

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, April 3, 2017

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, April 3, 2017, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRESENTATION

Patricia Phillips – Zoning Board of Appeals

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Reappointment to the Transportation Commission – Michelle L. Appleby
- Resolution No. 2 - Reappointment to the Transportation Commission – Sam Purington
- Resolution No. 3 - Reappointment to the Transportation Commission – Owen Virkler
- Resolution No. 4 - Establishing the City of Watertown as the Lead Agency for the Purposes of Fulfilling the SEQRA Requirements for the Western Boulevard Construction Project
- Resolution No. 5 - Authorizing the Settlement of City Claims for Cleanup of 1205 Gill Street

Resolution No. 6 - Finding That Changing the Approved Zoning Classification of 313 Sterling Street, Parcel Number 12-02-110.000, from Residence C to Commercial Will Not Have a Significant Impact on the Environment

Resolution No. 7 - Finding That Amending the Code of the City of Watertown, Section 310-1, Paragraph B, Terms Defined; Word Usage, to Add a Definition For “Microbrewery” and to Amend Section 310-9.1, Paragraph B Downtown Districts to Add “Microbrewery” as a Permitted Principal Use Will Not Have a Significant Impact on the Environment

ORDINANCES

Ordinance No. 1 - An Ordinance Authorizing the Issuance of \$450,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

LOCAL LAW

PUBLIC HEARING

7:30 p.m. Ordinance Changing the Approved Zoning Classification of 313 Sterling Street, Parcel Number 12-02-110.000, From Residence C to Commercial

7:30 p.m. Ordinance Amending the Code of the City of Watertown, Section 310-1, Paragraph B, Terms Defined; Word Usage, to Add a Definition for “Microbrewery” and to Amend Section 310-9.1, Paragraph B Downtown Districts to Add “Microbrewery” as a Permitted Principal Use

OLD BUSINESS

STAFF REPORTS

1. Rollout of FY 2017-2018 Budget
2. Farmers Market Bus Shuttle
3. City Support of Thompson Park Zoo
4. CAPC Funding Request

NEW BUSINESS

EXECUTIVE SESSION

1. To discuss the employment history of a particular individual
2. The proposed acquisition, sale or lease of real property when publicity would affect the value thereof

WORK SESSION

Next Work Session is scheduled for Monday, April 10, 2017, at 7:00 p.m.

ADJOURNMENT

Adjourn to April 10, 2017

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,
APRIL 17, 2017.**

Res Nos. 1, 2, 3

March 30, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Reappointments to the Transportation Commission

At Council's request, Staff has contacted the three members of the Transportation Committee and all have agreed to serve another three-year term (Michelle L. Appleby, Sam Purington and Owen Virkler). In compliance with the City's Title VI policy, these vacancies were advertised in the *Watertown Daily Times*, on the City's website and posted on all CitiBus vehicles.

One new request to serve on the Transportation Commission has been received. It is Staff's recommendation that Council appoint the three incumbents as they have served this Commission each for several terms and provided excellent input over the years.

Staff would be happy to direct this new applicant to other City Boards and Commissions with upcoming vacancies.

Resolutions are attached for Council consideration.

RESOLUTION

Page 1 of 1

Reappointment to the Transportation
Commission – Michelle L. Appleby

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

RESOLVED that the following individual is reappointed to the Transportation Commission for a three-year term, such term expiring on April 1, 2020:

Michelle L. Appleby
205 North Orchard Street
Watertown, NY 13601

Seconded by

April 3, 2017

RESOLUTION

Page 1 of 1

Reappointment to the Transportation
Commission – Sam Purington

Council Member HOBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

RESOLVED that the following individual is reappointed to the Transportation Commission for a three-year term, such term expiring on April 1, 2020:

Sam Purington
42 North Main Street
Carthage, NY 13619

Seconded by

RESOLUTION

Page 1 of 1

Reappointment to the Transportation
Commission – Owen Virkler

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

RESOLVED that the following individual is reappointed to the Transportation Commission for a three-year term, such term expiring on April 1, 2020:

Owen Virkler
 420 Newman Drive
 Watertown, NY 13601

Seconded by

Res No. 4

March 28, 2017

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Establishing the City of Watertown as the Lead Agency for the Purposes of Fulfilling the SEQRA Requirements for the Western Boulevard Construction Project

Pursuant to the State Environmental Quality Review Act (SEQRA) and 6 NYCRR 617.6(b)(3)(i), the City of Watertown intends to establish itself as the Lead Agency for the purposes of fulfilling the SEQRA requirements relative to the Western Boulevard Construction Project.

Attached for Council consideration is a Resolution which establishes the City as the Lead Agency and directs the City Engineer Justin Wood to sign Part 1 of the Short Environmental Assessment Form. This Resolution also approves the mailing of the review package to the Interested and Involved Agencies; a copy of this list is attached.

RESOLUTION

Page 1 of 2

Establishing the City of Watertown as the Lead Agency for the Purposes of Fulfilling the SEQRA Requirements for the Western Boulevard Construction Project

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown is progressing the Western Boulevard Construction Project (the “Project”), and

WHEREAS the Project has been classified as an “unlisted action” as defined by the State Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.2(ak), and

WHEREAS it is the intent of the City Council of the City of Watertown to assume the role of “Lead Agency” for purposes of conducting a SEQRA review of the Project, and

WHEREAS Part 1 of a Short Environmental Assessment Form (SEAF) has been completed and will be circulated to all Interested and Involved Agencies for purposes of establishing the City Council as “Lead Agency” in accordance with 6 NYCRR Part 617.6(b), and

WHEREAS at the direction of the City Council, Barton & Loguidice, D.P.C. (B&L) has been authorized to proceed with planning and design services associated with the Western Boulevard Construction Project, including assistance in compliance with the SEQRA,

NOW THEREFORE BE IT RESOLVED that City Engineer Justin Wood, P.E., is hereby authorized and directed to sign Part 1 of the Short Environmental Assessment Form (page 3), a copy of which is attached and made part of this resolution, and

BE IT FURTHER RESOLVED that the City Council of the City of Watertown will circulate said Part 1 of the Short Environmental Assessment Form to the Project’s identified Interested and Involved Agencies under cover of a “Notice of Intent to Establish Lead Agency” letter for purposes of establishing Lead Agency status under the SEQRA, and

RESOLUTION

Page 2 of 2

Establishing the City of Watertown as the Lead Agency for the Purposes of Fulfilling the SEQRA Requirements for the Western Boulevard Construction Project

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

BE IT FURTHER RESOLVED that the City Council of the City of Watertown, together with the City Attorney and B&L, are hereby authorized to take all actions, serve all notices, and complete all documents required to give full force and effect to this determination.

Seconded by

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.

Part 1 - Project and Sponsor Information			
Name of Action or Project: Western Boulevard Construction Project, PIN 7830.02			
Project Location (describe, and attach a location map): City of Watertown NY, approximately 1,200 feet northeast of Exit 45 along I-81 north.			
Brief Description of Proposed Action: The proposed project involves the construction of a new 0.4 mile connector road from the Western Boulevard entrance road into the Stateway Plaza to the intersection of Gaffney Drive and Commerce Park Drive. This corridor will become a new public throughfare and provide improved access to existing commercial properties as well as open up vacant areas for future economic growth. The proposed roadway is to consist of a 3-lane 2-way corridor with the middle lane a dedicated turning lane. The project will include the installation of pedestrian accommodations, curbing, street lighting, plantings, and storm sewers.			
Name of Applicant or Sponsor: Justin Wood P.E., City of Watertown Engineer		Telephone: 315-785-7740	
		E-Mail: JWood@watertown-ny.gov	
Address: 245 Washington Street Rm 305			
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	YES
		<input checked="" type="checkbox"/>	<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: NYS DOT and FHWA funding approval, NYS DEC SPDES permit		NO	YES
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____		7.13 acres	
b. Total acreage to be physically disturbed? _____		3.77 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____		>10 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 checked="" type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: <u>Not applicable</u>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: <u>Not applicable</u>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES			
The project may result in the conversion of up to 0.30 acres of maintained lawn to roadway; this could cause minor increases in stormwater flows. The existing stormwater configuration may be altered, which may cause additional stormwater discharges in areas. All stormwater from the project site will drain into the current municipal stormwater system at the site.			

<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>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</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>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</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>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor name: <u>Justin Wood P.E., City of Watertown Engineer</u> Date: _____</p> <p>Signature: _____</p>		

**CITY OF WATERTOWN
WESTERN BOULEVARD CONSTRUCTION PROJECT**

List of Involved Agencies

Nancy Catalina – Regional Local Projects Liaison
New York State Department of Transportation, Region 7
Utica State Office Building
317 Washington Street
Watertown, NY 13601

Larry Ambeau, Regional Permit Administrator
NYSDEC Region 6
Utica State Office Building
317 Washington Street
Watertown, NY 13601

List of Interested Agencies

Mark Budosh P.E.
Barton & Loguidice, D.P.C.
443 Electronics Parkway
Liverpool, NY 13088

Ruth Pierpont
Director, Field Services Bureau
NYSOPRHP
Peebles Island
PO Box 189
Waterford, NY 12205-0189

Res No. 5

March 30, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: 1205 Gill Street, Parcel No. 5-04-305.000

Due to some substandard conditions at the above property, the City was constrained to bring legal action in the State Supreme Court to obtain authority to enter this property and to clear it for health and safety reasons. In doing so, the City incurred costs of demolition and cleanup in the amount of \$24,906.00, and now enjoys a lien against the property per Court order.

The City is now in a position to recoup eighty percent (80%) of those costs by allowing the sale of the property, to a third party, to go forward. The alternative to doing this is that the City would likely be constrained to assert the costs as a tax lien, and likely then later take the property for back taxes.

I recommend that the City Council approve the settlement for roughly 80% of the amount owed, allowing the sale to take place and keeping the property in private ownership and on the tax rolls. A Resolution for Council consideration is attached.

RESOLUTION

Page 1 of 1

Authorizing the Settlement of City Claims
for Cleanup of 1205 Gill Street

Introduced by

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

WHEREAS the City of Watertown commenced an action in the Supreme Court of the State of New York, County of Jefferson, against the Estate of Lawrence E. Daniels arising from the City’s cleanup of a single-family residence at 1205 Gill Street, Parcel No. 5-04-305.000, in the City of Watertown, and

WHEREAS the City, pursuant to a Stipulation of Settlement and Order of the Court, undertook a cleanup of the property, and incurred total costs in the amount of \$24,906.00 in conducting the cleanup for which the City now enjoys a Court-ordered lien, and

WHEREAS the Estate of Lawrence E. Daniels is in the position to sell the property, but cannot do so while the City’s lien stands against it, and

WHEREAS the purchase price for the property is such that each of the City, the attorney for the Estate, and the realtor are all willing to accept reduced fees and/or reimbursement to enable the sale to take place, and

WHEREAS the City Council believes it is in the best interest of the City of Watertown to accept \$20,000.00 in full satisfaction of the City’s lien and to provide a discharge of that lien to allow the sale to go forward,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that the City shall accept a total of \$20,000.00, in full satisfaction of its lien in the amount of \$24,906.00 and that, upon its receipt, the City Comptroller is hereby authorized to discharge the lien of record.

Seconded by



Photo 1 of 5

Photo for 5-04-305.000 in City of Watertown

Res No. 6

March 29, 2017

To: The Honorable Mayor and City Council

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

Subject: Finding That Changing the Approved Zoning Classification of
313 Sterling Street, Parcel Number 12-02-110.000, from Residence C to
Commercial Will Not Have a Significant Impact on the Environment

At its March 14, 2017 meeting, the City Planning Board adopted a motion recommending that the City Council change the approved zoning classification of 313 Sterling Street, Parcel Number 12-02-110.000, from Residence C to Commercial District. The Council has scheduled a public hearing on the request for Monday, April 3, 2017, at 7:30 p.m.

The City Council must complete Part 2, and Part 3 if necessary, of the Short Environmental Assessment Form and adopt the attached resolution before it may vote on the Zone Change Ordinance. The resolution states that the proposed zone change will not have a significant impact on the environment.

RESOLUTION

Page 1 of 2

Finding That Changing the Approved Zoning Classification of 313 Sterling Street, Parcel Number 12-02-110.000, from Residence C to Commercial Will Not Have a Significant Impact on the Environment

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York, has before it an Ordinance for the zone change application of Rev. Leon I. VanWie of Asbury United Methodist Church to change the approved zoning classification of 313 Sterling Street, Parcel Number 12-02-110.000, from Residence C to Commercial, and

WHEREAS the City Council must evaluate all proposed actions submitted for its consideration in light of the State Environmental Review Act (SEQRA), and the regulations promulgated pursuant thereto, and

WHEREAS the approval of the zone change would constitute such an “Action,” and

WHEREAS the City Council has determined that changing the zoning classification of this property is an Unlisted Action as that term is defined by 6NYCRR Section 617.2 (ak), and

WHEREAS there are no other involved agencies for SEQRA review as that term is defined in 6NYCRR Section 617.2 (s), and

WHEREAS to aid the City Council in its determination as to whether the proposed zone change will have a significant impact on the environment, Part I of a Short Environmental Assessment Form has been prepared by the applicant, a copy of which is attached and made part of this Resolution,

RESOLUTION

Page 2 of 2

Finding That Changing the Approved Zoning Classification of 313 Sterling Street, Parcel Number 12-02-110.000, from Residence C to Commercial Will Not Have a Significant Impact on the Environment

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that:

1. Based upon its examination of the Short Environmental Assessment Form and comparing the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant impact is known and the adoption of the zone change will not have a significant impact on the environment.
2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the effect that the City Council is issuing a Negative Declaration under SEQRA.
3. This Resolution shall take effect immediately.

Seconded by

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.

Part 1 - Project and Sponsor Information			
Name of Action or Project: <i>seeking a zone change from residential C to commercial</i>			
Project Location (describe, and attach a location map): <i>Tax parcel # 12-02-110 on Sterling St, Watertown, N.Y.</i>			
Brief Description of Proposed Action: <i>seeking zone change first and then a subdivision so divided parcel can be joined to what is now commercial property</i>			
Name of Applicant or Sponsor: <i>Asbury United Methodist Church</i>		Telephone: <i>315-782-3240</i>	
		E-Mail: <i>asbury@gisco.net</i>	
Address: <i>327 Franklin St.</i>			
City/PO: <i>Watertown</i>		State: <i>N.Y.</i>	Zip Code: <i>13601</i>
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"/>
			YES <input checked="" 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:			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
3.a. Total acreage of the site of the proposed action? <i>appr. 0.31</i> acres			
b. Total acreage to be physically disturbed? <i>0</i> acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? <i>0.49</i> 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 type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input checked="" type="checkbox"/> Other (specify): <i>church parking</i>			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation service(s) available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: <i>request zoning change</i>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: <i>request zoning change</i>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? b. Is the proposed action located in an archeological sensitive area?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

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)? If Yes, explain purpose and size: _____ _____ _____	NO	YES
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____	NO	YES
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____	NO	YES
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: <u>Asbury United Methodist Church</u> Date: <u>3/6/17</u> Signature: <u>Allen Snell, Chairman-Board of Trustees</u> <u>315-782-8235</u>		

a4bells@verizon.net-home
 asbury@gisco.net-church

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

Agency Use Only [If applicable]

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.

