

**CITY OF WATERTOWN, NEW YORK
AGENDA**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on **Tuesday**, February 22, 2011, 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

Fire Department Award

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Performance Review of City Manager, Mary M. Corriveau
- Resolution No. 2 - Performance Review of City Clerk, Donna M. Dutton
- Resolution No. 3 - Approving Employee Assistance Program Service Agreement, Northern Employee Assistance Services

ORDINANCES

- Ordinance No. 1 - Amending City Municipal Code §293, Vehicles and Traffic, Sterling Street
- Ordinance No. 2 - Amending City Municipal Code §293-58, Schedule X, Stop Intersections

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

Laid Over Under the Rules - Local Law No. 1 of 2011 Amending City Code of the City of Watertown, §205, Noise

STAFF REPORTS

1. Sales Tax Revenue – January 2011
2. Signage Issues
3. LWRP Zoning

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, MARCH 7, 2011.

Res Nos. 1 and 2

February 17, 2011

To: Members of City Council
From: Jeffrey E. Graham, Mayor
Subject: Performance Reviews for City Manager and City Clerk

On January 10, 2011, both the City Manager and the City Clerk provided their list of accomplishments from last year. We reviewed the lists and have met with each individually to discuss the goals for the coming year.

The two resolutions attached outline what was discussed and affirm the Council fulfilled its obligation under the charter.

RESOLUTION

Page 1 of 2

Performance Review of City Manager,
Mary M. Corriveau

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

Introduced by

WHEREAS the Charter of the City of Watertown under Title III, §20-8 requires a performance review of the City Manager, and

WHEREAS the City Manager, Mary M. Corriveau, submitted to Council on January 10, 2011 a list of accomplishments for the past year, and

WHEREAS City Council met in Executive Session on January 10, 2011 to discuss her performance, make observations and establish goals for the coming year, and

WHEREAS after considering a summary of that meeting, Council met again in Executive Session on February 14, 2011 with Mrs. Corriveau in attendance, and

WHEREAS Council reviewed with her the observations and issues raised at the previous meeting and discussed goals for the coming year, and

WHEREAS those observations included the Manager’s able and diligent administration of City operations and finances; the Manager’s recruitment of appropriate staff including the hiring of an Assistant to the City Manager; and the Manager’s continued strong work ethic and dedication to the community, and

WHEREAS the goals identified for the year ahead include continued good communication to Council Members, formulation of a plan to deal with Mercy Healthcare and continued sound financial oversight and supervision of staff,

RESOLUTION

Page 2 of 2

Performance Review of City Manager,
Mary M. Corriveau

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

NOW THEREFORE BE IT RESOLVED that after appropriate study and deliberation, the Council has determined it met its obligation to review the performance of the City Manager and places its findings in the record by means of this Resolution. It is determined the City Manager, Mary M. Corriveau, performed in a manner consistent with the expectations of this body, and

BE IT FURTHER RESOLVED that the list of accomplishments for the past year as provided by Mrs. Corriveau are attached and made part of this resolution.

Seconded by

January 10, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager 
Subject: Annual Summary of Organizational Initiatives,
Challenges and Accomplishments for 2010

Over the past year there have been plenty of exciting challenges and great opportunities for the City and for myself, professionally. I am proud to say that this team has responded in style and with professionalism. At all levels within this organization, you will find competent leaders who inspire the team to achieve the success highlighted in this document. It truly is an honor to serve with such a great team as City Manager.

Fiscal Initiatives:

Fiscal Year 2010-11 Budget:

Minimal Real Property Tax Levy and Tax Rate increase achieved, 1.95% and 1.14% respectively. Held water and sewer rates at current levels; implemented water rate schedule modification adopted by City Council. Eliminated three positions through attrition.

Health Insurance fund premiums decreased by five (5%) percent.

Continued to focus on reducing the City's dependence on long term debt by appropriating operating funds for small capital purchases, while balancing the City's ability to pay.

Greater emphasis on long term fiscal health of City. In response to economic downturn, less aggressive Capital spending plan for the next five years focused on needed improvements vs. wants.

Grants awarded: \$1,637,872

Federal Aid Highway And State Marchiselli Aid - \$752,000 (federal), \$141,000 (state), Design of Factory Street Reconstruction; Environmental Protection Agency, \$200,000, Cleanup of Ogilvie Site; NYS Office of Parks, Recreation and Historic Preservation Grant - \$150,000 grant for Soldiers and Sailors Monument on Public Square; Jefferson County Local Development Corporation- \$100,000, Gaffney Drive Sewer Upgrades; Rural Business Enterprise Grant (RBEG) from U.S. Department of Agriculture (USDA) - \$99,000 - Gaffney Drive Sewer Upgrade; NYS Environmental Restoration Funds, \$49,000 for clean-up of Sewalls Island; Eat Well, Play Hard, Jefferson County Public Health - \$1,000 for fruit tree planting in lower income neighborhoods; Northern New York Community Foundation, \$4,500 Carolyn Whitney Fund for planting of street trees; Rotary Club of Watertown - \$2,000

for planting of street trees; Edward Byrne Memorial Justice Assistance Grant (JAG) Program - City/County \$18,925, School Resource Officer; Homeland Security Grant - \$37,942 Technical Rescue Equipment; Assistance for Firefighters Grant- \$27,000, thermal imaging cameras; Jefferson County Office of Aging \$4,600 for Citibus senior transport program; National Grid – 10,000 trees program, \$1,900, \$50. per tree, 38 trees planted; NYSERDA - \$49,005 for an Efficient Transportation System Implementation Project for the City's refuse and recycling operation.

Fast tracked bidding of Riggs Avenue and J. B. Wise parking lot to take advantage of unusually low bid numbers the City was experiencing this past year. Both projects came in well under the engineering design teams estimated project costs.

Implemented monthly unlimited ride Citibus pass system.

Personnel Matters:

Personnel Actions: 17 Appointments; 8 Resignations; 10 Retirements; 16 Promotions, 2 Demotions, 5 Suspensions.

Hired new Fire Chief, Deputy Fire Chief and Confidential Assistant to the City Manager.

Concluded negotiations with Civil Service Employees Association, contract expired on June 30, 2010 (November 2010).

Concluded negotiations with International Brotherhood of Electrical Workers, contract expired on June 30, 2010 (June 2010).

Initiated 2010 Police Academy with a class of sixteen recruits, comprised of six City recruits, with the remaining class members coming from Fulton and Oswego Police Departments, Oswego Sheriff's Department and SUNY Oswego Police.

Civil Service exams given to support City employment needs: 8 Promotional, 13 Open Competitive and 2 Agility Tests.

Reviewed early retirement incentive programs offered by New York State and made recommendation to City Council regarding City's participation.

Actively worked with Fox Lawson on completing Employee Classification and Compensation Study. Report is at 90% completion and anticipate final report presentation during March 2011.

Participated in Summer Youth Employment and Training Program.

Economic Development Initiatives:

Reached an Agreement with the Town of Watertown that moves all sewer flows from the Arsenal St. corridor onto Coffeen Street creating opportunity for development on the west side of the City.

Supported the expansion of water and sewer services in the Gaffney Drive area, at the same time worked with the Jefferson County Local Development Corporation and USDA to obtain funding to support the expansion of utility services in this area. Continue to work with City Attorney's on eminent domain proceedings associated with this utility service expansion.

Worked with the Thousand Island Tourism Council and Town of Watertown on tourism development outreach to Canadian market; *Shop, Stay and Save* campaign to maximize Canadian interest while value of dollar was beneficial.

