

**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 Monday, September 17, 2012, 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**

**PRESENTATIONS**

**COMMUNICATIONS**

**PRIVILEGE OF THE FLOOR**

**RESOLUTIONS**

- Resolution No. 1 - Approving a Special Use Permit Request for a Remote Accessory Parking Lot at 203 Clinton Street, Parcel 10-08-122, to Serve the Existing Office Building at 316 Sherman Street, Parcel 10-08-124
- Resolution No. 2 - Authorizing Public Auction for Sale of City Owned Properties
- Resolution No. 3 - Authorizing Public Sale of City Owned Tax Sale Certificates
- Resolution No. 4 - Reappointment to the Development Authority of the North Country Board, Thomas H. Hefferon

**ORDINANCES**

- Ordinance No. 1 - Amending City Municipal Code Section 293-61, Schedule XIII, Parking Prohibited at All Times
- Ordinance No. 2 - Changing the Approved Zoning Classification 203 Clinton Street, Parcel 10-08-122, from Residence A to Limited Business

Ordinance No. 3 - Changing the Approved Zoning Classification of  
24 Properties, Between Coffeen Street and the Black River,  
in Order to Conform to The Local Waterfront  
Revitalization Program

**LOCAL LAW**

**PUBLIC HEARING**

**OLD BUSINESS**

**STAFF REPORTS**

1. VL Huntington Street
2. Masonic Temple
3. Whitewater Park Deck
4. Maple Courts Apartments PILOT
5. Letter from Thousand Islands Area Habitat for Humanity
6. Board and Commission Appointments

**NEW BUSINESS**

**EXECUTIVE SESSION**

1. To discuss the employment history of a particular individual.

**WORK SESSION**

**ADJOURNMENT**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,  
OCTOBER 1, 2012.**

Res No. 1

September 12, 2012

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning & Community Development Coordinator

Subject: Approving a Special Use Permit Request for a Remote Accessory Parking Lot at 203 Clinton Street, Parcel 10-08-122, to Serve the Existing Office Building at 316 Sherman Street, Parcel 10-08-124.

Brian Jones of Aubertine & Currier (on behalf of RCAN LLC) has submitted an application for the above subject Special Use Permit. This request cannot be granted unless the zoning is changed to Limited Business District.

The Planning Board reviewed the request at its September 4, 2012 meeting and adopted a motion recommending that Council approve the Special Use Permit as requested. The attached resolution approves the Special Use Permit contingent on the zoning being changed to Limited Business District.

Attached are the report prepared for the Planning Board and an excerpt from the minutes.

A public hearing is required before City Council may vote on the resolution. It is recommended that a public hearing be scheduled for 7:30 pm on Monday, October 1, 2012.

# RESOLUTION

Page 1 of 1

Approving a Special Use Permit Request for a Remote Accessory Parking Lot at 203 Clinton Street, Parcel 10-08-122, to Serve the Existing Office Building at 316 Sherman Street, Parcel 10-08-124.

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*

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WHEREAS Brian Jones of Aubertine & Currier, on behalf of RCAN LLC, has requested a Special Use Permit for a remote accessory parking lot at 203 Clinton Street, parcel 10-08-122, to serve the existing office building at 316 Sherman Street, parcel 10-08-124, and

WHEREAS the Planning Board of the City of Watertown reviewed the request for a Special Use Permit at its meeting held on September 4, 2012, and recommended that the City Council of the City of Watertown approve the request as submitted, and

WHEREAS a public hearing was held on the proposed Special Use Permit on Tuesday, September 4, 2012, after due public notice, and

WHEREAS the City Council has reviewed the Short Environmental Assessment Form, responding to each of the questions contained in Part II and has determined that the project, as submitted, is Unlisted and will not have a significant effect on the environment,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown declares that the proposed Special Use Permit to allow a remote accessory parking lot at 203 Clinton Street, parcel 10-08-122, to serve the existing office building at 316 Sherman Street, parcel 10-08-124, is an Unlisted Action for the purposes of SEQRA and hereby determines that the project, as proposed, will not have a significant effect on the environment, and

BE IT FURTHER RESOLVED by the City Council of the City of Watertown that a Special Use Permit is hereby granted to RCAN LLC for a remote accessory parking lot at 203 Clinton Street, parcel 10-08-122, to serve the existing office building at 316 Sherman Street, parcel 10-08-124, contingent upon the approved zoning classification of the subject property being changed to Limited Business District.

### **Seconded by**



# MEMORANDUM

## City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

315-785-7730

Fax: 315-782-9014

**TO:** Planning Board Members

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

**SUBJECT:** Special Use Permit Approval – 203 Clinton Street, Parcel Number 10-08-122 <sup>KAM</sup>

**DATE:** August 29, 2012

**Request:** Special Use Permit request for a remote accessory parking lot at 203 Clinton Street, parcel 10-08-122, to serve the existing office building at 316 Sherman Street, parcel 10-08-124

**Applicant:** Brian Jones, Aubertine & Currier

**Proposed Use:** Parking lot

**Property Owner:** RCAN, LLC

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### Submitted:

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8 ½" x 11" Copy of Parcel Map: Yes

A Sketch of the Site to Scale: Yes

Completed Part I of an  
Environmental Assessment Form: Yes

SEQRA: Unlisted Action

County Planning Board Review Required: No

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**Comments:** Normally a parking lot is not a permitted use in the Limited Business District. However, because this lot will be used in conjunction with the nearby medical office building at 316 Sherman Street, the City Council has the ability to approve the lot as a remote accessory parking lot to the office building on the nearby (but not adjacent) principal parcel, as specified in § 310-51.

This Special Use Permit cannot be approved unless the zoning is changed from Residence A to Limited Business District. Off street parking for a commercial use is not allowed in a residential district.

Summary:

1. The applicant shall obtain a change of zoning from Residence A to Limited Business for this Special Use Permit to be valid.

cc: Planning Board Members  
City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II  
Brian Jones, Aubertine & Currier, 522 Bradley Street



# CITY OF WATERTOWN, NEW YORK

245 Washington Street, Watertown, NY 13601  
Office: (315) 785-7730 - Fax: (315) 782-9014

## Special Use Permit Application

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### APPLICANT INFORMATION

Name: Brian A. Jones, AIA, LEED AP BD+C, Aubertine and Currier, PLLC

Mailing Address: 522 Bradley Street, Watertown, NY 13601

Phone Number: 315-782-2005

Email: baj@aubertinecurrier.com

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### PROPERTY INFORMATION

Property Address: 203 Clinton Street, Watertown, NY

Tax Parcel Number(s): 10-08-122

Property Owner (if not applicant): RCAN, LLC

If applicant is not owner or owner's representative, indicate interest in the property:

Signed Purchase Agreement (attach)       Signed Lease (attach)       None yet

Zoning District: Currently Residential-A, proposing Zoning change to limited business or allow use of parking to current zoning.

Required Attachments:

- 8.5x11 parcel map with property outlined with heavy black ink
- Sketch of the site drawn to an engineering scale (e.g. 1"=20')
- Completed Part I of the Environmental Assessment Form (SEQR)

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### REQUEST DETAILS

Proposed Use: Parking Lot

Explain proposal (use additional 8.5x11 sheets if necessary):

Use property as a 19 space parking lot. New landscaping buffer will be provided.



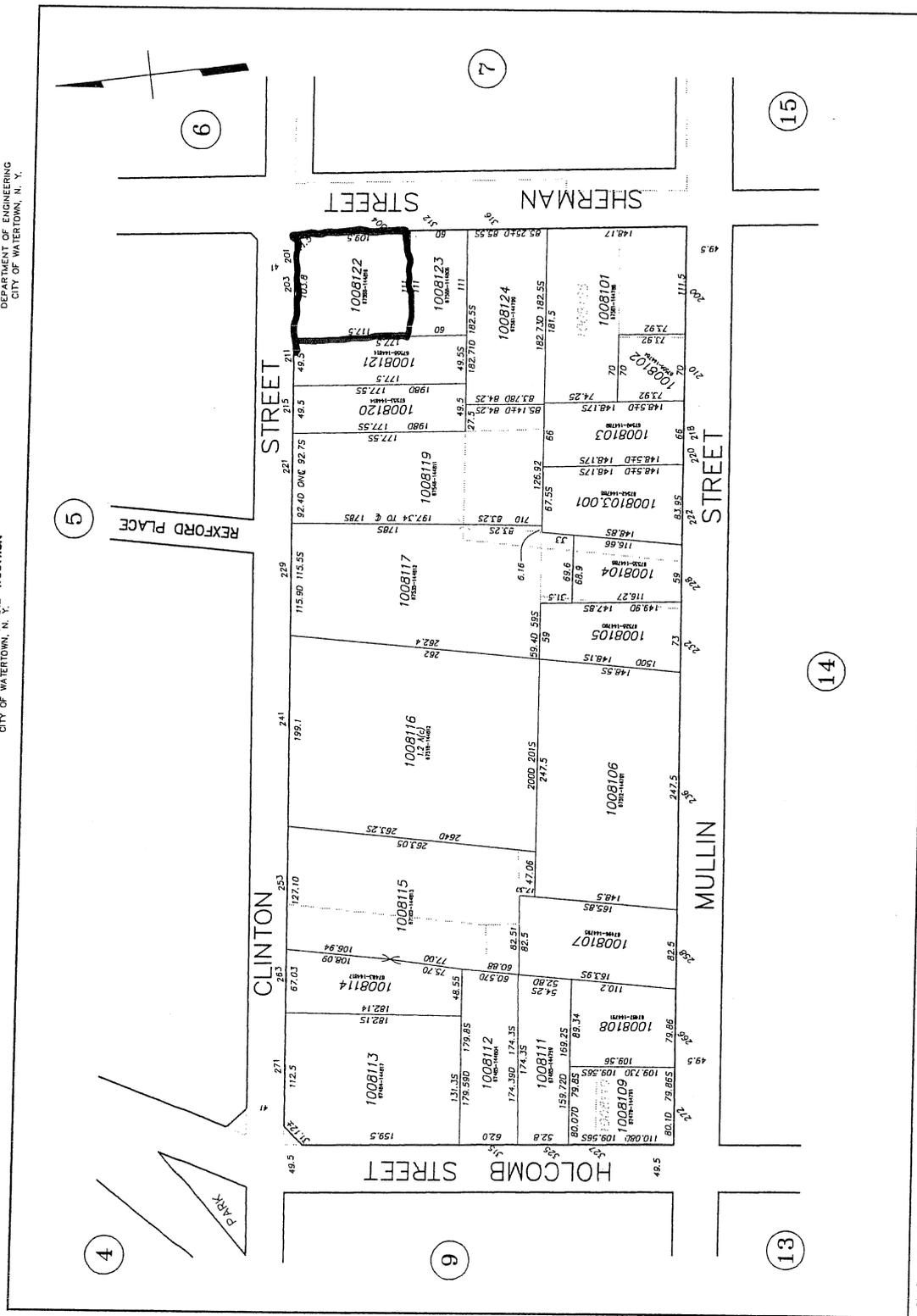
I certify that the information provided in this application is true to the best of my knowledge.

Signature: 

Date: 08-21-2012

DEPARTMENT OF ENGINEERING  
CITY OF WATERLOV, N. Y.

MADE FOR  
DEPARTMENT OF ASSESSMENT AND TAXATION  
CITY OF WATERLOV, N. Y.



REVISED JANUARY 21, 2014

SCALE: 1 INCH = 50 FEET  
FOR TAX PURPOSES ONLY  
NOT TO BE USED FOR CONVEYANCE

# DISTRICT 10 MAP 8

Imaging Scanned by Scanline & Associates, Inc. (716) 837-7775 - Fax (716) 837-3413 - Email: info@scanline.com

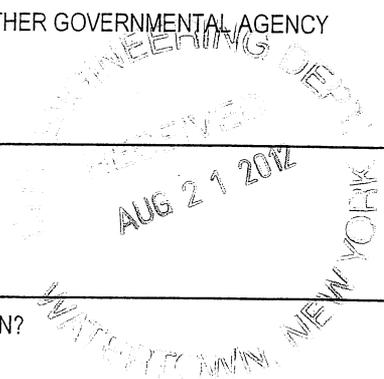


# SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

PART 1 – PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR Brian A. Jones, AIA, LEED AP BD+C, Aubertine and Currier, PLLC	2. PROJECT NAME RCAN LLC, Parking Lot Construction
3. PROJECT LOCATION: Municipality <u>City of Watertown</u> County <u>Jefferson</u>	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) 203 Clinton Street (Corner of Clinton and Sherman Streets)	
5. IS PROPOSED ACTION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: Existing .29 acre parcel will have existing 2 story vacant residence demolished. New parking lot to be constructed along with landscaping buffer.	
7. AMOUNT OF LAND AFFECTED: Initially <u>.29</u> acres                      Ultimately <u>.29</u> acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If no, describe briefly Parking lot is not an allowed use for Residential-A.	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe: <u>Adjacent property is zoned limited business.</u>	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If yes, list agency(s) and permit/approvals	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If yes, list agency(s) and permit/approvals	
12. AS A RESULT OF PROPOSED ACTION, WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE	
Applicant/sponsor name: <u>Brian A. Jones, AIA, LEED AP BD+C</u>	Date: <u>8-21-12</u>
Signature: <u></u>	



If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

## **Excerpt from 9/4/12 Planning Board Meeting Minutes**

### **ZONE CHANGE REQUEST & SPECIAL USE PERMIT – RCAN LLC 203 CLINTON STREET – PARCEL 10-08-122**

The Planning Board then considered a request submitted by Brian Jones of Aubertine and Currier, on behalf of RCAN LLC, to change the approved zoning classification of 203 Clinton Street, parcel 10-08-122, from Residence A to Limited Business.

