to medium deciduous tree (1.5" caliper minimum) shall be provided every twenty (20) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) large coniferous tree (6' minimum), stagger planted shall be provided every fifteen (15) linear feet. In addition to the required trees and shrubs, a six (6) foot high opaque fence (stockade or equal) should be provided. All fencing shall be in conformance with Section 310-26.1, Fences, of the Zoning Ordinance.

Light and Heavy Industrial Districts. A landscaped strip shall be provided to separate the Light or Heavy Industrial District from the Residential District. The landscaped strip shall be a minimum of fifteen (15') wide. Within the landscaped strip, one (1) large deciduous shade tree (2" caliper minimum) shall be provided every thirty (35) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) small to medium deciduous tree shall be provided every twenty (20) linear feet, along with planting beds in between the trees containing assorted shrubs or one (1) large coniferous tree (6' minimum), stagger planted shall be provided every twelve (12) linear feet. In addition to the required trees and shrubs, an eight (8) foot high opaque fence (stockade or equal) should be provided. All fencing shall be in conformance with Section 310-26.1, Fences, of the Zoning Ordinance.

### **Front, Side and Rear Yard Buffer Zone Requirements in Commercial Districts**

Section 310-59, Paragraph C of the City of Watertown Zoning Ordinance requires for Commercial Districts that a strip of land at least 15' in width be provided in any required front yard and a strip of land at least 5' in width be provided in any required side or rear yard to be maintained as landscaped areas.

The front yard landscaped strip shall be at least fifteen (15') wide. Within the landscaped strip, a minimum of one (1) large deciduous tree (2" caliper minimum) should be provided every forty (40) linear feet or one (1) small to medium deciduous tree (1.5" caliper minimum) should be provided every twenty (20) linear feet. Planting beds with shrubs, perennials, and/or annuals or grass areas are recommended in between the trees. Where parking lots and driveways abut the landscaped strip, shrubs shall be considered for screening in addition to the shade trees. The screening should be a plant species that grows to a minimum of three (3) feet high and extends along the entire street frontage of the parking lot, exclusive of driveways and visibility setbacks. A landscaped berm may also be utilized to screen the parking lots and driveways. The berm

should be a minimum of 30 inches above the average grade of the street and parking lot curbs with a slope not to exceed 3:1. If a parking lot is located fifty (50) feet or more from the street right-of-way, no screening shrubs or berm will be required.

The side and rear yard landscaped strip shall be a minimum of 5' wide and should consist of one (1) large deciduous shade tree (2" caliper minimum) provided every forty (40) linear feet or one (1) small to medium deciduous tree (1.5" caliper minimum) provided every twenty (20) linear feet or one (1) large coniferous tree (6' minimum) provided every fifteen (15) linear feet. Grass areas and/or planting beds shall also be included in between the trees.

**Special Provisions for Existing Sites**

When an existing site is undergoing any external alteration or expansion, the objective of these standards is to gradually bring the existing site into compliance with minimum standards of this section in relation to the extent of expansion or change on a site. The applicant should make every effort to include new landscaping and buffering as a part of any alteration or expansion.

If space is limited by other site elements required by the Zoning Ordinance, landscaping along the street and buffer zones between adjacent land uses will take priority over interior and exterior parking lot landscaping.

**Incentives to Preserve Existing Trees**

The Planning Board encourages the preservation of quality and mature trees by providing credits toward the required landscaping. Trees intended to be preserved shall be indicated with a special symbol on the landscape plan and shall be protected during the construction through use of a fence around the drip line. To obtain credit, the preserved trees shall be of a high quality and at least two and one half (2-½) inches diameter. Trees to be preserved shall be counted for credit only if they are located on the developed portion of the site as determined by the Planning Board. The credit for preserved trees shall be as follows:

Diameter of Preserved Tree (in inches)	Number of Trees Credited
Over 12"	5
8" – 11.9"	4
2.5" – 7.9"	2

Credit for preserving existing trees may not be utilized in lieu of trees in the landscaped strip along street rights-of way or the required buffer zone. Credit may be applied only to required interior or exterior parking lot tree planting. Any preserved trees receiving credit which are lost within three (3) years after construction completion shall be replaced by the landowner with trees otherwise required.

## Recommended Tree Species

The following list of trees is recommended for use in fulfilling the requirements of these guidelines. The list is not meant to be exclusive but rather a guideline to indicate types of trees that have been found to grow well in the Watertown area in urban soils.

### Small to Medium Deciduous Trees

Acer ginnala (varieties)	Amur Maple
Acer tataricum	Tatarian Maple
Amelanchier species (varieties)	Serviceberry Varieties
Carpinus caroliniana	American Hornbeam
Crataegus crus-galli inermis	Thornless Cockspur Hawthorn
Crateagus phaenopyrum	Washington Hawthorn
Maackia amurensis	Amur Maackia
Malus species	Flowering Crabapples
Syringa reticulata (varieties)	Japanese Tree Lilac

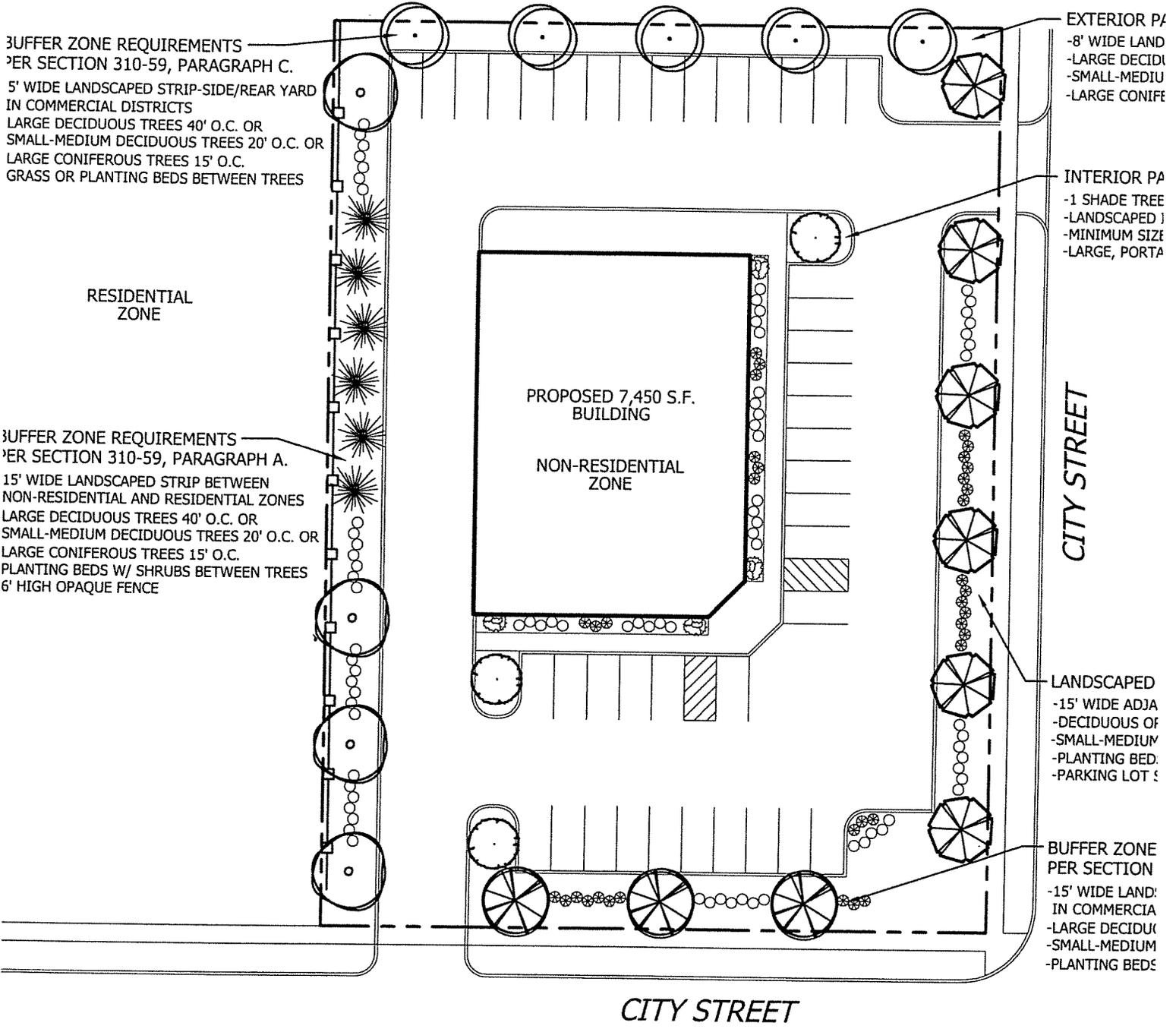
### Large Deciduous Trees

Acer x fremanii (varieties)	Freeman Maple
Acer platanoides (varieties)	Norway Maple
Acer rubrum (varieties)	Red Maple
Aesculus hippocastanum (varieties)	Horsechestnut
Aesculus x carnea (varieties)	Horsechestnut
Alnus glutinosa	Black Alder
Betula papyrifera	Paper Birch
Catalpa speciosa	Northern Catalpa
Celtis occidentalis	Hackberry
Corylus columna	Turkish Filbert
Ginkgo biloba	Ginkgo
Gleditsia triacanthos inermis (varieties)	Thornless Honeylocust
Gymnocladus dioicus	Kentucky Coffeetree
Liriodendron tulipifera	Tulip Tree
Ostrya virginiana	American Hophornbeam (Ironwood)
Phellodendron amurense 'Macho'	Macho Amur Corktree
Platanus x acerfolia	London Planetree
Prunus sargentii	Sargent Cherry
Pyrus calleryana (varieties)	Callery Pear
Quercus alba	White Oak
Quercus bicolor	Swamp White Oak
Quercus macrocarpa	Bur Oak
Quercus muehlenbergii	Chinkapin Oak
Quercus robur (varieties)	English Oak
Quercus rubra	Northern Red Oak
Robinia pseudoacacia	Black Locust
Tilia americana (varieties)	American Linden
Tilia x flavescens 'Glenleven'	Glenleven Linden
Tilia cordata (varieties)	Littleleaf Linden

### Large Coniferous Trees

Abies balsamea	Balsam Fir
Abies concolor	White Fir
Picea abies	Norway Spruce
Picea glauca	White Spruce
Picea pungens glauca	Colorado Blue Spruce
Picea omorika	Serbian Spruce
Pinus nigra	Austrian Pine
Pinus strobus	White Pine
Pseudotsuga menziesii	Douglas Fir
Tsuga Canadensis	Canadian Hemlock

# CITY OF WATERTOWN LANDSCAPING REQUIREMENTS AND BUFFER ZONE GUIDELINES



**SUNDUS & SARAH, LLC**  
**EMPLOYEE PARKING FACILITY**  
**115 BROOK DRIVE, WATERTOWN, NY 13601**  
**CITY OF WATERTOWN - COUNTY OF JEFFERSON - STATE OF NEW YORK**  
**PROJECT NO. 2016-115**