Managed RestoreNY grants that supported the redevelopment of the Franklin Building and Riverview Plaza. Residential units in both developments are full.

Actively working with Neighbors of Watertown, Development Authority of the North Country and Watertown Trust on the redevelopment of the Ogilvie Site.

Department of Public Works completed the upper portion of planned sewer upgrades on Gaffney Drive.

Water Department completed the construction of water mains along Commerce Park Drive to facilitate the development of property at Commerce Park Drive and Gaffney Drive.

Supported continuation of infill development work in the City and provided utility support for the redevelopment of 122 Ten Eyck Street.

In conjunction with Neighbors of Watertown completed twenty (20) units of rental rehabilitation, city-wide.

In conjunction with Neighbors of Watertown and the Watertown Local Development Corp. implemented plans for the façade, downtown upper floor apartments and building renovation program. Wing Wagon façade is complete and Rent A Zone is approved and ready to begin at any time.

Worked with NYS DEC and Lu Engineer's on clean up of environmental contamination at Sewall's Island.

Demolition of 129 Sherman Street completed to support Neighbor's of Watertown redevelopment of adjoining buildings on Sherman and Stone Streets.

Completed work on Shared Municipal Services Grant received by the City and the Town of Watertown to address system wide issues with Disinfection Byproducts. Presentation to City Council scheduled for February 14th work session.

Helped facilitate the adoption of final Empire Zone boundary amendments Empire Zone Administration, assistance provided by City Comptroller, City Planning and City Clerk.

Capital and Facility Projects:

Annual Street Paving Program - Placed a total of 6,865 tons of asphalt and poured 328 cubic yards of concrete and installed concrete pin-on curbs on Central Street, Marra Drive, Morrison Street and Waite Avenue.

Completed the Washington Street Vendor Placed Pavement Project from Flower Avenue to City limits.

Completed the reconstruction of Breen Avenue and Riggs Avenue.

Completed Phase I of Greensview/Ives Sewer replacement, remaining work to be completed in the spring.

Completed Franklin Street sidewalk reconstruction.

Dosing Station Dam Repairs completed, stopping over 1 MGD of leakage into the coagulation basin which impacted the effectiveness of removal of solids and disinfection byproduct formation.

Photometric inventory of 100+ miles of city streets completed.

Drained and cleaned the City's two reservoirs located at Thompson Park.

Public Works began work on Bicentennial Park and Marble Street Park.

Completed design and bidding of Wash Bay renovations at DPW facility.

Completed installation of plow shed ventilation system.

Rehabilitated library loading dock.

Built trench training simulator at the Massey Street Fire Station for departmental training.

Installed Black River park signs and began installation of new wayfinding signs.

Completed Sidewalk Special Assessment Program. Prepared to move forward with new program this Spring.

Supported Rotary and Tree Watertown initiatives, Tree City USA, 10th year.

Alternative Energy:

Entered into agreement with Sack and Associates for review of geothermal viability at City Hall, Library, Sewage Treatment Plant, Arena and Water Treatment Plant. Draft report on City Hall and Library has been received and is being reviewed by Staff.

In March 2010 responded to second round request for information about the City's site, related to the New York Power Authority's 100MW solar initiative. NYPA has indicated that selection of developers will happen in early 2011, with sites being selected soon after.

Met with representatives from Municipal Electric and Gas Alliance to discuss the City's ability to purchase power and have it delivered to our facilities at rates less than those contained in our Purchase Power Agreement with Niagara Mohawk.

Met with NYSERDA POC for Local Government Focus Program. Discussed their programs and how NYSERDA may be able to help us develop a Local Action Plan on Energy Conservation/Efficiency and Alternative Energy uses.

In conjunction with Fourth Coast, Inc. submitted an application to NYSERDA, to assist the City in reducing its energy demands, implementing an efficient transportation system project, and managing its energy consumption. In April 2010, City awarded \$49,005 to fund Efficient Transportation System Implementation Project for the City's refuse and recycling operation.

Information Technology:

Fiber Optic network to Public Safety Building completed, leaving the only area where we rely on others for network connection to major facilities between Washington Street and Massey Street.

Worked with Jefferson County Dispatch, Spillman and Firehouse to successfully develop CAD monitor interface between Fire Department records management system (Firehouse) to County's new dispatch system (Spillman).

Conversion of City Tax maps from Computer Aided Design system to Geographic Information System.

Deployed the Alfresco Document and Content Management system and are in the process of importing existing data.

GIS and Fire Department personnel have worked to map the 9,142 unique locations within the City according to their property location, to allow maps calls to be in real time for tracking and analysis of call data.

New computers, with updated version of design software, installed in engineering department. New servers, to replace ones that have reached end of life have been installed.

Converted to the new version of Exchange. IT Staff work through the transition of preferences, mail list and archive settings.

Completed conversion of data to new Parking Ticket system using data from Police Impact System.

Comptroller's office implemented KVS Automatic Debit for Utility Billing (ACH)

RSA two factor authentication for the Police Department has been received and implemented.

Administrative Initiatives:

Preparation of legislation for City Council consideration:
217 Resolutions, 12 Ordinances, and 5 Local Laws

Settlement of Ryan Dorr v. City of Watertown case.

Completed contract negotiations with the Town of Watertown, for Sewer districts 2, 3, 4, 5 and 6 and Town of Watertown, Water Districts 1-5.

Worked with NYCOM, representatives from cities across NYS and City Attorney and Comptroller to reach agreement with National Grid on Gross Receipts Tax issue.

Worked to stay current on impacts of Health Care Reform Act. Facilitated the City's participation in the ERRP Program. POMCO made \$44,000 application for reimbursement on behalf of the City.

Worked with City Clerk, local village clerks, County Administration and City Attorney to transition to new dog licensing regulations.

City Planning Department worked with Downtown Business Association and local non-profit organizations to get new banners installed on streetlights in downtown. We continue to work with the Attorney General's Office regarding first banner vendor.

Worked with the North Country Arts Council and the City Council on the selection of Lachenauer Plaza fountain artwork.

Worked with City Council, POMCO and Health Insurance advisory committee on review and ultimate adoption of Health Insurance Plan design changes.

Bid Workers' Compensation and 207 a and c Third Party Administration.
Organization transitioned to new TPA

Implemented ACH Debit for City utility bills. Comptroller's Office actively reviewing options for credit cards.

Assessment Department completed revaluation of over 3,000 parcels for 2011 tax roll update.

City received award from Central New York Branch American Public Works Association - 2010 Environment – Wastewater Project of the Year, under \$1.0m for the relining of the North Side Trunk Sewer.

Reviewed Jefferson County Industrial Development Agency's Uniform Tax Exemption Policy and Guidelines and made recommendations to City Council for discussion and forwarding to JCIDA during public comment period.

Completed work with NYS DEC on City Combined Sewer Overflow Long Term Control Plan.

Completed work with NYS Department of State to modify our consistency review law and planned changes to the zoning ordinances associated with the Local Waterfront Revitalization Program (LWRP). Sixty day review completed and joint meeting held to review documents with City Council, Advantage Watertown, Planning Board and River Committee members.

Reinstated Pizza/smoke detector program in association with Fire Prevention Month.

Solved the December 2008 murder of Annette Vazquez, with Ramon Robles pleading guilty.

Worked with the District Attorney's Office on the trial and ultimate conviction of Michael Foster in the Alicia Wasilewski case.

Implemented City's reinstated Employee Assistance Program.

Issued Annual Water Quality Report.

Participate in quarterly meetings with representatives from POMCO and ProAct.

Downsized the City's summer playground program to four (4) sites and continued to support the summer golf and tennis programs.

