

front on Stone Street and Massey Street S, respectively. The two proposed office buildings would front on Arsenal Street. The proposed community center would front on Sherman Street.

The proposed parking lot would be in the interior of the block, and the majority of the parking spaces would be shielded from view from the surrounding streets. The applicant also proposes to reconfigure and expand the parking lot at St. Patrick's Parish, providing the church with a net increase of five spaces.

Subdivision and Assemblage: The applicant is proposing a series of subdivisions and assemblages that would involve COR acquiring some segments of land from St. Patrick's as well as St. Patrick's acquiring some segments of land from COR. The applicant depicts the proposed parcel boundaries that would result on the submitted site plan. These resultant boundaries form the basis for all of the parking and setback calculations on the proposed site plan. The applicant has provided documentation from St. Patrick's Parish communicating the Parish's intent to commit to these changes.

The applicant has submitted a separate application for Subdivision Approval for the above land swaps. These appear as a separate item on today's Planning Board Agenda, and the Planning Board will consider them prior to considering this site plan.

Further references to "the site" all refer to the resultant parcels after the proposed subdivisions and assemblages.

Parking and Vehicle Circulation: The applicant proposes an interior parking lot with five vehicular access points, one from each of the surrounding streets, except for Massey Street S, where the applicant proposes two access points. Three of the five access points would be on the resultant COR-owned parcel after the proposed subdivision and the other two would be on the resultant St. Patrick's-owned parcel. The lot would essentially function as one large, collective parking lot for all of the uses on both properties, although different clusters of parking spaces would be on different parcels.

The applicant provides proposed hours of operation for the proposed office buildings as 7:30 am to 5 pm on Monday-Friday. This is logical, as an office use will primarily be a weekday trip generator, which is opposite from St. Patrick's Parish, which is primarily a weekend trip generator.

The site plan as proposed, which depicts these two uses sharing an internal parking lot that is divided by a parcel boundary, still meets the individual parking requirements for both the office buildings and the church on their resultant parcels. However, the trip generation for the two uses would likely only ever overlap on Catholic Holy Days of Obligation that happen to fall on business days, such as Ascension Thursday or All Saints Day. Since such dates are rare (at most five in any given calendar year), it is likely that the site will actually exceed its realistic parking needs.

The site plan, as proposed, exceeds the parking requirement by 24 spaces. However, in order to provide all the interior parking as depicted, the applicant is proposing shorter setbacks than the Commercial District allows for the two office buildings and three residential buildings. The applicant sought and obtained two setback variances from the Zoning Board of Appeals (ZBA) for these shorter setbacks. The ZBA varied the setback requirement on Arsenal Street and Stone Street from 20 feet to 10 feet and varied the setback requirement on Massey Street S from 20 feet to 10.5 feet.

The Fire Truck Access Plan, which depicts the movements of a City fire truck, as submitted, shows the fire truck jumping curbs at various locations. The City Code Enforcement Bureau will not permit this if these are standard curbs. The applicant must either adjust the interior islands to move them out of a fire truck's path or install curbs with lower heights to allow for unobstructed fire truck movements.

Setbacks, Buffers and Landscaping: The Zoning Ordinance requires a 20-foot front yard setback and a five-foot side yard setback in the Commercial District. Since the site encompasses almost an entire block, except for a small parcel at the corner of Arsenal Street and Sherman Street, there are no rear parcel boundaries on the site. Any

parcel boundary with one of the four adjacent streets is considered a front yard, and any interior parcel boundary is considered a side yard.

As discussed in the Parking and Vehicle Circulation section above, five of the proposed buildings do not meet the 20-foot setback requirement for a Commercial District, and the applicant has obtained variances for these requirements.

Section 310-59 of the Zoning Ordinance states that in an Industrial or Commercial District, each use shall have a strip of land at least 15 feet in width in any required front yard and at least five feet in width in any required rear and side yards, which shall be maintained as a landscaped area. Since the ZBA varied the setback requirement to 10 feet on Arsenal Street Stone Street and 10.5 feet on Massey Street S, the required front yards for the site are all less than 15 feet. Therefore, while the applicant must still provide some landscaping, the full 15-foot buffer requirement no longer applies. The applicant is proposing a series of shrubs and shade trees for the Stone Street and Massey Street S frontages.

The applicant is also proposing shrubs for the Arsenal Street frontage at the suggestion of the ZBA. The applicant proposes to place these shrubs between the sidewalk and the proposed office buildings. This represents a departure from the previously submitted site plan where the proposed office buildings fronted on the sidewalk.