**INDEX OF DRAWINGS**

COVER SHEET

S-1 EXISTING SITE PLAN

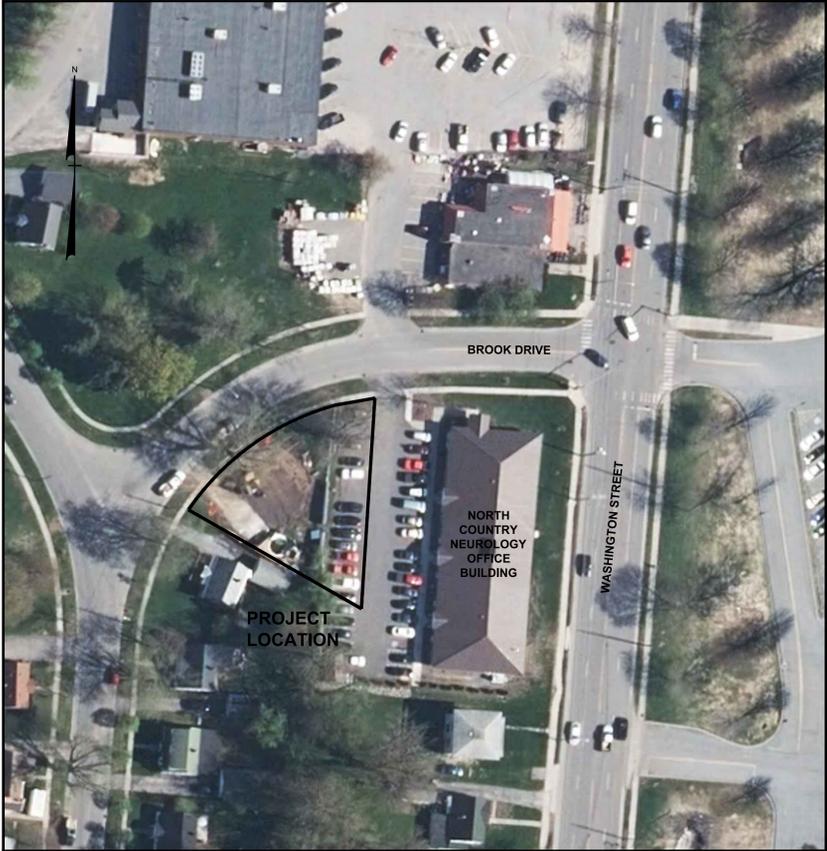
S-2 DEMOLITION SITE PLAN

S-3 SITE, GRADING AND UTILITY PLAN

S-4 LANDSCAPING PLAN

S-5 PHOTOMETRIC PLAN

D-1 SITE DETAILS



CITY OF WATERTOWN  
 SITE PLAN SUBMISSION SET  
 7/19/2016

**BCA**  
 ENGINEERS  
 ARCHITECTS

Bernier, Carr & Associates,  
 Engineers, Architects  
 and Land Surveyors, P.C.  
 327 Mullin Street, Watertown, NY 13601  
 (315) 782-8130 - WWW.THEBCGROUP.COM

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SHEET NO.

**COVER**

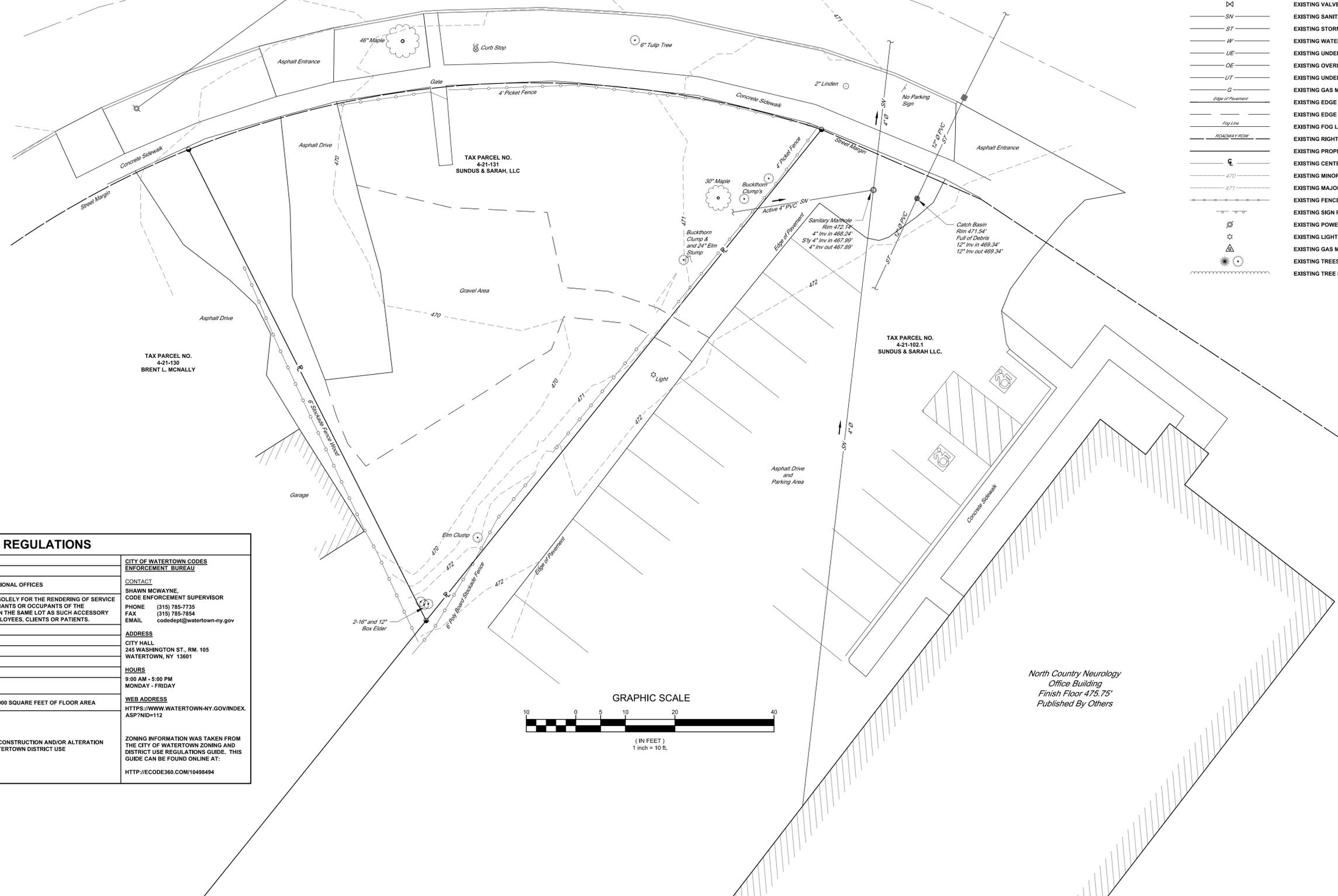
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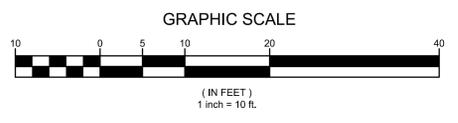
**BROOK DRIVE**

**LEGEND**

- EXISTING MANHOLE
- ⊕ EXISTING CATCH BASIN
- ⊕ EXISTING FIRE HYDRANT
- ⊕ EXISTING VALVE
- SN— EXISTING SANITARY SEWER LINE
- ST— EXISTING STORM SEWER LINE
- W— EXISTING WATER LINE
- UE— EXISTING UNDERGROUND ELECTRIC
- OE— EXISTING OVERHEAD ELECTRIC
- UT— EXISTING UNDERGROUND TELEPHONE
- G— EXISTING GAS MAIN
- Edge of Pavement — EXISTING EDGE OF PAVEMENT
- Edge of Gravel — EXISTING EDGE OF GRAVEL
- Fog Line — EXISTING FOG LINE
- Roadway ROW — EXISTING RIGHT OF WAY
- Property Line — EXISTING PROPERTY LINE
- Centerline of Roadway — EXISTING CENTERLINE OF ROADWAY
- 470 — EXISTING MINOR CONTOUR
- 471 — EXISTING MAJOR CONTOUR
- Fence Line — EXISTING FENCE LINE
- Sign Posts — EXISTING SIGN POSTS
- ⊕ EXISTING POWER POLE
- ⊕ EXISTING LIGHT POLE
- ⊕ EXISTING GAS MARKER
- ⊕ EXISTING TREES
- Tree Line — EXISTING TREE LINE