Mrs. Freda mentioned that the applicant was also requesting a Special Use Permit and a Site Plan Approval. She suggested that the Board discuss both the Zone Change and Special Use Permit at once.

The Board thus also considered the request submitted by Brian Jones of Aubertine and Currier, on behalf of RCAN LLC, for a Special Use Permit allowing a remote accessory parking lot at 203 Clinton Street, parcel 10-08-122, to serve the existing office building at 316 Sherman Street, parcel 10-08-124.

Brian Jones and Sharon Howard (of RCAN LLC) were present to discuss the project. Mr. Jones approached the Board and explained the project. He noted that the existing house would be removed and replaced with a parking lot to serve his client's existing office building two doors down Sherman Street. He noted that his client already has a lease in place to use the intervening property, owned by Knights of Columbus, for parking during business hours. He also noted that the Clinton Street curb cut would be closed.

Mr. Katzman asked if the house to be demolished was the burnt out building at the corner. Ms. Howard corrected him that the house is not burned, but is abandoned and boarded up.

Mr. Katzman asked if the sidewalks would be replaced. Mr. Jones stated that they hoped to maintain the existing ones where possible.

Mrs. Freda noted that some trees marked for preservation were shown in the asphalt area. Mr. Jones stated that they initially wanted to save the trees, but further evaluation showed that they were not in good condition.

Mrs. Freda noted that the spacing between the perpendicular parking spaces at the northeast and northwest corners appears tight. Mr. Jones stated that he would review this issue, but the spaces were a typical 9 by 18 size.

Mr. Katzman asked how snow storage would be accomplished. Mr. Jones responded that there was some flexibility given the large landscaped buffers around the lot.

Mr. Katzman suggested using the empty corners for snow storage, perhaps with pavement or gravel underneath. Mr. Davis said that this could be a good idea if the cost of extra pavement is low.

Mr. Katzman stated that an alternative to paving the corners would be to install the asphalt several inches above the grade of the grass area so that there is a depression to hold snow, and prevent plow blades from ruining the sod.

Ms. Howard asked how much buffer is required around the lot—five or fifteen feet. Mr. Mix outlined the rules in the ordinance. Only the western property line would be

required to have a landscaped buffer, a minimum of 5' wide and maximum of 15'. The Planning Board and City Council can impose other requirements as it sees fit as part of Site Plan Approval.

Mr. Davis asked if the applicant had any intent to purchase the Knights of Columbus property. Ms. Howard said that they would like to, but she needs to find the Knights and alternate location first.

Ms. Pistolese arrived at 3:22 pm.

Mr. Katzman said that he would like to approve the project and allow the minimum buffer size to the west.

Mr. Mix noted that the Site Plan Approval should be tabled because of the lack of a grading and drainage plan. Since no building permit is required for this project, he thought it would be better to get those before approval.

Mr. Katzman then moved to recommend that City Council approve the request submitted by Brian Jones of Aubertine and Currier, on behalf of RCAN LLC, to change the approved zoning classification of 203 Clinton Street, parcel 10-08-122, from Residence A to Limited Business; and also the request submitted by Brian Jones of Aubertine and Currier, on behalf of RCAN LLC, for a Special Use Permit allowing a remote accessory parking lot at 203 Clinton Street, parcel 10-08-122, to serve the existing office building at 316 Sherman Street, parcel 10-08-124.

Mr. Davis seconded, all voted in favor.

Res No. 2

September 12, 2012

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Authorizing Public Auction for Sale of City Owned Properties

The City of Watertown has taken title to several parcels of property it acquired through various tax sales. Neighbors of Watertown has indicated that they would be interested in developing 259 Seymour Street through the NDC program. Habitat for Humanity has requested City Council donate 507 Holcomb Street, 611 Olive Street and 259 Seymour Street to them and delay the auction until they have time to inspect the properties.

In accordance with the City Council's guidelines for the sale of property acquired at tax sale, I am recommending a public auction to be held to sell the properties listed in the attached resolution. The attached resolution authorizes my office to advertise the parcels and hold a public auction on Wednesday, October 10<sup>th</sup> at 6:00 p.m. in City Council Chambers.

It should be noted that the resolution authorizing the auction, the legal advertisement, the Purchase Offer signed by the prospective buyer, and the deed will all contain language to the effect that the buyer of the property agrees to bring it into compliance with all applicable provisions of the New York State Fire Prevention and Building Code, and all City of Watertown zoning and health codes, within one (1) year of the sale to the buyer. If the property is not brought into compliance within one (1) year the City can seek reversion of the property.

# RESOLUTION

Page 1 of 3

Authorizing Public Auction for Sale  
of City Owned Properties

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 City of Watertown owns certain lots of land acquired at Tax Sale and designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York as follows:

<u>Parcel Number</u>	<u>Address</u>
1-10-307.000	100 Alexandria Avenue
1-10-308.000	101 Alexandria Avenue
1-10-310.000	103 Alexandria Avenue
12-05-208.000	1 Boyd Place
06-06-315.000	606 Factory Street
11-12-130.001	VL Flower Avenue East
10-17-116.000	507 Holcomb Street
06-06-321.000	660 Huntington Street
01-14-201.000	753 Rear Main Street West
01-03-105.000	729 Morrison Street
06-07-217.000	611 Olive Street
12-06-208.000	221 Rutland Street South
03-09-303.000	259 Seymour Street
05-01-103.000	1407 State Street
3-09-101.000	36 Stuart Street
1-24-202.000	59 Woodley Street
1-24-201.000	60 Woodley Street

And,

WHEREAS title said land has been retained by the City of Watertown, and

WHEREAS the City Council deems the properties to be excess and not required for any City purposes, and

**RESOLUTION**

Page 2 of 3

Authorizing Public Auction for Sale  
of City Owned Properties

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

WHEREAS the City Council desires to ensure that properties such as those listed above be brought into compliance with all applicable provisions of the New York State Fire Prevention and Building Code and all City of Watertown zoning and health codes within one (1) year of their sale to subsequent buyers,

NOW THEREFORE BE IT RESOLVED that pursuant to Section 23, Subdivision (b) of the General City Law, Section 247 of the Charter of the City of Watertown as amended by Local Law No. 1, 1985, adopted December 3, 1984, effective January 17, 1985, and the ordinance, Municipal Code, Chapter 13 adopted by the Council, on June 6, 1977, the Comptroller of the City of Watertown be and he hereby is authorized to publish a Notice of Sale of the parcels of land above mentioned once a week for three (3) consecutive weeks in the official newspaper of the City of Watertown to the effect that said parcels of land will, at 6:00 p.m. on the 10<sup>th</sup> day of October, 2012, in the 3<sup>rd</sup> Floor City Council Chambers in the Municipal Building, 245 Washington Street, be offered individually for sale to the highest bidder and there present, under the conditions herein set forth:

The aforesaid parcels are conveyed, together with all rights and privileges affecting the same, and also together with all buildings, improvements and appurtenances located upon said described parcels, and

BE IT FURTHER RESOLVED that the City Comptroller be and he hereby is authorized to accept bids for said parcels, in an amount not less than the minimum price set below, subject to the rights of the said City Council to reject any and all bids, and

<u>Parcel Number</u>	<u>Address</u>	<u>Minimum Bid</u>
1-10-307.000	100 Alexandria Avenue	\$ 100
1-10-308.000	101 Alexandria Avenue	\$ 100
1-10-310.000	103 Alexandria Avenue	\$ 100
12-05-208.000	1 Boyd Place	\$ 100
06-06-315.000	606 Factory Street	\$ 1,000
11-12-130.001	VL Flower Avenue East	\$ 100
10-17-116.000	507 Holcomb Street	\$ 1,000
06-06-321.000	660 Huntington Street	\$ 1,000
01-14-201.000	753 Rear Main Street West	\$ 20,000
01-03-105.000	729 Morrison Street	\$ 100

**RESOLUTION**

Page 3 of 3

Authorizing Public Auction for Sale  
of City Owned Properties

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

06-07-217.000	611 Olive Street	\$ 1,000
12-06-208.000	221 Rutland Street South	\$ 1,000
03-09-303.000	259 Seymour Street	\$ 1,000
05-01-103.000	1407 State Street	\$ 1,000
3-09-101.000	36 Stuart Street	\$ 100
1-24-202.000	59 Woodley Street	\$ 100
1-24-201.000	60 Woodley Street	\$ 100

BE IT FURTHER RESOLVED that the highest bidder deposit at least 10 per cent (10%) of the bid price at the same time of each said successful bid with the City Comptroller, and

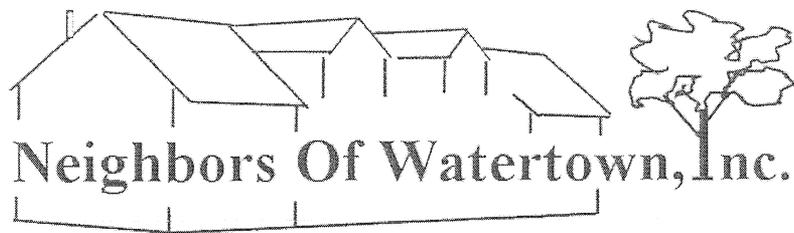
BE IT FURTHER RESOLVED that said parcels of land shall be then sold to the successful bidder for cash or certified funds only, and

BE IT FURTHER RESOLVED that the Notice of Sale, any offer to purchase, and any deed issued by the City contain a provision that if the property sold is not brought into compliance with all applicable provisions of the State Fire Prevention and Building Code and all City of Watertown zoning and health codes within one (1) year of the City’s delivery of the deed to the buyer, the City shall have the right to seek reversion of title to the City, and

BE IT FURTHER RESOLVED that the said bids shall be submitted to the Mayor and City Council for their approval or rejection, and

BE IT FURTHER RESOLVED that the City reserves the right to withdraw any parcel prior to the public sale of said parcels.

**Seconded by**



September 12, 2012

To: Ken Mix,

This letter is to express the interest of Neighbors Of Watertown, Inc to redevelop the property located at 259 Seymour St. through the NDC Program. We have had great success in this partnership with the City of Watertown throughout the years in this program and look forward to its continuation. Through this program, properties such as this one will be redeveloped to a high standard and returned to the tax roles for the benefit of not only a 1<sup>st</sup> Time Homebuyer, but for the entire community.

We appreciate the consideration of our interest and are confident that with this partnership we can make this property an asset to the city.

Sincerely,

Reg Schweitzer  
Deputy Director  
Neighbors of Watertown



The Housing & Redevelopment Store  
112 Franklin Street, Watertown, NY 13601

Phone (315) 782-8497 Fax (315) 782-0102

[www.neighborsofwatertown.com](http://www.neighborsofwatertown.com)



PO Box 31  
Watertown, NY 13601-0031  
315-785-0308  
[www.tiahabitat.org](http://www.tiahabitat.org)

September 12, 2012

City Clerk  
For the City Council  
245 Washington St.  
Watertown, NY 13601

City Council

The City of Watertown has been a major partner and supporter of the Thousand Islands Area Habitat for Humanity Ministry for over a decade. I would just like to say "Thank you." With your support we have been able to assist many families in our community in obtaining homes that they were otherwise unable to afford. At the same time the families in these homes provide the city with the additional real property tax revenue.

We are asking that the City Council approve the donation of following three properties that the city has recently acquired, 507- 09 Holcomb St., 611-13 Olive St. and 259 Seymour St. This donation will help 3 to 5 partner families. We are also asking that City Council delay the auction of said properties until such time as Thousand Islands Area Habitat for Humanity has the opportunity to inspect and select the most cost efficient properties for our use.

I appreciate your consideration in this matter.

Sincerely,

*Original Signed*  
William R. Davis Jr.  
Executive Director  
Thousand Islands Area Habitat for Humanity

**1407 State Street**

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
05-01-103.000	Single Family	65' x 120'	Residential C	\$63,300	\$3,783.29



**606 Factory Street**

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
06-06-315.000	Detached Row Building	56' x 175'	Neighborhood Business	\$69,000	\$6,372.01



### 660 Huntington Street

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
06-06-321.000	Three Family	54' x 180'	Neighborhood Business	\$37,400	\$3,537.98



### 753 Rear Main Street West

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
01-14-201.000	Manufacturing	Waterfront – 114' x 420'; Rear – 280' x 40'	Heavy Industry	\$205,700	\$16,117.65



### 611 Olive Street

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
06-07-217.000	Two Family	50' x 102'	Residential C	\$51,500	\$5,805.61



### 221 Rutland Street South

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
12-06-208.000	Two Family	55' x 110'	Residential B	\$50,600	\$6,471.97



### 507 Holcomb Street

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
10-17-116.000	Two Family	51' x 79'	Residential A	\$77,500	\$13,535.55



### 259 Seymour Street

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
03-09-303.000	Single Family	50' x 100'	Residential A	\$56,300	\$5,527.88



### 729 Morrison Street

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
01-03-105.000	Vacant Lot with improvement	66' x 100'	Neighborhood Business	\$10,000	\$25,215.50



### 100, 101 and 103 Alexandria Avenue

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
01-10-307.000	Residential Vacant Lot	30' x 70'	Residential B	\$500	\$ 119.13
01-10-308.000	Residential Vacant Lot	30' x 70'	Residential B	\$500	\$ 119.13
01-10-310.000	Residential Vacant Lot	30' x 70'	Residential B	\$500	\$ 119.13



### 1 Boyd Place

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
12-05-208.000	Residential Vacant Lot	40' x 60'	Commercial	\$6,900	\$ 1,878.06



### VL Flower Avenue East

<u>Parcel #</u>	<u>Property Class</u>	<u>Lot size</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Back Taxes</u>
11-12-130.001	Residential Vacant Lot	14' x 145'	Residential B	\$1,400	N/A



### 36 Stuart Street

Parcel #	Property Class	Lot size	Zoning	Assessed Value	Back Taxes
03-09-101.000	Residential Vacant Lot	36' x 52'	Residential A	\$100	N/A



### 59 and 60 Woodley Street

Parcel #	Property Class	Lot size	Zoning	Assessed Value	Back Taxes
01-24-202.000	Residential Vacant Lot	50' x 73'	Residential A	\$1,200	N/A
01-24-201.000	Residential Vacant Lot	50' x 73'	Residential A	\$1,200	N/A



Res No. 3

September 12, 2012

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Authorizing Public Auction for Tax Sale Certificate Assignments

The City of Watertown is the holder of tax sale certificates on two parcels for which the redemption periods have expired. The City does not wish to take title to these parcels and would like to instead hold a public auction to assign the City's interest in these tax sale certificates.