- 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.
- 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)

PRINT FORM

March 29, 2017

To: The Honorable Mayor and City Council

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

Subject: Finding That Amending the Code of the City of Watertown, Section 310-1, Paragraph B, Terms Defined; Word Usage, to Add a Definition For “Microbrewery” and to Amend Section 310-9.1, Paragraph B Downtown Districts to Add “Microbrewery” as a Permitted Principal Use Will Not Have a Significant Impact on the Environment

At its March 14, 2017 meeting, the City Planning Board adopted a motion recommending that the City Council amend Paragraph B of Section 310-1, Terms Defined; word usage, of the Zoning Ordinance to add a definition for “Microbrewery” and to amend Paragraph B of Section 310-9.1, Downtown Districts of the Zoning Ordinance to add “Microbrewery” as a permitted principal use. The Council has scheduled a public hearing on the amendment for Monday, April 3, 2017, at 7:30 p.m.

The proposed text amendment to the Zoning Ordinance is a Type I Action under SEQR as it would be the adoption of a change in the allowable uses within any zoning district, affecting 25 or more acres of the district. There are currently 56.91 acres of land that are zoned Downtown District.

Type I Actions require the use of a Full Environmental Assessment Form, a copy of which has been prepared and is attached for City Council’s review. The City Council is the agency authorized to approve revisions to the Zoning Ordinance; therefore, it will act as the Lead Agency pursuant to SEQR. There are no other involved agencies for this action.

As Lead Agency, the City Council must respond to the questions in Part 2, and Part 3 if necessary, of the Full Environmental Assessment Form before it may vote on the resolution. The resolution states that the proposed zoning text amendment will not have a significant impact on the environment.

RESOLUTION

Page 1 of 2

Finding That Amending the Code of the City of Watertown, Section 310-1, Paragraph B, Terms Defined; Word Usage, to Add a Definition For "Microbrewery" and to Amend Section 310-9.1, Paragraph B Downtown Districts to Add "Microbrewery" as a Permitted Principal Use Will Not Have a Significant Impact on the Environment

Council Member HORBACZ, Cody J.
Council Member JENNINGS, Stephen A.
Council Member MACALUSO, Teresa R.
Council Member WALCZYK, Mark C.
Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York, has before it an Ordinance to amend Paragraph B of Section 310-1, Terms Defined; word usage, of the Zoning Ordinance to add a definition for "Microbrewery" and to amend Paragraph B of Section 310-9.1, Downtown Districts of the Zoning Ordinance to add "Microbrewery" as a permitted principal use, and

WHEREAS the City Council must evaluate all proposed actions submitted for its consideration in light of the State Environmental Review Act (SEQRA), and the regulations promulgated pursuant thereto, and

WHEREAS the approval of the zoning ordinance amendment would constitute such an "Action," and

WHEREAS the City Council has determined that the proposed amendment to the zoning ordinance is a Type I Action as that term is defined by 6NYCRR Section 617.2, and

WHEREAS there are no other involved agencies for SEQRA review as that term is defined in 6NYCRR Section 617.2, and

WHEREAS to aid the City Council in its determination as to whether the proposed zoning ordinance amendment will have a significant impact on the environment, Part I of a Full Environmental Assessment Form has been prepared, a copy of which is attached and made part of this Resolution,

RESOLUTION

Page 2 of 2

Finding That Amending the Code of the City of Watertown, Section 310-1, Paragraph B, Terms Defined; Word Usage, to Add a Definition For "Microbrewery" and to Amend Section 310-9.1, Paragraph B Downtown Districts to Add "Microbrewery" as a Permitted Principal Use Will Not Have a Significant Impact on the Environment

Council Member HORBACZ, Cody J.
Council Member JENNINGS, Stephen A.
Council Member MACALUSO, Teresa R.
Council Member WALCZYK, Mark C.
Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that:

1. Based upon its examination of the Full Environmental Assessment Form and comparing the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant impact is known and the adoption of the zoning ordinance amendment will not have a significant impact on the environment.
2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the effect that the City Council is issuing a Negative Declaration under SEQRA.
3. This Resolution shall take effect immediately.

Seconded by

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. 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; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the project sponsor to verify that the information contained in Part 1 is accurate and complete.

A. Project and Sponsor Information.

Name of Action or Project: Zoning Ordinance Amendment- Section 310-9.1, Downtown Districts		
Project Location (describe, and attach a general location map): City of Watertown, New York, Jefferson County		
Brief Description of Proposed Action (include purpose or need): The City is proposing to amend Section 310-9.1, Downtown Districts, of its Zoning Ordinance to allow microbrewerys. Microbrewerys are currently not listed as an allowed use in the Zoning Ordinance, and this change would make them an allowed use in the Downtown Districts.		
Name of Applicant/Sponsor: City of Watertown Planning Department	Telephone: 315-785-7730	E-Mail: jvoss@watertown-ny.gov
Address: 245 Washington Street		
City/PO: Watertown	State: New York	Zip Code: 13601
Project Contact (if not same as sponsor; give name and title/role):	Telephone:	E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):	Telephone:	E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)		
Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, or Village Board of Trustees <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Council, Zoning amendment adoption	March 2017
b. City, Town or Village Planning Board or Commission <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	City Planning Board, Zoning amendment approval	March 2017
c. City Council, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input type="checkbox"/> No		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources. <ul style="list-style-type: none"> i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No iii. Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 		

C. Planning and Zoning

C.1. Planning and zoning actions.	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <ul style="list-style-type: none"> • If Yes, complete sections C, F and G. • If No, proceed to question C.2 and complete all remaining sections and questions in Part 1 	
C.2. Adopted land use plans.	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? <input type="checkbox"/> Yes <input type="checkbox"/> No	
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, identify the plan(s): _____ _____ _____	
c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, identify the plan(s): _____ _____ _____	

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. Yes No
 If Yes, what is the zoning classification(s) including any applicable overlay district?
 Downtown District _____

b. Is the use permitted or allowed by a special or conditional use permit? Yes No

c. Is a zoning change requested as part of the proposed action? Yes No
 If Yes,
 i. What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? Watertown City School District _____

b. What police or other public protection forces serve the project site?
 Watertown City Police Department _____

c. Which fire protection and emergency medical services serve the project site?
 Watertown City Fire Department, Guilfoyle Ambulance Service _____

d. What parks serve the project site?
 None _____

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? _____ acres
 b. Total acreage to be physically disturbed? _____ acres
 c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres

c. Is the proposed action an expansion of an existing project or use? Yes No
 i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? Yes No
 If Yes,
 i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

 ii. Is a cluster/conservation layout proposed? Yes No
 iii. Number of lots proposed? _____
 iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will proposed action be constructed in multiple phases? Yes No
 i. If No, anticipated period of construction: _____ months
 ii. If Yes:
 • Total number of phases anticipated _____
 • Anticipated commencement date of phase 1 (including demolition) _____ month _____ year
 • Anticipated completion date of final phase _____ month _____ year
 • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? Yes No
 If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? Yes No
 If Yes,

i. Total number of structures _____

ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length

iii. Approximate extent of building space to be heated or cooled: _____ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? Yes No
 If Yes,

i. Purpose of the impoundment: _____

ii. If a water impoundment, the principal source of the water: Ground water Surface water streams Other specify: _____

iii. If other than water, identify the type of impounded/contained liquids and their source. _____

iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres

v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length

vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? Yes No
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)
 If Yes:

i. What is the purpose of the excavation or dredging? _____

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

- Volume (specify tons or cubic yards): _____
- Over what duration of time? _____

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____

iv. Will there be onsite dewatering or processing of excavated materials? Yes No
 If yes, describe. _____

v. What is the total area to be dredged or excavated? _____ acres

vi. What is the maximum area to be worked at any one time? _____ acres

vii. What would be the maximum depth of excavation or dredging? _____ feet

viii. Will the excavation require blasting? Yes No

ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? Yes No
 If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

iii. Will proposed action cause or result in disturbance to bottom sediments? Yes No
If Yes, describe: _____

iv. Will proposed action cause or result in the destruction or removal of aquatic vegetation? Yes No

If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? Yes No

If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? Yes No

If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No
- Do existing lines serve the project site? Yes No

iii. Will line extension within an existing district be necessary to supply the project? Yes No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? Yes No

If, Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? Yes No

If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? Yes No

If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? Yes No
- Is the project site in the existing district? Yes No
- Is expansion of the district needed? Yes No

Yes No
 Yes No
 If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? Yes No
 If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge, or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? Yes No
 If Yes:

- i. How much impervious surface will the project create in relation to total size of project parcel?
 _____ Square feet or _____ acres (impervious surface)
 _____ Square feet or _____ acres (parcel size)
- ii. Describe types of new point sources. _____
- iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?

 - If to surface waters, identify receiving water bodies or wetlands: _____
 - Will stormwater runoff flow to adjacent properties? Yes No

iv. Does proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? Yes No

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? Yes No
 If Yes, identify:

- i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)

- ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)

- iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation)

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? Yes No
 If Yes:

- i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) Yes No
- ii. In addition to emissions as calculated in the application, the project will generate:
 - _____ Tons/year (short tons) of Carbon Dioxide (CO₂)
 - _____ Tons/year (short tons) of Nitrous Oxide (N₂O)
 - _____ Tons/year (short tons) of Perfluorocarbons (PFCs)
 - _____ Tons/year (short tons) of Sulfur Hexafluoride (SF₆)
 - _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)
 - _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? Yes No

If Yes:

i. Estimate methane generation in tons/year (metric): _____

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? Yes No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? Yes No

If Yes:

i. When is the peak traffic expected (Check all that apply): Morning Evening Weekend
 Randomly between hours of _____ to _____.

ii. For commercial activities only, projected number of semi-trailer truck trips/day: _____

iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____

iv. Does the proposed action include any shared use parking? Yes No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____

vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? Yes No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? Yes No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? Yes No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? Yes No

If Yes:

i. Estimate annual electricity demand during operation of the proposed action: _____

ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____

iii. Will the proposed action require a new, or an upgrade to, an existing substation? Yes No

l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ 	<p>ii. During Operations:</p> <ul style="list-style-type: none"> • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____
--	---

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? Yes No
 If yes:
 i. Provide details including sources, time of day and duration:

ii. Will proposed action remove existing natural barriers that could act as a noise barrier or screen? Yes No
 Describe: _____

n.. Will the proposed action have outdoor lighting? Yes No
 If yes:
 i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:

ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? Yes No
 Describe: _____

o. Does the proposed action have the potential to produce odors for more than one hour per day? Yes No
 If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____

p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? Yes No
 If Yes:
 i. Product(s) to be stored _____
 ii. Volume(s) _____ per unit time _____ (e.g., month, year)
 iii. Generally describe proposed storage facilities: _____

q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? Yes No
 If Yes:
 i. Describe proposed treatment(s):

ii. Will the proposed action use Integrated Pest Management Practices? Yes No

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? Yes No
 If Yes:
 i. Describe any solid waste(s) to be generated during construction or operation of the facility:
 • Construction: _____ tons per _____ (unit of time)
 • Operation : _____ tons per _____ (unit of time)
 ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:
 • Construction: _____

 • Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:
 • Construction: _____

 • Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? Yes No
 If Yes:
 i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____
 ii. Anticipated rate of disposal/processing:
 • _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
 • _____ Tons/hour, if combustion or thermal treatment
 iii. If landfill, anticipated site life: _____ years

t. Will proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? Yes No
 If Yes:
 i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: _____

 ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

 iii. Specify amount to be handled or generated _____ tons/month
 iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: _____

 v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? Yes No
 If Yes: provide name and location of facility: _____

 If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility:

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.
 i. Check all uses that occur on, adjoining and near the project site.
 Urban Industrial Commercial Residential (suburban) Rural (non-farm)
 Forest Agriculture Aquatic Other (specify): _____
 ii. If mix of uses, generally describe:

b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____ _____			

c. Is the project site presently used by members of the community for public recreation? Yes No
i. If Yes: explain: _____

d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? Yes No
If Yes,
i. Identify Facilities: _____

e. Does the project site contain an existing dam? Yes No
If Yes:
i. Dimensions of the dam and impoundment:
• Dam height: _____ feet
• Dam length: _____ feet
• Surface area: _____ acres
• Volume impounded: _____ gallons OR acre-feet
ii. Dam's existing hazard classification: _____
iii. Provide date and summarize results of last inspection: _____

f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? Yes No
If Yes:
i. Has the facility been formally closed? Yes No
• If yes, cite sources/documentation: _____
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____
iii. Describe any development constraints due to the prior solid waste activities: _____

g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? Yes No
If Yes:
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____

h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? Yes No
If Yes:
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: Yes No
 Yes – Spills Incidents database Provide DEC ID number(s): _____
 Yes – Environmental Site Remediation database Provide DEC ID number(s): _____
 Neither database
ii. If site has been subject of RCRA corrective activities, describe control measures: _____
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? Yes No
If yes, provide DEC ID number(s): _____
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): _____

v. Is the project site subject to an institutional control limiting property uses? Yes No

- If yes, DEC site ID number: _____
- Describe the type of institutional control (e.g., deed restriction or easement): _____
- Describe any use limitations: _____
- Describe any engineering controls: _____
- Will the project affect the institutional or engineering controls in place? Yes No
- Explain: _____

E.2. Natural Resources On or Near Project Site

a. What is the average depth to bedrock on the project site? _____ feet

b. Are there bedrock outcroppings on the project site? Yes No
 If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %

c. Predominant soil type(s) present on project site: _____ %
 _____ %
 _____ %

d. What is the average depth to the water table on the project site? Average: _____ feet

e. Drainage status of project site soils: Well Drained: _____ % of site
 Moderately Well Drained: _____ % of site
 Poorly Drained _____ % of site

f. Approximate proportion of proposed action site with slopes: 0-10%: _____ % of site
 10-15%: _____ % of site
 15% or greater: _____ % of site

g. Are there any unique geologic features on the project site? Yes No
 If Yes, describe: _____

h. Surface water features.

i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? Yes No

ii. Do any wetlands or other waterbodies adjoin the project site? Yes No

If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? Yes No

iv. For each identified regulated wetland and waterbody on the project site, provide the following information:

- Streams: Name _____ Classification _____
- Lakes or Ponds: Name _____ Classification _____
- Wetlands: Name _____ Approximate Size _____
- Wetland No. (if regulated by DEC) _____

v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? Yes No
 If yes, name of impaired water body/bodies and basis for listing as impaired: _____

i. Is the project site in a designated Floodway? Yes No

j. Is the project site in the 100 year Floodplain? Yes No

k. Is the project site in the 500 year Floodplain? Yes No

l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? Yes No
 If Yes:
 i. Name of aquifer: _____

<p>m. Identify the predominant wildlife species that occupy or use the project site: _____ _____ _____</p>	
<p>n. Does the project site contain a designated significant natural community? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes:</p> <p style="margin-left: 20px;">i. Describe the habitat/community (composition, function, and basis for designation): _____ _____</p> <p style="margin-left: 20px;">ii. Source(s) of description or evaluation: _____</p> <p style="margin-left: 20px;">iii. Extent of community/habitat:</p> <ul style="list-style-type: none"> • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres 	
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, give a brief description of how the proposed action may affect that use: _____ _____</p>	
E.3. Designated Public Resources On or Near Project Site	
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide county plus district name/number: _____</p>	
<p>b. Are agricultural lands consisting of highly productive soils present? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="margin-left: 20px;">i. If Yes: acreage(s) on project site? _____</p> <p style="margin-left: 20px;">ii. Source(s) of soil rating(s): _____</p>	
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes:</p> <p style="margin-left: 20px;">i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature</p> <p style="margin-left: 20px;">ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____ _____</p>	
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes:</p> <p style="margin-left: 20px;">i. CEA name: _____</p> <p style="margin-left: 20px;">ii. Basis for designation: _____</p> <p style="margin-left: 20px;">iii. Designating agency and date: _____</p>	

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on, or has been nominated by the NYS Board of Historic Preservation for inclusion on, the State or National Register of Historic Places?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input type="checkbox"/> Historic Building or District	
<i>ii.</i> Name: _____	
<i>iii.</i> Brief description of attributes on which listing is based: _____	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/> Yes <input type="checkbox"/> No
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	
If Yes:	
<i>i.</i> Describe possible resource(s): _____	
<i>ii.</i> Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify resource: _____	
<i>ii.</i> Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____	
<i>iii.</i> Distance between project and resource: _____ miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify the name of the river and its designation: _____	
<i>ii.</i> Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

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

Applicant/Sponsor Name Jennifer Voss Date March 1, 2017

Signature Jennifer Voss Title Senior Planner

Full Environmental Assessment Form
Part 2 - Identification of Potential Project Impacts

Agency Use Only [If applicable]

Project :
 Date :

Part 2 is to be completed by the lead agency. Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency **and** the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

Tips for completing Part 2:

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer "Yes" to a numbered question, please complete all the questions that follow in that section.
- If you answer "No" to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box "Moderate to large impact may occur."
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the "whole action".
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

1. Impact on Land			
Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1)		<input type="checkbox"/> NO	<input type="checkbox"/> YES
<i>If "Yes", answer questions a - j. If "No", move on to Section 2.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

2. Impact on Geological Features

The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g) NO YES

If "Yes", answer questions a - c. If "No", move on to Section 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached: _____ _____	E2g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

3. Impacts on Surface Water

The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h) NO YES

If "Yes", answer questions a - l. If "No", move on to Section 4.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	<input type="checkbox"/>	<input type="checkbox"/>

1. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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4. Impact on groundwater The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer. <input type="checkbox"/> NO <input type="checkbox"/> YES (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t) <i>If "Yes", answer questions a - h. If "No", move on to Section 5.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

5. Impact on Flooding The proposed action may result in development on lands subject to flooding. <input type="checkbox"/> NO <input type="checkbox"/> YES (See Part 1. E.2) <i>If "Yes", answer questions a - g. If "No", move on to Section 6.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in development within a 100 year floodplain.	E2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in development within a 500 year floodplain.	E2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	<input type="checkbox"/>	<input type="checkbox"/>
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	<input type="checkbox"/>	<input type="checkbox"/>

g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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6. Impacts on Air
 The proposed action may include a state regulated air emission source. NO YES
 (See Part 1. D.2.f., D.2.h, D.2.g)
 If "Yes", answer questions a - f. If "No", move on to Section 7.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels: i. More than 1000 tons/year of carbon dioxide (CO ₂) ii. More than 3.5 tons/year of nitrous oxide (N ₂ O) iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs) iv. More than .045 tons/year of sulfur hexafluoride (SF ₆) v. More than 1000 tons/year of carbon dioxide equivalent of hydrochloroflourocarbons (HFCs) emissions vi. 43 tons/year or more of methane	D2g D2g D2g D2g D2g D2h	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may reach 50% of any of the thresholds in "a" through "c", above.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

7. Impact on Plants and Animals
 The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) NO YES
 If "Yes", answer questions a - j. If "No", move on to Section 8.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	<input type="checkbox"/>	<input type="checkbox"/>

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	<input type="checkbox"/>	<input type="checkbox"/>
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	<input type="checkbox"/>	<input type="checkbox"/>
j. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

8. Impact on Agricultural Resources			
The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.)		<input type="checkbox"/> NO	<input type="checkbox"/> YES
<i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

9. Impact on Aesthetic Resources The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>				<input type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur		
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>		
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	<input type="checkbox"/>	<input type="checkbox"/>		
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>		

10. Impact on Historic and Archeological Resources The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>				<input type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur		
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on or has been nominated by the NYS Board of Historic Preservation for inclusion on the State or National Register of Historic Places.	E3e	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	<input type="checkbox"/>	<input type="checkbox"/>		

d. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
e. If any of the above (a-d) are answered "Moderate to large impact may occur", continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	<input type="checkbox"/>	<input type="checkbox"/>
ii. The proposed action may result in the alteration of the property's setting or integrity.	E3e, E3f, E3g, E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>

11. Impact on Open Space and Recreation			
The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If "Yes", answer questions a - e. If "No", go to Section 12.</i>		<input type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in an impairment of natural functions, or "ecosystem services", provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b, E2h, E2m, E2o, E2n, E2p	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c, E1c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	<input type="checkbox"/>	<input type="checkbox"/>
e. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

12. Impact on Critical Environmental Areas			
The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If "Yes", answer questions a - c. If "No", go to Section 13.</i>		<input type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

13. Impact on Transportation
 The proposed action may result in a change to existing transportation systems. NO YES
 (See Part 1. D.2.j)
If "Yes", answer questions a - f. If "No", go to Section 14.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action will degrade existing transit access.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

14. Impact on Energy
 The proposed action may cause an increase in the use of any form of energy. NO YES
 (See Part 1. D.2.k)
If "Yes", answer questions a - e. If "No", go to Section 15.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	<input type="checkbox"/>	<input type="checkbox"/>
e. Other Impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

15. Impact on Noise, Odor, and Light
 The proposed action may result in an increase in noise, odors, or outdoor lighting. NO YES
 (See Part 1. D.2.m., n., and o.)
If "Yes", answer questions a - f. If "No", go to Section 16.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in routine odors for more than one hour per day.	D2o	<input type="checkbox"/>	<input type="checkbox"/>

d. The proposed action may result in light shining onto adjoining properties.	D2n	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

16. Impact on Human Health

The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.)
If "Yes", answer questions a - m. If "No", go to Section 17.

NO YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	<input type="checkbox"/>	<input type="checkbox"/>
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	<input type="checkbox"/>	<input type="checkbox"/>
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	<input type="checkbox"/>	<input type="checkbox"/>
m. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

17. Consistency with Community Plans
 The proposed action is not consistent with adopted land use plans. NO YES
 (See Part 1. C.1, C.2. and C.3.)
 If "Yes", answer questions a - h. If "No", go to Section 18.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action's land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	<input type="checkbox"/>	<input type="checkbox"/>
h. Other: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

18. Consistency with Community Character
 The proposed project is inconsistent with the existing community character. NO YES
 (See Part 1. C.2, C.3, D.2, E.3)
 If "Yes", answer questions a - g. If "No", proceed to Part 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

Project :

Date :

***Full Environmental Assessment Form
Part 3 - Evaluation of the Magnitude and Importance of Project Impacts
and
Determination of Significance***

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

Reasons Supporting This Determination:

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

Determination of Significance - Type 1 and Unlisted Actions

SEQR Status: Type 1 Unlisted

Identify portions of EAF completed for this Project: Part 1 Part 2 Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the _____ as lead agency that:

A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.d).

C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action:

Name of Lead Agency:

Name of Responsible Officer in Lead Agency:

Title of Responsible Officer:

Signature of Responsible Officer in Lead Agency:

Date:

Signature of Preparer (if different from Responsible Officer)

Date:

For Further Information:

Contact Person:

Address:

Telephone Number:

E-mail:

For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)

Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

Ord No. 1

March 27, 2017

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Bond Ordinance Amendment – Water Meter Replacement Project

Included in the Fiscal Year 2016-17 Capital Budget was a project representing phase III of the water meter replacement project at an estimated cost of \$450,000. A bond ordinance has been prepared for City Council's consideration to fund the next phase of the replacements.

ORDINANCE

Page 1 of 6

An Ordinance Authorizing the Issuance of \$450,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark. C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on April 3, 2017, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by _____, and upon roll being called, the following were

PRESENT:

ABSENT:

The following ordinance was offered by _____, who moved its adoption, seconded by _____, to wit:

BOND ORDINANCE DATED APRIL 3, 2017.

BE IT ORDAINED, by the Council of the City of Watertown, Jefferson County, New York, as follows:

Section 1. For the class of objects or purposes of paying part of the cost of the purchase and installation of water meters, including incidental expenses in connection therewith, all in and for the City of Watertown, Jefferson County, New York, there are hereby authorized to be issued \$450,000 bonds of said City pursuant to the provisions of the Local Finance Law.

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid class of objects or purposes is \$450,000 and that the plan for the financing thereof is by the issuance of the \$450,000 bonds of said City authorized to be issued pursuant to this bond ordinance.

ORDINANCE

Page 2 of 6

An Ordinance Authorizing the Issuance of \$450,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark. C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is twenty years, pursuant to subdivision thirty of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the City Comptroller, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said City Comptroller, consistent with the provisions of the Local Finance Law.

Section 5. The faith and credit of said City of Watertown, Jefferson County, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such obligations as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year.

Section 6. Such bonds shall be in fully registered form and shall be signed in the name of the City of Watertown, Jefferson County, New York, by the manual or facsimile signature of the City Comptroller and a facsimile of its corporate seal shall be imprinted thereon and may be attested by the manual or facsimile signature of the City Clerk.

Section 7. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the City Comptroller, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as he shall deem best for the interests of the City, including, but not limited to, the power to sell said bonds to the New York State Environmental Facilities Corporation; provided, however, that in the exercise of these delegated powers, he shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the City Comptroller shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

ORDINANCE

Page 3 of 6

An Ordinance Authorizing the Issuance of \$450,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark. C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Section 8. The power to issue and sell notes to the New York State Environmental Facilities Corporation pursuant to Section 169.00 of the Local Finance Law is hereby delegated to the City Comptroller. Such notes shall be of such terms, form and contents as may be prescribed by said City Comptroller consistent with the provisions of the Local Finance Law.

Section 9. The City Comptroller is hereby further authorized, at his or her sole discretion, to execute a project financing agreement, and any other agreements with the New York State Department of Environmental Conservation and/or the New York State Environmental Facilities Corporation, including amendments thereto, and including any instruments (or amendments thereto) in the effectuation thereof, in order to effect the financing or refinancing of the class of objects or purposes described in Section 1 hereof, or a portion thereof, by a bond, and, or note issue of said City in the event of the sale of same to the New York State Environmental Facilities Corporation.

Section 10. The intent of this resolution is to give the City Comptroller sufficient authority to execute those applications, agreements, instruments or to do any similar acts necessary to effect the issuance of the aforesaid bonds and, or notes, without resorting to further action of the City Council.

Section 11. All other matters, except as provided herein relating to such bonds, including determining whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto, prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the City by the facsimile signature of its City Comptroller, providing for the manual countersignature of a fiscal agent or of a designated official of the City), the date, denominations, maturities and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the City Comptroller. It is hereby determined that it is to the financial advantage of the City not to impose and collect from registered owners of such bonds any charges for mailing, shipping and insuring bonds transferred or exchanged by the fiscal agent, and, accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in

ORDINANCE

Page 4 of 6

An Ordinance Authorizing the Issuance of \$450,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark. C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

such form and contain such recitals in addition to those required by Section 52.00 of the Local Finance Law, as the City Comptroller shall determine.

Section 12. The validity of such bonds and bond anticipation notes may be contested only if:

- (1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
- (2) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- (3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 13. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.151 2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 14. This ordinance, which takes effect immediately, shall be published in summary in the Watertown Daily Times, the official newspaper, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Unanimous consent moved by _____, seconded by _____, with all voting "AYE".

The question of the adoption of the foregoing ordinance was duly put to a vote on roll call, which resulted as follows:

_____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____

ORDINANCE

Page 6 of 6

An Ordinance Authorizing the Issuance of \$450,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of the Purchase and Installation of Water Meters, in and for Said City

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark. C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

I FURTHER CERTIFY that PRIOR to the time of said meeting, I duly caused public notice of the time and place of said meeting to be conspicuously posted in the following designated public location(s) on the following dates:

Designated Location(s) of Posted Notice	Date of Posting
Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code	

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on April ____, 2017.

