



MEMORANDUM

CITY OF WATERTOWN, NEW YORK
OFFICE OF PLANNING AND COMMUNITY DEVELOPMENT
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7740 – FAX: 315-785-7829

TO: Planning Board Members

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

SUBJECT: Subdivision Approval – 218 Stone Street, 123 Massey Street S, 253 and 271, Arsenal Street

DATE: July 28, 2016

Request: Subdivision Final Plat Approval for a three-lot subdivision of 218 Stone Street, Parcel Number 7-16-114.000; and two-lot subdivisions of 123 Massey Street South, Parcel Number 10-02-113.000; 253 Arsenal Street, Parcel Number 10-02-118.000 and 271 Arsenal Street, Parcel Number 10-02-116.000, and a subsequent series of assemblages into two resultant parcels.

Applicant: Catherine Keib Johnson of COR Development

Proposed Use: Mixed- Use (Residential, Office and Church) and a shared parking lot

Property Owners: COR Arsenal Street Company, LLC and St. Patrick's Parish

Overview: This proposal is being submitted for Planning Board review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Board has the option of not requiring a preliminary plat submission. Since this is a minor subdivision, Staff is processing this application as a final plat. A public hearing is required and a notice has been published for it to be held at 3:05 p.m. during the Planning Board meeting. After the public hearing and completion of Part II of the Environmental Assessment Form, the Planning Board will be free to make a decision on the proposal.

The applicant wishes to divide the COR-owned lot at 218 Stone Street, Parcel Number 7-16-114.000 into three pieces, separating a 0.509-acre (approximately 22,172 sq ft) area from the northern boundary of the south section, and a 0.056-acre (approximately 2,439 sq ft) area from the southwest corner of the north section, and convey these two separated pieces to St. Patrick's Parish.

The applicant also wishes to divide the COR-owned lot at 217 Arsenal Street, separating a 0.005-acre (approximately 218 sq ft) area from the southernmost tip of the parcel and convey it to St. Patrick's Parish.

The applicant also proposes to divide the St. Patrick's-owned lot at 123 Massey Street South, separating a 0.120-acre (approximately 5,227 sq ft) area at the eastern end of the parcel, and convey this piece to COR Arsenal Street Company, LLC.

Finally, the applicant wishes to divide the St. Patrick's-owned lot at 253 Arsenal Street, separating a 0.449-acre (approximately 19,558 sq ft) area, which approximately represents the northernmost three quarters of the parcel, and convey this piece to COR Arsenal Street Company, LLC.

The applicant then proposes to assemble the various subdivided pieces of land with the respective main parcels in order to consolidate the block from four parcels down to two, one of which will be owned by COR Arsenal Street Company, LLC and the other by St. Patrick's Parish. Metes and bounds descriptions are included for both assembled parcels proposed to result.

SEQR: Under the State Environmental Quality Review (SEQR) process, all actions associated with a project are to be considered together. The applicant submits one Environmental Assessment Form (EAF) for the entire project that considers the environmental impacts of all proposed actions.

This project involves a Site Plan Approval, a Subdivision Approval, and two Variances, which are respectively granted by three separate agencies. For Unlisted actions that involve more than one agency, the SEQR can be completed as an "Uncoordinated Review", with each agency considering the environmental impacts of the project separately.

Prior to approval of the subdivision, the Planning Board must therefore complete Part 2 of the EAF and make a determination of significance relative to SEQR. In order to aid the various agencies in the SEQR process, the applicant submitted a Full EAF instead of a Short EAF, which provides more detail about the project. Part 2 of the Full EAF is longer but the Planning Board will still need to complete Part 2 and make a determination of significance.

Miscellaneous: After approval, the applicant must submit two (2) reproducible Mylars and two (2) paper copies of the plat for signature by the clerk of the Planning Board. One of the Mylar copies and the two paper copies will be returned, and must be filed in the County Clerk's Office within 62 days of signing.

Summary: The following should be included as contingencies with the motion for approval:

1. The applicant and St. Patrick's Parish shall assemble all newly-created parcels as proposed to create the two resultant parcels described in the application by way of new metes and bounds descriptions that are filed with the County Clerk.

cc: Justin Wood, City Engineer
Andrew M. Hart, RLA, ASLA, Bergmann Associates, 28 East Main Street, 200 First Federal Plaza,
Rochester, NY 14614-1909
Catherine K. Johnson, COR Development Company, LLC, 540 Towne Drive, Fayetteville, NY 13066