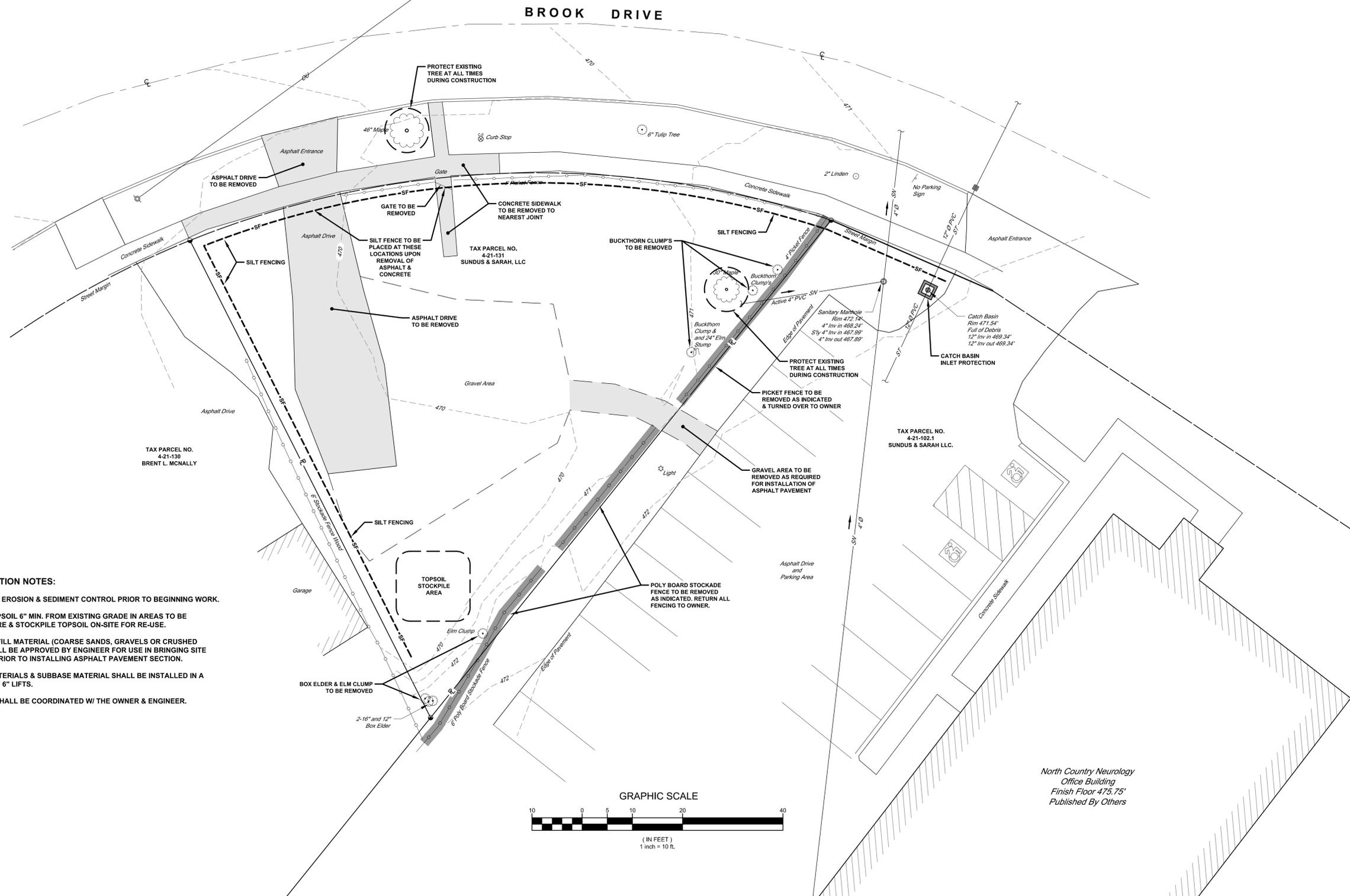


ZONING REGULATIONS		
MUNICIPALITY	CITY OF WATERTOWN	CITY OF WATERTOWN CODES ENFORCEMENT BUREAU
ZONED	LIMITED BUSINESS	
PERMITTED PRINCIPAL USES	BUSINESS OR PROFESSIONAL OFFICES	CONTACT SHAWN MCWAYNE CODE ENFORCEMENT SUPERVISOR PHONE (315) 785-7735 FAX (315) 785-7854 EMAIL codedept@watertown-ny.gov
PERMITTED ACCESSORY USES	SUCH USES SHALL BE SOLELY FOR THE RENDERING OF SERVICE AND SALES TO THE TENANTS OR OCCUPANTS OF THE BUILDINGS LOCATED ON THE SAME LOT AS SUCH ACCESSORY USE AND TO THEIR EMPLOYEES, CLIENTS OR PATIENTS.	ADDRESS CITY HALL 245 WASHINGTON ST., RM. 105 WATERTOWN, NY 13601
MINIMUM LOT SIZE	1,000 SQ. FT.	HOURS 9:00 AM - 5:00 PM MONDAY - FRIDAY
MAXIMUM LOT COVERAGE	N/A	WEB ADDRESS HTTPS://WWW.WATERTOWN-NY.GOV/INDEX.ASP?NID=112
MINIMUM FRONT SETBACK	20 FT.	ZONING INFORMATION WAS TAKEN FROM THE CITY OF WATERTOWN ZONING AND DISTRICT USE REGULATIONS GUIDE. THIS GUIDE CAN BE FOUND ONLINE AT: HTTP://ECODE360.COM/10498494
MINIMUM SIDE SETBACK	5 FT.	
MINIMUM REAR SETBACK	25 FT.	
MINIMUM SIDE SETBACK CORNER LOT	10 FT.	
PARKING SPACE REQUIREMENTS	5 SPACES FOR EACH 1,000 SQUARE FEET OF FLOOR AREA	
SPECIAL REGULATIONS AND REQUIREMENTS		
FENCES (CHAPTER 310, SECTION 26.1)		
1. FOR ALL ZONING REQUIREMENTS CONCERNING THE CONSTRUCTION AND/OR ALTERATION OF ANY FENCE / FENCES, REFER TO THE CITY OF WATERTOWN DISTRICT USE REGULATIONS GUIDE.		

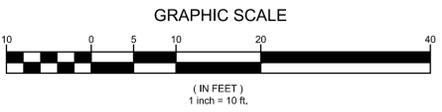


North Country Neurology  
Office Building  
Finish Floor 475.75'  
Published By Others

<p>EXISTING SITE PLAN</p> <p><b>SUNDUS &amp; SARAH, LLC</b></p> <p><b>EMPLOYEE PARKING FACILITY</b></p> <p><b>115 BROOK DRIVE, WATERTOWN, NY 13601</b></p> <p>CITY OF WATERTOWN - COUNTY OF JEFFERSON - STATE OF NEW YORK</p>	<p><b>BCA</b></p> <p>ENGINEERS ARCHITECTS</p>	<p><b>Bernier, Carr &amp; Associates,</b> Engineers, Architects and Land Surveyors, P.C.</p> <p>327 Mullin Street, Watertown, NY 13601 (315) 782-8130 - WWW.THEBCGROUP.COM</p> <p><small>COPYRIGHT 2016 - BERNIER, CARR &amp; ASSOCIATES, ENGINEERS, ARCHITECTS AND LAND SURVEYORS, P.C. IT IS A VIOLATION UNDER THE NEW YORK STATE EDUCATION LAW FOR ANY UNAUTHORIZED ALTERATIONS TO THIS DOCUMENT AS PER ARTICLE 145 AND 147.</small></p> <p><small>THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AT THE SITE &amp; NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES.</small></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>CHECKED BY:</td><td>MDA</td></tr> <tr><td>DRAWN BY:</td><td>JBE</td></tr> <tr><td>DATE:</td><td>7/19/2016</td></tr> <tr><td>LAST REVISION:</td><td>-</td></tr> <tr><td>SCALE:</td><td>AS NOTED</td></tr> <tr><td>PRINTED FOR:</td><td>REVIEW</td></tr> </table>	CHECKED BY:	MDA	DRAWN BY:	JBE	DATE:	7/19/2016	LAST REVISION:	-	SCALE:	AS NOTED	PRINTED FOR:	REVIEW	<p>SHEET NO.</p> <p style="font-size: 2em; font-weight: bold;">S-1</p> <p>PROJECT NO.</p> <p style="font-weight: bold;">2016-115</p>
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- SITE PREPARATION NOTES:**
1. INSTALL ALL EROSION & SEDIMENT CONTROL PRIOR TO BEGINNING WORK.
  2. REMOVE TOPSOIL 6" MIN. FROM EXISTING GRADE IN AREAS TO BE PAVED. STORE & STOCKPILE TOPSOIL ON-SITE FOR RE-USE.
  3. GRANULAR FILL MATERIAL (COARSE SANDS, GRAVELS OR CRUSHED STONE) SHALL BE APPROVED BY ENGINEER FOR USE IN BRINGING SITE TO GRADE PRIOR TO INSTALLING ASPHALT PAVEMENT SECTION.
  4. ALL FILL MATERIALS & SUBBASE MATERIAL SHALL BE INSTALLED IN A MAXIMUM OF 6" LIFTS.
  5. ALL WORK SHALL BE COORDINATED W/ THE OWNER & ENGINEER.



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DEMOLITION SITE PLAN  
SUNDUS & SARAH, LLC  
EMPLOYEE PARKING FACILITY  
115 BROOK DRIVE, WATERTOWN, NY 13601  
CITY OF WATERTOWN - COUNTY OF JEFFERSON - STATE OF NEW YORK



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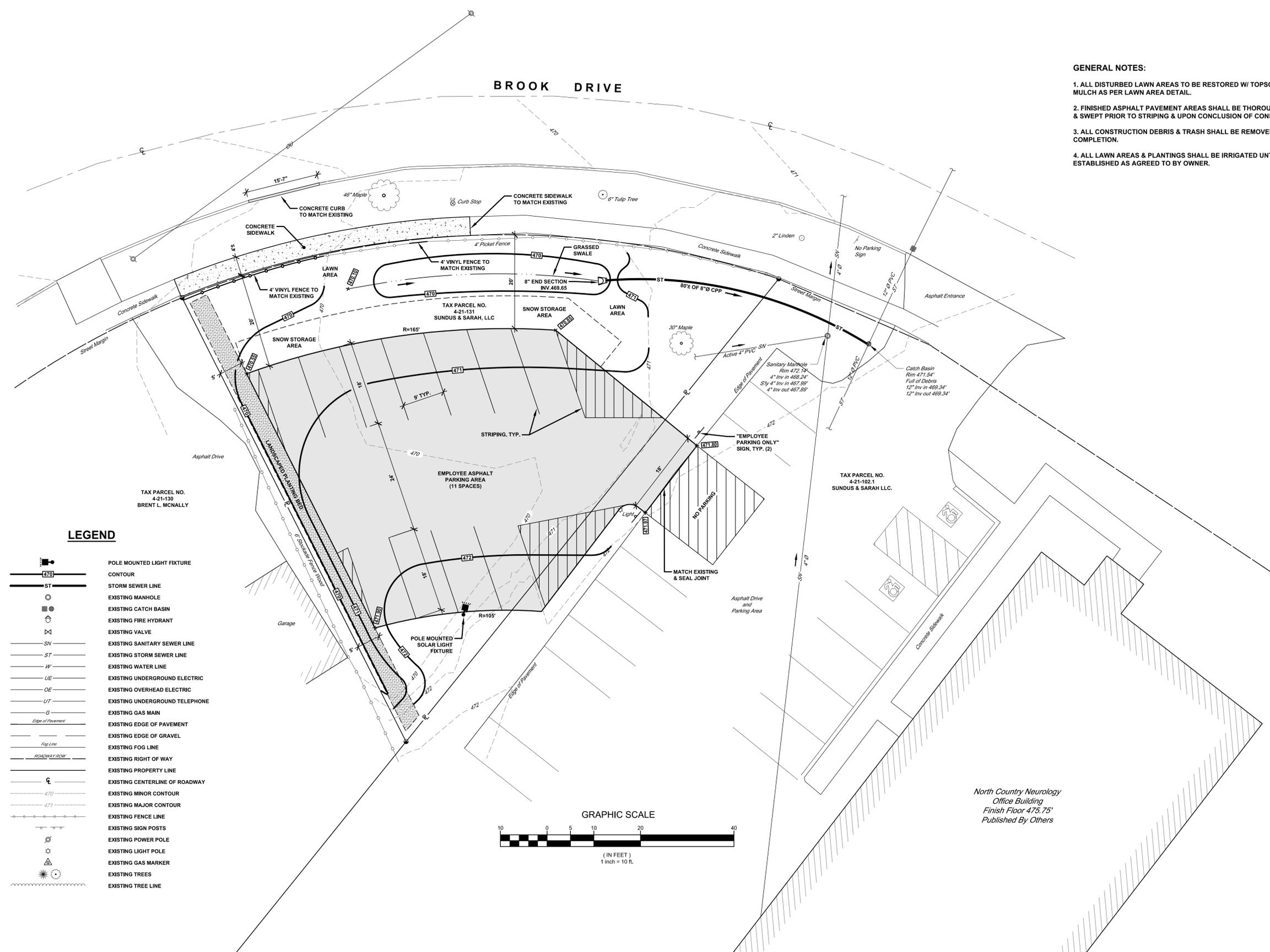
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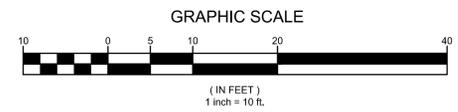
**BROOK DRIVE**

- GENERAL NOTES:**
1. ALL DISTURBED LAWN AREAS TO BE RESTORED W/ TOPSOIL, SEED & MULCH AS PER LAWN AREA DETAIL.
  2. FINISHED ASPHALT PAVEMENT AREAS SHALL BE THOROUGHLY CLEANED & SWEEPED PRIOR TO STRIPING & UPON CONCLUSION OF CONSTRUCTION.
  3. ALL CONSTRUCTION DEBRIS & TRASH SHALL BE REMOVED UPON FINAL COMPLETION.
  4. ALL LAWN AREAS & PLANTINGS SHALL BE IRRIGATED UNTIL GROWTH IS ESTABLISHED AS AGREED TO BY OWNER.