The parcels for which the City is the holder of the tax sale certificates and proposes a tax sale certificate assignment auction are 1543 State Street and 457 Court Street. The tax sale certificate for 1543 State Street has received bids in the previous two tax sale certificate auctions but the successful bidders have declined to close on their offers after reviewing the parcel's file at the New York State Department of Environmental Conservation.

The attached resolution authorizes my office to advertise the tax sale certificates on these parcels and hold a public auction on Wednesday, October 10<sup>th</sup> at 6:00 p.m. in City Council chambers.

The highest bids received at the public auction will be presented to City Council for final approval at the October 15<sup>th</sup> City Council meeting. If City Council approves the bids for assignments then the new holder of the tax sale certificate can request a tax deed to the parcels.

**RESOLUTION**

Page 1 of 2

Authorizing Public Sale of City  
Owned Tax Sale Certificates

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 City of Watertown is the owner of certain tax sale certificates on various lots of land as designated on the map of the Department of Assessment and Taxation of the City of Watertown, New York as follows:

<u>Parcel Number</u>	<u>Address</u>	<u>Original Tax Sale Certificate Amount</u>
05-14-103.000	1543 State Street	\$ 3,615.81
04-27-409.000	457 Court Street	\$ 73,558.57

and,

WHEREAS the City Council does not wish to take title to these properties,

NOW THEREFORE BE IT RESOLVED that pursuant to Section 23, Subdivision (b) of the General City Law, Section 247 of the Charter of the City of Watertown as amended by Local Law No. 1, 1985, adopted December 3, 1984, effective January 17, 1985, and the ordinance, Municipal Code, Chapter 13 adopted by the Council, on June 6, 1977, the Comptroller of the City of Watertown be and he hereby is authorized to publish a Notice of Sale of the tax sale certificates for the land above mentioned once a week for three (3) consecutive weeks in the official newspaper of the City of Watertown to the effect that said parcels of land will, at 6:00 p.m. on the 10<sup>th</sup> day of October, 2011, in the 3<sup>rd</sup> Floor City Council Chambers in the Municipal Building, 245 Washington Street, be offered individually for sale to the highest bidder there present, and

BE IT FURTHER RESOLVED that the City Comptroller be and he hereby is authorized to offer for sale said tax sale certificates with the minimum bid starting at \$100 subject to the rights of the said City Council to reject any and all bids, and

# RESOLUTION

Page 2 of 2

Authorizing Public Sale of City  
Owned Tax Sale Certificates

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 RESOLVED that the highest bidder deposit at least 10 percent (10%) of the bid price at the same time of each said bid with the City Comptroller, and

BE IT FURTHER RESOLVED that said tax sale certificates shall be offered for sale for cash only, and

BE IT FURTHER RESOLVED that the said bids shall be submitted to the Mayor and City Council for their approval or rejection, and

BE IT FURTHER RESOLVED that the City reserves the right to withdraw any tax sale certificate prior to the public sale of said certificate.

**Seconded by**

1543 State Street





# Property Description Report For: 1543 State St, Municipality of City of Watertown



**Status:** Active  
**Roll Section:** Taxable  
**Swis:** 221800  
**Tax Map ID #:** 5-14-103.000  
**Account #:** 18105860  
**Property Class:** 449 - Other Storage  
**Site:** COM 1  
**In Ag. District:** No  
**Site Property Class:** 449 - Other Storage  
**Zoning Code:** RB - Residential B  
**Neighborhood Code:** 00403  
**School District:** Watertown  
**Total Assessment:** 2012 - \$28,200  
 2011 - \$28,200  
**Legal Property Desc:** 88x276 R28x100  
 514103  
**Deed Page:** 255  
**Grid North:** 1446979

**Total Acreage/Size:** 88 x 276  
**Land Assessment:** 2012 - \$1,000  
 2011 - \$1,000  
**Full Market Value:** 2012 - \$31,685  
 2011 - \$29,684  
**Equalization Rate:** ----  
**Deed Book:** 996  
**Grid East:** 1004012

## Owners

Lynn's Service Center  
 123 S Shore Dr  
 Clayton NY 13642

## Buildings

AC%	Sprinkler%	Alarm%	Elevators	Basement Type	Year Built	Condition	Quality	Gross Floor Area (sqft)	Stories
0	0	0	0	0	1950	Normal	Average	3587	1.00

## Improvements

Structure	Size	Grade	Condition	Year
Pavng-asphlt	1475 x 4	Average	Fair	1950

## Land Types

Type	Size
Primary	88 x 276
Rear	28 x 100

**457 Court Street**





# Property Description Report For: 457 Court St, Municipality of City of Watertown



**Status:** Active  
**Roll Section:** Taxable  
**Swis:** 221800  
**Tax Map ID #:** 7-03-312.000  
**Account #:** 03027220  
**Property Class:** 449 - Other Storage  
**Site:** COM 1  
**In Ag. District:** No  
**Site Property Class:** 449 - Other Storage  
**Zoning Code:** C - Commercial  
**Neighborhood Code:** 00608  
**School District:** Watertown  
**Total Assessment:** 2012 - \$26,500  
 2011 - \$26,500  
**Legal Property Desc:** 115x80 703312  
**Deed Page:** 766  
**Grid North:** 1450554

**Total Acreage/Size:** 115 x 80  
**Land Assessment:** 2012 - \$500  
 2011 - \$500  
**Full Market Value:** 2012 - \$29,775  
 2011 - \$27,895  
**Equalization Rate:** ----  
**Deed Book:** 927  
**Grid East:** 996219

## Owners

ME Avery Co  
 457 Court St  
 Watertown NY 13601

## Buildings

AC%	Sprinkler%	Alarm%	Elevators	Basement Type	Year Built	Condition	Quality	Gross Floor Area (sqft)	Stories
0	0	0	0	0	1950	Fair	Average	3360	1.00

## Site Uses

Use	Rentable Area (sqft)	Total Units
Dstr wrhouse	3,360	0

## Improvements

Structure	Size	Grade	Condition	Year
Pavng-asphlt	4000 x 4	Average	Fair	1950

## Land Types

Type	Size
Primary	115 x 80

Res No. 4

September 14, 2012

To: City Council Members

From: Jeffrey E. Graham, Mayor

Subject: Reappointment to the Development Authority of the North Country Board

I recommend the reappointment of Thomas H. Hefferon of 456 Lachenauer Drive, Watertown, New York, to the Development Authority of the North Country Board. This term commences immediately and expires on September 17, 2016. A resolution for Council consideration is attached.

# RESOLUTION

Page 1 of 1

Reappointment to the Development Authority of the North Country Board, Thomas H. Hefferon

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 RESOLVED that Thomas H. Hefferon, 456 Lachenauer Drive, Watertown, New York, is hereby reappointed to the Development Authority of the North Country Board, such term effective immediately and expiring on September 17, 2016.

**Seconded by**

Ord No. 1

September 11, 2012

To: The Honorable Mayor and City Council  
From: Elliott B. Nelson, Confidential Assistant to the City Manager  
Subject: Factory Street Parking Restriction

At the Work Session on September 10, 2012, City Council reviewed a request from Erica Flint, Executive Director of the Watertown Urban Mission. Ms. Flint asked Council to consider creating a 'no parking' restriction in front of the Urban Mission parking lot. At that time, Council instructed staff to prepare an ordinance to honor her request.

Attached for Council's consideration is an ordinance restricting parking as detailed above. Also attached for your reference is the original letter from Ms. Flint.

# ORDINANCE

Amending City Municipal Code  
Section 293-61, Schedule XIII,  
Parking Prohibited at All Times

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.

YEA	NAY

Total .....

### *Introduced by*

BE IT ORDAINED that Section 293-61 of the City Code of the City of Watertown is hereby amended by adding the following:

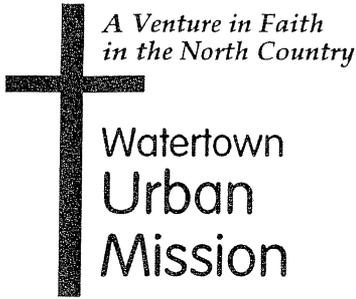
§ 293-61. Schedule XIII: Parking Prohibited at All Times.

<b>Name of Street</b>	<b>Side</b>	<b>Location</b>
Factory Street	North	In front of the parking lot located between 247 and 327 Factory Street

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*



August 30, 2012

Ms. Sharon Addison, Watertown City Manager  
City of Watertown  
245 Washington St., Rm. 302  
Watertown, NY 13601

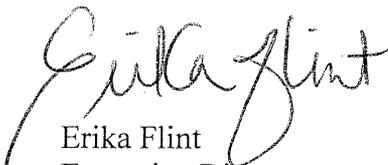
Dear Ms. Addison:

This correspondence is in regard to street parking in front of the Watertown Urban Mission's parking lot on 247 Factory Street, Watertown.

The parking lot between the Mission and Rowland's appliance has two entrances with a single row of parking between the entrances. It is common for one vehicle, and sometimes two vehicles to park on the street between these two entrances. Two vehicles often results in the entrances being somewhat, if not completely, blocked. Even one vehicle makes it difficult to see, and therefore dangerous, when pulling out of the parking lot. For the safety of pedestrians, vehicles on the road, and vehicles pulling out of the driveway, our request would be that this one space on the street is designated as a "No Parking Zone."

We appreciate your review of this matter. If you have any questions, please feel free to contact me at (315) 782-8440. We look forward to your response.

Sincerely,



Erika Flint  
Executive Director

Ord No. 2

September 12, 2012

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning & Community Development Coordinator

Subject: Changing the Approved Zoning Classification of 203 Clinton Street, Parcel 10-08-122, from Residence A to Limited Business

A request has been submitted by Brian Jones of Aubertine & Currier, on behalf of RCAN LLC, for the above subject zone change. The Planning Board reviewed the request at its September 4, 2012 meeting and passed a motion recommending that the City Council approve the zone change request.

Attached are the reports on the zone change request prepared for the Planning Board and an excerpt from the minutes.

The ordinance prepared for City Council consideration approves the zone change as requested. The Council must hold a public hearing on the ordinance before it may vote. It is recommended that a public hearing be scheduled for 7:30 pm on Monday, October 1, 2012. A SEQRA resolution will also be presented for City Council consideration at that meeting.

# ORDINANCE

Page 1 of 1

Changing the Approved Zoning Classification of 203 Clinton Street, Parcel 10-08-122, from Residence A to Limited Business

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 where Brian Jones of Aubertine & Currier, on behalf of RCAN LLC, has submitted a request to change the approved zoning classification of 203 Clinton Street, parcel 10-08-122, from Residence A District to Limited Business District, and

WHEREAS the Planning Board of the City of Watertown considered the zone change at its meeting held on September 4, 2012, and adopted a motion recommending that the City Council approve the zone change as requested, and

WHEREAS a public hearing was held on the proposed zone change on October 1, 2012, 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 203 Clinton Street, parcel 10-08-122, is hereby changed to Limited Business District, and

BE IT FURTHER ORDAINED that the Zoning Map of the City of Watertown shall be amended to reflect these changes, 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 printed as the City Manager directs.

**Seconded by**



# 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: Kenneth A. Mix, Planning and Community Development Coordinator KAM

SUBJECT: Zone Change – 203 Clinton Street, parcel 10-08-122

DATE: August 29, 2012

---

**Request:** To change the approved zoning classification of 203 Clinton Street, parcel 10-08-122, from *Residence A* to *Limited Business*.

**Applicant:** Brian Jones, Aubertine & Currier

**Owner:** RCAN, LLC

**SEQRA:** Unlisted

**County review:** Not required

---

**Comments:** The applicant has recently purchased the abandoned house at the corner of Clinton and Sherman Streets. They wish to demolish the house and replace it with a parking lot which will serve their office building at 316 Sherman Street.

In order to construct a parking lot to serve that office building, the parcel in question must also be in a zoning district that would allow the principal use.

This property is designated for medium density residential use in the adopted Land Use Plan.

cc: City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II  
Brian Jones, 522 Bradley St

August 21, 2012

Kurt W. Hauk, P.E.  
City Engineer  
Room 305, City Hall  
245 Washington Street  
Watertown, NY 13601

**Re: Change of Zoning Application  
RCAN LLC  
(A&C Project #2012-087.001)  
203 Clinton Street, Watertown, NY**

Dear Mr. Hauk:

Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC on behalf of RCAN LLC is requesting to be included on the agenda for the next Zoning Board of Appeals meeting for review of a parking lot construction, located at 203 Clinton Street. Attached are fifteen (15) sets including a Site Plan, property deed, tax map, and Short EAF. Also included is a check for \$150.00 for the review fee.