Facilitated the downtown tree lighting ceremony featuring the Northern Blend Chorus, along with Santa and Mrs. Claus.

Significant Training Opportunities:

Lead Government 101 session with leadership from the 10th Mountain Division 3rd Brigade Combat Team (35 military, 12 city). Provided team with insight into how local government decisions are made and facility tours.

Sustainable Communities: How Greening Up Your Fleet Results in Huge Cost Savings.

The Nuts and Bolts of Implementing Building Energy Efficiency

Navigating Health Reform Changes

Professional Organizations:

International City/County Managers Association
New York State Municipal Managers Association
New York State Public Employer Labor Relations Association

Work Related Boards:

Watertown Local Development Corporation - Board of Directors
Jefferson County Job Development Corporation - Board of Directors
Advantage Watertown – Staff Member

Community Related Boards:

Fort Drum Regional Liaison Organization – Treasurer, Board of Directors
NNY - Ft. Drum Chapter AUSA – Member Board of Directors, (Past President)
Jefferson Community College Foundation – Board of Directors (Past President)
Operation Yellow Ribbon Committee – Co-Chair
Mayor's Ball Committee – Member

Community Opportunities:

Facilitator, Jefferson Leadership Institute, Local Government Day

RESOLUTION

Page 1 of 2

Performance Review of City Clerk,
Donna M. Dutton

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

WHEREAS the Charter of the City of Watertown under Title III, §20-8 requires a performance review of the City Clerk, and

WHEREAS the City Clerk, Donna M. Dutton, submitted to Council on January 10, 2011 a list of accomplishments for the past year, and

WHEREAS City Council met in Executive Session on January 10, 2011 to discuss her performance, make observations and establish goals for the coming year, and

WHEREAS after considering a summary of that meeting, Council met again in Executive Session on February 7, 2011 with Mrs. Dutton in attendance, and

WHEREAS Council reviewed with her the observations and issues raised at the previous meeting and discussed goals for the coming year, and

WHEREAS those observations included her proactive and efficient management of the transition of dog licensing from the State to City control, as well as working with other municipalities. It was determined Mrs. Dutton continues to be a hard worker and is responsive to requests from Council Members. It was determined the Clerk and her staff take great care to be friendly and helpful to the public, particularly the attention given to making weddings a special occasion. It was determined the Clerk's office is mindful of its role in maintaining historical archives for the City. Goals for the coming year include a continuation of keeping accurate Minutes for the Council Meetings. Council discussed with the Clerk improving online search capabilities and Clerk Dutton said she would try to work with the Information Technology Department achieving that goal,

RESOLUTION

Page 2 of 2

Performance Review of City Clerk,
Donna M. Dutton

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

NOW THEREFORE BE IT RESOLVED that after appropriate study and deliberation, the Council has determined it met its obligation to review the performance of the City Clerk and places its findings in the record by means of this Resolution. It is determined the City Clerk, Donna M. Dutton, performed in a manner consistent with the expectations of this body.

BE IT FURTHER RESOLVED that the list of accomplishments for the past year as provided by Mrs. Dutton are attached and made part of this resolution.

Seconded by



Memo

To: The Honorable Mayor and City Council
From: Donna M. Dutton, City Clerk *DD*
Date: 01/10/2011
Re: Performance Appraisal

2010 was another busy year for the City Clerk's Office. We ended the year with an increase in wedding ceremonies – 624 and an increase in the number of marriage licenses issued – 1186. 495 death certificates were processed and 1554 birth certificates were recorded for the year.

The need for certified documents continue to grow. I would still like to see the fees for these legal documents increased and hope to see some movement on the home rule legislation request following the reconvening of the State Legislature in January. Several other municipalities contacted me about increasing their fees as well and have begun the process to do so.

We accepted 297 passport applications this year. Our field audit from the US Dept. of State was successful again this year. The rules and regulations for passports are constantly changing and therefore, we strive to stay current with the requirements for the acceptance agents.

Dog licensing will completely change in 2011. NYS Ag & Markets is no longer in charge of the licensing. Each municipality is responsible for their own. For the last several months, we have been gearing up for the change over. Fortunately, I made the decision many years ago to keep the dog records in our own local system as well as through the state system. Therefore, when the state system closed down, we had our local system up and running. My intention was to keep the fees the same. Unfortunately, due to the fact that we have to make enough money to maintain the program, we had to raise the fees which are now the same as every other municipality in Jefferson County. We will still be responsible for submitting 53% of the fees to the County and submitting spay/neutering fees to the State. At the time of this report, the new system is working well and the dog owners have been extremely receptive to it. We licensed 1,546 dogs in 2010.

142,005 birth certificates have been computer -indexed back to the early 1900's and

we are now working on the death records for years prior to 2000. By doing so, it makes for easier retrieval when accommodating requests submitted in person, by mail or by fax.

Over 1200 pages of City Council meeting minutes were recorded in 2010.

The historian portion of my job has been most enjoyable this year. The office has been gifted with a cookbook from F.W. Woolworths (1933) and a receipt book (1859-1860) from C.B. Hoard & Sons, a steam engineer fabricator in the City of Watertown. These types of memorabilia make for great reference material for those using the research room. An interesting point about the receipt book is that it was sent to us from the Interpretive Curator of Parks Canada, Western and Northern Service Centre in Winnipeg, Manitoba. Why or how it came to be in their collection is unknown. Just as people travel around the world, so do their treasures!

Genealogy searches are always being done as well as searches for information on past businesses in the community. One of the deputy clerks been working closely with an individual from England who is doing research on a family member that came to our area. The person is now planning to make a trip to our community next year.

Each year when I look back on what the accomplishments are, I am amazed at the amount of work we put through both in the Clerk's and Historian's offices. Our numbers for documents are equal to or surpass those issued in cities of a much larger size. It wouldn't be possible without the dedication of the two Deputy Clerks and the volunteers in the Historian's Room.

As I have stressed in other reviews, we are not a large office. However, the work we do here involves the citizens of our community and those who have ties to it. Customer service has always been our top priority.

On a personal level, I still serve on the Jefferson Breakfast Kiwanis Club board of directors as secretary and the Relay for Life Board of Directors, as survivor chair. I am a member of the Jefferson County Historical Society's Publication Committee and volunteer my time in preparing the JCHS bulletin twice a year. I serve on the board for the Arsenal Street Cemetery Beautification Program and am an active volunteer for the American Cancer Society's Reach to Recovery Program and the American Cancer Action Network's Advocacy Team.

February 16, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Approving Employee Assistance Program (EAP) Service Agreement, Northern Employee Assistance Services

Attached for City Council consideration is a resolution approving a Service Agreement between the City of Watertown and the Northern Employee Assistance Services (NEAS). This Agreement will provide the City's approximately 350 employees and their family members with access to a program designed to help individuals deal with problems affecting their jobs and quality of life.

I believe that an effective EAP is crucial to our operation and is an effective and supportive management tool aimed at helping employees develop healthy behaviors at home and at work. EAP's are designed to assist employees and their families with difficult economic issues such as home ownership, bankruptcy, financial difficulties, stresses at home and in the workplace, etc. When situations like these are occurring, they end up carrying over into every aspect of an employee's life, which ultimately affects work productivity, behavior and the overall health and well being of our employees.

For ten years the City of Watertown had an EAP provided by Northern Employee Assistance Services, 167 Polk Street, Watertown New York. In May 2008, the service Agreement expired. Last year the City Council agreed to reinstitute this Agreement. Over the past year more than 240 employees participated in an orientation session on the services provided under the terms of this Agreement. As a result, we saw twenty – three individuals avail themselves of the services provided by NEAS, or just under 10% of those who received training.