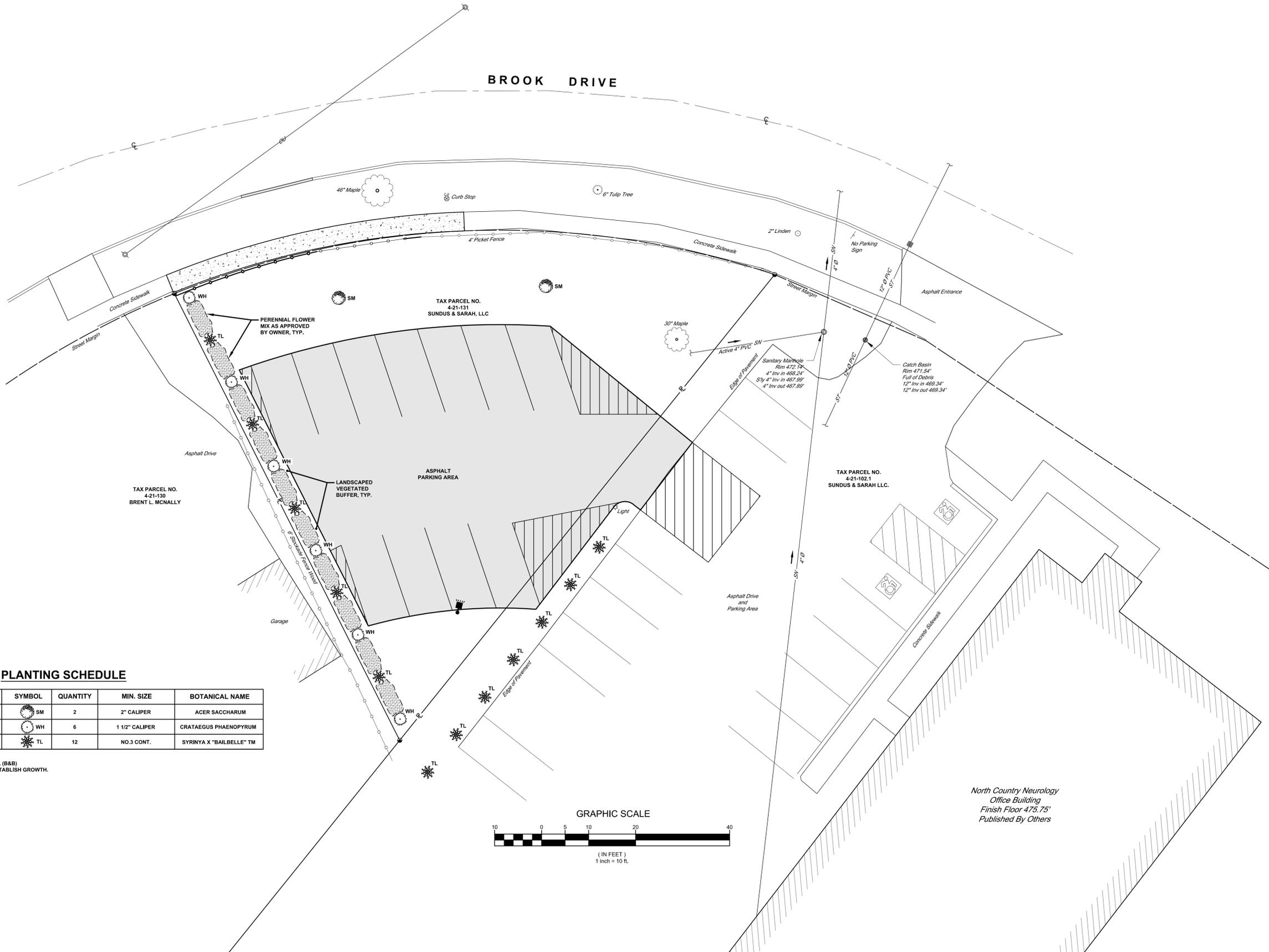
**LEGEND**

	POLE MOUNTED LIGHT FIXTURE
	CONTOUR
	STORM SEWER LINE
	EXISTING MANHOLE
	EXISTING CATCH BASIN
	EXISTING FIRE HYDRANT
	EXISTING VALVE
	EXISTING SANITARY SEWER LINE
	EXISTING STORM SEWER LINE
	EXISTING WATER LINE
	EXISTING UNDERGROUND ELECTRIC
	EXISTING OVERHEAD ELECTRIC
	EXISTING UNDERGROUND TELEPHONE
	EXISTING GAS MAIN
	EXISTING EDGE OF PAVEMENT
	EXISTING EDGE OF GRAVEL
	EXISTING FOG LINE
	EXISTING RIGHT OF WAY
	EXISTING PROPERTY LINE
	EXISTING CENTERLINE OF ROADWAY
	EXISTING MINOR CONTOUR
	EXISTING MAJOR CONTOUR
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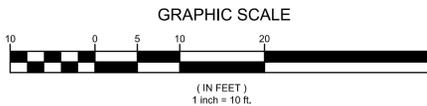
<p><b>SITE, GRADING AND UTILITY PLAN</b></p> <p><b>SUNDUS &amp; SARAH, LLC</b></p> <p><b>EMPLOYEE PARKING FACILITY</b></p> <p><b>115 BROOK DRIVE, WATERTOWN, NY 13601</b></p> <p><small>CITY OF WATERTOWN - COUNTY OF JEFFERSON - STATE OF NEW YORK</small></p>		<p><b>Bernier, Carr &amp; Associates,</b> Engineers, Architects and Land Surveyors, P.C.</p> <p><small>327 Mullin Street, Watertown, NY 13601 (315) 782-8130 - WWW.THEBCGROUP.COM</small></p> <p><small>COPYRIGHT 2016 - BERNIER, CARR &amp; ASSOCIATES, ENGINEERS, ARCHITECTS AND LAND SURVEYORS, P.C. IT IS A VIOLATION UNDER THE NEW YORK STATE EDUCATION LAW FOR ANY UNAUTHORIZED ALTERATIONS TO THIS DOCUMENT AS PER ARTICLE 145 AND 147.</small></p> <p><small>THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AT THE SITE &amp; NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES.</small></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>CHECKED BY:</td> <td>MDA</td> </tr> <tr> <td>DRAWN BY:</td> <td>JBE</td> </tr> <tr> <td>DATE:</td> <td>7/19/2016</td> </tr> <tr> <td>LAST REVISION:</td> <td>-</td> </tr> <tr> <td>SCALE:</td> <td>AS NOTED</td> </tr> <tr> <td>PRINTED FOR:</td> <td>REVIEW</td> </tr> </table>	CHECKED BY:	MDA	DRAWN BY:	JBE	DATE:	7/19/2016	LAST REVISION:	-	SCALE:	AS NOTED	PRINTED FOR:	REVIEW	<p>Sheet No.</p> <p><b>S-3</b></p> <p>Project No.</p> <p><b>2016-115</b></p>
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**PLANTING SCHEDULE**

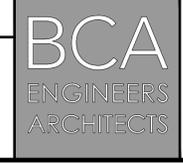
COMMON NAME	SYMBOL	QUANTITY	MIN. SIZE	BOTANICAL NAME
SUGAR MAPLE	SM	2	2" CALIPER	ACER SACCHARUM
WASHINGTON HAWTHORN	WH	6	1 1/2" CALIPER	CRATAEGUS PHAENOPYRUM
TINKERBELLE LILAC	TL	12	NO.3 CONT.	SYRINYA X "BAILBELLE"™

**NOTES**  
 1. TREE PLANTS SHALL BE BALLED & BURLAPPED, (B&B)  
 2. PROVIDE IRRIGATION OF ALL PLANTINGS TO ESTABLISH GROWTH.



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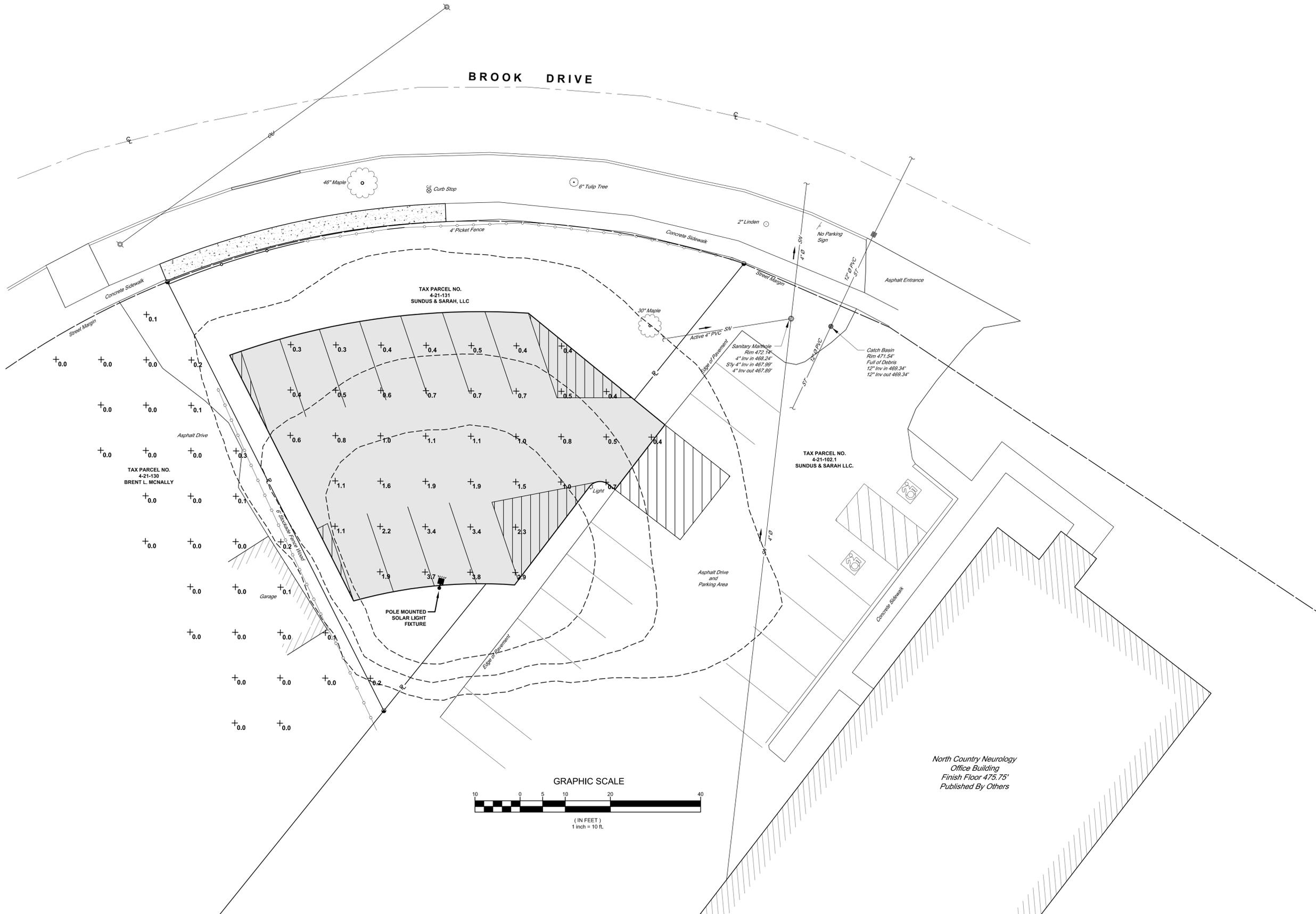
**LANDSCAPING PLAN**  
**SUNDUS & SARAH, LLC**  
**EMPLOYEE PARKING FACILITY**  
**115 BROOK DRIVE, WATERTOWN, NY 13601**  
 CITY OF WATERTOWN - COUNTY OF JEFFERSON - STATE OF NEW YORK