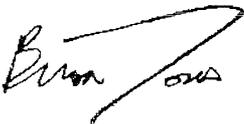
RCAN LLC is the owner of Innovative Physical Therapy located at 316 Sherman Street. They provide physical therapy services. Currently the company has limited parking for its clients and employees. They also have a lease agreement for the neighboring Knights of Columbus property (312 Sherman Street) to utilize their parking facilities during business hours. RCAN recently purchased the 203 Clinton Street property and will be demolishing the vacant 2 story residence. The property is located adjacent to the Knights of Columbus. The owner intends to utilize the existing 12,980 s.f. property for customer/employee parking. The project will include 8,089 s.f. of asphalt parking with 19 parking spaces. A landscaping buffer will be included on all sides with the exception of the Knights of Columbus property boundary.

The parcel is currently zoned as Residential\_A. We are seeking to change the zoning designation to Limited\_Business so the parcel can be used as a parking lot. Currently, the existing property and building are a detriment to the neighborhood. We believe that by removing the vacant building and cleaning up the property it will improve the neighborhood. In respect to the existing residential zoned area of Clinton Street, we are also proposing entering the lot from Sherman Street only and closing off the existing entrance from Clinton Street. This will reduce the number of cars entering from the residential zoned area.

The owner intends to begin construction as soon as approvals are granted.

Please do not hesitate to contact me if you have any questions or need additional information.

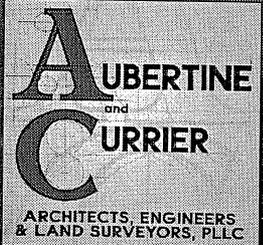
Sincerely,  
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC



Brian A Jones  
Architect

Attachments

Cc: Cheryl Howard, RCAN LLC



516 Bradley Street  
Watertown, New York 13601

[aubertinecurrier.com](http://aubertinecurrier.com)

Phone: 315.782.2005

Fax: 315.782.1472

**Managing Partners**

Michael L. Aubertine, R.A.  
Architect

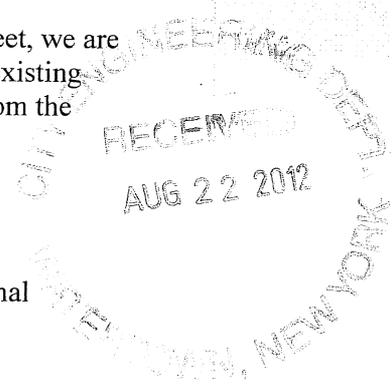
Patrick J. Currier, R.A.  
Architect

**Partners**

Brian A. Jones, R.A., AIA  
Architect

Matthew R. Morgia, P.E.  
Civil Engineer

Jayson J. Jones, P.L.S.  
Land Surveyor

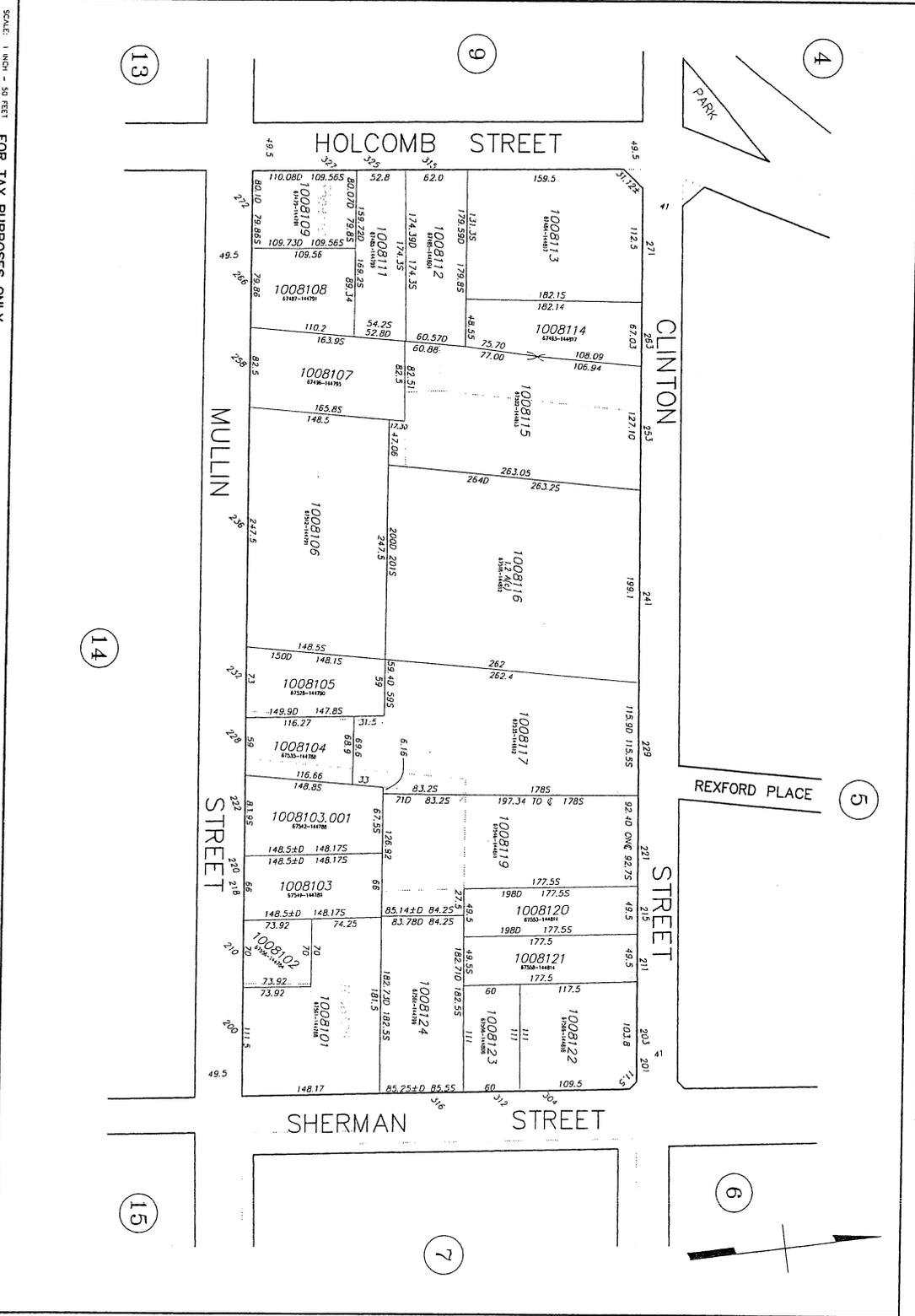


Drawing Scanned by Sanchez & Associates, Inc. (310)-567-7770 - Fax: (310)-567-3412 - EMAIL: sanchaz@jonesbox.com

SCALE: 1 INCH = 50 FEET

FOR TAX PURPOSES ONLY  
NOT TO BE USED FOR CONVEYANCE

DISTRICT 10 MAP 8  
REVISED JANUARY 21, 2004



## SHORT ENVIRONMENTAL ASSESSMENT FORM

For UNLISTED ACTIONS Only

## PART 1- PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR Brian A. Jones, AIA, LEED AP BD+C, Aubertine and Currier, PLLC	2. PROJECT NAME RCAN LLC, Parking Lot Construction
3. PROJECT LOCATION: Municipality <u>City of Watertown</u> County <u>Jefferson</u>	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) <u>203 Clinton Street</u> <u>(Corner of Clinton and Sherman Streets)</u>	
5. IS PROPOSED ACTION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: <u>Existing .29 acre parcel will have existing 2 story vacant residence demolished. New parking lot to be constructed along with landscaping buffer.</u>	
7. AMOUNT OF LAND AFFECTED: Initially <u>.29</u> acres                      Ultimately <u>.29</u> acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If no, describe briefly <u>Parking lot is not an allowed use for Residential-A.</u>	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe: <u>Adjacent property is zoned limited business.</u>	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If yes, list agency(s) and permit/approvals	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If yes, list agency(s) and permit/approvals	
12. AS A RESULT OF PROPOSED ACTION, WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE  Applicant/sponsor name: <u>Brian A. Jones, AIA, LEED AP BD+C</u> Date: <u>8/22/12</u>  Signature: <u></u>	

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

## **Excerpt from 9/4/12 Planning Board Meeting Minutes**

### **ZONE CHANGE REQUEST & SPECIAL USE PERMIT – RCAN LLC 203 CLINTON STREET – PARCEL 10-08-122**

The Planning Board then considered a request submitted by Brian Jones of Aubertine and Currier, on behalf of RCAN LLC, to change the approved zoning classification of 203 Clinton Street, parcel 10-08-122, from Residence A to Limited Business.

Mrs. Freda mentioned that the applicant was also requesting a Special Use Permit and a Site Plan Approval. She suggested that the Board discuss both the Zone Change and Special Use Permit at once.

The Board thus also considered the request submitted by Brian Jones of Aubertine and Currier, on behalf of RCAN LLC, for a Special Use Permit allowing a remote accessory parking lot at 203 Clinton Street, parcel 10-08-122, to serve the existing office building at 316 Sherman Street, parcel 10-08-124.

Brian Jones and Sharon Howard (of RCAN LLC) were present to discuss the project. Mr. Jones approached the Board and explained the project. He noted that the existing house would be removed and replaced with a parking lot to serve his client's existing office building two doors down Sherman Street. He noted that his client already has a lease in place to use the intervening property, owned by Knights of Columbus, for parking during business hours. He also noted that the Clinton Street curb cut would be closed.

Mr. Katzman asked if the house to be demolished was the burnt out building at the corner. Ms. Howard corrected him that the house is not burned, but is abandoned and boarded up.

Mr. Katzman asked if the sidewalks would be replaced. Mr. Jones stated that they hoped to maintain the existing ones where possible.

Mrs. Freda noted that some trees marked for preservation were shown in the asphalt area. Mr. Jones stated that they initially wanted to save the trees, but further evaluation showed that they were not in good condition.

Mrs. Freda noted that the spacing between the perpendicular parking spaces at the northeast and northwest corners appears tight. Mr. Jones stated that he would review this issue, but the spaces were a typical 9 by 18 size.

Mr. Katzman asked how snow storage would be accomplished. Mr. Jones responded that there was some flexibility given the large landscaped buffers around the lot.

Mr. Katzman suggested using the empty corners for snow storage, perhaps with pavement or gravel underneath. Mr. Davis said that this could be a good idea if the cost of extra pavement is low.

Mr. Katzman stated that an alternative to paving the corners would be to install the asphalt several inches above the grade of the grass area so that there is a depression to hold snow, and prevent plow blades from ruining the sod.

Ms. Howard asked how much buffer is required around the lot—five or fifteen feet. Mr. Mix outlined the rules in the ordinance. Only the western property line would be

required to have a landscaped buffer, a minimum of 5' wide and maximum of 15'. The Planning Board and City Council can impose other requirements as it sees fit as part of Site Plan Approval.

Mr. Davis asked if the applicant had any intent to purchase the Knights of Columbus property. Ms. Howard said that they would like to, but she needs to find the Knights and alternate location first.

Ms. Pistolese arrived at 3:22 pm.

Mr. Katzman said that he would like to approve the project and allow the minimum buffer size to the west.

Mr. Mix noted that the Site Plan Approval should be tabled because of the lack of a grading and drainage plan. Since no building permit is required for this project, he thought it would be better to get those before approval.

Mr. Katzman then moved to recommend that City Council approve the request submitted by Brian Jones of Aubertine and Currier, on behalf of RCAN LLC, to change the approved zoning classification of 203 Clinton Street, parcel 10-08-122, from Residence A to Limited Business; and also the request submitted by Brian Jones of Aubertine and Currier, on behalf of RCAN LLC, for a Special Use Permit allowing a remote accessory parking lot at 203 Clinton Street, parcel 10-08-122, to serve the existing office building at 316 Sherman Street, parcel 10-08-124.

Mr. Davis seconded, all voted in favor.

Ord No. 3

September 12, 2012

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning & Community Development Coordinator

Subject: Changing the Approved Zoning Classifications of 24 Properties, Between Coffeen Street and the Black River, in Order to Conform to the Local Waterfront Revitalization Program

The Planning Board reviewed the above subject request at its July 3, August 7, and September 4, 2012 meetings and passed a resolution at the last meeting recommending approval.

This sixth phase of zone changes will increase the amount of land available for residential use in the area between Coffeen Street and the Black River. This is accomplished by changing non-industrial uses located in the Light Industry District to primary Commercial District. The parcels associated with Hudson River Rafting will be changed to Waterfront District.

Copies of maps showing the existing zoning and this proposed rezoning are included within City Council Members' Agenda Packages. Attached to this memo are copies of the reports prepared for the Planning Board and excerpts from the Planning Board Minutes.

A Public Hearing is required before the City Council may vote on this Ordinance. It is recommended that a Public Hearing be scheduled for 7:30 p.m. on Monday, October 1, 2012.