As discussed with the Council on February 7, 2011, I am recommending that the City approve a continuing Agreement with NEAS. At the Council's request, I've negotiated a new Agreement for the upcoming year. I discussed with NEAS the desire get some feedback from our employees who use their services during the term and they have agreed. The rate for services under the new contract is \$19.75 per employee, per year, which is up \$.50 per employee, or 2.6% over the \$19.25 charged last year.

Approving Employee Assistance Program Service Agreement, Northern Employee Assistance Services

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

Introduced by

WHEREAS Employee Assistance Programs are designed to assist employees and their families with difficult economic issues such as home ownership, bankruptcy, financial difficulties, stresses at home and in the workplace, and

WHEREAS the City wishes to provide this program for its employees, which is also an effective and supportive management tool aimed at helping employees develop healthy behaviors at home and at work, and

WHEREAS the City of Watertown wishes to enter into a Service Agreement with the Northern Employee Assistance Services, 167 Polk Street, Watertown NY, for a one year term,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Employee Assistance Program Service Agreement between the City of Watertown and the Northern Employee Assistance Services, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager, Mary M. Corriveau, is hereby authorized and directed to execute the Agreement on behalf of the City.

Seconded by

NORTHERN EMPLOYEE ASSISTANCE SERVICES CONTRACT

Between the Northern Employee Assistance Services (Alcohol and Substance Abuse Council of Jefferson County) and **City of Watertown**, Watertown, New York. This agreement shall be in effect from **March 1, 2011 to February 29, 2012** or until cancelled by either party upon 60 days written notice to the other party.

The Northern Employee Assistance Services (hereinafter referred to as the Provider) will provide the following services to **City of Watertown**, (hereinafter referred to as the Company):

1. The Provider will consult with the Company and the advisory committee regarding continuing program development.
2. The Provider will assist the Company in the development, selection, and use of promotional materials as requested in order to keep all relevant persons appropriately informed about the EAP.
3. The Provider will offer free orientations as needed.
4. Trainings and seminars will be offered at a reduced rate of \$150 per hour and any related travel expenses will be paid by the Company.
5. The Provider will interview any person covered by the contract for the purpose of identifying problems, determining the appropriate service provider(s) to which the client can be referred, and arranging for such referrals. The Provider accepts responsibility for following the progress of these referrals.
6. The Provider will keep confidential records of all activities connected with the Company program, and will present statistical records on a regular basis.
7. The Provider will furnish technical assistance to the Company when appropriate with respect to the Northern Employee Assistance Services.
8. The Provider will assist the Company with any program evaluation efforts for the purpose of ongoing program development and justification.

The cost of said Northern Employee Assistance Services for the specified period, based on **348 employees at \$19.75 per capita is \$6,873**, payable in full or 2 parts. If the number of employees is incorrect, please make any necessary adjustments and initial the changes.

NORTHERN EMPLOYEE
ASSISTANCE SERVICES (ASAC)

City of Watertown

_____ Date _____
William W. Bowman, Executive Director
Alcohol & Substance Abuse Council
of Jefferson County

_____ Date _____
Mary Corriveau, City Manager

Ord No. 1

February 16, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Amending City Municipal Code, §293, Vehicles
And Traffic, Sterling Street

At the request of Mayor Graham, Staff reviewed the parking restrictions on Sterling Street. On February 14, 2011 at the City Council Work Session we presented the recommended changes for parking in the 100 and 200 blocks of Sterling Street. The changes discussed include a loading zone for deliveries, codifying a police load zone and removing an area signed for official vehicles parking, as well as prohibiting standing along the entire length.

Staff feels that the proposed changes will increase driver visibility and safety when exiting the City Hall parking lot on Sterling Street and Goodale Street.

Council Member Joseph M. Butler asked that the attached Ordinance be prepared for City Council consideration.

ORDINANCE

Amending City Municipal Code §293,
Vehicles and Traffic, Sterling Street

Page 1 of 4

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.
 Total

YEA	NAY

Introduced by

BE IT ORDAINED that the City Council of the City of Watertown hereby amends the City Municipal Code § 293, Vehicles and Traffic to delete the following:

§ 293-61. Schedule XIII. Parking Prohibited at All Times

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Sterling Street	North	From Washington Street to Goodale Street

and,

BE IT FURTHER ORDAINED that Chapter 293 of the City Code of the City of Watertown is amended to add the following:

§ 293-61. Schedule XIII. Parking Prohibited at All Times

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Sterling Street	North	From Washington Street to a point 239 feet east thereof
Sterling Street	North	From a point 304 feet east of Washington Street to a point 120 feet east of Goodale Street

and,

ORDINANCE

Amending City Municipal Code §293,
Vehicles and Traffic, Sterling Street

Page 2 of 4

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

BE IT FURTHER ORDAINED that Chapter 293 of the City Code of the City of Watertown is amended to add the following:

§ 293-63. Schedule XV. No Standing

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Sterling Street	North	From Washington Street to a point 239 feet east thereof
Sterling Street	North	From a point 304 feet east of Washington Street to Goodale Street

and,

BE IT FURTHER ORDAINED that Chapter 293 of the City Code of the City of Watertown is amended to delete the following:

§ 293-67. Schedule XIX. Restricted Time Limit Parking

<u>Name of Street</u>	<u>Side</u>	<u>Hours/Days</u>	<u>Location</u>
Sterling Street	North	1 hr.; 9:00 a.m. to 8:00 p.m.	From Goodale Street to Franklin Street

and,

ORDINANCE

Amending City Municipal Code §293,
Vehicles and Traffic, Sterling Street

Page 3 of 4

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member MACALUSO, Teresa R.
Council Member SMITH, Jeffrey M.
Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

BE IT FURTHER ORDAINED that Chapter 293 of the City Code of the City of Watertown is amended to add the following:

§ 293-67. Schedule XIX. Restricted Time Limit Parking

<u>Name of Street</u>	<u>Side</u>	<u>Hours/Days</u>	<u>Location</u>
Sterling Street	North	1 hr.; 9:00 a.m. to 8:00 p.m.	From a point 120 feet east of Goodale Street to Franklin Street

and,

BE IT FURTHER ORDAINED that Chapter 293 of the City Code of the City of Watertown is amended to add the following:

§ 293-71. Schedule XXIII. Loading Zones

<u>Name of Street</u>	<u>Side</u>	<u>Hours/Days</u>	<u>Location</u>
Sterling Street	North	All times and all days	Police Vehicle loading zone only; From a point 263 feet east of Washington Street to a point 41 feet east thereof
Sterling Street	North	7:00 a.m. to 6:00 p.m./Mon. through Friday	Municipal Building delivery/service loading zone only; From a point 239 feet east of Washington Street to a point 23 feet east thereof

ORDINANCE

Amending City Municipal Code §293,
Vehicles and Traffic, Sterling Street

Page 4 of 4

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

YEA	NAY

Total

and,

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

Seconded by

Ord No. 2

February 16, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Amending City Municipal Code, §293-58, Vehicles
Schedule X, Stop Intersections

With the official naming of Line Drive and the reconstruction of Riggs Avenue, there is a need to codify the following Stop Intersections in the City:

<u>Stop Sign On</u>	<u>Direction of Travel</u>	<u>At Intersection Of</u>
Line Drive	West	Rand Drive
Line Drive	East	W.T. Field Drive
Rand Drive	Both	Line Drive
Riggs Avenue	West	Arlington St.
Riggs Avenue	East	Hamilton St. South

Stop signs have been installed in all of these locations.