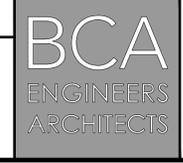
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PHOTOMETRIC PLAN  
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EMPLOYEE PARKING FACILITY  
115 BROOK DRIVE, WATERTOWN, NY 13601  
CITY OF WATERTOWN - COUNTY OF JEFFERSON - STATE OF NEW YORK

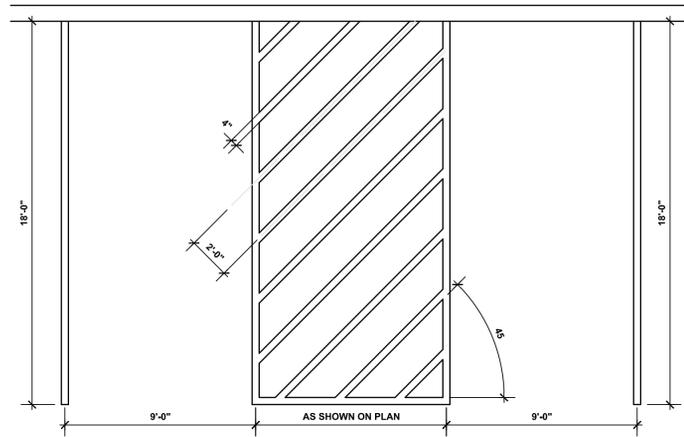


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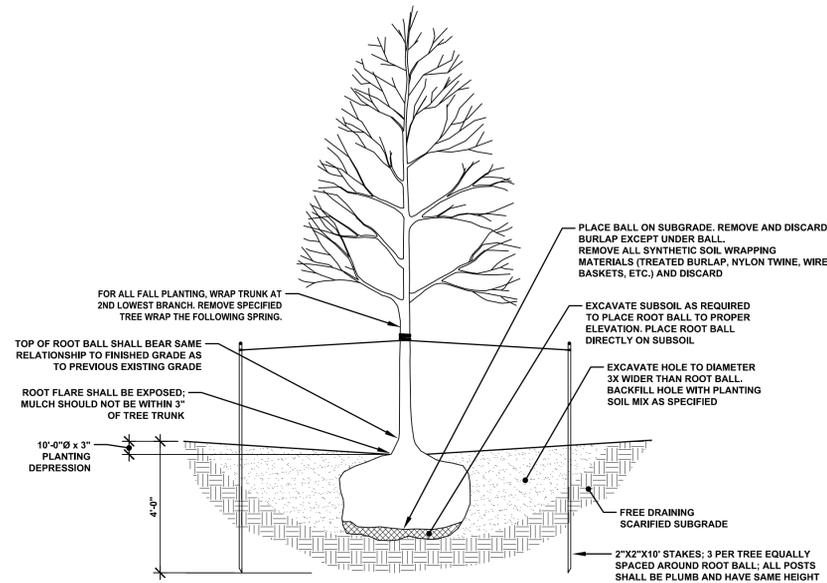
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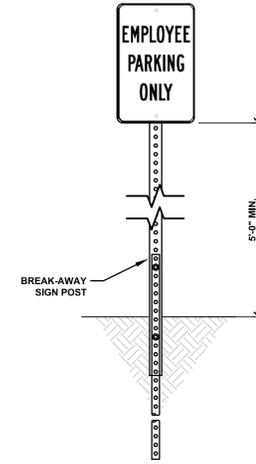
SHEET NO.  
**S-5**  
PROJECT NO.  
2016-115



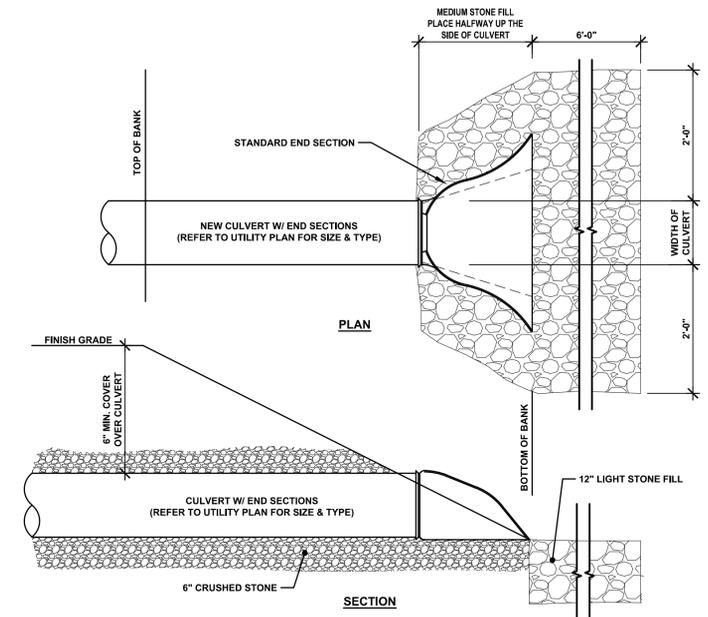
**1 PARKING STRIPING LAYOUT DETAIL**  
NOT TO SCALE



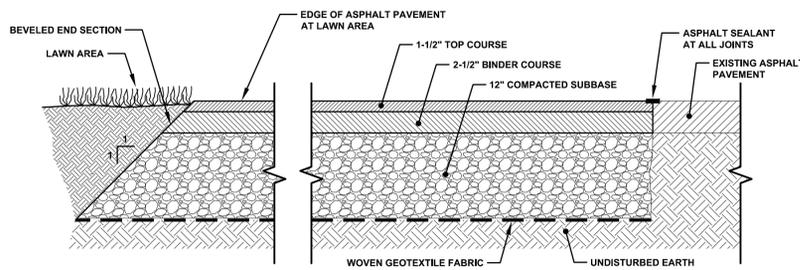
**5 TREE PLANTING DETAIL**  
NOT TO SCALE



**8 "EMPLOYEE PARKING ONLY" SIGN DETAIL**  
NOT TO SCALE

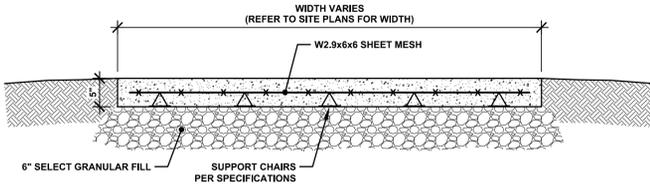


**9 CULVERT AND END SECTION DETAIL**  
NOT TO SCALE

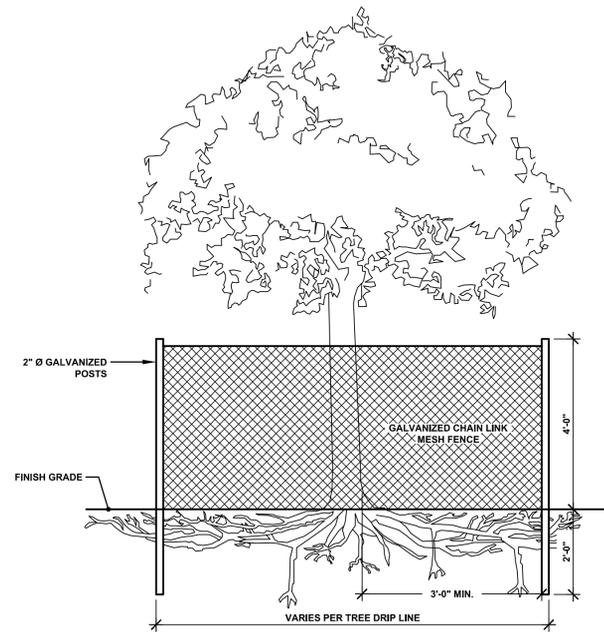


**2 ASPHALT PAVEMENT DETAIL**  
NOT TO SCALE

**NOTE:**  
1. ALL SIDEWALK CONSTRUCTION WITHIN THE CITY MARGIN SHALL BE IN CONFORMANCE WITH CITY OF WATERTOWN SIDEWALK CONSTRUCTION SPECIFICATIONS.  
2. PROVIDE 1/2" BITUMINOUS EXPANSION JOINT AT 25' MAXIMUM SPACING, AGAINST ALL CURB AND AT ALL BUILDING AND STAIR INTERFACES.