 City Clerk
 (CORPORATE SEAL)

Seconded by

**FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
WATER METER REPLACEMENTS**

PROJECT DESCRIPTION	COST																						
<p>Water Meter Replacements (Phase 3)</p> <p>There are nearly 9,000 metered water services in the City of Watertown. Commencing FY 2006-07, the City has continued to systematically upgrade the “manual read” to “radio read” units with much greater emphasis placed in the more recent years. In FY 2012-13, a three-phased program was adopted with a plan of accomplishing one phase in each of the three successive fiscal years. Until 2015, it required two individuals, each with their own City vehicle, to read the residential meters once each quarter and the larger commercial meters three times each quarter. With the 9,000 meters being the newer “radio reads,” one individual can now accomplish the same task in one or two days. Upon completion of the entire project, Department staffing and total vehicle count will be reduced by two each. As of December 31, 2014, slightly more than half way through the replacements, staffing and vehicles were each reduced by one. The program is currently at the 75% point of completion. This third of three installments will complete the replacement program.</p> <div style="border: 2px solid purple; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">Meters Replaced per Fiscal Year (as of April 1, 2016)</p> <table border="1" style="display: none;"> <caption>Meters Replaced per Fiscal Year (as of April 1, 2016)</caption> <thead> <tr> <th>Fiscal Year</th> <th>Meters Replaced</th> </tr> </thead> <tbody> <tr><td>2006-07</td><td>~100</td></tr> <tr><td>2007-08</td><td>~300</td></tr> <tr><td>2008-09</td><td>~400</td></tr> <tr><td>2009-10</td><td>~400</td></tr> <tr><td>2010-11</td><td>~450</td></tr> <tr><td>2011-12</td><td>~350</td></tr> <tr><td>2012-13</td><td>~500</td></tr> <tr><td>2013-14</td><td>~1000</td></tr> <tr><td>2014-15</td><td>~2100</td></tr> <tr><td>2015-16</td><td>~900</td></tr> </tbody> </table> </div> <p>WATER FUND \$ 225,000 10 serial bond; FY 2016-17 debt service of \$29,250 SEWER FUND \$ 225,000 10 serial bond; FY 2016-17 debt service of \$29,250</p>	Fiscal Year	Meters Replaced	2006-07	~100	2007-08	~300	2008-09	~400	2009-10	~400	2010-11	~450	2011-12	~350	2012-13	~500	2013-14	~1000	2014-15	~2100	2015-16	~900	<p>\$450,000</p>
Fiscal Year	Meters Replaced																						
2006-07	~100																						
2007-08	~300																						
2008-09	~400																						
2009-10	~400																						
2010-11	~450																						
2011-12	~350																						
2012-13	~500																						
2013-14	~1000																						
2014-15	~2100																						
2015-16	~900																						
TOTAL	\$450,000																						

7:30 p.m. – Public Hearing

March 29, 2017

To: The Honorable Mayor and City Council
From: Michael A. Lumbis, Planning and Community Development Director
Subject: Changing the Approved Zoning Classification of 313 Sterling Street,
Parcel Number 12-02-110.000, from Residence C to Commercial

City Council has scheduled a Public Hearing for the above subject request at 7:30 p.m. on Monday, April 3, 2017.

The Planning Board reviewed the request at its March 14, 2017 meeting and adopted a motion recommending that City Council approve the zone change request as submitted.

Attached is a copy of the zone change application, the Staff Report prepared for the Planning Board and an excerpt from the meeting minutes.

The ordinance prepared for City Council consideration approves the zone change as submitted. The Council must hold the public hearing and pass the SEQRA resolution that is also on today's agenda before voting on the ordinance.

ORDINANCE

Page 1 of 1

Changing the Approved Zoning Classification of
313 Sterling Street, Parcel Number 12-02-110.000,
From Residence C to Commercial

Council Member HORBACZ, Cody J.

Council Member JENNINGS, Stephen A.

Council Member MACALUSO, Teresa R.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

Council Member Stephen A. Jennings.

BE IT ORDAINED where Rev. Leon I. VanWie of Asbury United Methodist Church has made an application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law to change the approved zoning classification of 313 Sterling Street, Parcel Number 12-02-110.000 from Residence C to Commercial, and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its March 14, 2017 meeting and adopted a motion recommending that City Council approve the zone change, and

WHEREAS a public hearing was held on the proposed zone change on April 3, 2017, after due public notice, and

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed zone change according to the requirements of SEQRA, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested zone change,

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of 313 Sterling Street, Parcel Number 12-02-110.000 shall be changed from Residence C to Commercial District, and

BE IT FURTHER ORDAINED that the Zoning Map of the City of Watertown shall be amended to reflect the zone change, and

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or otherwise printed as the City Manager directs.

Seconded by Council Member Teresa R. Macaluso



ASBURY UNITED METHODIST CHURCH

327 FRANKLIN STREET
WATERTOWN, NEW YORK 13601

315-782-3240

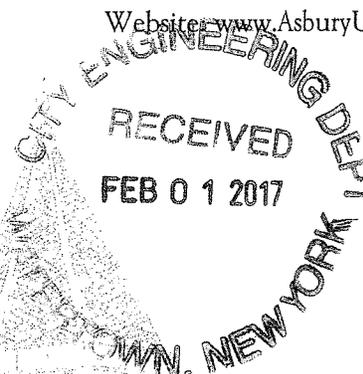
Email: Asbury@gisco.net

Website: www.AsburyUMC.net

Rev. Leon I. VanWie, Pastor

February 1, 2017

The Honorable Mayor and City Council
Engineering Department, Room 305
245 Washington Street
Watertown, NY 13601



Dear Mayor Butler and City Council Members,

This letter is to request a zone change of Parcel # 12-02-110 from "Residential C" to "Commercial".

About forty-five years ago, Watertown: Asbury United Methodist Church purchased Parcel No. 12-02-110, with frontage on Sterling Street. (Please see the attached sheet with parcels listed.) The area that fronted on Sterling Street was used as parking for church functions. The elongated back half of this lot slopes steeply away and is covered with brush and trees and is unusable for parking. About thirty years ago, Asbury UMC was able to purchase Parcel No 12-02-111 for additional parking.

We have experienced problems for at least twenty years concerning use and abuse of the area of Parcel No. 12-02-110 covered with brush and trees and unsuitable for parking. This area is identified as Lot 1, comprising 0.14 acres as shown on a map of land surveyed recently by Michael W. Battista.

Various people have used and abused this area by having parties, loud music, fights, drinking, illegal fires for cooking, garbage and debris thrown around, etc. We have been cited by the Watertown City Fire Department and the Watertown Police Department numerous times. We have put up "No Trespassing" and "Posted" signs but these have been destroyed or disregarded. Volunteers from Asbury have cleaned the area numerous times. Neighbors have complained about parties, noise, fights, etc.

Members of the Trustees and I have met and talked with some of the individuals using this area. We have asked them to keep the area free of debris, be considerate of neighbors, discontinue loud music, etc. The problems continue unabated.

We have met with Mr. Charles Bush of CL Property Management of NNY to discuss the problems. His company owns seven rental homes and commercial property in the area. The problems in this area are also affecting the clients he provides housing for. CL

Property of NNY is willing to accept Lot 1 of Parcel No. 12-02-110 if Asbury will deed it to them. The proposed plan is to effectively fence the entire area and maintain control over access. They will be better able to accomplish this than Asbury.

Lot 1 is unsuitable for parking and is a continuing headache for Asbury. Deeding this to CL Property of NNY is our best hope for solving a long-term problem. Asbury has no need nor can we use this for parking.

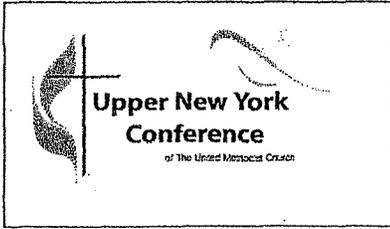
To move forward with the transfer of property we first need to request a zoning change, as Parcel # 12-02-110 is currently zoned "Residential C". For Mr. Charles Bush of CL Property Management of NNY to accept the property it would need to be zoned "Commercial".

Thank you for your consideration of our request for a zone change of Parcel # 12-02-110 from "Residential C" to "Commercial".

Sincerely,

A handwritten signature in black ink, appearing to read 'L. VanWie', written in a cursive style.

Rev. Leon I. VanWie, Pastor



The Northern Flow District
of the Upper New York Annual Conference
of the United Methodist Church
P.O. Box 208, 93 East Main St., Gouverneur, NY 13642
Phone: 315-535-5149 Fax: 315-535-5151
email: NorthernFlowDistrict@unyumc.org

Rev. Rebekah Sweet, Superintendent

Jennifer Terrell, Administrative Assistant

September 2, 2014

Rev. Leon I. VanWie, Pastor
Pamela Shuman, President, Board of Trustees
Board of Trustees of Asbury United Methodist Church
327 Franklin Street
Watertown, NY 13601



Dear Rev. VanWie, Ms. Shuman, and Board of Trustees,

Thank you for the care with which you have presented a proposal for disposing of Lot 1 of Parcel No. 12-02-110 in the City of Watertown, currently owned by Asbury United Methodist Church. While touring the aforementioned property with members of the Northern Flow District Committee on Church Locations and Buildings last week, it was obvious that your desire to be faithful stewards of creation and the resources entrusted to you was of foremost importance.

Therefore, I write, pursuant to The Book of Discipline of the United Methodist Church to give my approval of the conveyance of Lot 1 of Parcel No 12-02-110 in the City of Watertown from Asbury United Methodist Church to CL Property of NNY.

Also, the Northern Flow District Committee on Church Locations and Buildings has approved this action by email vote on August 29-30, 2014. Minutes of their meeting and action will be forthcoming for your permanent record.

Please inform my office when this transaction has been completed.

In Christ's Service,

Rev. Rebekah Sweet



- ☆ **Embroidery**
- ☆ **Screen-Printing**
- ☆ **Trophies & Awards**
- ☆ **Team Uniforms**
- ☆ **Promotional Products**

November 16, 2016

To Whom It May Concern:

I am the owner of 114 Parker Street here in Watertown. The location is where my business Victory Promotions, Inc. is operated from. I am writing today to support changing the zoning for parcel #12-02-110 that is owned by Asbury Methodist Church, and fronts Sterling Street. I support changing the zoning to Commercial from the current Residential C.

If you would like to discuss this further, please contact me at 315-788-3855.

Best regards,

Chuck Lamon
President



114 Parker Street ~ Watertown, NY 13601
Tele: 315.788.3855 ~ Fax: 315.788.2255



24 Hodskin Street ~ Canton, NY 13617
Tele: 315.379.9292 ~ Fax: 315.379.9819



ASBURY UNITED METHODIST CHURCH

327 FRANKLIN STREET
WATERTOWN, NEW YORK 13601

315-782-3240

Email: Asbury@gisco.net

Rev. Leon I. VanWie, Pastor

Website: www.AsburyUMC.net



"Contact Information"

Asbury UMC

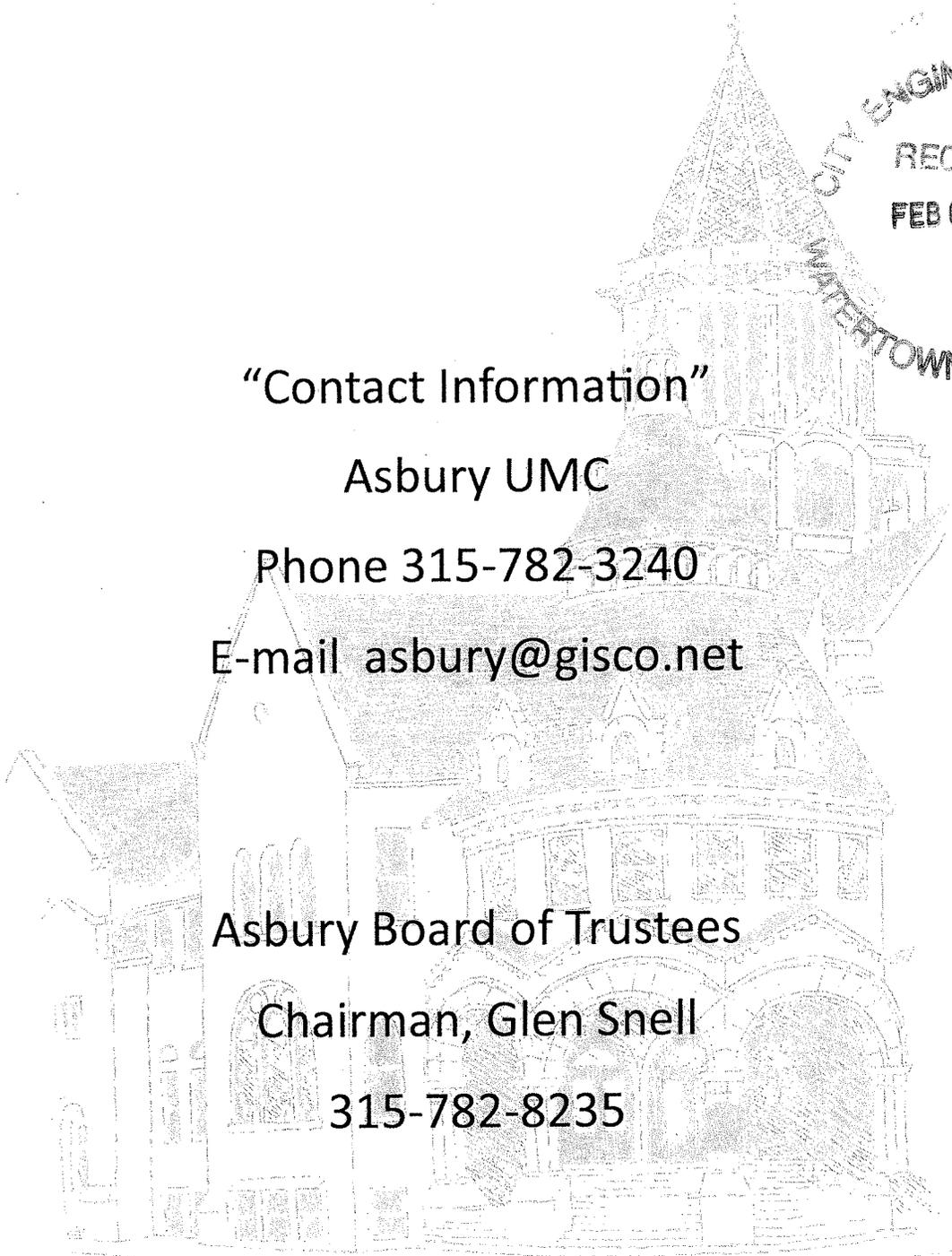
Phone 315-782-3240

E-mail asbury@gisco.net

Asbury Board of Trustees

Chairman, Glen Snell

315-782-8235



Unofficial Copy

6078—Warranty Deed with Lien Covenant, Individual Photostat Recording.

JULIUS BLUMBERG, INC., LAW BLANK PUBLISHERS 80 EXCHANGE PLACE AT BROADWAY, NEW YORK

THIS IS A LEGAL INSTRUMENT AND SHOULD BE EXECUTED UNDER SUPERVISION OF AN ATTORNEY.

THIS INDENTURE, made the 2 day of October, nineteen hundred and Sixty-Seven 1967 BETWEEN ROBERT E. MURRAY of 441 Paddock Street, Watertown, New York

Unofficial Copy part y of the first part, and ASBURY METHODIST CHURCH, being a religious corporation having

its office located at No. 327 Franklin Street, Watertown, New York, part y of the second part,

WITNESSETH, that the part y of the first part, in consideration of

-----One ----- (Actual less than \$100.00) Dollars,

lawful money of the United States,

paid by the part y of the second part do es hereby grant and release unto the part y of the second part, and assigns forever, its successors

ALL THAT TRACT OR PARCEL OF LAND, situate in the City of Watertown, County of Jefferson, State of New York and described as follows:

Commencing at a point 25 lks. E. from the intersection of the N. margin of Sterling St. and the E. margin of Woodruff Street (now Franklin Street) and running thence N. 43° E. 2 chs. 11 lks. to the most Sly corner of a barn situated on a lot recently deeded by J.C. Steffing Guardian to J.K. Bates; thence along the N.E. margin of said barn to the N.E. corner thereof and being to the N.E. corner of above named lot deeded to James K. Bates; thence N. 33 1/2° E. 1 ch. 65 lks. to a corner thence S. 62 3/4° E. 4 1/2 lks.; thence S. 27° W. 2 chs. 57 lks.; thence S. 11° W. 99 lks. to the N. margin of Sterling St., thence along said margin N. 78 3/4° W. 1 ch. 73 1/2 lks. to the place of beginning. Containing about 30/100 of an acre, be the same more or less.