ORDINANCE

Amending City Municipal Code §293-58,
Schedule X, Stop Intersections

Page 1 of 1

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Introduced by

BE IT ORDAINED that Chapter 293-58. Schedule X: Stop Intersections of the City Code of the City of Watertown is amended to add the following:

§ A293-58. Schedule X. Stop Intersections.

Stop Sign On	Direction of Travel	At Intersection Of
Line Drive	West	Rand Drive
Line Drive	East	W.T. Field Drive
Rand Drive	Both	Line Drive
Riggs Avenue	West	Arlington St.
Riggs Avenue	East	Hamilton St. South

and,

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

Seconded by

Laid Over Under the Rules

Local Law No. 1 of 2011

February 17, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Local Law No. 1 of 2011, Noise

The attached Local Law was presented to the City Council for consideration at the request of Council Member Joseph M. Butler. At the February 7, 2011 City Council meeting this Local Law was introduced and seconded, and a Public Hearing was scheduled for March 7, 2011 at 7:30 p.m. No action can be taken on this Local Law until after the scheduled Public Hearing.

Amending City Code of the City
Of Watertown, §205, Noise

Page 1 of 4

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

YEA	NAY

Introduced by

Total

Council Member Joseph M. Butler, Jr.

NOW THEREFORE BE IT ENACTED that § 205, Noise of the City Code of the City of Watertown is amended to add the following:

§205-8 Emergency Warning Devices

No person shall operate or cause to be operated any emergency warning device, except:

- (a) To give notice as a warning of any emergency;
- (b) On an authorized emergency vehicle when such vehicle is engaged in emergency operations provided that such device is not operated to create unnecessary noise or for a period of time longer than is necessary to respond to such emergency;
- (c) When such device is under test.

§205-9 Exhausts

Except as otherwise provided in this ordinance, no person shall cause or permit the discharge into the open air of the exhaust of any device, including but not limited to any steam engine, diesel engine, internal combustion engine or turbine engine, so as to create unnecessary noise.

§205-10. Sound Reproduction

No person shall operate, play or permit the operation or playing of any radio, television, phonograph, drum, musical instrument, sound amplifier or similar device which produces, reproduces or amplifies sound.

Amending City Code of the City
Of Watertown, §205, Noise

Page 2 of 4

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

YEA	NAY

Total

- (a) In such a manner as to create unnecessary noise across a real property boundary, except for activities open to the public and for which a permit has been issued by the Chief of Police or his designee pursuant to rules and regulations promulgated, or by license issued by the City Manager.
- (b) In such a manner as to create unnecessary noise at fifty (50) feet from such device, when operated in or on a motor vehicle on a public highway.
- (c) In such a manner as to create unnecessary noise to any person other than the operator of the device, when operated by any passenger on a common carrier.
- (d) In such a manner as to create unnecessary noise that enters an apartment or dwelling unit that is separate and distinct from the apartment or dwelling unit from which the unnecessary noise originated.

§205-11. Squealing Tires

No person shall operate a motor vehicle in such a manner as to cause unnecessary noise by spinning or squealing the tires of such motor vehicle.

, and

BE IT FURTHER ENACTED that § 205-6 is amended to read as follows:

§ 205-6 Penalties for Offenses

Any person, firm or corporation violating any provision of this chapter shall, upon conviction, be subject to a fine of not less than fifty (\$50) dollars nor more than two hundred and fifty (\$250) dollars. Each day of continued violation is a separate and distinct offense.

Amending City Code of the City
Of Watertown, §205, Noise

Page 3 of 4

, and

Council Member BURNS, Roxanne M.
 Council Member BUTLER, Joseph M. Jr.
 Council Member MACALUSO, Teresa R.
 Council Member SMITH, Jeffrey M.
 Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

BE IT FURTHER ENACTED that §205-1 is amended as follows:

§205-1 General Prohibition and Definitions

A. General Prohibition - The creation of any unreasonably loud, disturbing noise in the city is prohibited. Noise of such character, intensity or duration as to endanger public comfort, peace or repose or to be detrimental to the life or health of any individual is declared to be a nuisance and is prohibited. Noise of such character, intensity or duration is hereby declared to be a nuisance within the meaning of this section, but such designation shall not be deemed to be exclusive.

B. Definitions

Authorized Emergency Vehicle means every ambulance, police vehicle, fire vehicle and civil defense vehicle when on emergency calls.

Device means any mechanism which is intended to or which actually produces sound when operated or handled.

Emergency means a public calamity or an exposure of any person or property to imminent danger.

Emergency warning device means any sound signal device that is designed to be used and is actually used to warn of an emergency.

Person means any individual, partnership, company, corporation, association, firm, organization, government agency, administration or department, or any other group of individuals, or any person or employee thereof.

Real property boundary means an imaginary line exterior to any structure, along the ground surface, which separates the real property owned by one person from that owned by another person, and the vertical extension of such line.

Amending City Code of the City
Of Watertown, §205, Noise

Page 4 of 4

Council Member BURNS, Roxanne M.

Council Member BUTLER, Joseph M. Jr.

Council Member MACALUSO, Teresa R.

Council Member SMITH, Jeffrey M.

Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

Sound reproduction device means a device intended primarily for the production or reproduction of sound including, but not limited to any musical instrument, radio receiver, tape recorder, cd player, phonograph or sound amplification system.

Sound source site means any land under the ownership or control of a person in or upon which one or more sound sources are located. The sound source site includes all individual sound sources that are located on such site, whether stationary, movable or mobile.

Unnecessary noise means any excessive or unusually loud sound or any sound which either annoys, disturbs, injures, or endangers the comfort, repose, health, peace or safety of a reasonable person of normal sensibilities, or which causes injury to animal life or damage to property or business. Standards to be considered in determining whether unnecessary noise exists in a given situation include but are not limited to the following:

1. The intensity of the noise.
2. Whether the nature of the noise is usual or unusual.
3. Whether the origin of the noise is natural or unnatural.
4. The intensity of the background noise.
5. The proximity of the noise to sleeping facilities.
6. The nature and the zoning district of the area within which the noise emanates.
7. The time of day or night the noise occurs.
8. The duration of the noise.
9. Whether the sound source is temporary.
10. Whether the noise is continuous or intermittent.
11. Whether alternative methods are available to achieve the objectives of the sound producing activity.

, and

BE IT FURTHER ENACTED that this Local Law shall take effect immediately upon filing with the New York Secretary of State.

Seconded by Council Member Teresa R. Macaluso

February 16, 2011

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Sales Tax Revenue – January 2011

The City has received the monthly sales tax revenue numbers from Jefferson County. In comparison to January 2010, the January 2011 sales tax numbers are up \$109,910 or 9.96%, actual to actual. In comparison to our budget projection for the month of January, the sales tax numbers are up \$104,333 or 9.40%. This month's payment is an estimated payment calculated by the State of New York.

The year to date budget to actual receipts are up \$703,407 or 7.94%. Year to date, actual to actual receipts are up \$747,962 or 8.48%. Year to date revenues for Fiscal Years 2007-2008, 2008-2009 and 2009-2010 were \$8,872,268, \$8,770,504 and \$8,819,338 respectively. Year to date revenues for the current Fiscal Year are \$9,567,299.

The attached spreadsheet shows the detail collections for this year and last year, along with the budgeted numbers. Collections for Fiscal Year's 2007-2008 and 2008-2009 have been added for historical prospective.