**3 CONCRETE SIDEWALK DETAIL**  
NOT TO SCALE



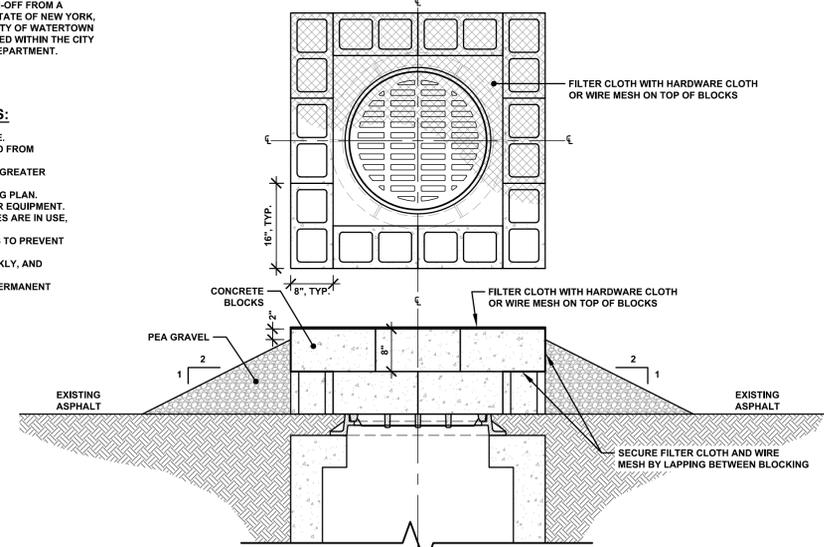
**7 SILT FENCE DETAIL**  
NOT TO SCALE

**CONSTRUCTION NOTE**

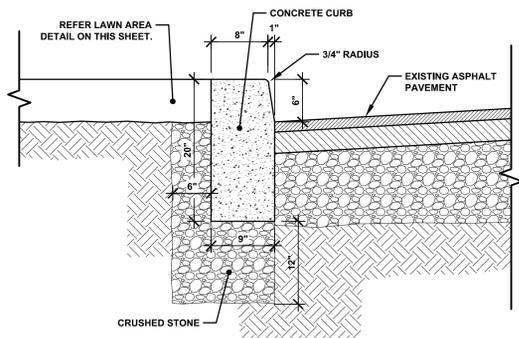
ALL WORK TO BE PERFORMED WITHIN CITY OF WATERTOWN MARGIN WILL REQUIRE SIGN-OFF FROM A PROFESSIONAL ENGINEER, LICENSED & CURRENTLY REGISTERED TO PRACTICE IN THE STATE OF NEW YORK, THAT THE WORK WAS BUILT ACCORDING TO THE APPROVED SITE PLAN & APPLICABLE CITY OF WATERTOWN STANDARDS. COMPACTION TESTING WILL BE REQUIRED FOR ALL WORK TO BE PERFORMED WITHIN THE CITY OF WATERTOWN MARGIN & MUST BE SUBMITTED TO THE CITY OF WATERTOWN CODES DEPARTMENT.

**ADDITIONAL STORMWATER POLLUTION PREVENTION NOTES:**

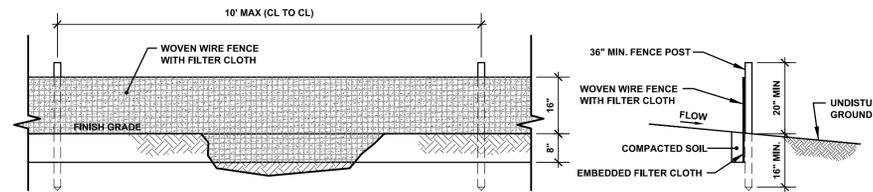
- THERE SHALL NOT BE MORE THAN FIVE (5) ACRES OF DISTURBED SOIL AT ANY ONE TIME.
- DISTURBED AREAS WITHIN THE NYS DOT HIGHWAY RIGHT-OF-WAY SHALL BE PROTECTED FROM EROSION WITHIN 7 DAYS, ALL OTHER AREAS SHALL BE PROTECTED WITHIN 14 DAYS.
- EROSION CONTROL BLANKET SHALL BE INSTALLED ON DISTURBED AREAS WITH 3:1 OR GREATER SLOPE OR IN CONCENTRATED FLOW PATHS.
- CONTRACTOR SHALL PREPARE AND CONTINUOUSLY UPDATE A CONSTRUCTION PHASING PLAN.
- CONTRACTOR SHALL PROVIDE LOCATIONS OF OFF-SITE MATERIAL, WASTE, BORROW OR EQUIPMENT.
- SOIL AND STONE STOCKPILES SHALL BE PROTECTED FROM EROSION. WHEN STOCKPILES ARE IN USE, THE PROTECTION SHALL BE REPLACED AT THE END OF EACH WORK DAY.
- A STABILIZED CONSTRUCTION ENTRANCE SHALL BE CONSTRUCTED AT STAGING AREAS TO PREVENT TRACKING SEDIMENT ONTO PUBLIC RIGHT-OF-WAY OR STREETS.
- CONTRACTOR SHALL INSPECT ALL EROSION AND SEDIMENT CONTROL PRACTICES WEEKLY, AND AFTER ALL RAINFALL EVENTS.
- CONTRACTOR SHALL MAINTAIN EROSION AND SEDIMENT CONTROL PRACTICES UNTIL PERMANENT RESTORATION IS ESTABLISHED.



**10 TEMPORARY CATCH BASIN INLET PROTECTION DETAIL - TYPE 'B'**  
NOT TO SCALE

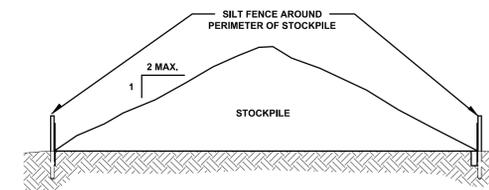


**4 CONCRETE CURB DETAIL**  
NOT TO SCALE

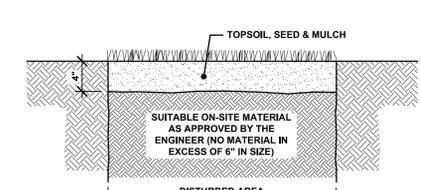


- NOTES**
1. WOVEN WIRE FENCE TO BE FASTENED SECURELY TO FENCE POSTS WITH WIRE TIES OR STAPLES.
  2. FILTER CLOTH TO BE FASTENED SECURELY TO WOVEN WIRE FENCE WITH TIES SPACED EVERY 24" AT TOP AND MID SECTION.
  3. WHEN TWO SECTIONS OF FILTER CLOTH ADJOIN EACH OTHER THEY SHALL BE OVERLAPPED BY SIX INCHES AND FOLDED.
  4. MAINTENANCE SHALL BE PERFORMED AS NEEDED AND MATERIAL REMOVED WHEN BULGES DEVELOP IN THE SILT FENCE.

**7 SILT FENCE DETAIL**  
NOT TO SCALE



**11 SOIL STOCKPILING DETAIL**  
NOT TO SCALE



**12 LAWN AREA DETAIL**  
NOT TO SCALE

**SITE DETAILS**  
**SUNDUS & SARAH, LLC**  
**EMPLOYEE PARKING FACILITY**  
**115 BROOK DRIVE, WATERTOWN, NY 13601**  
CITY OF WATERTOWN - COUNTY OF JEFFERSON - STATE OF NEW YORK

**BCA**  
ENGINEERS  
ARCHITECTS

**Bernier, Carr & Associates,**  
**Engineers, Architects**  
**and Land Surveyors, P.C.**  
327 Mullin Street, Watertown, NY 13601  
(315) 782-8130 - WWW.THEBCGROUP.COM

COPYRIGHT 2016 - BERNIER, CARR & ASSOCIATES, ENGINEERS, ARCHITECTS AND LAND SURVEYORS, P.C. IT IS A VIOLATION UNDER THE NEW YORK STATE EDUCATION LAW FOR ANY UNAUTHORIZED ALTERATIONS TO THIS DOCUMENT AS PER ARTICLE 145 AND 147. THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AT THE SITE & NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES.

CHECKED BY:	MDA
DRAWN BY:	JBE
DATE:	7/19/2016
LAST REVISION:	-
SCALE:	AS NOTED
PRINTED FOR:	REVIEW

SHEET NO.

**D-1**

PROJECT NO.  
**2016-115**

# Short Environmental Assessment Form

## Part 1 - Project Information

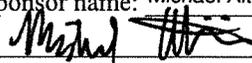
### Instructions for Completing

**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: North Country Neurology Employee Parking Facility			
Project Location (describe, and attach a location map): 115 Brook Drive, City of Watertown			
Brief Description of Proposed Action: The proposed project is a 4000 sq. ft. +/-, 11 space employee parking facility at 115 Brook Drive, adjacent to the North Country Neurology building site. The lot is owned by Sundus and Sarah, LLC, who also owns North Country Neurology, and the proposed parking expansion will reduce the burden on the existing parking facilities. The 11 space addition will eliminate 2 of the spaces in the current facility, resulting in a net gain of 9 parking spaces.			
Name of Applicant or Sponsor: Sundus and Sarah, LLC		Telephone: 315-782-9003 E-Mail: maltieri@thebcgroup.com	
Address: 1340 Washington Street			
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 type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____			0.22 acres
b. Total acreage to be physically disturbed? _____			0.22 acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____			0.72 acres
4. Check all land uses that occur on, adjoining and near the proposed action. <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 type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			



<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p> <p>_____</p>	<p><b>NO</b></p> <p><input checked="" type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p><b>NO</b></p> <p><input checked="" type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p><b>NO</b></p> <p><input checked="" type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>
<p><b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor name: Michael Altieri <span style="float: right;">Date: July 19, 2016</span></p> <p>Signature: <u></u></p>		

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: a. public / private water supplies? b. public / private wastewater treatment utilities?	<input type="checkbox"/>	<input type="checkbox"/>
	<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"/>

Project:	
Date:	

**Short Environmental Assessment Form  
Part 3 Determination of Significance**

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

*Engineering Report*

# **Sundus and Sarah, LLC**

Employee Parking Facility

*Prepared for:*

Sundus and Sarah, LLC  
1340 Washington Street  
Watertown, NY 13601

Phone No. (315) 782-9003

**July 2016**

# **Sundus and Sarah, LLC**

Employee Parking Facility

**July 2016**

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**SECTION 1.0  
EXECUTIVE SUMMARY**

**1.1 Purpose of Report**

This Engineering Report was prepared on behalf of Sundus and Sarah, LLC by Bernier, Carr and Associates (BCA) to detail and discuss the site plan for the proposed Employee Parking Facility. This addition will provide extra parking spaces for employees of the medical practices located in the North Country Neurology Offices. A USGS map depicting the project location has been included in Appendix A.

**1.2 Existing Conditions**

The project site currently consists of a vacant lot, where a residence was recently demolished. There is an asphalt driveway that connects the lot to Brook Drive, as well as a concrete walkway that extends into the lot and connects to the sidewalk along Brook Drive. To the East is the North Country Neurology office building and to the West is a residential property.

**1.3 Proposed Project**

The proposed project is a 4000 sq. ft. +/-, 11 space employee parking facility adjacent to North Country Neurology. The lot is owned by Sundus and Sarah, LLC, who also owns North Country Neurology, and the proposed parking expansion will reduce the burden on the existing parking facilities. The 11 space parking addition will eliminate 2 of the spaces in the current facility, resulting in a net gain of 9 parking spaces.