# ORDINANCE

Page 1 of 3

Changing the Approved Zoning Classification of 24 Properties, Between Coffeen Street and the Black River, in Order to Conform to The Local Waterfront Revitalization Program

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 where certain changes to Zoning District boundaries are required in order to implement the City of Watertown’s Local Waterfront Revitalization Program, and

WHEREAS City Staff have submitted a request to change the approved zoning classification of certain properties between the Black River and Coffeen Street, and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its meeting held on September 4, 2012, and adopted a motion recommending that the City Council approve the zone changes as requested, 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, and

WHEREAS a public hearing was held on the proposed zone change on October 1, 2012, 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,

# ORDINANCE

Page 2 of 3

Changing the Approved Zoning Classification of 24 Properties, Between Coffeen Street and the Black River, in Order to Conform to The Local Waterfront Revitalization Program

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 ORDAINED that the unzoned portion of the following parcel is hereby zoned **Residence B District**:

7-17-205        720 LAWRENCE ST

And,

BE IT FURTHER ORDAINED that the zoning classification of each of the parcels in the following list is hereby changed to **Waterfront District**:

7-07-402        410 NEWELL ST  
 7-07-403        424 NEWELL ST  
 7-07-401        400 NEWELL ST

And,

BE IT FURTHER ORDAINED that the zoning classification of each of the parcels in the following list is hereby changed to **Commercial District**:

7-08-217        307 HOWK ST  
 7-08-203        518 COFFEEN ST  
 7-08-202        510 COFFEEN ST  
 7-08-201        303 HOWK ST  
 7-08-205        532 COFFEEN ST  
 7-08-206        540 COFFEEN ST  
 7-08-207        546 COFFEEN ST  
 7-07-322        482 BLACK RIVER PKWY  
 7-07-319        440 COFFEEN ST  
 7-08-107        320 HOWK ST  
 7-08-106        314 HOWK ST  
 7-08-105        310 HOWK ST  
 7-08-104        308 HOWK ST  
 7-08-103        478 COFFEEN ST  
 7-08-108        324 HOWK ST  
 7-16-102        556 COFFEEN ST  
 7-16-101        550 COFFEEN ST

# ORDINANCE

Page 3 of 3

Changing the Approved Zoning Classification of 24 Properties, Between Coffeen Street and the Black River, in Order to Conform to The Local Waterfront Revitalization Program

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

And,

BE IT FURTHER ORDAINED that the zoning classification of each of the parcels in the following list is hereby changed to **Light Industrial District**:

- 7-16-112.001 341 ENGINE ST
- 7-16-114 345 ENGINE ST

And,

BE IT FURTHER ORDAINED that the zoning classification of a portion of parcel number 77-01-001, 1 Conrail, being the railroad bed lying between Coffeen Street and the Black River, is hereby changed to **Light Industrial District**, and

BE IT FURTHER ORDAINED that the Zoning Map of the City of Watertown shall be amended to reflect these changes, 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 printed as the City Manager directs.

**Seconded by**



# MEMORANDUM

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

TO: Planning Board Members

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

SUBJECT: LWRP Zone Changes – Land use review of Coffeen and W. Main St. areas

DATE: June 26, 2012

In preparation for the next round of Local Waterfront Revitalization Program (LWRP) zone changes, staff has prepared a map of existing land uses on the west side of the City. As shown on the map, there are substantial areas which are already in residential or commercial use. The difficult question will be the several large, active industrial uses along Coffeen Street near the railroad, which include construction companies, warehouses, a Verizon facility, and our own Public Works garages. There are also several active industrial uses on the north side of the river, including vehicle storage, a flooring warehouse, and a machine shop.

A description of the land use categories follows:

- Commercial – Uses typically associated with Neighborhood Business District or Commercial District, including retail, restaurants, and offices.
- Industry – Uses associated with Heavy Industry and Light Industry districts, including manufacturing, warehouses, and self-storage facilities.
- Multi-family – Residential development with more than one dwelling unit per parcel, including boarding houses.
- Single Family – Residential development with a single unit per parcel.
- Vacant – Parcels which are either completely undeveloped, or contain uninhabitable buildings.

Please start to review the existing uses in this area. We will give an overview of the LWRP for the new board members and begin discussing possible changes for this area at the meeting.

cc: City Council Members  
Robert Slye, City Attorney  
Justin Wood, Civil Engineer II



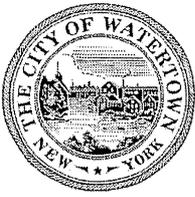
# MEMORANDUM

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

TO: Planning Board Members  
FROM: Andrew Nichols, Planner  
SUBJECT: Local Waterfront Revitalization Program  
DATE: August 3, 2012

At last month's meeting the Board was provided with maps depicting the existing land uses along Coffeen Street and West Main Street. The next step in this process will be to adopt zone changes for these areas.

Attached you will find two maps, one showing existing zoning and one showing proposed changes for LWRP "Phase 6". These maps are for discussion only. No public notice was sent prior to this meeting, so the Board should not make a recommendation to Council at this time.



# 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: Kenneth A. Mix, Planning and Community Development Coordinator *KAM*

SUBJECT: Zone Change – Local Waterfront Revitalization Program (Phase 6)

DATE: August 22, 2012

---

**Request:** Changing the approved zoning classifications of 24 properties, between Coffeen Street and the Black River, in order to conform to the Local Waterfront Revitalization Program

**Applicant:** City Staff

**Owner:** Various

**SEQRA:** Unlisted

**County review:** Not Required

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**Comments:** As presented at the previous meeting, this sixth phase of zone changes will primarily convert parcels in the Coffeen Street and Engine Street areas from Light Industrial to Commercial, in order to allow residential or mixed-use development. Staff has not been able to identify any ongoing industrial uses in these change areas.

The three parcels slated to become Waterfront District are either vacant, or the site of a “water-dependent” whitewater rafting company, and thus no conformance issues are expected.

An unzoned portion of a residential parcel on Lawrence Street will be zoned Residence B.

cc: City Council Members  
Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II

**Excerpt from 7/3/12 Planning Board Meeting Minutes**

**LWRP ZONE CHANGES – PHASE 6  
EXISTING LAND USES – COFFEEN ST, W. MAIN ST. AREAS**

Mr. Mix briefly explained the map of existing land uses provided to the Board, and asked that they consider it compared to the current zoning for further discussion at the next meeting. He also briefly outlined the goals of the Local Waterfront Revitalization Program for the benefit of the Board's newer members.

**Excerpt from 8/7/12 Planning Board Meeting Minutes**

**LWRP ZONE CHANGES – PHASE 6  
PROPOSED CHANGES – COFFEEN STREET**

Mr. Mix briefly reviewed the proposed changes and reminded the Board that no vote was needed at this time. If the Board does not see any major problems, notification will be sent to property owners and a vote can be taken next month.

There was general discussion regarding the LWRP and the difficulties of implementing the Waterfront District.

The Board agreed that the proposed changes looked appropriate.

**Excerpt from 9/4/12 Planning Board Meeting Minutes**

**LWRP ZONE CHANGES – PHASE 6  
PROPOSED CHANGES – COFFEEN STREET**

The Board the considered a request submitted by staff to change the approved zoning classifications of 24 properties, between the Coffeen Street and the Black River, in order to conform to the Local Waterfront Revitalization Program.

Mr. Mix noted that these changes are largely the same as what was discussed at the previous meeting. The affected property owners have been notified, and no objections were communicated to the Planning Office.

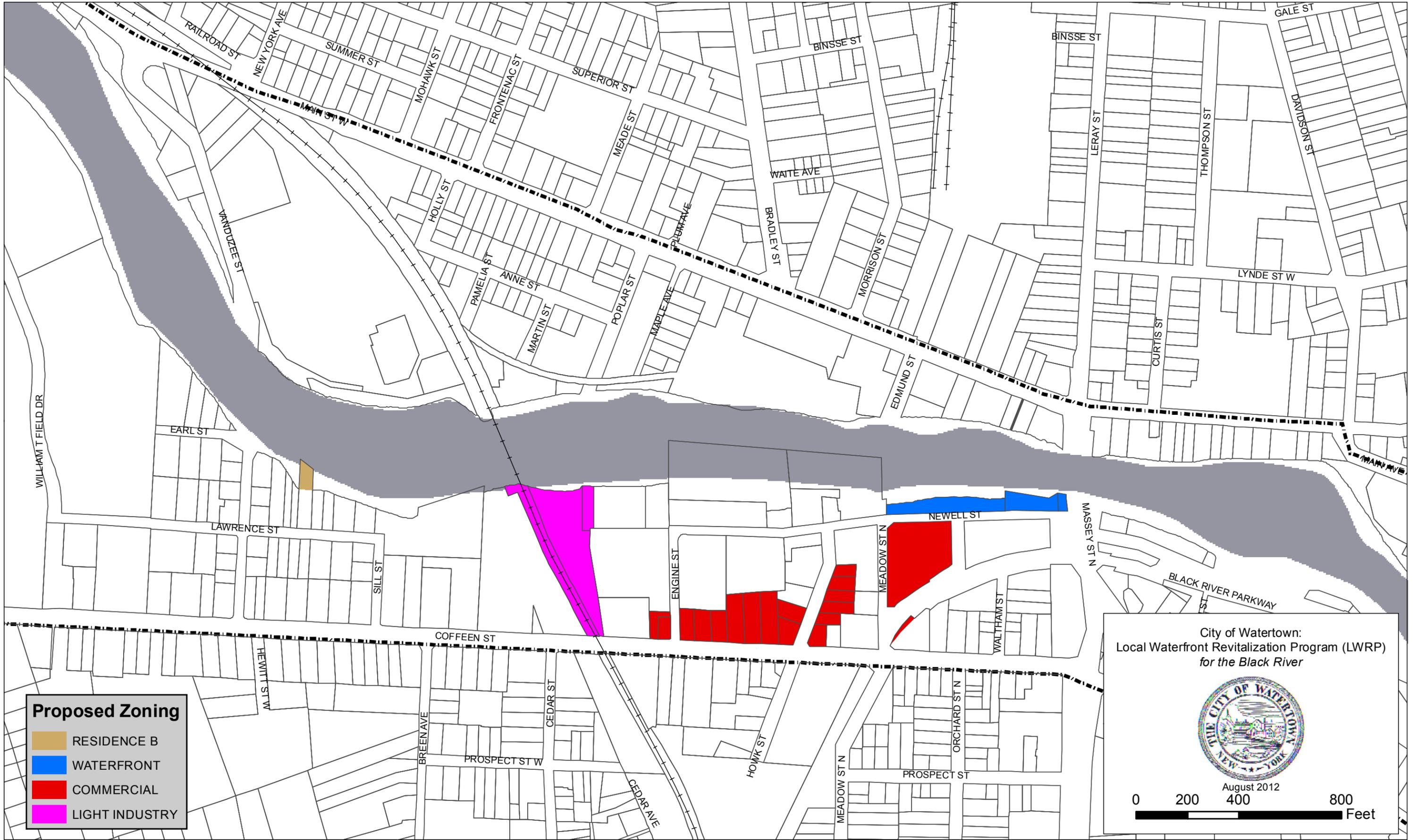
Mr. Davis stated that the zoning changes look good, but noted that zoning alone would not draw people to the waterfront.

Mr. Mix agreed that zoning alone cannot create the waterfront amenities that draw development. He outlined the recent waterfront projects that the City has undertaken, including parks and trails. The zone changes are meant to help guide private development toward the program goals.

Mr. Coburn moved to recommend that City Council approve the request submitted by staff to change the approved zoning classifications of 24 properties, between the Coffeen Street and the Black River, in order to conform to the Local Waterfront Revitalization Program, as submitted.

Mrs. Gervera seconded, all voted in favor.

# LWRP Proposed Zoning - Phase 6 - Coffeen Street



**Proposed Zoning**

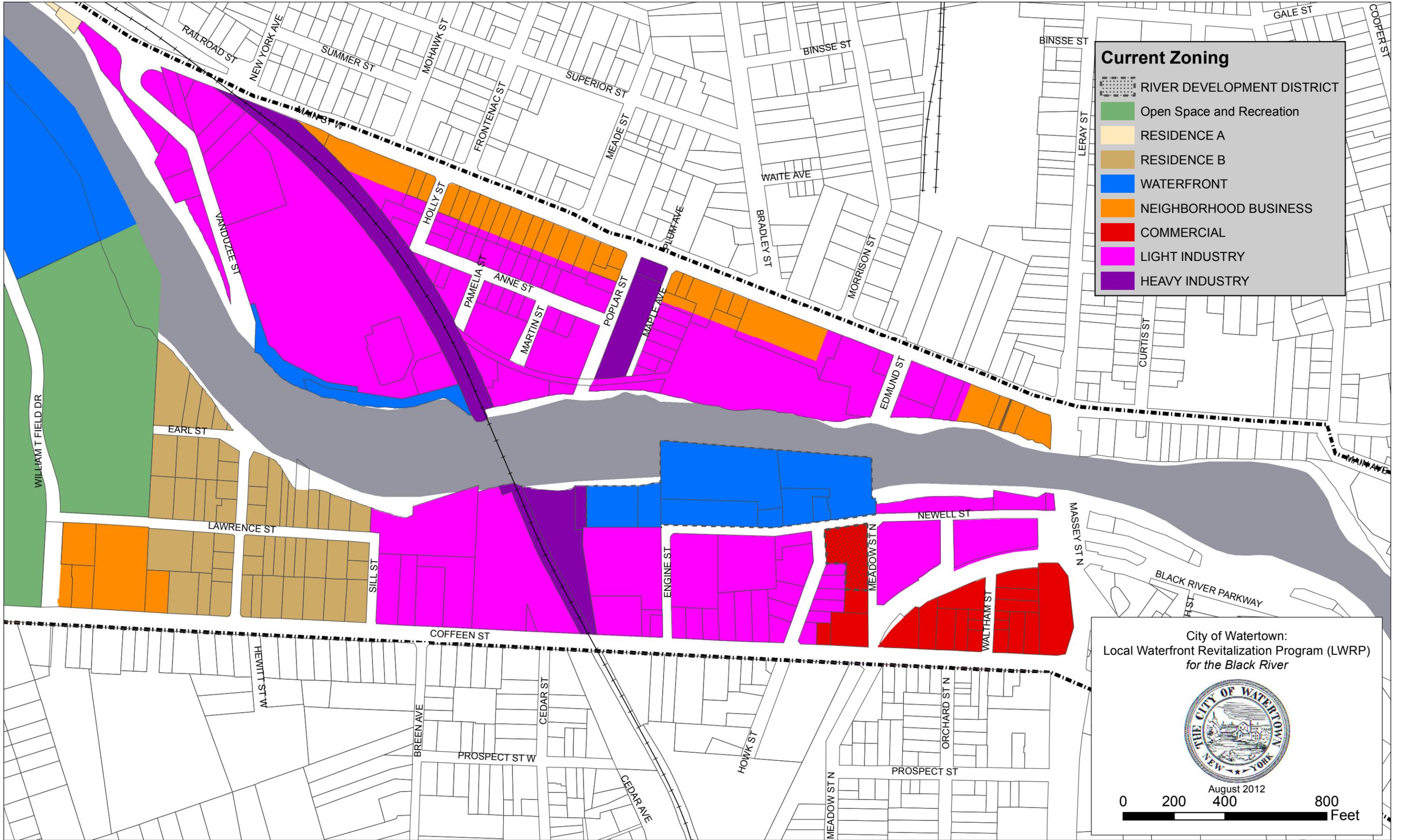
- RESIDENCE B
- WATERFRONT
- COMMERCIAL
- LIGHT INDUSTRY