Sales Tax Collections

through January 2011

	<u>Actual 2007-08</u>	<u>Actual 2008-09</u>	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Variance</u>	<u>% Inc/(Dec)to Prior Year</u>
July	\$ 1,202,556	\$ 1,276,583	\$ 1,054,235	\$ 1,294,030	\$ 239,795	22.75%
August	\$ 1,150,965	\$ 1,268,437	\$ 1,111,868	\$ 1,250,127	\$ 138,260	12.43%
September	\$ 1,777,545	\$ 1,529,231	\$ 1,805,736	\$ 1,777,374	\$ (28,362)	-1.57%
October	\$ 1,041,228	\$ 1,103,267	\$ 1,081,394	\$ 1,147,531	\$ 66,137	6.12%
November	\$ 1,089,851	\$ 1,106,240	\$ 1,056,203	\$ 1,203,035	\$ 146,832	13.90%
December	\$ 1,554,307	\$ 1,413,485	\$ 1,606,018	\$ 1,681,408	\$ 75,390	4.69%
January	\$ 1,055,815	\$ 1,073,261	\$ 1,103,884	\$ 1,213,794	\$ 109,910	9.96%
February	\$ 925,894	\$ 843,971	\$ 921,272	\$ -	\$ -	0.00%
March	\$ 1,591,250	\$ 1,458,063	\$ 1,572,098	\$ -	\$ -	0.00%
April	\$ 1,044,484	\$ 954,271	\$ 1,121,188	\$ -	\$ -	0.00%
May	\$ 1,070,945	\$ 960,159	\$ 1,079,512	\$ -	\$ -	0.00%
June	\$ 1,689,660	\$ 1,479,763	\$ 1,709,687	\$ -	\$ -	0.00%
YTD	<u>\$ 15,194,501</u>	<u>\$ 14,466,732</u>	<u>\$ 15,223,095</u>	<u>\$ 9,567,299</u>	<u>\$ 747,962</u>	<u>8.48%</u>

	<u>Original Budget</u>		<u>Variance</u>	<u>%</u>
	<u>2010-11</u>	<u>Actual 2010-11</u>		
July	\$ 1,059,561	\$ 1,294,030	\$ 234,469	22.13%
August	\$ 1,117,485	\$ 1,250,127	\$ 132,643	11.87%
September	\$ 1,814,859	\$ 1,777,374	\$ (37,485)	-2.07%
October	\$ 1,086,857	\$ 1,147,531	\$ 60,674	5.58%
November	\$ 1,061,538	\$ 1,203,035	\$ 141,496	13.33%
December	\$ 1,614,131	\$ 1,681,408	\$ 67,277	4.17%
January	\$ 1,109,461	\$ 1,213,794	\$ 104,333	9.40%
February	\$ 925,926	\$ -	\$ -	0.00%
March	\$ 1,580,040	\$ -	\$ -	0.00%
April	\$ 1,126,852	\$ -	\$ -	0.00%
May	\$ 1,084,966	\$ -	\$ -	0.00%
June	\$ 1,718,325	\$ -	\$ -	0.00%
YTD	<u>\$ 15,300,000</u>	<u>\$ 9,567,299</u>	<u>\$ 703,407</u>	<u>7.94%</u>

	<h1>MEMORANDUM</h1>	E.P. Hayes Superintendent
	<h2>Dept. Public Works</h2>	Date: 02-15-11 Ref: PW 005-11
To:	Mary Corriveau, City Manager	
Subject:	Signage Issues	

This memorandum is in response to the your request for information as it relates to the two signage installation questions that were introduced during the Regular Council Meeting of Monday, February7, 2011.

Council Member Macaluso suggested that a "STOP, Except Right Turn" sign be placed at the Stone Street/South Meadow Street intersection in an attempt to alleviate problems identified by various constituents. Council Member Macaluso commented that she has seen a sign like this in Pennsylvania.

In response to this request a review of the 2009 Federal Manual of Uniform Traffic Control Devices was reviewed and the referenced sign identified as the R1-10P.



R1-1



R1-10P

According to the 2009 Federal MUTCD Manual:

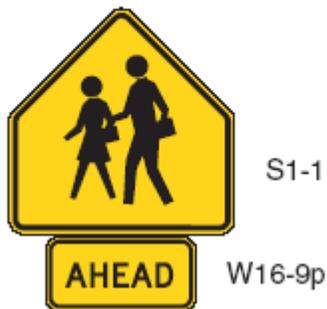
09 An EXCEPT RIGHT TURN (R1-10P) plaque (see Figure 2B-1) may be mounted below the STOP sign if an engineering study determines that a special combination of geometry and traffic volumes is present that makes it possible for right-turning traffic on the approach to be permitted to enter the intersection without stopping.

That said, New York State has its own Supplemental MUTCD that supersedes the Federal Manual and, while yet to formally release the 2009 edition, the preliminary draft indicates that "The R1-10P plaque **shall not** be used in New York." Hence we will not be able to install this sign here in the city.

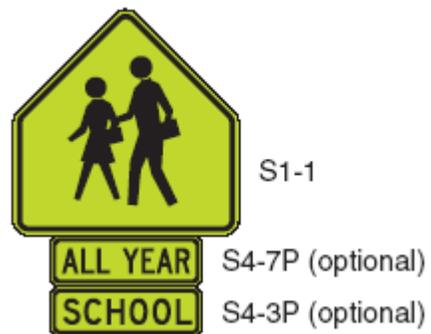
Council Member Burns remarked that she has had calls concerning people driving fast through the area where children are picked up and dropped off at Sherman School. She commented that there is no signage in the block before the school to signify a school crossing ahead.

2009 Edition of the Federal Manual Uniform Traffic Control Devices contains a number of revisions as it relates to Traffic Control for School Areas. In light of this we have reviewed the existing signage and, while the School Crossing sign is not required to support the marked crosswalk at a STOP intersection, we agree that it would be beneficial to install an advanced school sign on Sherman Street northbound beyond the Elm Street intersection. Given that the advanced School Crossing sign and the Advanced School sign are one and the same the result is identical. We will install an S1-1 School sign along with the supporting S4-3P plaque in the spring similar to those depicted below.

School Advance
Warning Assembly



School Zone Sign



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

Gene

cc: Kurt Hauk, City Engineer
Ralph Green, Traffic Control & Lighting Line Crew Chief
Josh Carlsson, Senior Engineer Technician--DPW
DPW files:
School Zone Signage---Sherman Street

February 16, 2011

To: The Honorable Mayor and City Council
From: Kenneth A. Mix, Planning and Community Development Coordinator
Subject: LWRP Zoning

Meetings were held on December 16, 2010 and February 10, 2011 to review the zoning revisions proposed in the draft Local Waterfront Revitalization Program (LWRP). Members of the City Council, Planning Board, Advantage Watertown and the River Committee were invited to participate in both meetings.

The draft was revised and the latest version is attached. If the City Council is satisfied with the proposal, the Council may now refer it to the Planning Board to start the formal review and adoption process.

Staff will also be working on zoning map change proposals to present to the City Council in the near future.

Appendix C
Proposed Zoning Ordinance Changes
2/10/11

Delete

Add

ARTICLE I Definitions and Word Usage

§ 310-1. Terms defined; word usage.

- A. Words in the present tense include the future; the singular number includes the plural, and the plural the singular; the word “lot” includes the word “plot,” and the word “building” includes the word “structure.”
- B. For the purpose of this chapter, certain words and terms shall have the following meanings:

COMMERCIAL PARKING – Facilities that provide parking that is not accessory to a specific use. A fee may or may not be charged. A facility that provides both accessory parking for a specific use and regular fee parking for people not connected to the use is also classified as a Commercial Parking facility.

