



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304

WATERTOWN, NEW YORK 13601

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

TO: Planning Board Members

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

SUBJECT: Site Plan Amendment – 1268 Arsenal St

DATE: August 29, 2013

Request: Site Plan Amendment to enlarge and relocate the drive-through window for the proposed Express Mart at 1268 Arsenal St, parcel 8-53-102.100

Applicant: Wendy Ferrie, RA, Carmina Wood Morris PC

Proposed Use: Gas station and convenience store

Property Owner: REROB LLC

Submitted:

Property Survey: Yes	Preliminary Architectural Drawings: Yes
Site Plan: Yes	Preliminary Site Engineering Plans: Yes
Vehicle and Pedestrian Circulation Plan: Yes	Construction Time Schedule: Yes
Landscaping and Grading Plan: Yes	Description of Uses, Hours & Traffic Volume: Yes

SEQRA: Unlisted Action	County Review Required: No
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Zoning Information:

District: Commercial	Maximum Lot Coverage: None
Setback Requirements: 20' Fr, 5' Sd, 25' Rr	Buffer Zone Required: None

Project Overview: The site plan for this project was originally approved in January of 2009. The applicant is now proposing an amendment to increase the size of the building in the area near the drive-through window. The site layout and grading would stay largely the same, except for the small reduction in green space noted in the applicant's letter, and altered vehicle circulation in the vicinity of the drive-through.

Parking: The parking count remains sufficient for the proposed building area. The relocation of the drive-through creates a traffic conflict, where the one-way exit lane on the west side of the lot cannot be traversed when cars are lined up at the drive through. The driveway path and radius, and the curb location, should be adjusted to provide sufficient width for the bypass lane.

The intersection to the north of the project is a 4-way stop. A stop sign must be provided.

General: The applicant must resubmit at least 2 full sized plan sets which are printed to the noted scale.

The owner must obtain the following permits: Sanitary Sewer Permit, Water Supply Permit, and Building Permit from the City, as well as a NYSDOT Highway Work Permit (copy all correspondence to the City).

The applicant must make the following graphical changes, listed by sheet number:

C-001:

- Remove the stop bar and directional arrows on the drive through.
- Adjust sawcut line leader to meet the proposed line.
- Adjust "Existing asphalt, concrete, and curb to remain" leader.

C-100:

- Reverse the directional arrows on the NYS Route 3 signs near Arsenal St to correctly show east and west.

C-300:

- Remove hatching of storm structure labels.

C-400:

- Turn off grading spot elevations and contour lines.

C-500:

- Turn off utility labels.
- Differentiate between existing and proposed landscaping. Some of the trees shown along Western Blvd have already been installed by NYSDOT.

C-700:

- Revise vehicle movements to reflect anticipated movements. The WB-50 is currently shown crossing a curb and traveling the wrong direction through the bypass lane.

Construction Details:

- Revise Striping Detail At Handicap Parking on C-900 to correct mirrored handicap symbol.
- Revise Water Service Connection Detail on C-902 to call for "Buffalo Style Curb Box" without stationary rod.

Summary:

1. The applicant shall adjust the drive-through layout so that the bypass lane is not obstructed by queuing vehicles.
2. The applicant shall provide a stop sign at the 4-way intersection to the north of the project site.
3. The applicant shall provide 2 sets of full-size revised plans to the Engineering Department, printed at their noted scale, with the all of the graphical changes listed above.

cc: Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Wendy Ferrie, 487 Main St, Suite 600, Buffalo NY 14203