EXCEPTING AND RESERVING therefrom all that tract or parcel of land situate in the City of Watertown, County of Jefferson and State of New York, being about ten feet wide across the rear or northerly end of the lot conveyed to the said H. Janette Pierce by Albert P. Brayton and wife, September 10, 1862, by deed recorded in Jefferson County Clerk's Office in Book No. 150 of Deeds at page 593, and described as follows:

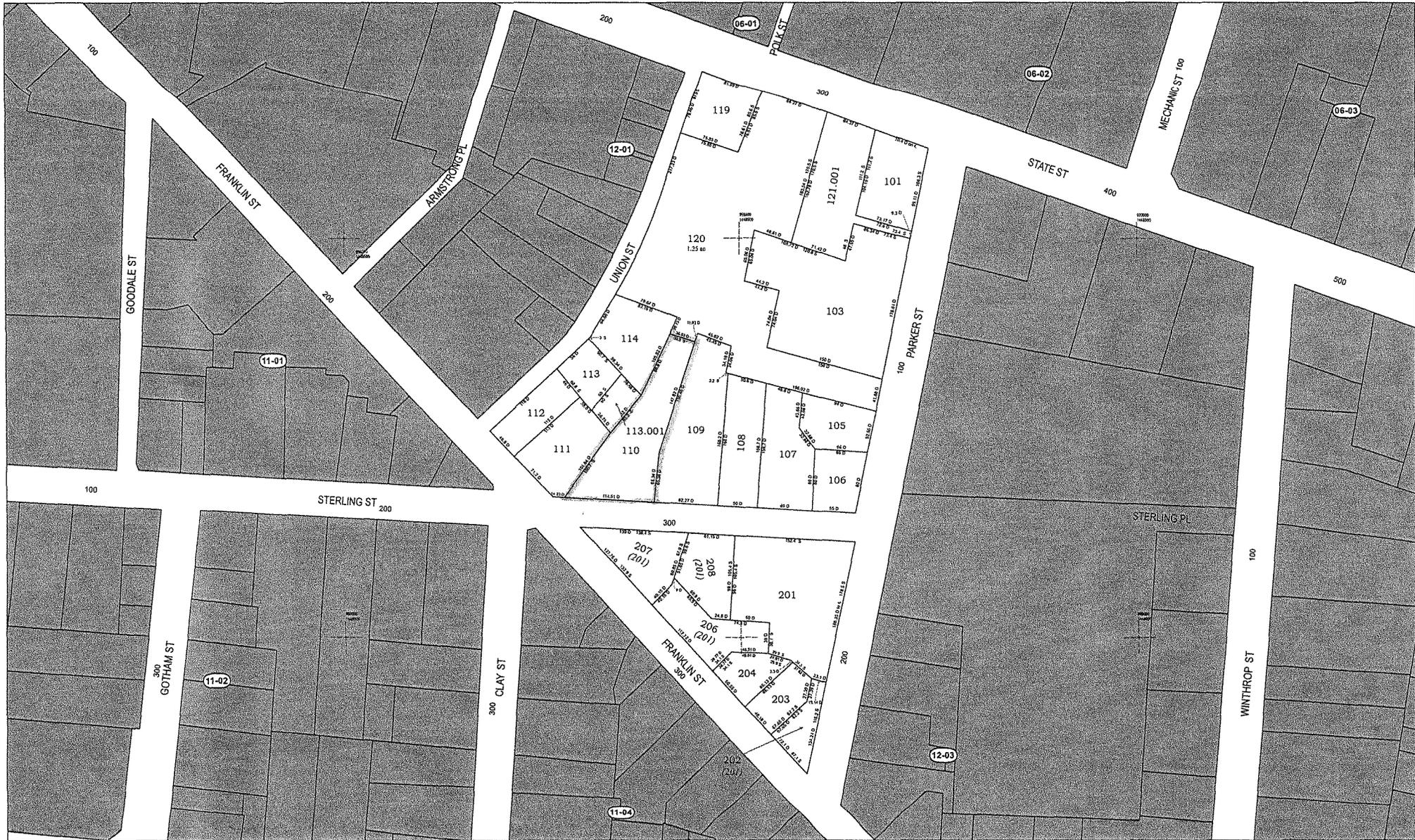
Beginning at an iron pin driven in the ground in the Westerly line of said Pierce's lot, one chain and forty-seven links N. 34° E. from the most Easterly corner of the barn now belonging to E.H. Thompson & Co., which fronts on Union St., thence N. 34° E. about ten feet to the most northerly corner of the said lot as conveyed by A.P. Brayton to Pierce; thence S. 62 3/4° E. (old bearing 46 1/2 lks. to the most Easterly corner of the said lot; thence S. 27° W. along the line of A. Campbell's lot about 10 feet to an iron pin; thence N. 59 1/2° W. (present bearing) 48 links to the place of beginning, containing seven one-thousandths of an acre more or less, as surveyed by F.A. Hinds October 1911.

ALSO EXCEPTING AND RESERVING all that tract or parcel of land, situate in the Third Ward of the City of Watertown, County of Jefferson and State of New York, and being part of the premises conveyed to said H. Janette Pierce by Albert P. Brayton and wife by deed dated September 10th, 1862 and recorded in Jefferson County Clerk's Office in Book No. 150 of Deeds at page 593, and bounded and described as follows: Beginning at the Southwest corner of a lot deeded by the first party to said Henry A. Allard October 20th, 1911, by deed recorded in Jefferson County Clerk's office same day in Liber 335 of Deeds at page 349; thence Southerly along the Westerly line of said lot conveyed by A.P. Brayton and wife to the party of the first part twelve feet to an iron pin set in the ground; thence Easterly parallel with the South line of said lot conveyed by the party of the first part to the party of the second part, and 12 feet distant therefrom to an iron pin in the west line of a lot now owned and occupied by Alexander Campbell; thence North on said Campbell's Easterly line twelve feet to the Southeast corner of said lot conveyed by the party of the first part to the party of the second part as aforesaid; thence Westerly along the South line of said lot to the place of beginning. It being intended to convey a lot twelve feet wide off from the North end of the lot now owned by the party of the first part.

LIBER 862 PAGE 873

Unofficial Copy

Handwritten note: This is not a record



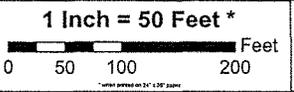
Prepared by
City of Watertown GIS
 For
City of Watertown
 Assessment Department

For Tax Purposes Only
 Not to be Used for Conveyance

MAP IS STATE PLANNING
 CENTERLINE ZONE 147 1451

No Map Changes

	Property Line		Assessment ID
	Mosaic Property Line		Parcel ID
	Building Outline		City Boundary
	Railroad		School District Boundary
	City Boundary		Coordinate Grid
	City Boundary		City Boundary
	City Boundary		City Boundary



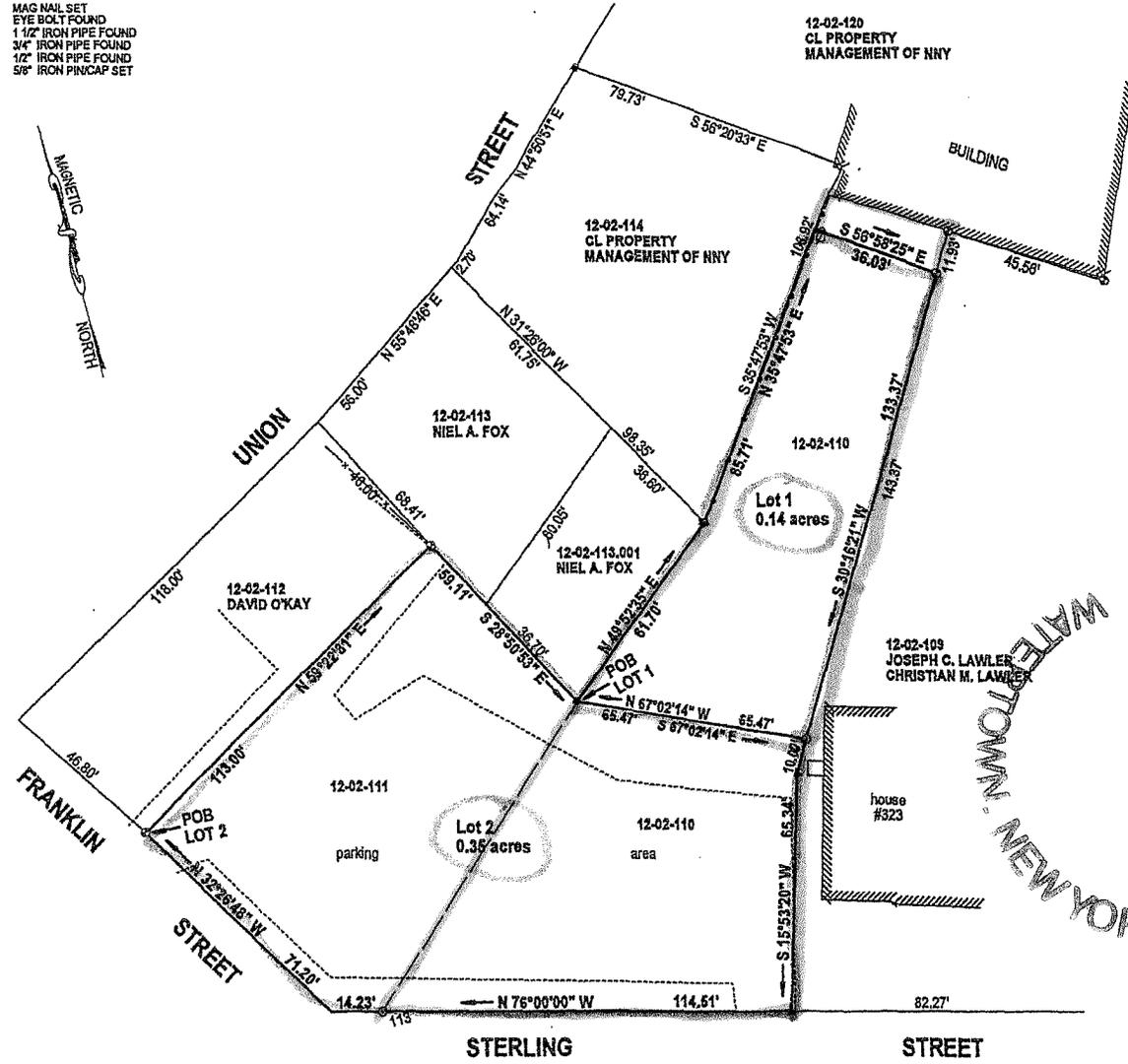
Tax Map
City Of Watertown
 Jefferson County, NY

Section 12 Block 02

Printed Date: 2/9/2016

LEGEND

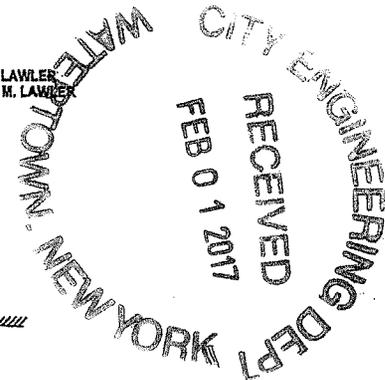
- 1 MAG NAIL SET
- 2 EYE BOLT FOUND
- 3 1 1/2" IRON PIPE FOUND
- 4 3/4" IRON PIPE FOUND
- 5 1/2" IRON PIPE FOUND
- 6 5/8" IRON PINCAP SET



A MAP OF LAND SURVEYED FOR ASBURY UNITED METHODIST CHURCH

CITY OF WATERTOWN
JEFFERSON COUNTY
STATE OF NEW YORK

SURVEY DATE: OCTOBER 19-25, 2013
MAY 10-19, 2014



REFERENCE DEEDS: L.802 P.873 & L.1114 P.189
TAX PARCELS: 12-02-110 & 12-02-111

MICHAEL W. BATTISTA
Licensed Land Surveyor
P.O. Box 348
243 West Main Street
Brownville, New York 13615
Telephone (315) 782-4305
Cell Number (315) 778-3442
E-mail: mwbattistapls@gmail.com

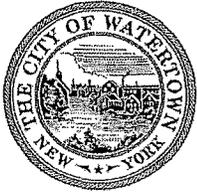


Michael W. Battista

PROJECT NUMBER
13 --- 169

1 M.W.B.
erved

UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 7209 SUBDIVISION 2 OF THE NEW YORK STATE EDUCATION LAW



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 *ML*

SUBJECT: Zone Change – 313 Sterling Street

DATE: March 2, 2017

Request: To change the approved zoning classification of 313 Sterling Street, Parcel Number 12-02-110.000 from Residence C to Commercial

Applicant: Rev. Leon VanWie of Asbury United Methodist Church

Owner: Asbury United Methodist Church

SEQRA: Unlisted

County review: No

Comments: The applicant is requesting a zone change, as detailed in the attached application, in order to create uniform zoning with the neighboring parcels at VL-1 Franklin Street and 320 State Street. The applicant plans to apply at a future Planning Board meeting for Subdivision Approval for a two-lot subdivision of the subject parcel and two subsequent assemblages with the above-referenced parcels. The proposed resultant parcels are depicted on the preliminary survey provided with the application.

The applicant would like to convey the rear half of the subject parcel to CL Property Management of NNY LLC, who would then assemble it with their existing parcel at 320 State Street. The applicant would also like to combine the remaining front half of the subject parcel with the neighboring Church-owned property at VL-1 Franklin Street, and create a single parcel for the existing Church parking lot. Under current zoning, both resultant parcels would be split-zoned. Thus, the applicant is requesting the zone change from Residence C to Commercial to facilitate the proposed assemblages.

In addition to preventing split-zoned parcels, the proposed zone change would also bring the existing parking lot into conformance as an allowed use. Residence C Districts do not allow parking lots as a principal use, whereas Commercial Districts permit parking as a use-by-right.