OFFICES – Activities conducted in an office setting and generally focusing on business, government, professional, medical, or financial services. Examples include professional services such as lawyers, accountants, engineers, or architects; financial businesses such as lenders, brokerage houses, bank headquarters, or real estate agents; data processing; sales offices; government and public utility offices; TV and radio studios; medical and dental clinics; and medical and dental labs.

ORDINARY HIGH WATER MARK – The highest level reached by a body of water that has been maintained for a sufficient period of time to leave evidence on the landscape.

PARKS AND OPEN AREAS – Uses of land focusing on natural areas, large areas consisting mostly of vegetative landscaping or outdoor recreation, community gardens, or public squares. Lands tend to have few structures. Examples include parks, golf courses, cemeteries, public squares, plazas, recreational trails, botanical gardens, zoos, athletic fields, boat launching areas, and nature preserves.

RELIGIOUS ASSEMBLY - Uses intended to primarily provide meeting areas for religious activities. Examples include churches, temples, synagogues, and mosques.

RETAIL SALES AND SERVICE – Uses involved in the sale, lease or rent of new or used products to the general public. They may also provide personal services or entertainment, or provide product repair or services for consumer and business goods. These uses can be entertainment-oriented, personal service-oriented, repair-oriented or sales-oriented.

ENTERTAINMENT-ORIENTED RETAIL – A sub-category of Retail Sales and Service. Examples of uses include restaurants, cafes, delicatessens, taverns, and bars; indoor or outdoor continuous entertainment activities such as bowling alleys, ice rinks, and game arcades; pool halls; theaters, health clubs, gyms, membership clubs, and lodges; hotels, motels, and other temporary lodging with an average length of stay of less than 30 days.

PERSONAL SERVICE-ORIENTED RETAIL – A sub-category of Retail Sales and Service. Examples include branch banks; urgent medical care; laundromats; photographic studios; photocopy and blueprint services; hair, tanning, tattooing, body piercing and personal care services; tax preparers, accountants, real estate, legal, financial services; business, martial arts, and other trade schools; dance or music classes; and animal grooming.

REPAIR-ORIENTED RETAIL - A sub-category of Retail Sales and Service. Examples include repair of TVs, bicycles, clocks, watches, shoes, guns, appliances and office equipment; photo or laundry drop off; quick printing; tailor; locksmith; and upholsterer.

SALES-ORIENTED RETAIL – A sub-category of Retail Sales and Service. Examples include stores selling, leasing, or renting consumer, home, and business goods including art, art supplies, bicycles, clothing, dry goods, electronic equipment, fabric, furniture, garden supplies, gifts, groceries, hardware, home improvements, household products, jewelry, pets, pet food, pharmaceuticals, plants, printed material, stationery, and videos; food sales, and sales or leasing of consumer vehicles.

RIVER SETBACK –The minimum distance allowed between a building, structure, or parking area and the top-of-bank of a river or stream.

TOP-OF-BANK – The point of inflection on the river bank where the trend of the land slope changes by 10 percent to begin its descent to the ordinary high water mark of the river. If there is no major change within a distance of 50 ft from the ordinary high water mark, then the top of bank will be the elevation 2 ft above the ordinary high water level.

WATER-DEPENDENT USE – An activity that can only be conducted on, in over or adjacent to a water body because such activity requires direct access to that

water body, and which involves, as an integral part of such activity, the use of the water.

WATER-ENHANCED USE – An activity that does not require a location adjacent to or over coastal waters, but whose location on land adjacent to the shore adds to the public use and enjoyment of the water’s edge. Water-enhanced uses are primarily residential, recreational, cultural, retail, or entertainment uses.

ARTICLE II Establishment of Districts

§ 310-2. Enumeration of districts; Zone Map

A. For the purpose of this chapter, the City of Watertown is divided into the following types of districts:

Residence A Districts -----	RA
Residence B Districts -----	RB
Residence C Districts -----	RC
Limited Business Districts -----	LB
Neighborhood Business Districts -----	NB
Commercial Districts -----	CD
Downtown Core Overlay District-----	DC
<u>Downtown District -----</u>	<u>DT</u>
Health Services Districts -----	HS
Light Industrial Districts -----	LI
Heavy Industrial Districts -----	HI
Riverfront Development Overlay District -----	RD
<u>Open Space and Recreation District -----</u>	<u>OS</u>
<u>Waterfront District -----</u>	<u>WD</u>
Planned Development Districts -----	PD

ARTICLE III District Use Regulations

§ 310-9.1. Downtown District

A. Purpose. The purpose and intent of this district is to regulate development in such a way that the compact pedestrian-oriented quality of the downtown area is maintained. This is primarily a commercially oriented district with a significant amount of upper floor housing where the synergy between the uses is intended to revitalize the activity in the area.

B. Permitted principal uses. In Downtown Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Multifamily Dwelling, except on any street level floor

(2) Office

(3) Retail Sales and Service

(4) Religious Assembly

(5) Parks and Open Areas

(6) Commercial Parking

§ 310-11.1. Open Space and Recreation District

A. Purpose. The purpose and intent of this district is to provide a suitable classification for sites designated for park, open space and/or recreational use.

B. Permitted principal uses. In Open Space and Recreation Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Parks and Open Areas

§ 310-11.2. Waterfront District

A. Purpose. The purpose and intent of this district is to allow the Black River to be used as an economic development catalyst while protecting its environmental characteristics. Priority is given to water dependent uses and then water enhanced uses. Providing public access to the river is an important policy that is promoted through these regulations.

B. Permitted principal uses. In Waterfront Districts no building or structure shall be erected, altered or extended, and no land, building, structure or part thereof shall be used for other than one or more of the following uses:

(1) Water-Dependent Use

(2) Water-Enhanced Use

Water - enhanced uses shall not be allowed on or over surface waters unless the proposed use meets all of the following criteria:

(a) The proposed use will not be sited so as to encroach upon water uses such as navigational channels.

(b) The proposed use will not be sited so as to degrade or diminish natural resources.

(c) The proposed use will not be sited so as to degrade or diminish significant scenic views.

(d) The proposed use will not be sited so as to degrade or diminish the reasonable exercise of riparian rights by waterfront owners.

(e) The proposed use will not create conflicts between potential water-dependent uses.

(f) The proposed use shall provide meaningful public access.

(3) Parks and Open Areas

ARTICLE IV Area and Yard Regulations

§ 310-13. Lot area.

A. No building used in whole or in part for dwelling purposes shall be erected, altered or extended so as to provide for less lot area per family than specified below:

(1) Residence A: five thousand (5,000) square feet.

(2) Residence B: three thousand (3,000) square feet.

(3) Residence C: two thousand five hundred (2,500) square feet.

(4) Limited Business: one thousand (1,000) square feet.

(5) Neighborhood Business: one thousand (1,000) square feet.

(6) Commercial: one thousand (1,000) square feet.

B. Except as permitted by Sec. 310-14, no single-family dwelling in any district shall be erected on a lot of less than five thousand (5,000) square feet and less than fifty (50) feet frontage for Residential C; six thousand (6,000) square feet and sixty (60) feet frontage for Residential B; seven thousand five hundred (7,500) square feet and seventy-five (75) feet frontage for Residential A.

C. This section shall not apply to housing for the elderly as described in federal or state statutes, provided that the housing facilities meet the applicable standards for project density land use of the statute of the federal or state government aiding such project.

§ 310-13. Minimum Lot Sizes.