The applicant should reverse the placement of the sidewalk and the landscaping, pushing the sidewalk further south to restore the building frontage on the sidewalk as originally proposed, and placing the landscaping between the sidewalk and the street. In this scenario, shrubs may no longer be the most appropriate form of landscaping, and the applicant should instead consider street trees for the grassed margin between the sidewalk and the street.

The overall landscaping plan for the site indicates a large variety and quantity of trees, shrubs and grass areas. The landscape plan is therefore in general conformance with the Planning Board's Landscaping and Buffer Zone Guidelines.

Architecture and Urban Design: The short setbacks are intended to maximize the urban, downtown ambiance of the development, and create a more pedestrian-friendly environment around the site. In the applicant's previous submission, the applicant's proposal to front the office buildings on the sidewalk was intended to create an active building frontage on Arsenal Street that is oriented towards pedestrians.

Reversing the placement of the sidewalks and the landscaping as described above, and restoring the building frontage on the sidewalk as originally proposed, would enhance the urban feel that the applicant is attempting to create. Placed here, street trees would also create a physical barrier between traffic on Arsenal Street and the pedestrian zone in front of the proposed office building.

While the applicant proposes uniform frontages for the 175-foot long office buildings on Arsenal Street, the applicant does propose design features, such as large windows and waist-high decorative masonry, which would avoid presenting a plain, harsh exterior to the street and would create a more pleasant visual feel.

The proposed residential buildings are 192 feet in length; however the applicant is proposing to design their exteriors to give the appearance of separate row houses, as depicted in the elevation drawings. From an urban design perspective, this will alleviate the visual feel of a superblock, and preserve a more neighborhood-scale aesthetic. The applicant upholds this aesthetic quality on all four sides of the block by locating the proposed parking in the interior of the site, shielding it almost entirely from the view of passing motorists and pedestrians.

In addition, the site plan depicts nine places where proposed interior sidewalks would connect to City sidewalks. This emphasis on pedestrian connectivity is laudable and is clearly in line with the downtown focus of the development as a whole.

Impacts on Traffic Flow: City Engineering Staff previously recommended that the applicant perform a traffic impact analysis and submit that analysis to the City and to the New York State Department of Transportation

(NYSDOT) for review. The applicant has submitted a traffic study performed by an independent transportation engineering and planning consulting firm. A copy of the traffic study has been enclosed with each member's agenda packet. The Engineering Department has reviewed the traffic study and has the following comments:

The gap analysis in the traffic study concludes that sufficient gaps exist for all turning movements entering and exiting both the Arsenal Street driveway and the northerly Massey Street S driveway, and projects that conditions will not warrant any turn restrictions. However, City Engineering Staff recommends that left turns not be permitted when entering or leaving the site at either driveway.

Although the submitted traffic study concludes that a sufficient number of gaps exist in traffic for vehicles to make a left in or left out of the site at the northerly Massey Street S driveway, its proximity to Arsenal Street supports restricting it to a Right-in/Right-out only. Use of the existing driveway will change from a Sunday church use to a weekday business/residential use. These are inherently different things and different impacts. Additionally, the site plan already includes an unrestricted driveway to Massey Street S that is only 200 feet away. It is best practice for developments to utilize one driveway per street. However, the unique situation involving St. Patrick's church and the fact that it is an existing driveway merits consideration to allowing full access as part of this project, as opposed to restricted access.

Left turns into the site from the proposed Arsenal Street driveway are also problematic. During peak times, when vehicles queue up past the proposed entrance, the only time that westbound traffic on Arsenal Street can advance up to the proposed driveway to make a left turn is when eastbound traffic has a green light. If no gap exists during the remaining green time cycle (typically only 20 seconds), a left turn into the site will back up cars and affect the Sherman Street intersection as well. It is already common for heavy peak-hour westbound traffic to back up past the Jefferson County Buildings toward Arcade Street. Therefore, allowing left turns into the Arsenal Street entrance to this site will have a negative impact on traffic and should be restricted.

While a corrected gap analysis may still show, and traffic observations support, that a left-in may be feasible a majority of the time, there are peak times where they are not feasible and will have a negative impact on traffic. Access management is based on peak times, and it is for that reason why a restricted right-in/right-out driveway for Arsenal Street is recommended as a condition of Site Plan approval.

The applicant must provide the City Engineering Department with NYSDOT's response to the traffic study that either approves of the proposed project, or indicates that NYSDOT determined that a review was not necessary. The applicant shall copy the City on all correspondence with NYSDOT.

