



MEMORANDUM

CITY OF WATERTOWN, NEW YORK – PLANNING OFFICE
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
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TO: Planning Board Members

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

SUBJECT: Zone Change – Maple Court Apts. PDD #3

DATE: August 28, 2013

Request: Amending PDD #3 to allow construction of a community building at Maple Court Apartments, 591 Weldon Drive, parcel 14-49-102

Applicant: Charlie Allen, Evergreen Partners

Owner: Maple Court Apts

SEQRA: Unlisted

County review: Not required

Comments: The applicant intends to acquire Maple Court Apartments and complete renovations on the property. As part of the renovation project, a community building of roughly 4,000 square feet would be built in the courtyard of the complex.

Code requires that all buildings within the PDD be at least 20' apart. Building coverage is limited to 40%. The plan submitted meets the coverage requirement, but the footprint may have to be shifted slightly to meet the setback requirements. The proposed building is only 19' from the apartments to the north, and 11' from the shed to the southeast. The applicant should submit revised drawings showing the required setbacks. Further, the street names on the supplied district site plan are incorrect, and should be corrected.

Prior to construction, the applicant will also have to apply for Site Plan Approval.

Summary:

1. The applicant shall shift the proposed building to meet the district setback requirements, and submit a revised district plan to the Engineering Department.
2. The applicant shall correct the labels of Kieff Drive, Jewell Drive, and Weldon Drive on the district plan.

cc: City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Charlie Allen, 29 N. Main St, Suite A, Ipswich, MA 01938