As the applicant describes in his cover letter, Asbury United Methodist Church has also experienced problems with unauthorized parties and drinking occurring on the rear half of the subject parcel. This ongoing activity has caused the Church to receive multiple citations, and the Church feels that CL Property Management would be able to address this issue more effectively.

Land Use Plan: The City's Land Use Plan, as adopted in 1987, designates the entire 200 and 300 blocks of Sterling Street as Limited Office. Therefore, neither the current nor the proposed zoning is entirely consistent with the Land Use Plan.

The Land Use Plan references the Master Plan for City Center Area, which was completed in 1986, as having more detailed guidelines. However, the two plans have conflicting recommendations for this block, as the Master Plan for City Center Area envisions this block as part of a High Density Housing District.

To Staff's knowledge, no zone changes have been enacted on this block since either of these plans were completed.

Landscaping Requirements: The neighboring property at 323 Sterling Street is a five-unit apartment building in a Residence C District. Section 310-59 of the Zoning Ordinance requires that where any use in nonresidential districts abuts any land in a residential district, the landowner must provide a minimum 5-foot-wide landscaped buffer. Section 310-59 also requires that in a Commercial District, each use (including parking) must include a 15-foot landscaped buffer in any required front yard and 5-foot landscaped buffers in all required rear and side yards.

If the existing parking lot is ever expanded or paved, the applicant would be required to obtain site plan approval for the project and meet the landscaping requirements of Section 310-59.

SEQR: The applicant indicates in his response to Question 5b of the SEQR Short Environmental Assessment Form (EAF) that the action is consistent with the adopted comprehensive plan. This is inaccurate, as the 1987 Land Use Plan designates this property as Limited Office. Since the City of Watertown does not have an adopted comprehensive plan, the 1987 Land Use Plan is the most recent document suitable to guide zoning decisions. The applicant should change the answer to Question 5b from "Yes" to "No."

The applicant indicates in his response to Question 8b that there are no public transportation services available at or near the site of the proposed action. This is inaccurate, as the CitiBus A-1 route passes through the intersection of Sterling and Franklin Streets. The applicant should change the answer to Question 8b from "No" to "Yes."

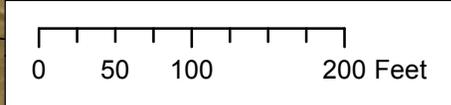
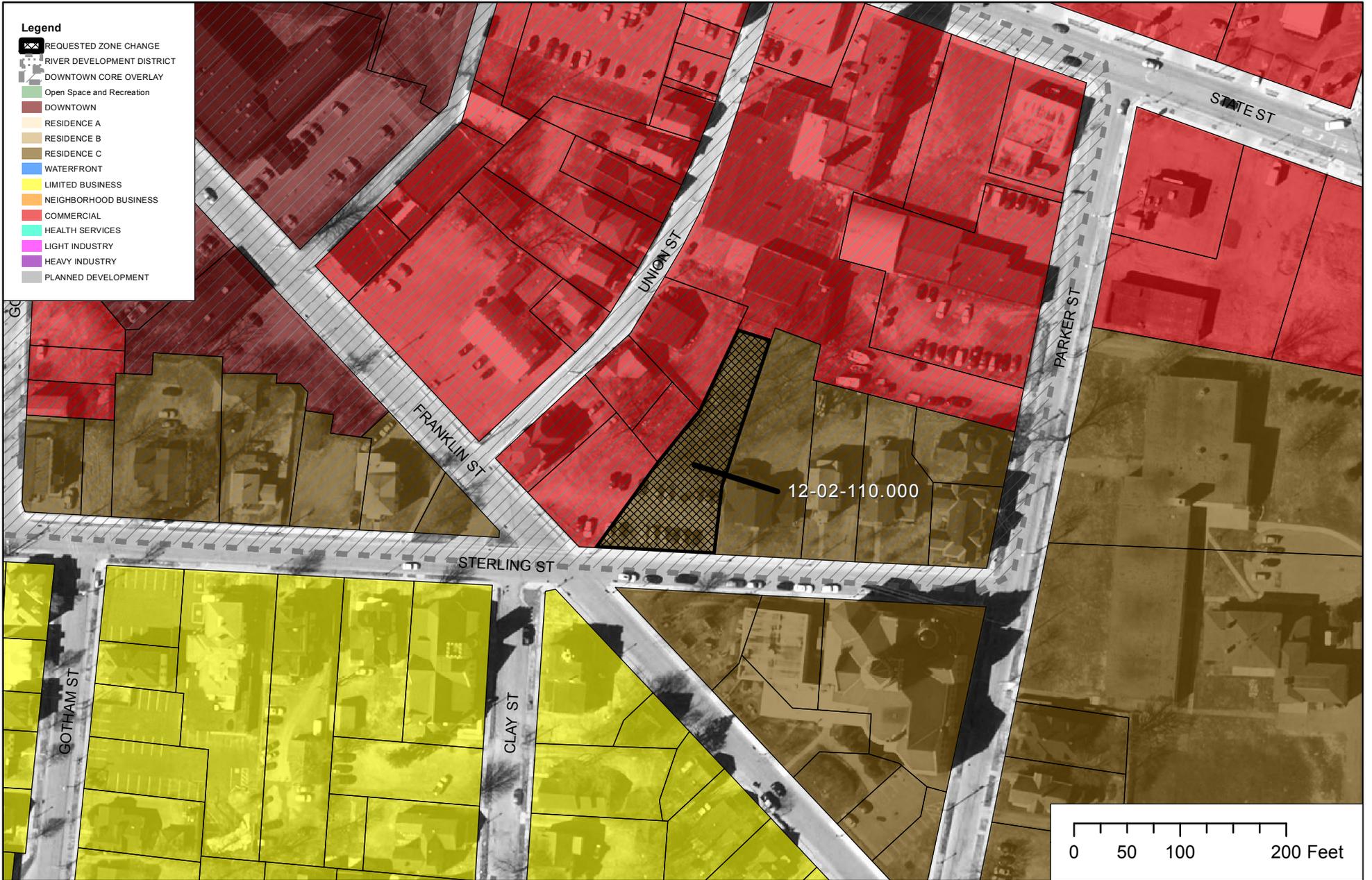
The applicant indicates in his response to Question 15, that the site of the proposed action does not contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered. This is inaccurate, as the entire City of Watertown is considered within the habitat of the Indiana Bat, which both the Federal and State governments list as endangered. The applicant should change the answer to Question 15 from "No" to "Yes."

Miscellaneous: The subject parcel is part of the Downtown Core Overlay District. The Overlay forgives all off-street parking requirements for any use within its boundaries. The Church itself is across Sterling Street from the subject parcel, outside the Overlay boundaries. However, once changed to Commercial Zoning, any future use on the subject parcel would be exempt from all off-street parking requirements.

cc: City Council Members
Justin Wood, P.E., City Engineer
Rev. Leon I. VanWie, Asbury United Methodist Church, 204 Parker St., Watertown, NY 13601

Legend

-  REQUESTED ZONE CHANGE
-  RIVER DEVELOPMENT DISTRICT
-  DOWNTOWN CORE OVERLAY
-  Open Space and Recreation
-  DOWNTOWN
-  RESIDENCE A
-  RESIDENCE B
-  RESIDENCE C
-  WATERFRONT
-  LIMITED BUSINESS
-  NEIGHBORHOOD BUSINESS
-  COMMERCIAL
-  HEALTH SERVICES
-  LIGHT INDUSTRY
-  HEAVY INDUSTRY
-  PLANNED DEVELOPMENT



**CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT**

ROOM 305B, MUNICIPAL BUILDING
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601
TEL: (315) 785-7793

Drawn By: J. Carlsson

Date: 2/22/2017

Requested By: G. Urda

Date:

Scale: As Noted

Map Number: 17-08

Revision:	Description of Revision:	Date:	By:

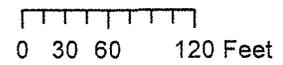
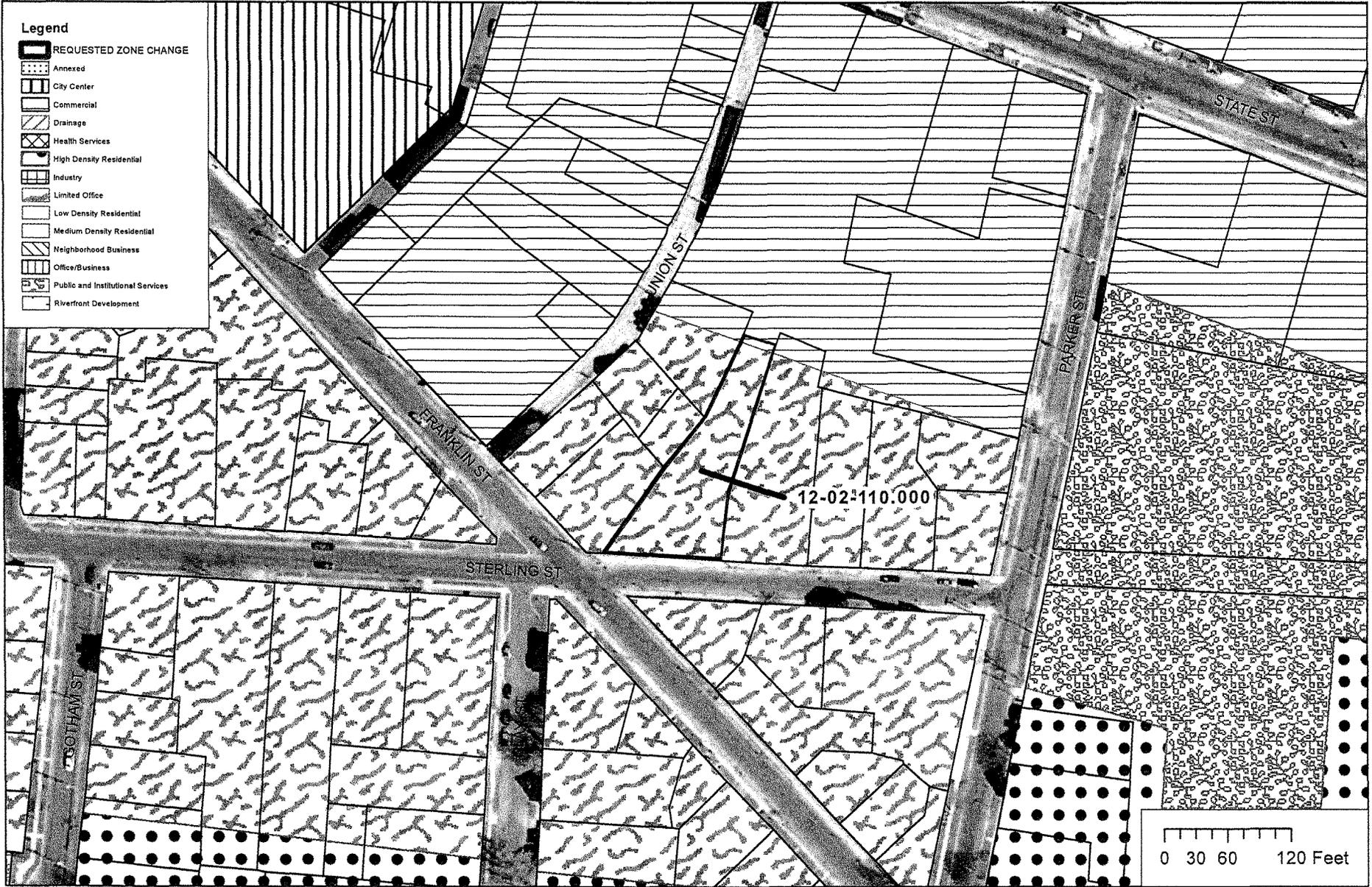


Project: **ZONE CHANGE MAP**
(Residence C to Commercial)

Title: **313 Sterling Street**
(12-02-110.000)

Legend

-  REQUESTED ZONE CHANGE
-  Annexed
-  City Center
-  Commercial
-  Drainage
-  Health Services
-  High Density Residential
-  Industry
-  Limited Office
-  Low Density Residential
-  Medium Density Residential
-  Neighborhood Business
-  Office/Business
-  Public and Institutional Services
-  Riverfront Development



CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT
 ROOM 305B, MUNICIPAL BUILDING
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601
 TEL: (315) 785-7793

Drawn By: J.Carlsson					
Date: 2/22/2017					
Requested By: G.Urda					
Date:					
Scale: As Noted					
Map Number: 17-09					
Revision:	Description of Revision:	Date:	By:		

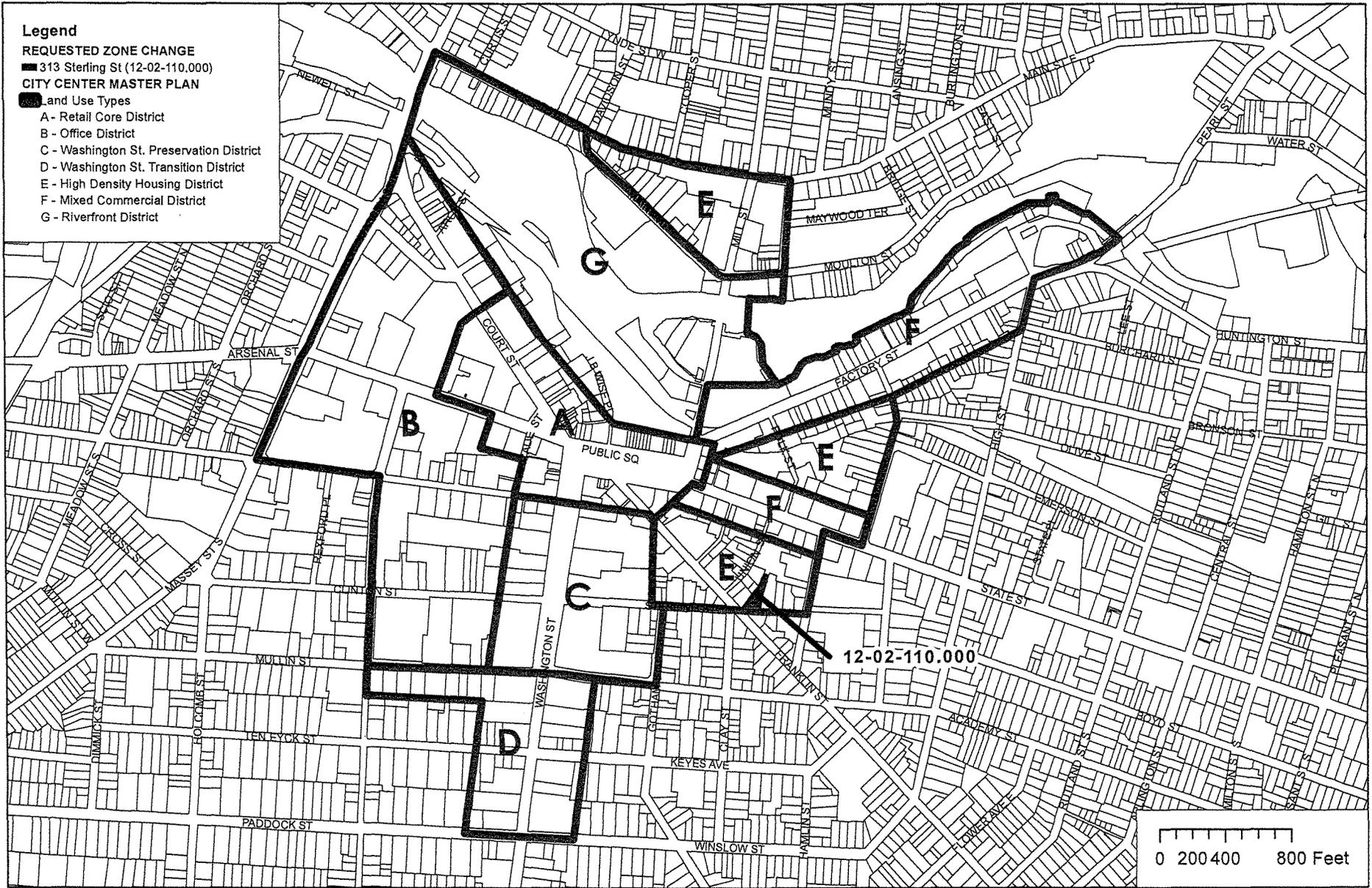


Project: 1987 LAND USE MAP
 Title: 313 Sterling Street
 (12-02-110.000)