**SECTION 2.0  
EXISTING CONDITIONS**

**2.1 Proposed Project Location**

The proposed project location is Tax Parcel 4-21-131 which is adjacent to North Country Neurology at 115 Brook Drive. A USGS project location map is attached in Appendix A depicting the project location.

**2.2 Utilities**

There are currently water and sewer access, overhead electrical, and overhead communication lines on the property from the residence that is no longer on the project site.

**2.3 Soil Conditions**

The United States Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS) soils maps and soils data indicate that soils within the project site consist chiefly of Urban Land and Niagara silt loam soils. Niagara silt loam soils are classified as somewhat poorly drained. Ground water typically lies at a depth of 6 to 18 inches below the ground surface. Depth to any restrictive feature is greater than 80 inches. Soils information is included in Appendix B.

**2.4 Topography and Drainage**

The project site typically consists of gentle to moderate slopes ranging from 1% to 10%. Elevations on site range from 470 feet to 472 feet above mean sea level. There is a portion of the project site that runs along the eastern property line where there is steep slope of nearly 1:3. Site drainage is conveyed offsite via sheet flow.

**2.5 Archaeology**

Previous environmental determinations have revealed the project site to be in an archeologically sensitive area. A Letter of No Impact has been provided from the State Historic Preservation Office (SHPO) in Appendix C.

**SECTION 3.0  
PROPOSED PROJECT**

### **3.1 Project Summary**

As discussed in Section 1.3 of this report, the proposed project is a 4000 sq. ft. +/-, 11 space employee parking facility adjacent to the North Country Neurology building site. The lot is owned by Sundus and Sarah, LLC, who also owns North Country Neurology. The proposed parking expansion will reduce the burden on the existing parking facilities. The 11 space addition will eliminate 2 of the spaces in the current facility, resulting in a net gain of 9 parking spaces.

### **3.2 Site Layout Description**

The proposed project will be an employee parking facility consisting of 11 parking spaces. There will be an asphalt drive connecting the existing North Country Neurology parking lot to the new parking facility, and this will eliminate 2 existing parking spots. This project will result in a net gain of 9 parking spaces. Landscaping features will be added within a 5-foot buffer between the residence to the west and the proposed parking facility. Site lighting will be added to increase visibility during evening and night time hours. Existing concrete sidewalk that is in disrepair onsite will be replaced.

### **3.3 Site Drainage and Stormwater Management**

Site drainage is achieved on this site through sheet flow, a grass swale and a closed drainage culvert. The culvert will be installed near the front of the property, connecting to the existing catch basin on the Sundus and Sarah, LLC owned lot which houses North Country Neurology. This catch basin is connected to the City's storm water collection system on Brook Drive. This culvert will collect the majority of storm water runoff from this parking facility.

### **3.4 Traffic Patterns, Vehicle and Pedestrian Impacts**

A traffic study has not been conducted for this proposed parking facility. The proposed facility will be for employees only, and there will be no direct street access to and from the facility. An asphalt drive will be constructed connecting the existing lot and the proposed facility, and the current driveway into the lot that houses North Country Neurology will be the only means of accessing the additional proposed parking area. The extra parking will not have an impact on patient counts in the medical practices housed on the adjacent property, so traffic flows in and out of the property should remain the same.

Due to the proposed facility being employee only, there will be minimal traffic in and out of the new facility. Employees will enter at the beginning of their shift, and leave at the end of their shift, so there will be minimal turnover of the parking available.

### **3.5 Site Lighting**

Site lighting for this proposed parking facility will consist of a solar powered lighting fixture. This fixture will be located in the Southeast corner of the lot. This will provide all necessary lighting to the facility with an average intensity of 1.25 foot candle. There will be a maximum of 0.5 foot candle at the property line to the West, in accordance to City code.

**3.6 Landscaping Summary**

Landscape features for this proposed parking facility will generally be selected such that adequate buffering and aesthetic value is achieved in accordance with City of Watertown guidelines. Individual street-scape trees, lawn areas and landscaped beds will be the primary landscaping features of the project site.

**SECTION 4.0**  
**PROJECT IMPLEMENTATION**

**4.1 Implementation Schedule**

The following schedule denotes suggested key dates for implementation of various project actions. This time frame is based upon estimated dates for final planning, funding procurement, design, regulatory review, and construction, and as such, is subject to modification.

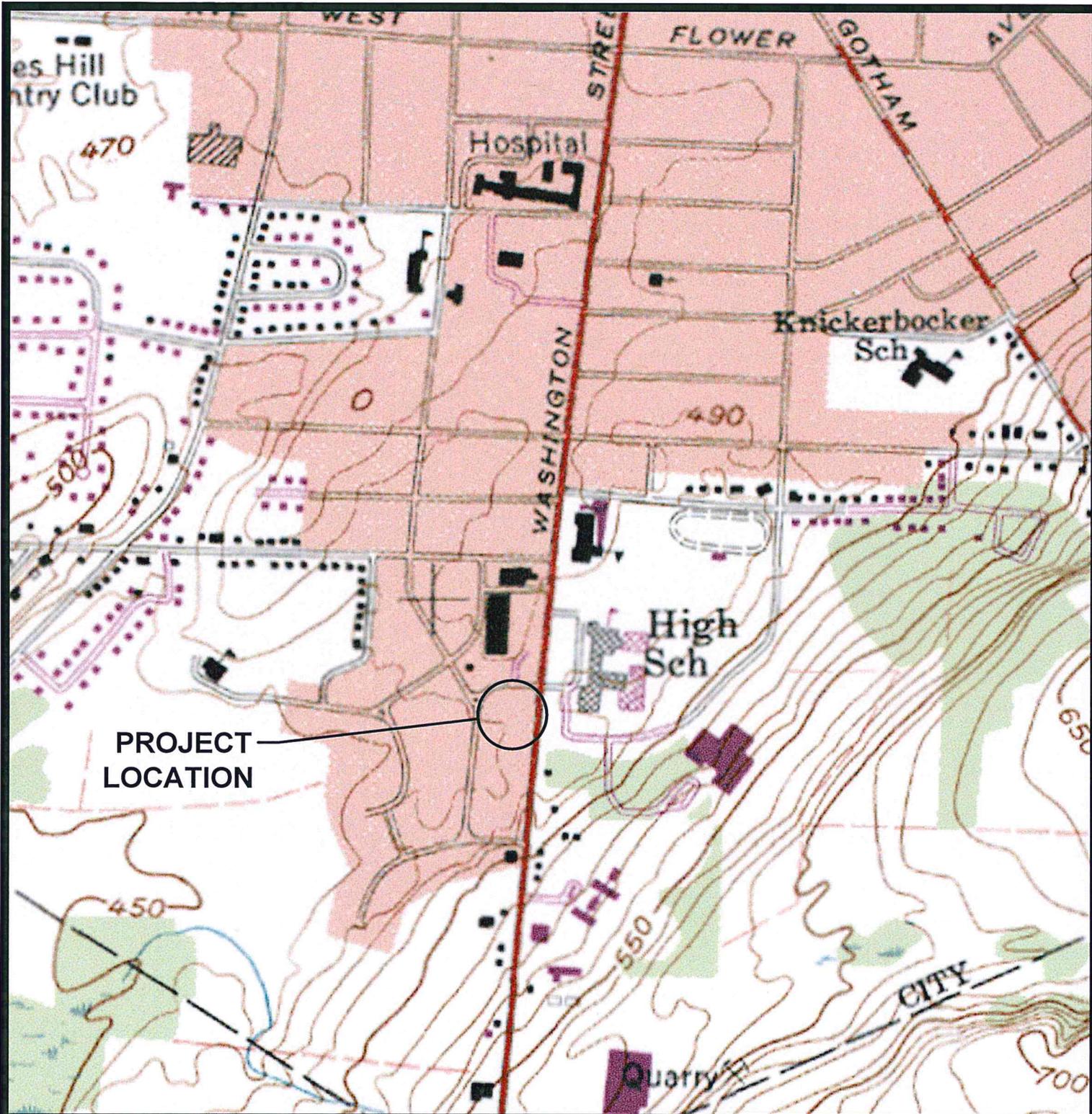
<b>Implementation Schedule</b>	
<b>Activity</b>	<b>Date</b>
Submit Site Plan Application to City of Watertown Planning	July 2016
Begin Parcel Assembly Process with Jefferson County	July 2016
Receive Site Plan/Zoning Board Approval	September 2016
Complete Parcel Assembly Process	September 2016
Begin Construction	September 2016
Open Parking Facility	October 2016

**4.2 Conclusion**

The existing project site currently consists of a vacant lot, where a residence was recently demolished. There is an asphalt driveway that connects the lot to Brook Drive, as well as a concrete walkway that extends into the lot and connects to the sidewalk along Brook Drive. To the East is the North Country Neurology office building and to the West is a residential property.

The proposed project is a 4000 sq. ft. +/-, 11 space employee parking facility adjacent to North Country Neurology. The lot is owned by Sundus and Sarah, LLC, who also owns North Country Neurology, and the proposed parking expansion will reduce the burden on the existing parking facilities which currently are insufficient. The 11 space addition will eliminate 2 of the spaces in the current facility, resulting in a net gain of 9 parking spaces.

**APPENDIX A  
USGS PROJECT LOCATION MAP**



Contract Drawing Reference No.

## SUNDUS & SARAH LLC, EMPLOYEE PARKING FACILITY

City of Watertown - County of Jefferson - State of New York

Drawn By: JBE  
Checked By: MDA  
Revisions: 1.)

Scale: NOT TO SCALE  
Date: 7/18/2016

Project No.: 2016-115



Bernier, Carr & Associates,  
Engineers, Architects and Land Surveyors, P.C.

327 Mullin Street, Watertown, NY 13601  
(315) 782-8130 - WWW.THEBCGROUP.COM

THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AT THE SITE & NOTIFY THE ENGINEER IN WRITING OF ANY DISCREPANCIES.

LOCATION MAP

Sheet No.

1

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**APPENDIX B  
SOILS INFORMATION**

## Map Unit Description

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions in this report, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. All the soils of a series have major horizons that are similar in composition, thickness, and arrangement. Soils of a given series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

Additional information about the map units described in this report is available in other soil reports, which give properties of the soils and the limitations, capabilities, and potentials for many uses. Also, the narratives that accompany the soil reports define some of the properties included in the map unit descriptions.