City of Watertown:  
Local Waterfront Revitalization Program (LWRP)  
for the Black River

August 2012

0 200 400 800 Feet

# Coffeen and Main Street Zoning



**Current Zoning**

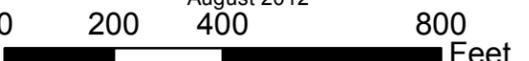
-  RIVER DEVELOPMENT DISTRICT
-  Open Space and Recreation
-  RESIDENCE A
-  RESIDENCE B
-  WATERFRONT
-  NEIGHBORHOOD BUSINESS
-  COMMERCIAL
-  LIGHT INDUSTRY
-  HEAVY INDUSTRY

City of Watertown:  
Local Waterfront Revitalization Program (LWRP)  
for the Black River



August 2012

0 200 400 800 Feet



September 12, 2012

To: The Honorable Mayor and City Council  
From: Brian Phelps, City Assessor  
Subject: VL Huntington St

In November 2001 City Council approved the sale of a parcel of land that was to become known as VL Huntington St (5-06-240.000) to Sara Daniels. This parcel was previously shown on our assessment maps as parts of Gardner and Salisbury Avenues. These streets are undeveloped, undedicated and to our knowledge ownership was never transferred to City. The streets exist because they were shown as streets on the "Stewart Addition" subdivision that was created upon the filing of a subdivision map in 1894 in the Jefferson County Clerks Office.

It was the past practice of the City to treat all streets shown on a filed subdivision as public streets, thus leaving large strips of land off both the official parcel maps and with no entry on assessment rolls. With no assessment roll entry, it is very hard to track property ownership and oftentimes the last transfer of the paper street would be to the original subdivider (in this case prior to 1894).

The sale of this section of paper street by quit claim deed was not at all extraordinary and this method of "fixing" these holes in our maps and records was very common.

What is extraordinary in this case is that someone objected. After the sale occurred (twice to "correct" the name of the buyer) the buyer(s) (Sara Daniels DBA Riverside Gardens LLC) proceeded to construct additional buildings on the parcel (there were buildings previously constructed that encroached).

Lynn Maitland, the owner of vacant parcels in the area felt that her rights of access across the land were being denied and filed suit in the State Supreme Court to enforce her rights.

A court decision and order was issued February 2007 ordering the removal of all obstructions placed on the property and ordered that any interests the plaintiffs (Sara Daniels, Riverside Gardens LLC, Tomas O'Riley, City of Watertown) may have in the property are subordinate to the rights of Mrs. Maitland to use the property for its intended purposes (presumably as a right of way).

While the decision opined that there was no title to the land transferred by the City's quit claim deed because there was no evidence submitted to

show the City had any title, the order did not name the fee simple owner of the property nor did it declare anyone's ownership void .

This case exemplifies the larger issue of "paper streets", a cost effective solution has yet to be found for determining property ownership on the myriad of undeveloped streets in our City. The time and resources required to solve this issue far outweigh any economic value to the tax base; but in the long run, final resolutions to these problems would be beneficial.

It is my opinion that it is appropriate for all these properties to be delineated on our tax maps as parcels once a reasonable assertion of ownership is discovered. The issuance of a deed from the City meets the threshold of a reasonable assertion.

The City no longer promotes the idea of issuing quit claim deeds to property that we have questionable interest in. Upon the filing of subdivisions, roads are drawn on the tax maps as separate parcels until they are dedicated as a public street by City Council.

At a Term of Supreme Court held in  
and for the County of Jefferson,  
in the City of Watertown, New York  
on the 15<sup>th</sup> day of February, 2007.

PRESENT: HONORABLE HUGH A. GILBERT  
Supreme Court Justice

STATE OF NEW YORK

SUPREME COURT COUNTY OF JEFFERSON

LYNNE A. MAITLAND, 788-1672  
*or Mike*

Plaintiff,

- vs -

SARA DANIELS, Individually and d/b/a Riverside  
Gardens, LLC, RIVERSIDE GARDENS, LLC,  
THOMAS W. O'RILEY, NANCY GRANGER,  
as successor in interest to Terry Granger, THE  
CITY OF WATERTOWN, N.Y. and WATERTOWN  
ASSOCIATES, a Domestic Limited Partnership,

Defendants.

MEMORANDUM DECISION  
AND ORDER

Index No. 05-0503

RJI No. 22-06-0267

Plaintiff Lynne Maitland owns two parcels of property near Huntington Street  
in the City of Watertown. The parcels are part of the Stewart Addition, a subdivision created  
in 1894 by the filing of a Subdivision Map in the Jefferson County Clerk's Office. Three  
streets were shown on the map, Salisbury Avenue, Hill Avenue and Lamont Street, but were  
never opened or dedicated as streets. A fourth street, Gardner Avenue, was created in 1911

when a revised map was filed. Plaintiff asserts that she needs to use these paper streets to access her otherwise landlocked property.

Defendants Sara Daniels, Thomas O'Riley and Riverside Gardens, LLC, own property on Huntington Street and operate a business in the location. In 1992 the City of Watertown gave Sara Daniels a Quit Claim Deed to a "vacant lot Hunting Street (formerly Gardner Avenue and Salisbury Avenue.)" Subsequent to the purchase, Defendants planted shrubs and bushes and thereafter placed several structures on the property. Plaintiff asserts that Defendants have obstructed her access to the paper streets and sought a court order directing Defendants to cease interfering with her right to use the paper streets and remove all obstructions.

Plaintiff has moved this Court for an Order granting her summary judgment. The City of Watertown submitted limited opposition to one aspect of relief. The Court also received correspondence from Defendants Daniels, O'Riley and Riverside Gardens detailing their concern for established business if Plaintiff is afforded the relief requested. They also contend that Plaintiff has other access to her property which will not disrupt their business.

Despite any inequities or hardships that will stem from the granting of the Plaintiff's motion, a good faith purchaser cannot purchase land from a purported owner that did not actually own the land.

The name of the grantor must appear in a deed exactly as it is certified from the records. Harvey, Law of Real Property and Title Closing, Vol. II, Clark Boardman Co., New York, N. Y., (1984), Ch. 34, sec. 712, p. 1201. There can be no valid deed without grantors to give. Warvelle, Abstracts and Examinations of Title, Fourth Edition, Callaghan and Co.,

Chicago, Illinois, (1921), Ch. XIII, sec. 173, p. 180. The first party mentioned in the deed is the grantor. Lieberman, New York Abstracts and Titles, Soney and Sage Co., Newark, New Jersey, (1937), Ch. 11, sec. 126, p. 102.

Nowhere is there any evidence submitted to this Court that the "City of Watertown" owned the land it described in the Quit Claim Deed dated December 17, 2002. It is not a question of equity at this point since the City had no interest in the property that it could convey to anyone. If the Defendants received no title from the City, they cannot alter the existing use of the property as a right of way.

Any purchaser of property is obligated to check the chain of title both to verify that the purported owner is the actual owner and that there are no encumbrances, such as the rights of the public in these paper streets, that might affect their title if valid.

A separate and distinct set of books is maintained in the County Clerk's Office for the recording of deeds and for the recording of mortgages. Real Property Law section 315. Each County Clerk's Office also has separate and distinct books of indexes. For easy references to deeds and mortgages recorded therein, with two lists in alphabetical order of grantors and grantees or mortgagors and mortgagees. Real Property Law section 316. It was the obligation of Defendants to utilize these public resources prior to their purported purchase. Failure to do so negates the equities they now wish to raise.

Therefore, it is

ORDERED, ADJUDGED AND DECREED that the motion is hereby granted;  
and it is further

ORDERED, ADJUDGED AND DECREED that the paper streets created, identified and delineated in the subdivision map of the Smith & Gardner Addition as Lamont Street, Hill Street, Gardner Avenue and Salisbury Avenue, wherein Plaintiff's property is located, were established, by operation of law, and that a perpetual legal right of way and easement along the said paper streets inures to the benefit of the Plaintiff, other adjacent property owners and the public; and it is further

ORDERED, ADJUDGED AND DECREED that the Defendants, their agents and employees are enjoined from interfering in any way with the use of the same easements and right of ways over and upon the said paper streets by the Plaintiff, other adjacent property owners and the public in their lawful right to pass over the said property; and it is further

ORDERED, ADJUDGED AND DECREED that the Defendants Sara Daniels, Thomas O'Riley and Riverside Gardens, LLC, are directed to remove therefrom forthwith, all obstructions placed, allowed or maintained by them on the said paper streets and right of ways; and it is further

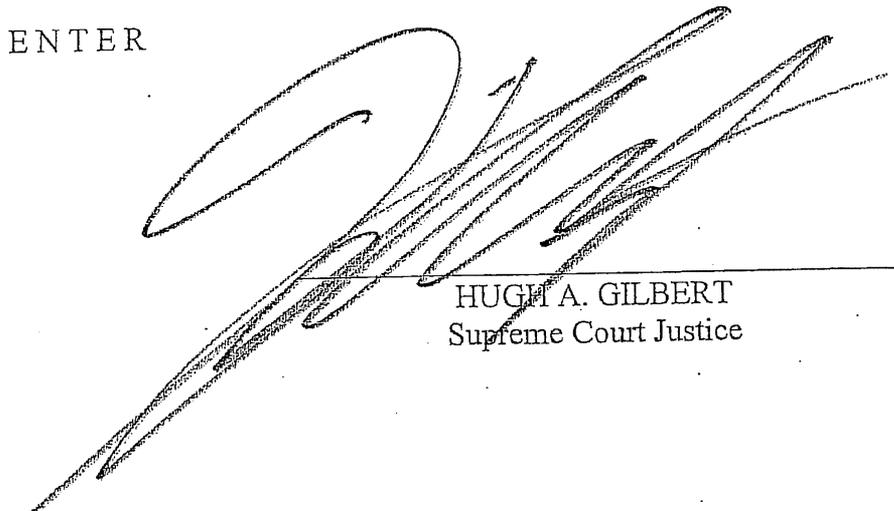
ORDERED, ADJUDGED AND DECREED that any interests Defendants may have acquired in and to any portions of the paper streets adjoining Plaintiff's properties are subordinate and subject to Plaintiff's legal right of way and right to use said paper streets for a road and that Defendants shall not use their property underlying the paper streets in any way which interferes or conflicts with Plaintiff's rights to use said paper streets for their intended purposes; and it is further

ORDERED, ADJUDGED AND DECREED that absent commencement of appropriate proceedings, the City of Watertown, New York, may not terminate the rights of

Plaintiff to fully utilize these specific paper streets, prohibit use of said paper streets by Plaintiff or any other property owners adjoining the said paper streets, or declare the said paper streets eliminated or no longer in existence as right of ways.