Legend

REQUESTED ZONE CHANGE
313 Sterling St (12-02-110.000)

- CITY CENTER MASTER PLAN**
and Use Types
- A - Retail Core District
 - B - Office District
 - C - Washington St. Preservation District
 - D - Washington St. Transition District
 - E - High Density Housing District
 - F - Mixed Commercial District
 - G - Riverfront District



CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT
 ROOM 305B, MUNICIPAL BUILDING
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601
 TEL: (315) 785-7793

Drawn By: J.Carlsson
 Date: 2/22/2017
 Requested By: G.Urda
 Date:
 Scale: As Noted
 Map Number: 17-10

Revision:	Description of Revision:	Date:	By:



Project: 1986 CITY CENTER
 MASTER PLAN MAP
 Title: 313 Sterling Street
 (12-02-110.000)

ZONE CHANGE
313 STERLING STREET – PARCEL # 12-02-110.000
RESIDENCE B to COMMERCIAL

The Planning Board then considered a request submitted by Leon I. VanWie of Asbury United Methodist Church to change the approved zoning classification of 313 Sterling Street, Parcel Number 12-02-110.000 from Residence C to Commercial.

Glen Snell, who identified himself as one of the Church's trustees, was in attendance to represent the request.

Mr. Snell began by saying that the Church's plan was to change the zoning from Residence C to Commercial because the Church wanted to subdivide the parcel and deed off the back end to a neighboring property owner. He said that the Church has had problems during the summer with people going into the back of the parcel and having drinking parties, and added that the Church has been cited multiple times as a result.

Mr. Snell then said that the neighboring property owner, CL Property Management of NNY, plans to fence in that area after acquiring it, and that he felt that they could control that area better than the Church could. Mr. Snell then said that the church has posted "No Trespassing" signs, but people don't care and they just rip them down. He then said that the Church has had the Police come to the site, but he feared that if they asked the Police to arrest someone, that it could result in retaliatory vandalism against the Church. Mr. Snell then added that the Church wished to keep the front as parking.

Mr. Snell then said that the City did not want split-zoned parcels, and that was why the Church was applying for a zone change prior to applying for Subdivision Approval. Mr. Snell also noted that since the Church would be letting go of Church property, they had to go through various Church boards for that as well.

Mr. Coburn then asked about comments in Staff's memorandum about inaccurate answers on the applicant's SEQR Short EAF. Mr. Urda replied that the applicant had since submitted a new SEQR form with everything filled out correctly.

Mr. Coburn then asked about the comments in Staff's memorandum regarding the Downtown Core Overlay. Mr. Lumbis replied that the Overlay forgave all off-street parking requirements within its boundaries, and that if the Zoning were changed to Commercial, and the Church ever sold that parcel, any new commercial business would not need to provide any off-street parking. Mr. Urda then noted that boundary of the overlay is the centerline of Sterling Street, and the Church itself is not within the Overlay, just the subject parcel.

Ms. Capone then asked about the comments in Staff's memorandum regarding conflicting plans. Mr. Urda replied that the Land Use Plan, written in 1987, and the Master Plan for the City Center Area, written in 1986, had conflicting recommendations for this block. Mr. Urda explained that while the Land Use Plan designated the block as Limited Office, the Master Plan for the City Center Area designated this block as part of a high-density housing district. Mr. Urda further explained that the Land Use Plan specifically referenced the Master Plan for the

City Center Area as the more detailed downtown plan, creating somewhat of a contradiction. Mr. Urda said that the proposed Commercial zoning was not consistent with either vision, but acknowledged that both plans were relatively dated.

Ms. Capone then asked how the City's upcoming Request for Proposals to have a consultant prepare a new downtown plan would affect zoning. Mr. Urda replied that it was likely that the recommendations in the new downtown plan would lead to changes in the Downtown Zoning District, either to its geographic boundaries, its allowed uses, or possibly both. Ms. Capone then said that she felt it was critical for the City to have a new downtown plan, and asked if the new downtown plan could guide the Planning Board in future zoning decisions. Mr. Urda replied that it could, but only in the plan's defined study area, which will generally just be downtown, and that the Planning Board would need to continue using the 1987 Land Use Plan to guide future zoning decisions outside of downtown.

Ms. Fields then moved to recommend that City Council approve the request submitted by Leon I. VanWie of Asbury United Methodist Church to change the approved zoning classification of 313 Sterling Street, Parcel Number 12-02-110.000 from Residence C to Commercial.

Mr. Neddo seconded the motion and all voted in favor.

Mr. Urda then informed Mr. Snell that the City Council would schedule a public hearing for 7:30 p.m. on Monday, April 3, 2017, at which time the City Council would be free to act on the applicant's request. Mr. Snell then thanked the Planning Department for its assistance in the last few months, specifically Geoffrey Urda, who has been extremely helpful.

7:30 p.m. – Public Hearing

March 29, 2017

To: The Honorable Mayor and City Council

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

Subject: Amending the Code of the City of Watertown, Section 310-1, Paragraph B, Terms Defined; Word Usage, to Add a Definition for “Microbrewery” and to Amend Section 310-9.1, Paragraph B Downtown Districts to Add “Microbrewery” as a Permitted Principal Use

City Council has scheduled a Public Hearing for the above subject proposal at 7:30 p.m. on Monday, April 3, 2017.

The Planning Board reviewed the proposal at its March 14, 2017 meeting and unanimously adopted a motion recommending that City Council approve the request.

Attached is a copy of the Staff Report prepared for the Planning Board and an excerpt from the meeting minutes.

The Jefferson County Planning Board reviewed the request at its March 28, 2017 meeting, pursuant to General Municipal Law Section 239-m, and determined that the proposed amendment did not have any significant county-wide or inter-municipal issues and is of local concern only.

The ordinance prepared for City Council consideration approves the proposed zoning ordinance amendments. The Council must hold the public hearing and pass the SEQRA resolution that is also on today’s agenda before voting on the ordinance.

ORDINANCE

Page 1 of 2

Amending the Code of the City of Watertown, Section 310-1, Paragraph B, Terms Defined; Word Usage, to Add a Definition for "Microbrewery" and to Amend Section 310-9.1, Paragraph B Downtown Districts to Add "Microbrewery" as a Permitted Principal Use

Council Member HORBACZ, Cody J.
 Council Member JENNINGS, Stephen A.
 Council Member MACALUSO, Teresa R.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

Council Member Stephen A. Jennings

BE IT ORDAINED where the City Council of the City of Watertown has before it an ordinance to amend Section 310-1, Paragraph B, Terms Defined; word usage, of the Zoning Ordinance to add a definition for "Microbrewery" and to amend Section 310-9.1, Paragraph B, Downtown Districts of the Zoning Ordinance to add "Microbrewery" as a permitted principal use, and

WHEREAS the Planning Board of the City of Watertown reviewed the proposed zoning text amendments to Section 310-1 and Section 310-9.1 of the Zoning Ordinance at its March 14, 2017 meeting and unanimously adopted a motion recommending that City Council approve the amendments as proposed, and

WHEREAS the Jefferson County Planning Board reviewed the proposed zoning text amendments at its March 28, 2017 meeting pursuant to New York State General Municipal Law Section 239-m, and

WHEREAS a public hearing was held on the proposed zoning text amendments on April 3, 2017, after due public notice, and

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed amendments according to the requirements of SEQRA, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested amendments,

ORDINANCE

Page 2 of 2

Amending the Code of the City of Watertown, Section 310-1, Paragraph B, Terms Defined; Word Usage, to Add a Definition for "Microbrewery" and to Amend Section 310-9.1, Paragraph B Downtown Districts to Add "Microbrewery" as a Permitted Principal Use

Council Member HORBACZ, Cody J.

Council Member JENNINGS, Stephen A.

Council Member MACALUSO, Teresa R.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown that the following definition is added to §310-1. Terms defined; word usage, Paragraph B.

Microbrewery - An establishment that is primarily used for producing beer for sale to the general public. It may include retail and may have a bar, tavern, tap room or restaurant in or adjacent to the brewery. The brewery may produce or brew up to 5,000 barrels or 155,000 gallons of beer per year. The establishment may sell to licensees and may sell to the general public subject to compliance with all applicable New York State laws and regulations.

BE IT FURTHER ORDAINED that the following permitted principal use is added to §310-9.1, Downtown Districts, Paragraph B.

(7) Microbrewery.

BE IT FURTHER ORDAINED this Amendment to the City Code of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or otherwise printed as the City Manager directs.

Seconded by Council Member Teresa R. Macaluso



MEMORANDUM

CITY OF WATERTOWN, NEW YORK – PLANNING OFFICE
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601
PHONE: 315-785-7730 – FAX: 315-782-9014

TO: Planning Board Members

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

SUBJECT: Zoning Text Amendment – Section 310-1 and Section 310-9.1

DATE: March 2, 2017

Request: To amend Paragraph B of Section 310-1, Terms Defined; word usage, of the Zoning Ordinance to add a definition for “Microbrewery” and to amend Paragraph B of Section 310-9.1, Downtown Districts of the Zoning Ordinance to add “Microbrewery” as a permitted principal use.

Applicant: City of Watertown.

Owner: Various.

SEQRA: Type 1 Action.

County review: Yes

Comments: As the Planning Board may know, a new business named Boots Brewing Company, Inc., is proposing to open a microbrewery and tap room in the Lincoln Building on Public Square. While it was initially thought the microbrewery portion of the business would be allowed as an accessory use to the bar/tap room in the Downtown Zoning District, it has recently been determined by the Zoning Enforcement Officer that the use is not allowed. This determination was made in part based on the “Microbrewery License” that the business would be obtaining from the New York State Liquor Authority. The Zoning Enforcement Officer determined that with this license, the microbrewery would be the principal use and the bar or tap room would be accessory to it. Breweries are not allowed as a principal use in the Downtown District.

While not currently allowed in the City’s Downtown District, this type of use is often found in downtown areas in cities across the state and nation. A business of this nature has the potential to bring foot traffic to Public Square during weekend and evening hours which will aid in the redevelopment of downtown. A microbrewery is a type of business that the Watertown Local Development Corporation has sought to attract through its recently adopted Public Square Rent Assistance Program and aligns with the Planning Department’s vision for revitalizing the downtown core.

The proposed microbrewery and tap room has many similarities to other uses that are currently allowed in the Downtown District including restaurants, cafes, delicatessens, taverns and bars. The main distinction, as noted above, is the brewery is the principal use, which is currently not allowed.

After meeting with the City Attorney and the Zoning Enforcement Officer to discuss this matter, Staff has developed a possible resolution to the issue that would enable the business to open as proposed. The solution would be to amend the Zoning Ordinance to define and allow microbreweries in the Downtown District. In drafting the proposed definition, a general description of the use has been included along with text found in the NYS Liquor Authority's definition for a microbrewery. In our research, most microbrewery definitions have a production limit regarding the number of barrels that can be produced on site in a given year. The NYS Liquor Authority has a limit of 60,000 barrels, (120,000 kegs) in their definition of a microbrewery. A 60,000 barrel per year facility would be a fairly large operation that would require a lot of space and equipment and would likely generate a lot of truck traffic, which may not be conducive to locating in the Downtown District. Staff's thought would be to have a much smaller barrel limit which would keep the size of this and any future microbreweries reasonable while still accommodating the use and promoting the downtown area. A 5,000 barrel limit is proposed in our draft definition. This limit is well within the maximum production that Boots Brewing Company, Inc is anticipating for this location.

Staff's proposal is to amend Paragraph B of Section 310-1, Terms Defined; word usage, of the Zoning Ordinance to add a definition for "Microbrewery" and to amend Paragraph B of Section 310-9.1, Downtown Districts of the Zoning Ordinance to add "Microbrewery" as a permitted principal use.

The following is the proposed definition to be added to §310-1. Terms defined; word usage.

Microbrewery

An establishment that is primarily used for producing beer for sale to the general public. It may include retail and may have a bar, tavern, tap room or restaurant in or adjacent to the brewery. The brewery may produce or brew up to 5,000 barrels or 155,000 gallons of beer per year. The establishment may sell to licensees and may sell to the general public with a brewer's retail permit from the New York State Liquor Authority.

The following is the proposed permitted principal use to be added to Paragraph B of § 310-9.1. Downtown Districts.

(7) Microbrewery.

The proposed text amendment to the Zoning Ordinance is a Type I Action under SEQR as it would be the adoption of a change in the allowable uses within any zoning district, affecting 25 or more acres of the district. There are currently 56.91 acres of land that are zoned Downtown District. A Full Environmental Assessment Form has been prepared and is included in this application. The City Council is the agency authorized to approve revisions to the Zoning Ordinance; therefore it will act as the Lead Agency pursuant to SEQR.

cc: Planning Board Members
City Council Members
Robert J. Slye, City Attorney
Justin Wood, P.E., City Engineer
Shawn McWayne, Code Enforcement Supervisor

EXCERPT FROM THE MARCH 14, 2017 PLANNING BOARD MEETING MINUTES

ZONING ORDINANCE TEXT AMENDMENT SECTION 310-1 and SECTION 310-9.1

The Planning Board then considered a proposal submitted by City Staff to amend Paragraph B of Section 310-1, Terms Defined; word usage, of the Zoning Ordinance to add a definition for “Microbrewery” and to amend Paragraph B of Section 310-9.1, Downtown Districts of the Zoning Ordinance to add “Microbrewery” as a permitted principal use.