## Report—Map Unit Description

### Jefferson County, New York

#### NoA—Niagara silt loam, 0 to 3 percent slopes

##### Map Unit Setting

*National map unit symbol:* 9sqx

*Mean annual precipitation:* 33 to 50 inches

*Mean annual air temperature:* 45 to 46 degrees F

*Frost-free period:* 110 to 170 days

*Farmland classification:* Prime farmland if drained

**Map Unit Composition**

*Niagara and similar soils: 85 percent*

*Minor components: 15 percent*

*Estimates are based on observations, descriptions, and transects of the mapunit.*

**Description of Niagara****Setting**

*Landform: Lake plains*

*Landform position (two-dimensional): Footslope*

*Landform position (three-dimensional): Tread*

*Down-slope shape: Concave*

*Across-slope shape: Linear*

*Parent material: Silty and clayey glaciolacustrine deposits*

**Typical profile**

*H1 - 0 to 13 inches: silt loam*

*H2 - 13 to 35 inches: silt loam*

*H3 - 35 to 75 inches: silt loam*

**Properties and qualities**

*Slope: 0 to 3 percent*

*Depth to restrictive feature: More than 80 inches*

*Natural drainage class: Somewhat poorly drained*

*Capacity of the most limiting layer to transmit water (Ksat):*

*Moderately high (0.20 to 0.57 in/hr)*

*Depth to water table: About 6 to 18 inches*

*Frequency of flooding: None*

*Frequency of ponding: None*

*Calcium carbonate, maximum in profile: 15 percent*

*Available water storage in profile: High (about 10.5 inches)*

**Interpretive groups**

*Land capability classification (irrigated): None specified*

*Land capability classification (nonirrigated): 3w*

*Hydrologic Soil Group: C/D*

**Minor Components****Collamer**

*Percent of map unit: 5 percent*

**Canandaigua**

*Percent of map unit: 5 percent*

*Landform: Depressions*

**Guffin**

*Percent of map unit: 5 percent*

*Landform: Depressions*

## **Ur—Urban land**

### **Map Unit Setting**

*National map unit symbol:* 9srz  
*Mean annual precipitation:* 33 to 50 inches  
*Mean annual air temperature:* 45 to 46 degrees F  
*Frost-free period:* 110 to 170 days  
*Farmland classification:* Not prime farmland

### **Map Unit Composition**

*Urban land:* 90 percent  
*Minor components:* 10 percent  
*Estimates are based on observations, descriptions, and transects of the mapunit.*

### **Minor Components**

#### **Udorthents, smoothed**

*Percent of map unit:* 10 percent  
*Landform:* Depressions

## **Data Source Information**

Soil Survey Area: Jefferson County, New York  
Survey Area Data: Version 12, Sep 21, 2015

Soil Map—Jefferson County, New York  
(NCN Parking Expansion)



Map Scale: 1:801 If printed on A landscape (11" x 8.5") sheet.



## MAP LEGEND

	Area of Interest (AOI)		Spoil Area
	Area of Interest (AOI)		Stony Spot
	Soils		Very Stony Spot
	Soil Map Unit Polygons		Wet Spot
	Soil Map Unit Lines		Other
	Soil Map Unit Points		Special Line Features
	Special Point Features		Water Features
	Blowout		Streams and Canals
	Borrow Pit		Transportation
	Clay Spot		+++
	Closed Depression		Rails
	Gravel Pit		Interstate Highways
	Gravelly Spot		US Routes
	Landfill		Major Roads
	Lava Flow		Local Roads
	Marsh or swamp		Background
	Mine or Quarry		Aerial Photography
	Miscellaneous Water		
	Perennial Water		
	Rock Outcrop		
	Saline Spot		
	Sandy Spot		
	Severely Eroded Spot		
	Sinkhole		
	Slide or Slip		
	Sodic Spot		

## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:15,800.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
Web Soil Survey URL: <http://websoilsurvey.nrcs.usda.gov>  
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Jefferson County, New York  
Survey Area Data: Version 12; Sep 21, 2015

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: May 11, 2011—Jul 2, 2011

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Jefferson County, New York (NY045)			
Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
NoA	Niagara silt loam, 0 to 3 percent slopes	2.6	97.6%
Ur	Urban land	0.1	2.4%
<b>Totals for Area of Interest</b>		<b>2.7</b>	<b>100.0%</b>

**APPENDIX C  
OPRHP NO IMPACT LETTER**



# Parks, Recreation, and Historic Preservation

ANDREW M. CUOMO  
Governor

ROSE HARVEY  
Commissioner

July 14, 2016

Mr. Brett McVoy  
327 Mullin Street  
Watertown, NY 13601

Re: SEQRA  
North Country Neurology Employee Parking Facility Project  
16PR04745

Dear Mr. McVoy:

Thank you for requesting the comments of the Office of Parks, Recreation and Historic Preservation (OPRHP). We have reviewed the project in accordance with the New York State Historic Preservation Act of 1980 (Section 14.09 of the New York Parks, Recreation and Historic Preservation Law). These comments are those of the OPRHP and relate only to Historic/Cultural resources. They do not include potential environmental impacts to New York State Parkland that may be involved in or near your project. Such impacts must be considered as part of the environmental review of the project pursuant to the State Environmental Quality Review Act (New York Environmental Conservation Law Article 8) and its implementing regulations (6 NYCRR Part 617).

Based upon this review, it is the New York State Office of Parks, Recreation and Historic Preservation's opinion that your project will have no impact on archaeological and/or historic resources listed in or eligible for the New York State and National Registers of Historic Places.

If further correspondence is required regarding this project, please be sure to refer to the OPRHP Project Review (PR) number noted above.

Sincerely,

Ruth L. Pierpont

Deputy Commissioner for Historic Preservation

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Division for Historic Preservation

P.O. Box 189, Waterford, New York 12188-0189 • (518) 237-8643 • [www.nysparks.com](http://www.nysparks.com)



# BCA ENGINEERS & ARCHITECTS

June 23, 2016

**Dr. Abdul Latif**  
**North Country Neurology**  
1340 Washington Street  
Watertown, New York 13601

**Re: North Country Neurology**  
**Authorization for Professional Services Agreement**  
**Parking Lot Expansion Project**

**Dear Dr. Latif:**

As requested, we are pleased to submit the following proposal to North Country Neurology for Engineering Services for the Parking Lot Expansion project.

We propose to provide the following engineering services for a lump sum amount of

██████████.

- Site Visit & Existing Conditions Documentation
- Project Meetings
- Site Topographic Survey (Property Survey to be Provided by Owner)
- Concept Plan Development
- Preparation of Site Plans and Details
- Preparation of Engineering Report and City Site Plan Application
- City Site Plan Meetings and Approvals
- Revisions and Comments with Reviewing Agencies
- Closeout / Permitting
- Direct Expenses

If this proposal meets with your satisfaction, please execute both copies of the attached *Authorization for Professional Services* form, retain one (1) copy for your files, and return one (1) copy to our office.

Very truly yours,

**BERNIER, CARR & ASSOCIATES, ENGINEERS, ARCHITECTS & LAND SURVEYORS, P.C.**

**Matthew J. Cooper, P.E.**  
**Principal / Engineer**

U:\Atien\North Country Neurology Site Plan\Cover Letter.North Country Neurology.062316.doc

MJC:dih

Encl. Authorization for Professional Services

Cc: File

**WATERTOWN**  
327 MULLIN STREET  
WATERTOWN, NEW YORK 13601  
TEL 315.782.8130

**SYRACUSE**  
1020 7<sup>TH</sup> NORTH STREET  
LIVERPOOL, NEW YORK 13088  
TEL 315.760.3766

**ITHACA**  
401 EAST STATE STREET, SUITE 200  
ITHACA, NEW YORK 14850  
TEL 607.319.4053

**BERNIER, CARR & ASSOCIATES, P.C., ENGINEERS ARCHITECTS & LAND SURVEYORS, P.C.**

327 Mullin Street  
Watertown, New York 13601  
Phone (315) 782-8130  
Fax (315) 782-7192

**AUTHORIZATION FOR PROFESSIONAL SERVICES**  
***Short Form Agreement***

**DATE:** June 23, 2016  
**PROJECT NAME:** Parking Lot Expansion  
**OWNER:** North Country Neurology  
**ADDRESS:** North Country Neurology  
1340 Washington Street  
Watertown, NY 13601

I hereby request and authorize Bernier, Carr & Associates, Engineers, Architects & Land Surveyors, P.C. (FIRM) to perform the following services:

**SCOPE:** • Site Visit & Existing Conditions Documentation • Project Meetings • Site Topographic Survey • Concept Plan Development • Preparation of Site Plans and Details • Preparation of Engineering Report and Site Plan Application • City Site Plan Meetings and Approvals • Revisions and Comments with Reviewing Agencies • Closeout / Permitting • Direct Expenses

**COMPENSATION:** ████████ per the attached correspondence to Dr. Abdul Latif dated June 23, 2016.

**PROVISIONS**

1. **Authorization to Proceed**  
Signing this form shall be construed as authorization by the OWNER for the FIRM to proceed with the work.
2. **Salary Costs**  
The FIRM'S Salary Costs shall be the amount of salaries paid the FIRM's employees for work performed on the OWNER'S project plus a stipulated percentage of such salaries to cover all payroll-related taxes, payments, premiums and benefits.
3. **Per Diem Rates**  
The FIRM'S Per Diem Rates are those published in the FIRM'S office, which are charged for work performed on the OWNER'S project by the FIRM'S employees of the indicated classifications.
4. **Direct Expenses**  
The FIRM'S Direct Expenses shall be those costs incurred on or directly for the OWNER'S project, including but not limited to: necessary transportation costs including mileage at the FIRM'S current rate, meals and lodging, laboratory tests & analyzes, computer services, printing and binding charges. Reimbursement for these expenses shall be on the basis of actual charges when furnished by commercial sources and on the basis of standard commercial charges when furnished by the FIRM.
5. **Professional Standards**  
The FIRM shall be responsible, to the level of competency presently maintained by other practicing Professional Engineers, Architects & Surveyors in the same type of work in the OWNER'S community, for the professional and technical soundness, accuracy and adequacy of all designs, drawings and specifications and other work and materials furnished under this Authorization. The FIRM makes no other warranty, express or implied.
6. **Termination**  
Either the OWNER or the FIRM may terminate this Authorization by giving 30 days written notice to the other party. In such event, the OWNER shall pay the FIRM in full for all work previously authorized and performed prior to effective date of termination. If no notice of termination is given, relationships and obligations created by this Authorization shall be terminated upon completion of all applicable requirements of this Authorization.
7. **Arbitration**  
All claims, disputes and other matters in question arising out of, or relating to this Authorization or the breach thereof may be decided by Arbitration in accordance with the rules of the American Arbitration Association then applying.  
  
Either the OWNER or the FIRM may initiate a request for such arbitration, but consent of the other party to such procedure shall be mandatory. No arbitration arising out of, or relating to this Authorization may include, by consolidation, joinder, or in any other manner, any additional party not a party to this Authorization.
8. **Legal Expense**  
In the event legal action is brought by the OWNER or the FIRM against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, the losing party shall pay the prevailing party such reasonable amounts for fees, costs and expenses as may be set by the Court.
9. **Payment to the FIRM**  
Monthly invoices will be issued by the FIRM for all work performed under the terms of this agreement. Invoices are due and payable within 30 days upon receipt. Finance charges, computed by a "Periodic Rate" of 1½% per month, which is an annual percentage rate of 18%, will be charged on all past-due amounts unless otherwise provided by law or by contract.