Every parcel of land shall meet the following minimum sizes for the district it is located in:

<u>District</u>	<u>Lot Size</u>	<u>Lot Size/ Household</u>	<u>Lot Width</u>
<u>Residence A</u>	<u>7,500 sq. ft.</u>	<u>7,500 sq. ft.</u>	<u>75 ft.</u>
<u>Residence B</u>	<u>6,000 sq. ft.</u>	<u>3,000 sq. ft.</u>	<u>60 ft.</u>

<u>Residence C</u>	<u>5,000 sq. ft.</u>	<u>2,500 sq. ft.</u>	<u>50 ft.</u>
<u>Limited Business</u>		<u>1,000 sq. ft.</u>	
<u>Neighborhood Business</u>		<u>1,000 sq. ft.</u>	
<u>Commercial</u>		<u>1,000 sq. ft.</u>	
<u>Downtown</u>		<u>250 sq. ft.</u>	
<u>Health Services</u>		<u>2,500 sq. ft.</u>	
<u>Light Industrial</u>		<u>N.A.</u>	
<u>Heavy Industrial</u>		<u>N.A.</u>	
<u>Open Space and Recreation</u>		<u>N.A.</u>	
<u>Waterfront</u>		<u>500 sq. ft.</u>	

§ 310-15. Lot coverage.

In Residence and Neighborhood Business Districts, no building or structure shall be erected, altered or extended so as to cover more of the lot than prescribed below:

A. Residence A Districts: thirty percent (30%)

B. Residence B Districts: thirty-five percent (35%)

C. Residence C Districts: forty percent (40%)

D. Neighborhood Business Districts: forty percent (40%)

The total area of each parcel covered by buildings shall not exceed the following percentages:

<u>District</u>	<u>Maximum Lot Area Covered by Buildings</u>
<u>Residence A</u>	<u>30%</u>
<u>Residence B</u>	<u>35%</u>
<u>Residence C</u>	<u>40%</u>
<u>Neighborhood Business</u>	<u>40%</u>
<u>Downtown</u>	<u>100%</u>
<u>Open Space and Recreation</u>	<u>10%</u>
<u>Waterfront</u>	<u>30%</u>

§ 310-16. Front yard requirements.

In Residence, Limited Business, Neighborhood Business and Health Services Districts, there shall be provided in connection with all buildings and structures a front yard of at least twenty (20) feet in depth.

§ 310-16. Minimum Setbacks.

Every building shall be setback from property lines according to the minimum distances listed below:

District	Front Yard	Side Yard	Rear Yard
Residence A	20'	5'	25'
Residence B	20'	5'	25'
Residence C	20'	5'	25'
Limited Business	20'	5'	25'
Neighborhood Business	20'	5'	25'
Commercial	20'	5'	25'
Downtown	0'*	0'	0'
Health Services	20'	5'	25'
Light Industrial	0'	0'	0'
Heavy Industrial	0'	0'	0'
Open Space and Recreation	50'	50'	50'
Waterfront	20'	5'	50'**

*Also the maximum.

** Except as allowed by §310-21.1.

§ 310-19. Required side yards.

A. In Residence, Limited Business and Health Services Districts there shall be provided in connection with all buildings and structures, two (2) side yards of at least five (5) feet each.

B. In Neighborhood Business, Commercial, Light Industrial and Heavy Industrial Districts, no side yards will be required, except as required in Sections 310-20, 310-22 and 310-23.

§ 310-21. Required rear yards.

A. In Residence, Limited Business, Neighborhood Business, and Health Services Districts there shall be provided a rear yard of at least twenty five (25) feet in depth.

B. In Commercial, Light Industrial or Heavy Industrial Districts, no rear yard will be required, except as required in Sec. 310-22.

§ 310-21.1. River setback.

A. In Riverfront Development Overlay Districts, n No building, structure or parking area shall be constructed within 30 50 feet of the top-of-bank of any river or stream, except for structures built for water-dependent uses or that are designed and built specifically for the purpose of providing pedestrian access and travel along the bank,

for improving the safety of such access and travel, or for facilitating boat access to the river without disturbing pedestrian access.

B. The setback from the top-of-bank may be reduced to 30 feet if public access to the river or stream bank, which has the potential for connecting with a continuous pedestrian trail along the river or stream, is provided through a permanent easement. A licensed engineer must certify that the soils within the reduced setback area are stable and suitable for development.

ARTICLE VII Parking and Loading

§ 310-44. Parking facilities or vehicle storage required.

- A. Except as provided in Subsections **B and C** of this section, for every building or structure hereafter erected or addition to a structure or building hereafter made, to be used for any of the purposes hereinafter set forth, there shall be provided parking facilities or vehicle storage as set forth in § 310-45 through 310-51.
- B. Off-street parking shall not be required for any use within the Downtown Core Overlay District **and Downtown District**.
- C. Because the property within Riverfront Development Overlay Districts **and Waterfront Districts** is valuable for recreational purposes and there exists little space for off-street parking, off-street parking is not required in this district for buildings within 300 feet of a public parking lot. **The distance is to be measured in a straight line from the nearest edge of the parking lot to the nearest edge of the building.**

ARTICLE VIII Miscellaneous Provisions

§ 310-52.2. Signs.

- G. Signs Allowed With a Permit. All signs which are not classified under “General Prohibitions” or “Signs Allowed Without a Permit” are considered “Signs Allowed With a Permit” and are subject to the following requirements.

(1) Allowed Sign Surface Area.

- (a) A parcel is allowed a total sign surface area not to exceed two (2) square feet for each linear foot of building frontage. The total sign surface area may be allocated to the occupants of the parcel in any manner, except in no case shall the allocation per occupant exceed the maximum sign surface area listed in the following table:

District	Occupant Max. Sign Surface Area
Res. A, B, & C	4 sq. ft.

Limited Business	35 sq. ft.
Neighborhood Business	75 sq. ft.
Downtown Core Overlay	100 sq. ft.
Commercial	200 sq. ft.
<u>Downtown</u>	<u>100 sq. ft.</u>
Health Services	200 sq. ft.
Light & Heavy Industrial	200 sq. ft.
<u>Open Space & Recreation</u>	<u>200 sq. ft.</u>
<u>Waterfront</u>	<u>100 sq. ft.</u>

- (b) In all districts, except Residence A, B, and C, each occupant located above the ground floor level of a multistory building is allowed window signs covering fifty percent (50%) of the window surface area of the space occupied by the business. This allowed window sign surface area is in addition to the total sign surface area allowed.
- (c) In all districts, except Residence A, B, and C, additional sign surface area is allowed on each parcel for directional and informational signs. One (1) directional sign, not to exceed four (4) square feet, and one (1) informational sign, not to exceed thirty-two (32) square feet, are allowed per parcel.
- (d) In Residence A, B, and C districts, churches, schools and other allowed institutions may have additional sign surface area of not more than thirty-six (36) square feet.
- (e) In Residence A, B, and C districts, subdivisions and multi-family dwellings may have additional sign surface area of not more than sixteen (16) square feet for each street on which it has a frontage.
- (f) In Planned Development Districts, unless signs are addressed in the regulations adopted at the creation of the PDD, as amended, the sign regulations within this section pertaining to Commercial Districts shall apply to commercial uses and sign regulations within this section pertaining to Residential Districts shall apply to residential uses.
- (g) Commerce Centers shall be allowed additional sign surface area to identify the center, up to the maximum per parcel for each district in the chart below:

District	Commerce Center ID Max. Sign Area
Limited Business	10 sq. ft.
Neighborhood Business	15 sq. ft.

Downtown Core Overlay	20 sq. ft.
Commercial	100 sq. ft.
<u>Downtown District</u>	<u>20 sq. ft.</u>
Light & Heavy Industrial	100 sq. ft.