Mr. Lumbis said that he would represent the request before the Planning Board.

Mr. Lumbis began by saying that, as Staff outlined in the memorandum, a new business called Boots Brewing sought to open at a location on Public Square. He then said that the business’s owner, Daniel Daugherty, came to the City last summer looking for guidance, and that Staff initially thought the proposed use would be allowed under the current zoning.

Mr. Lumbis then said that based on Mr. Daugherty’s plans, and the fact that the State would require a him to obtain a Microbrewer’s License, Code Enforcement had made the interpretation that brewing beer was the principal use of the property and the tasting room and bar would be accessory. Mr. Lumbis said that Staff previously thought it would be the other way around, and that as it stood now, Code Enforcement would not issue Mr. Daugherty a permit.

Mr. Lumbis then said that Staff and the Planning Board have both talked about the need for a downtown plan, but regardless of those discussions, microbreweries are something that Staff wanted to promote downtown. Mr. Lumbis added that the City should also be careful not to allow a large-scale brewery downtown, and that Staff felt that 5,000 barrels per year would be an appropriate limit.

Mr. Lumbis then said that Staff had met with the City Attorney and the Zoning Officer regarding this matter and felt that amending the Zoning Ordinance to define a Microbrewery and adding it as an allowed use in the Downtown District was the best way to proceed.

Mr. Lumbis then said that since writing the memorandum, Staff felt the final sentence of the proposed language that would make up the new Code needed a slight alteration. Mr. Lumbis suggested that it should read, “The establishment may sell to the general public, subject to compliance with all applicable New York State laws and regulations.”

Mr. Katzman then asked about the potential for other breweries to open within the City, and whether the Planning Board should look to make this change in other zoning districts. Mr. Lumbis replied that there are other places within the City where a brewery would be allowed, but that there was only one other potential brewery that the City was aware of. Mr.

Lumbis then said that Staff did not recommend allowing Microbreweries in any other districts because the City wanted to promote that use downtown.

Mr. Neddo then asked about the 5,000-barrel limit and wondered if it was arbitrary. Mr. Lumbis replied that Staff had talked to Mr. Daugherty to get an idea of his operation, which would max out at 1,500 barrels per year, and added that the City did not want to allow too much, and allow something that would effectively be a factory.

Mr. Rowell then asked about changing the definition of a Microbrewery. Mr. Lumbis replied that the purpose was to keep any potential operation truly “micro” and keep the size small enough so that you would not have a 60,000-barrel operation downtown generating a lot of truck traffic.

Mr. Coburn then asked if any Planning Board members had additional questions. Mr. Lumbis then said that Mr. Daugherty was in attendance and invited him to speak to the Planning Board if he wished.

Mr. Daugherty said that once you hit 15,000 barrels, you are considered a Regional Brewery, which he said was a full-scale industrial process, and something that downtown would not be able to sustain based on the square footage that such an operation would require. He then said that his proposal was to open what would essentially be a brewpub, just without the food.

Ms. Fields then moved to recommend that City Council approve the proposal submitted by City Staff to amend Paragraph B of Section 310-1, Terms Defined; word usage, of the Zoning Ordinance to add a definition for “Microbrewery” and to amend Paragraph B of Section 310-9.1, Downtown Districts of the Zoning Ordinance to add “Microbrewery” as a permitted principal use. The added language to the Code will read as follows:

Section 310-1, Terms Defined; word usage:

Microbrewery - An establishment that is primarily used for producing beer for sale to the general public. It may include retail and may have a bar, tavern, tap room or restaurant in or adjacent to the brewery. The brewery may produce or brew up to 5,000 barrels or 155,000 gallons of beer per year. The establishment may sell to licensees and may sell to the general public subject to compliance with all applicable New York State laws and regulations.

Section 310-9.1, Downtown Districts, Paragraph B.

(7) Microbrewery.

Mr. Coburn seconded the motion and all voted in favor.

March 30, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Rollout of FY 2017-2018 Budget

Once you receive your proposed FY 2017-2018 Budget books, I would like to set up times for Work Sessions so that in-depth discussions can proceed. Below is my recommended schedule for your review:

- Tuesday, April 25: Introduction of Proposed Budget
6:30 p.m. - General Overview
- Property Tax Cap Review
- Multi-Year Forecast
- Finalize schedule of budget meetings
- Monday, May 1: After Scheduled Council Meeting
8:00 p.m. (approx) - Health Insurance Fund
- General Fund Revenues
- Wednesday, May 3: - Police Department
6:30 p.m. - Fire Department
- Code Enforcement
- Monday, May 8: - Parks and Recreation
6:30 p.m. - Library
- Planning/CDBG
- Engineering (including related infrastructure capital projects)
- Wednesday, May 10: - Department of Public Works
6:30 p.m.
- Monday, May 15: Scheduled Council Meeting
- Public Hearings on Operating Budget, Capital Budget,
Property Tax Cap Override
- Vote on Local Law to Override Property Tax Cap
- 8:00 p.m. (approx) - Water Department
- Sewer Fund
- Hydro-electric

Wednesday, May 17: Resolve Open Items and Make Final Decisions
6:00 p.m.

Monday, May 22: Open, if Needed

Thursday, May 25: Adopt Budget Resolutions
6:00 p.m.

March 30, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Farmers Market Bus Shuttle

At the request of Council Member Jennings, Staff has evaluated a proposed shuttle service and associated costs for providing this service during the summer Farmers Market event to alleviate parking congestion at City Hall and the Library. This service is not eligible for Federal reimbursement.

The attached proposal is for Council's review.

	MEMORANDUM Dept. Public Works	E.P. Hayes
		Superintendent
		Date: 03-28-17
		Ref: PW 001-17
To:	Sharon Addison, City Manager	
Subject:	Farmers Market Bus Shuttle	

As requested, we have investigated the cost associated with providing shuttle bus transportation to support the seasonal Wednesday Farmers Market schedule servicing the Stone Street, Court Street and JB Wise Parking Lots.

With a 20 minute cycle, the service will begin with the first pick up at the JB wise Parking Lot at 9:45 AM and end with the final pickup at City Hall at 3:00 PM. This allows the driver 15 minutes at the start of shift to run through the checks and get to the first pickup point and then at the close of the shift it allows the drive 15 minutes for the final drop off and return to Newell Street.

The cost for this service (Part Time Driver plus fuel) is estimated at \$125.00 per day. Supporting signage for five collection points is estimated at an additional \$150.00 each for materials and will be installed by Public Works personnel.

Should you have any questions concerning this estimate, please do not hesitate to contact me at your convenience.

Gene

cc: Christine Cratsenberg, Transit Supervisor
Franciska Galeriu, Sr. Engineering Tech, DPW
DPW files:
Farmers Mrket Shuttle Bus

March 30, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: City Support of Thompson Park Zoo

After the February 13, 2017 Work Session, City Council requested a more detailed proposal from the NYS Thompson Park Zoo consultant. Attached is a chart prepared by Peter Schmitt in coordination with City Staff. Mr. Schmitt will be available at the meeting to answer any questions.

New York State Zoo at Thompson Park Request for City Support

Annual Support for City Buildings Increasing from \$20K to \$30k			Annual City Facilities and Grounds In Kind Services		Capital Projects - City Supported		
Discovery Floors	\$10,000	Contracted	Power to outdoor outlets	\$1,500	Substrate - Supplies	\$4,500	
Fisher Support Beam	\$5,000	Contracted	Ice Melt System	\$1,000	Volunteers spreading	\$3,000	
Nocturnal - Supplies	\$2,500		Window in Guest Services	\$2,500	Keeper Space -	\$8,000	Contracted
JCC volunteer labor -	\$5,000		Bathroom Heaters	\$1,500	Keeper Space - Equipment	\$4,500	
Zoo labor -	\$4,000		Plowing	\$1,300	Keeper Space - Zoo labor	\$3,000	
Farm - Supplies	\$2,000		Mowing	\$2,200	Animal Acquisition	\$10,000	
Board volunteer labor	\$3,000		Electric	\$10,400	Animal Holding Areas	\$10,000	Contracted
Canvas on Pavilion	\$10,500	Contracted	Natural Gas	\$2,700	Power & water to bobcat and owl	\$10,750	Contracted
			Water	\$18,300			
				\$113,000			
Total City Annual Support	\$30,000		Total Inkind Support	\$136,100	Total City Capital Support	\$47,750	
Includes an increase form \$20k to \$30k					Represents 50% of 2 year request for Capital Support from the City		
Request # 1 Increase annual support for operating costs from \$20,000 annually to \$30,000 annually			Maintain Inkind support as per previous years.		Request #2 Capital support of \$47,750 for year 1 of a two year commitment totalling \$95,500.		
THE CASE							
The New York State Zoo at Thompson Park is at a critical point in its 30 year history. Over 10 years of operating losses have left the Zoo financially challenged in a way that impacts its ability to continue to offer a qualitative, safe and affordable experience to the residents of our community.							
The plan to improve both financial performance and presentation to the community hinges on two areas of concern. Zoo leadership and government involvement in the funding of operations. The Northern New York Community Foundation has stepped forward with Year 1 funding of \$50,000 to allow the Zoo to round out its operating leadership with a qualified animal curator, a fundraising specialist and the development of a qualified executive director committed to our community.							
The second stage to this turn around involves increasing financial support from both the City and the County to ensure funding for operations.							
Exciting things are already happening at the Zoo as we are developing a strategic plan to guide our future while looking to strengthen our exhibits with new animal acquisitions and a new conservation education exhibit in the converted nocturnal exhibit building.							
The City has always been a strong supporter of the Zoo. Parks staff continue to offer their assistance wherever possible. We hope to continue as strong partners in the future and look to the completion of our 2 year plan which will hopefully lead to a brighter future.							

March 30, 2017

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: CAPC Funding Request

We have received the attached letter from the Community Action Planning Council of Jefferson County, Inc., requesting the annual allocation be increased.

My recommendation is to provide the same level of support as last year at \$15,000, provided through a Public Benefit Services Agreement.



COMMUNITY ACTION PLANNING COUNCIL OF JEFFERSON COUNTY, INC.

Head Start/Pre-K ● Housing & Energy Services ● Jefferson-Lewis Childcare Project ● Family Center

March 24, 2017

Ms. Sharon Addison
City Council Members
City of Watertown
Watertown Municipal Building
245 Washington Street
Watertown, NY 13601

Re: 2017-2018 Community Action Planning Council City Budget Request

Dear Ms. Addison, Mayor Butler, Council Member Walczyk, Council Member Horbacz, Council Member Macaluso, Council Member Jennings:

Thank you for the opportunity to submit a Budget Request for providing services to the City of Watertown residents. **We are respectfully requesting \$20,000 be allocated to Community Action this year.** Last year, we received \$15,000; a \$32,500 decrease in City funding from the previous year.

The funds that you have allocated to us since 1966 are critical for several reasons:

- 1) The premise and mission of Community Action Agencies across New York State and the US has not changed since President Lyndon Johnson signed the Economic Opportunity Act in 1964 and initiated the "War on Poverty". Community Action Planning Council was designated by local government as the official Anti-Poverty Agency in March of 1966. Community Action Programs are "grassroots," based on local need. Local government has a role in each community by means of financial and /or in-kind support and by legislation. One-third of board seats must be filled by local elected officials or their designees.
- 2) The City allocation is used to support programs that have a shortfall of grant revenue versus expenses and to enhance existing services. Some of these programs include: Volunteer Income Tax Assistance, Summer Food Service Program, Ready to Work (a successful workforce development program), Emergency Food and Shelter Program, energy and housing programs and many Family Center services.
- 3) We are required to leverage 25% local share as a match to Federal and State revenue, which totals a minimum of \$600,000 annually. The local match must come from non-State and/or non-Federal sources.
- 4) Without local support, we would be forced to reduce the level and/or quality of services.

- 5) We continue to see an increase in the number of people seeking services at Community Action. Our food pantry is seeing a large percentage of new faces from the community who are living from pay check to pay check, including “middle-income” families who are sliding into the “low income” bracket. In March 2017, 500 households made up of 1,131 individuals visited our Family Center for food, homeless intervention, Ready to Work, SNAP assistance, utility shut-offs, income tax preparation and more. Most families are working, but just can’t make ends meet or have had a medical emergency. Only 4% of the families we serve receive TANF assistance. Last summer, 862 children received nutritious lunches and afternoon snacks daily as part of the Summer Food Service Program; an increase of 300 children.
- 6) Collaborations with other community agencies ensure that local services are not duplicated, as well as providing enhanced services to individuals and families.
- 7) Community Action Agencies can respond quickly to community needs and requests. Last summer when we were requested by a City Council Member to visit City Recreation sites and to provide snacks to the children participating, we began delivering to these sites immediately with no cost to the city.

Community Action staff has been deeply involved with the ESPRI initiative at minimal cost to the grant; donating the balance of time spent facilitating, recruiting the low income Community Advocates and ensuring they have no barriers to participation, minutes of the meetings, sharing resources and planning.

During the last fiscal year, our agency provided services to **3,325 unduplicated** households equating to **8,675 unduplicated** individuals. Overall, 56% of the families served live in the City of Watertown.

Community Action currently employs 150 full and part time staff with an average annual payroll of \$2,924,738. Our total agency budget for FY2017 is \$6,450,494, including the City’s allocation. Unduplicated program volunteers totaled 1,106; donating 20,696 hours of their time last year. 13,941 of the volunteer hours were donated by low-income individuals.

Community Action provides supports so families can work. Barriers of child care, transportation, vocational and formal education costs, life skills, professional clothing, resume and interviewing techniques are available to obtain and maintain employment. We offer career path training under Ready to Work and quality child care placements. We screen every Head Start and Pre-K child for early intervention services, thus saving taxpayer dollars; we encourage parent involvement and healthy habits. We serve young military families who are isolated from their home communities. We lessen the burden of housing and heating issues. We are frugal with administrative costs that hold steady at 13%, and our comprehensive financial audits are above reproach with no material weaknesses or deficiencies for the last 4 years. We save local government money, provide families and individuals

with proven, successful pathways to move out of poverty, leading to an enhanced of quality of life and prosperity in the community.

Local government continues to play a key role in Community Action Planning Council's operations through board membership, financial support, and community projects. We very much appreciate the continued support of the City of Watertown, and we look forward to our continued partnership in providing quality services to the residents of our community.

If you have any questions regarding our request or agency programs, please do not hesitate to contact us. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Melinda Gault". The signature is written in black ink and is positioned below the word "Sincerely,".

Melinda Gault
Executive Director