SEQR: The applicant indicates in his response to Question E.3.f. that the project site, or a portion of it, is located in or adjacent to an area designated as sensitive for archeological sites on the New York State Historic Preservation Office (SHPO) archeological site inventory. The applicant should provide a letter from the New York State Historic Preservation Office (SHPO) that determines whether the proposed project has the potential to affect any archeological resources.

Utilities and Hydrology: The applicant should provide an updated hydrant flow test and hydraulic calculations to the City. Plans indicate two water services crossing Arsenal Street. This will be problematic for traffic flow. There is a six-inch main on the south side of Arsenal Street. The applicant must run a test to determine if the six-inch main can provide sufficient capacity to the proposed development. The City's preference would be to connect the two office buildings to the water mains along either Stone Street or Sherman Street and not to open cut across Arsenal Street.

The applicant shall provide the City Engineering Department with correspondence from the DEC that either approves the proposed sanitary sewer design or indicates that the DEC determined that a review was not necessary. The applicant shall also submit a Notice of Intent (NOI) to the DEC and forward the acknowledgement letter to the City upon receipt. The applicant shall copy the City on all correspondence with the DEC.

The applicant shall also provide the City Engineering Department with correspondence from the DOH that either approves the proposed water system design or indicates that DOH determined that a review was not necessary. The applicant shall copy the City on all correspondence with the DOH.

Other Engineering Comments: The applicant should use a regular sanitary manhole in lieu of a doghouse manhole for SAN MH #1 at Sherman Street. The existing sewer line is capped and inactive, therefore a doghouse manhole is not necessary.

The applicant should confirm if the existing manhole on Sherman Street is precast concrete and, if so, the applicant should core the manhole and install a rubber boot for the proposed storm sewer connection in lieu of a non-shrink grout.

The applicant should design site-specific ADA-accessible curb ramps to be installed at each corner intersection, and provide details for the contractor to install them.

The applicant should add a note to the site plan identifying where the curb infill of the existing driveway to Arsenal Street from the St. Patrick's parking lot will take place.

Permits: The applicant must obtain the following permits, minimally, prior to demolition and construction: Building Permit, Fence Permit, General City Permit and Sanitary/Storm Sewer Connection Permit.

County Planning Board Comments: The Jefferson County Planning Board reviewed this application at its June 28, 2016 meeting. At that meeting, the board adopted a motion stating that the project does not have any significant County-wide or inter-municipal issues and is of local concern only. The County Planning Board made a number of advisory comments, which are not conditions of the board's action, and are only intended to assist the local board in its review of the project.

The County Planning Board recommended that the local board verify fire truck access and emergency vehicle circulation through the site, as well as utilize the traffic study to minimize impact on adjacent intersections. The board encouraged adding a tot lot, small playground, or some other type of formal open space to the site, and expressed concern over a lack of space for snow storage. The applicant has indicated that they will remove snow from the site when snow accumulation exceeds the storage capacity of the designated areas.

Summary:

1. The applicant must allow for unobstructed fire truck movement into and throughout the site, either by removing all curbs from a fire truck's path or by installing curbs with low enough heights as to be unobstructive.
2. The applicant shall change the location of the sidewalk along Arsenal Street by relocating it so that it is adjacent to the building frontage and shall add grass and street trees between the sidewalk and the street to meet the landscaping requirement in this area.
3. The applicant shall revise the entrance into the site from Arsenal Street to a Right-in/Right-out only.
4. The applicant shall provide the City Engineering Department with a copy of NYSDOT's response to the traffic impact analysis, indicating NYSDOT's approval of the proposed project or their conclusion that a review was not necessary.
5. The applicant shall provide a letter from the New York State Historic Preservation Office (SHPO) that determines whether the proposed project has the potential to affect any archeological resources.
6. The applicant shall perform a hydrant flow test and submit hydraulic calculations to the City Engineering Department.

7. The applicant shall provide the City Engineering Department with correspondence from the New York State Department of Environmental Conservation (NYS DEC) that either approves the proposed sanitary sewer design or indicates that the NYS DEC determined that a review was not necessary.
8. The applicant shall submit a Notice of Intent (NOI) to the NYS DEC and forward the acknowledgement letter to the City upon receipt.
9. The applicant shall provide the City Engineering Department with correspondence from the New York State Department of Health (NYS DOH) that either approves the proposed water system design or indicates that the NYS DOH determined that a review was not necessary.
10. The applicant must address all concerns listed in the “Other Engineering Comments” section of the July 28, 2016 Planning Office memorandum to the satisfaction of the City Engineering Department prior to the issuance of any permits.
11. The applicant must obtain the following permits, minimally, prior to demolition and construction: Building Permit, Fence Permit and General City Permit and a Sanitary/Storm Sewer Connection Permit.

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