Dated: March 2, 2007  
at Watertown, New York

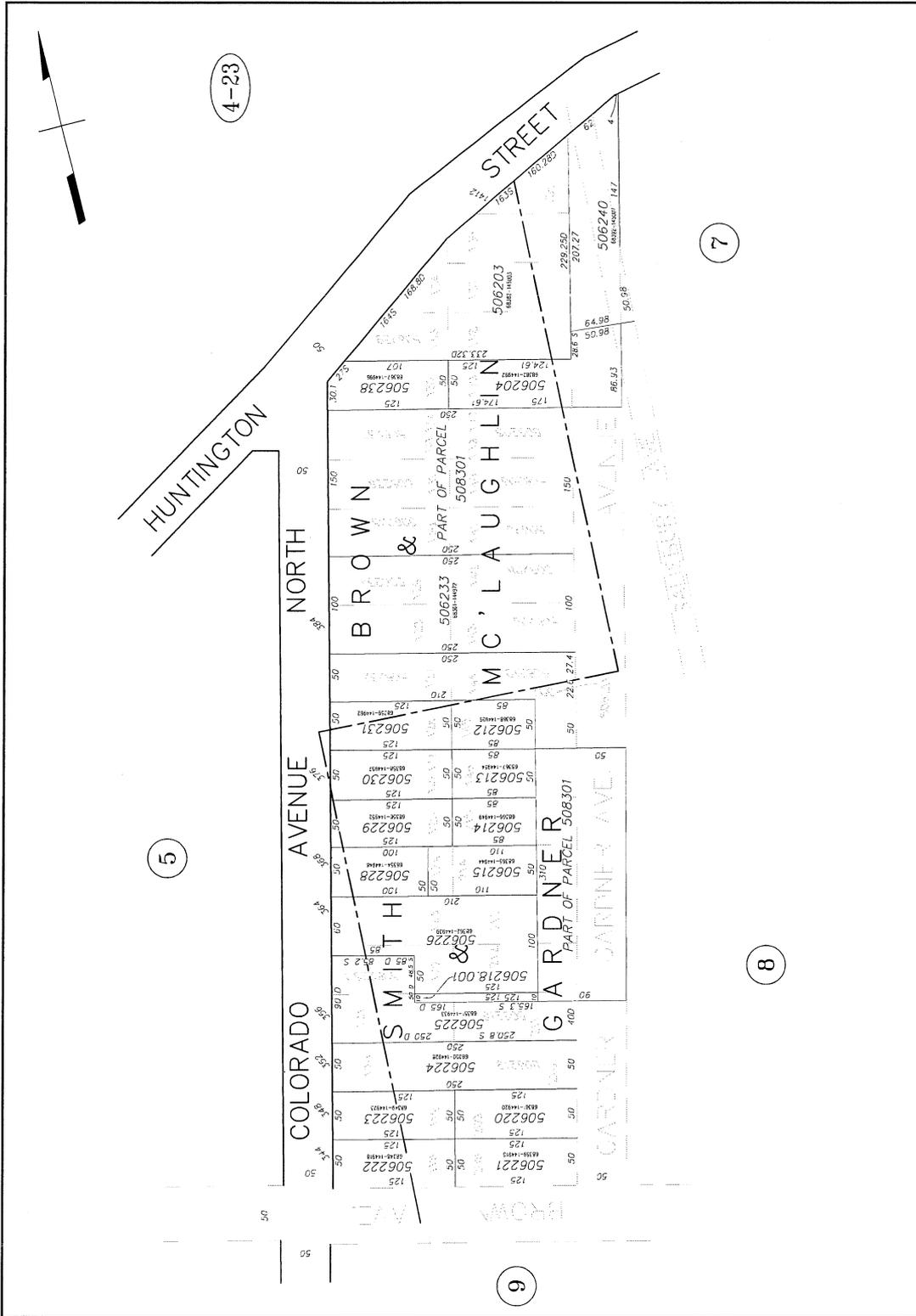
ENTER

A large, stylized handwritten signature in black ink, appearing to read 'H. Gilbert', is written over a horizontal line.

HUGH A. GILBERT  
Supreme Court Justice

MADE FOR  
DEPARTMENT OF REVENUE AND TAXATION  
CITY OF WATERTOWN, N. Y.

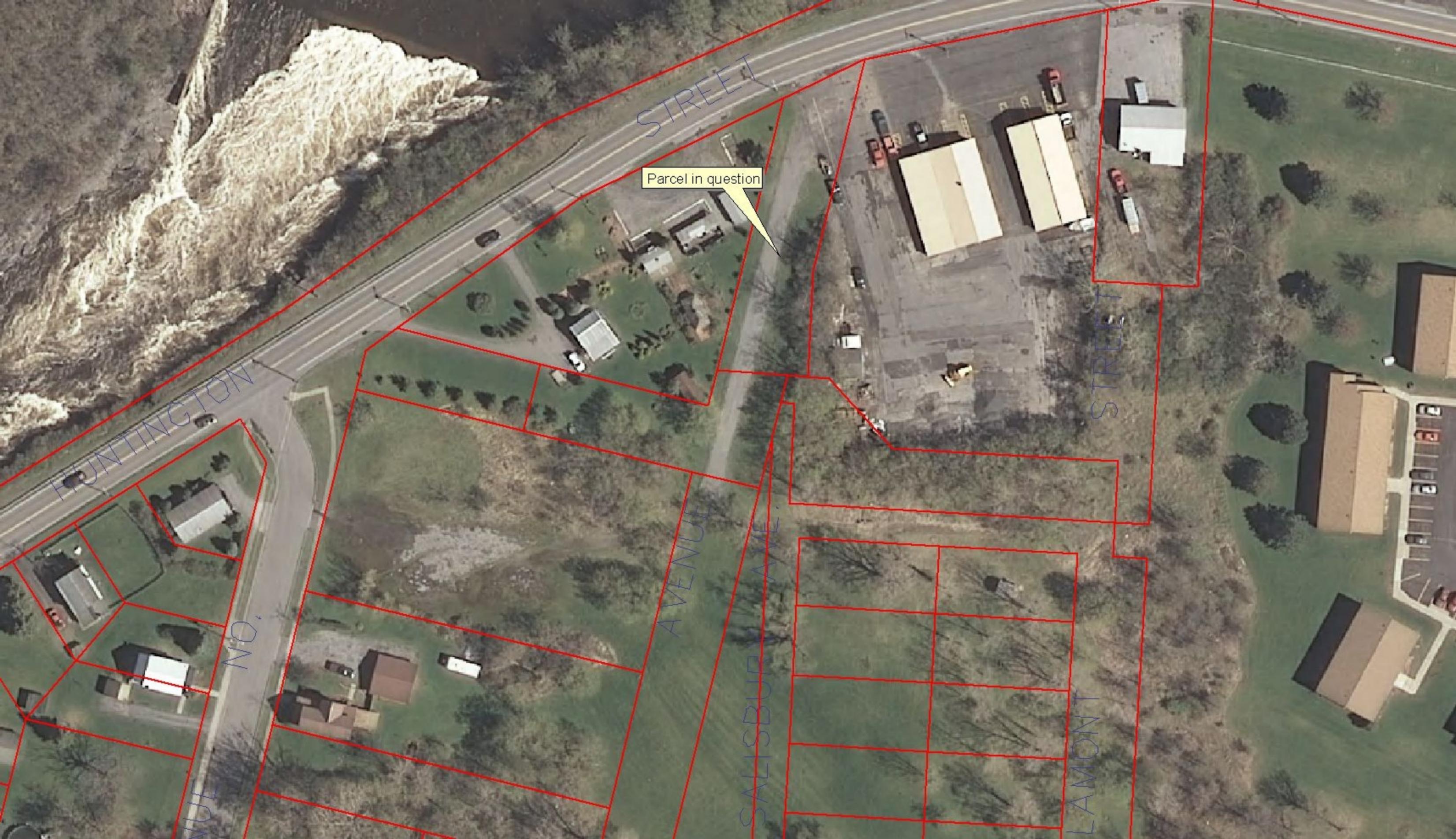
BY  
DEPARTMENT OF ENGINEERING  
CITY OF WATERTOWN, N. Y.



SCALE: 1 INCH = 50 FEET  
FOR TAX PURPOSES ONLY  
NOT TO BE USED FOR CONVEYANCE

REVISED DECEMBER 5, 2003  
**DISTRICT 5 MAP 6**





HUNTINGTON STREET

Parcel in question

HUNTINGTON

WILEY NO.

AVENUE

SALISBURY AVE

LAMONT STREET

LAMONT STREET



CITY OF WATERTOWN  
ENGINEERING DEPARTMENT  
MEMORANDUM

DATE: 12 September, 2012

TO: Sharon Addison, City Manager

FROM: Kurt Hauk, City Engineer

SUBJECT: Masonic Temple

The Code Enforcement Office received on 12 September, 2012 a letter dated 8 September 2012 from Mr. Garrett McCarthy the owner of the Masonic Temple.

The letter outlined a walk-through inspection by a licensed architect conducted on 7 September 2012. It also outlined the intent to repair the items identified by the architect within 45 days or November 5<sup>th</sup>.

While this letter outlines the intent to repair the property, to my knowledge an engineer/architect has not been retained to start the repair process.

Given this information and the passage of deadlines set in the Code Enforcement process, it is our recommendation that the City proceed with condemnation of this property. The property owner will still be able to appeal through the Code Enforcement process. More importantly, there is still time to affect repairs to the property prior to the change of the seasons. If condemnation is delayed, the ability of a contractor to make repairs will be overcome by the winter season.

Once the property is condemned, access would only be allowed by the owner, and the owner's engineers, architects, and contractors.

September 8, 2012

Garrett McCarthy  
763 Stony Hill Road  
Wilbraham, Massachusetts 01095  
(315) 775-6464

CITY OF WATERTOWN, NEW YORK  
BUREAU OF CODE ENFORCEMENT  
Suite 105, City Hall  
245 Washington Street  
Watertown, New York 13601

---

Re: 242 Washington Street  
Parcel No.: 10-06-128

On Friday, September 7, 2012, I met with Crawford & Stearns Architects and Preservation Planners Partner – Mr. Randall T. Crawford (licensed architect), for an extensive walk through and inspection of the Masonic Hall to identify areas of concern and formulate suitable approaches for remediation to stabilize them. *(see last written paragraph)*

These steps will be undertaken (**within the next 45 days - no later than Nov. 5<sup>th</sup>**) in order to secure the structure and maximize safety. Safety is priority one. Mr. Crawford and I examined the parapet 4' wall above the cornice and identified leak areas to be remedied to halt rain water from compromising the structure. His expertise with the building materials and how they react to weather conditions – especially the terra cotta tiles which are the outer shell surrounding the underlying structural brick – is extremely helpful when my talks with qualified contractor/engineer to initiate repairs take place this fall.

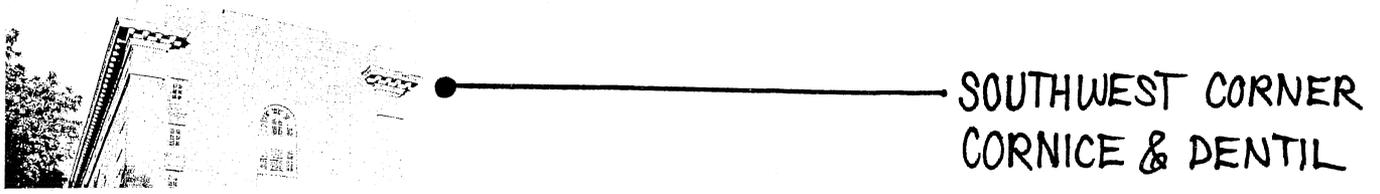
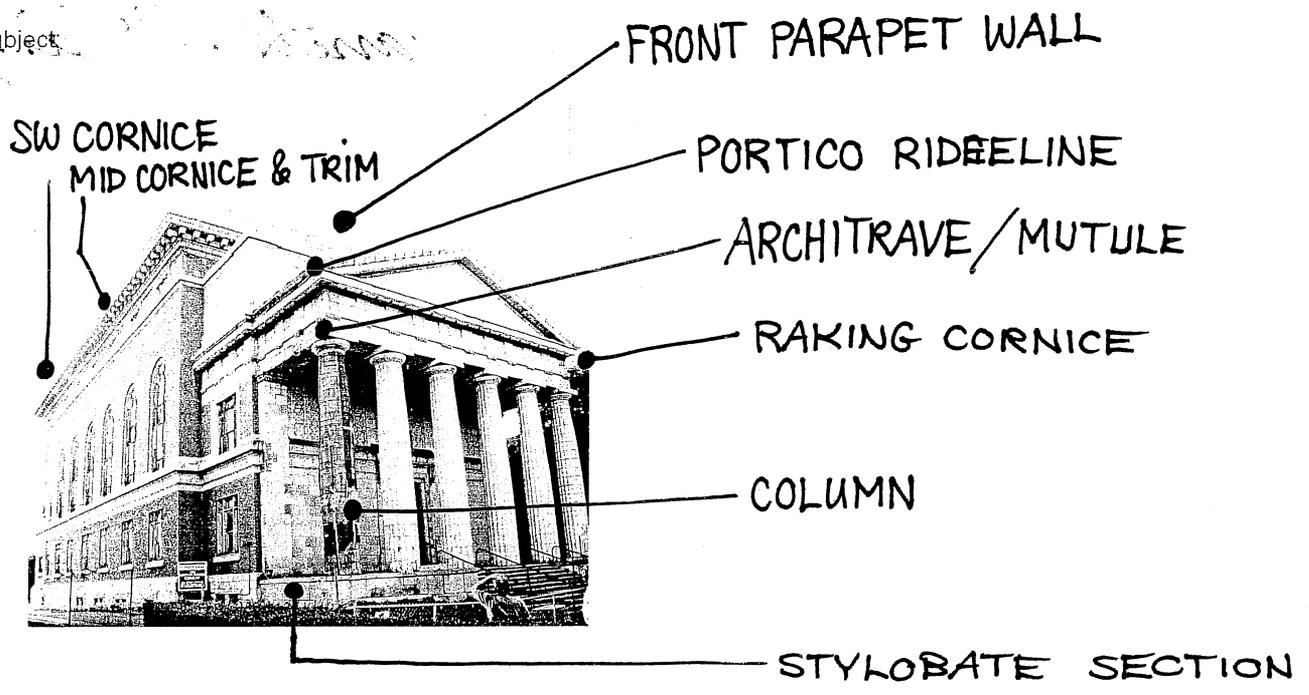
The fence surrounding the building continues to successfully provide a barrier from unintended wandering of the public and serves the purpose of identifying this site as future “construction site” for the intended purpose of construction/restoration efforts. Additional barriers will be erected in accordance with public safety and serve to keep adequate distance between the public and this site.

Particular attention will be made to the portico ridge line, column, and cornice sections needing to be addressed. Permit(s) will be sought in accordance to your office prior to these actions being undertaken.

SEND SAVE SPELLING DELETE

To:

Subject:



AREAS OF CONCERN  
 STABLIZE FALL 2012

\* Rande Crawford (of Crawford & Stearns ARCHITECTS) is assisting with contacting Syracuse, NY a reputable Licensed Engineer to do the evaluation with phased steps for stablization.

I understand the need for the Code Enforcement Supervisor to safe-guard the public safety and protect city liability regarding this structure.

→

The planning stages of this project are already underway – with identifying the proper plan to proceed with. Extensive Meetings with Jefferson Community College Administration have taken place as they have publicly indicated their willingness to establish a presence once the building is fixed up to code. Subcat Recording Studio of Syracuse, NY , has indicated an interest in becoming a lease holder upon restoration of the facility...

I want to thank the city for its' patience and support in this initiative to bring this National Historic Register landmark back online as a viable and sustainable business entity which contributes to the revitalization of downtown Watertown.

Last week's walking tour by Congressman Bill Owens was a productive one as he indicated his interest in the project and is seeing how he may be of assistance.

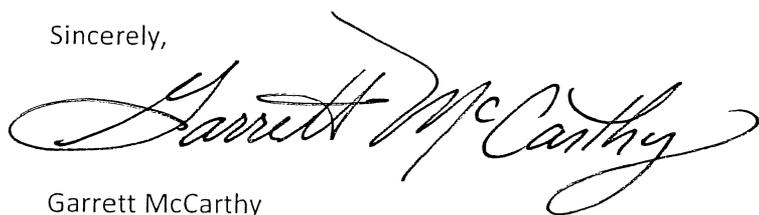
Initial talks with Fort Drum have been met with interest as this may have educational components within the performing arts curriculum to include cross programming with their facility.

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Attached are highlighted zones of the Temple's exterior scheduled for stabilization as sought by the city.

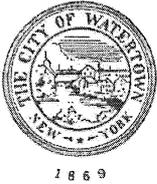
I would like to again thank the city for its' continuing patience and look forward to good communication throughout this crucial year of planning to launch this much needed project .

Sincerely,



Garrett McCarthy  
Masonic Temple Owner  
Artist  
Henderson Historical Society President

9-12-2012



CITY OF WATERTOWN, NEW YORK  
BUREAU OF CODE ENFORCEMENT

Suite 105, City Hall  
245 Washington Street  
Watertown, New York 13601

Tel. (315) 785-7735  
Fax (315) 785-7854

#8143  
( 9/11/12 9-10-12  
EEL 9/12/12  
Per Shawn )

August 21, 2012

Garrett McCarthy  
763 Stony Hill Rd.  
Wilbraham, MA 01095

Re: 242 Washington Street  
Parcel No.: 10-06-128

Dear Property Owner:

I am in receipt of your letter dated August 15, 2012 regarding the above referenced address, however, it is incomplete. By no later than September 10, 2012 supply this office with a NYS Licensed Engineer or Architectural evaluation of the exterior of the entire structure along with a plan to stabilize any deficiencies that may be found. The plan must include starting and proposed completion dates.

Failure to supply the above may result in the City obtaining the services of a licensed professional to evaluate the structure and all costs incurred for these services will become your responsibility. I will have no choice but to condemn the structure for occupancy until stabilization has been completed.

If you have any further questions, please contact me.

Sincerely,

Shawn R. McWayne  
Code Enforcement Supervisor

CC: Garret McCarthy, P.O. Box 14, Henderson, NY 13650



06/30/2011





06/30/2011



06/30/2011



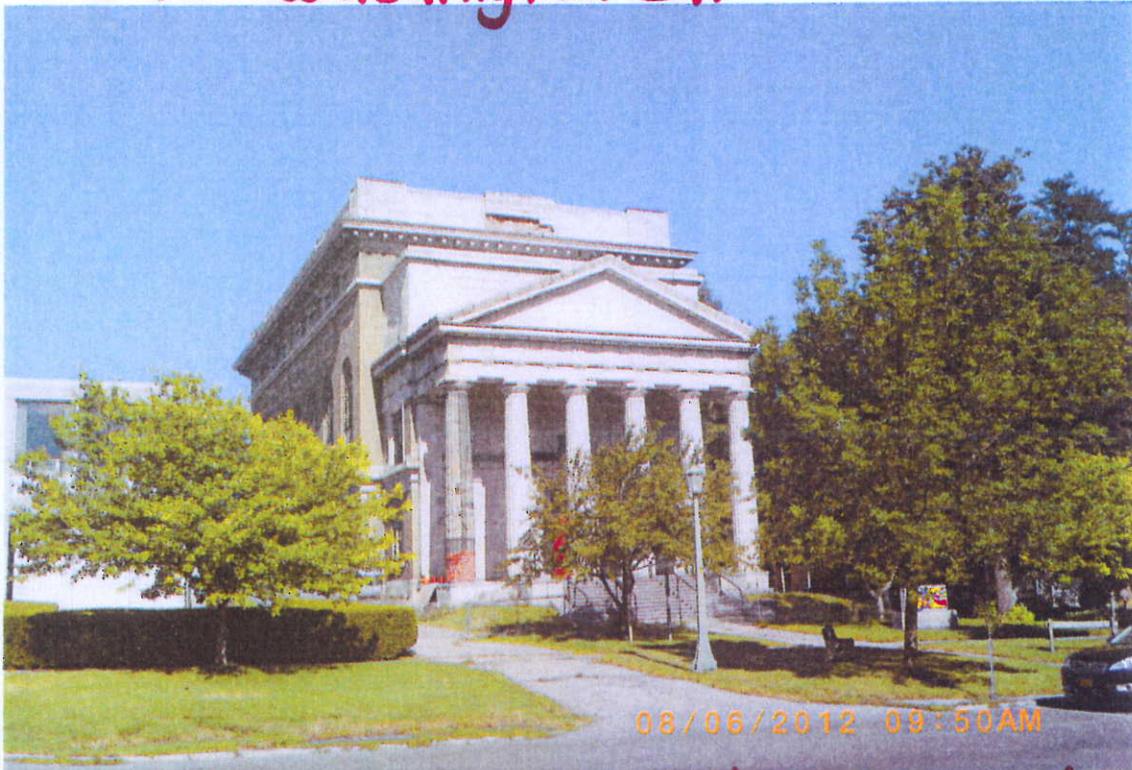
06/30/2011



06/30/2011



242 Washington St.



PMC 304.8 Bricks must be repaired or removed to prevent injury.



September 12 2012

To: The Honorable Mayor and City Council  
From: Kenneth A. Mix, Planning and Community Development Coordinator  
Subject: Whitewater Park Deck

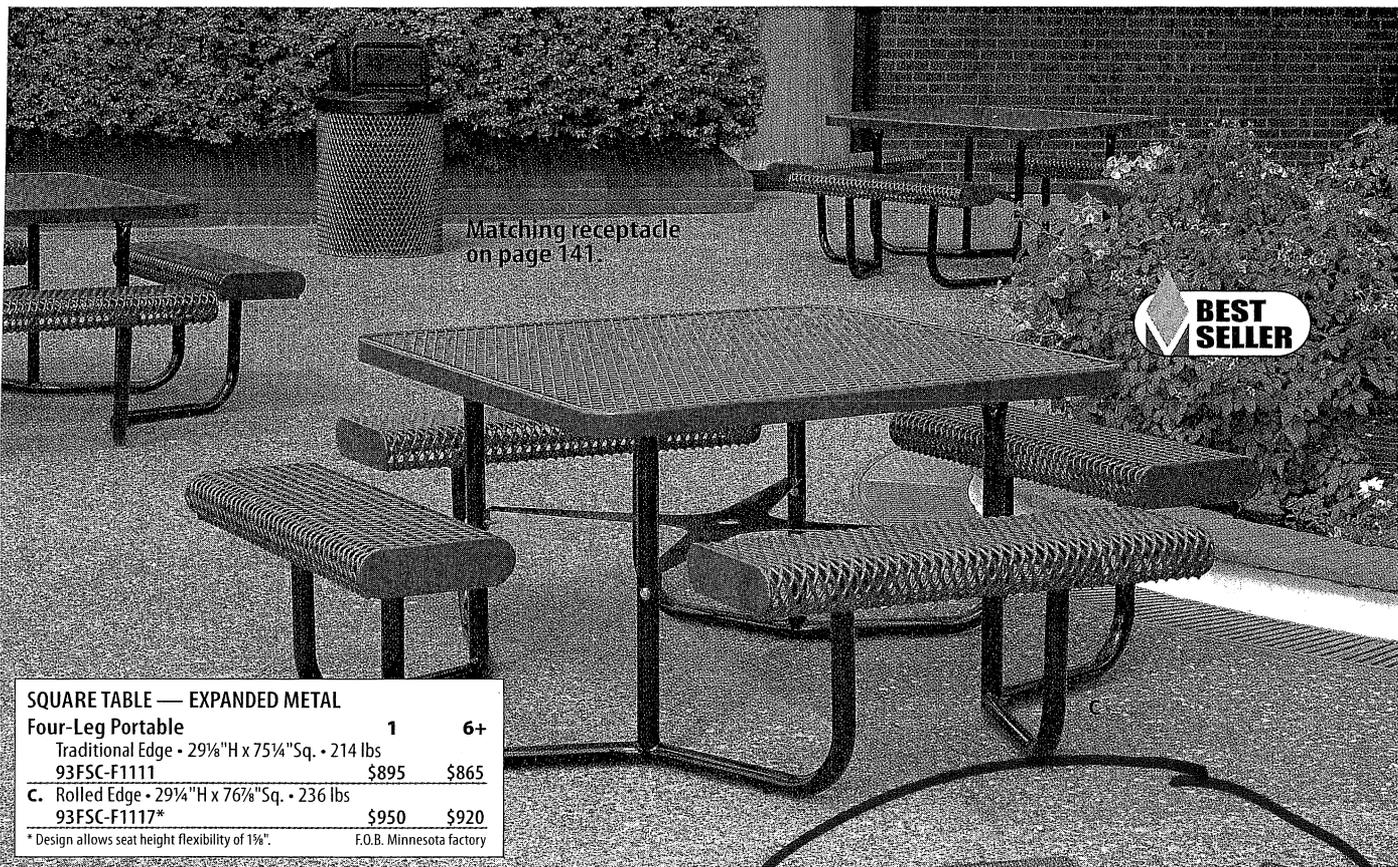
A “concession certificate” was drafted based upon advice given by Staff at the Department of State (DOS) to allow Maggie’s on the River to use a deck within Whitewater Park. However, the DOS attorney that reviewed it believes that it will cause an alienation of parkland that would require approval of the State Legislature.

The DOS attorney has proposed a way to allow Maggie’s to use tables on the deck without alienating parkland. She indicated that the City could purchase several sets of tables and chairs and seasonally rent no more than half of them to Maggie’s on an annual basis.

The rental agreement has to be acceptable to DOS. The agreement should reflect a plan layout that allows for full public access to both stairways and direct access to the side of the deck closest to the river. It was also recommended that we install signage informing the public of the deck availability for viewing of the river and outdoor seating.

At an earlier Work Session, the City Council selected a table and seat combination unit to purchase for the deck. The size of the unit will only allow two or three of them to be placed on the deck. I have attached a picture of the unit that the City Council selected.

I spoke to Reg Schweitzer and he is agreeable to this approach if it is the only way to allow Maggie’s to serve food on the deck.



Matching receptacle on page 141.

**BEST SELLER**

**SQUARE TABLE — EXPANDED METAL**

**Four-Leg Portable** 1 6+

Traditional Edge • 29½"H x 75¼"Sq. • 214 lbs  
93FSC-F1111 \$895 \$865

C. Rolled Edge • 29¼"H x 76¾"Sq. • 236 lbs  
93FSC-F1117\* \$950 \$920

\* Design allows seat height flexibility of 1%. F.O.B. Minnesota factory



**Eight-Leg Portable — EXPANDED METAL** 1 6+

D. Traditional Edge • 29½"H x 75¼"Sq. • 233 lbs  
93FSC-F1077 \$950 \$920

Rolled Edge • 29½"H x 77"Sq. • 255 lbs  
93FSC-F1076\* \$995 \$975

\* Design allows seat height flexibility of 1%. F.O.B. Minnesota factory



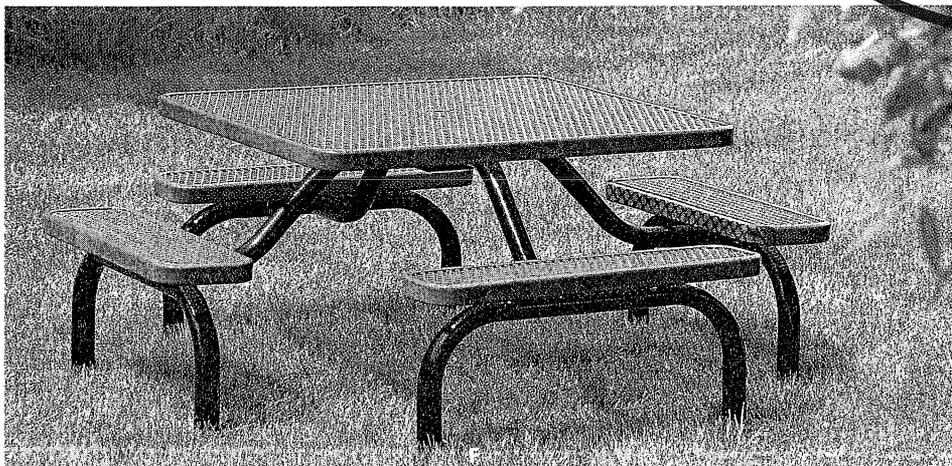
Add an umbrella to your Fusion Table. See page 28.

Landscape **FUSION**

**Eight-Leg Portable w/Four Full Seats** 1 6+

E. Traditional Edge • 33"H x 93¾"Sq. • 254 lbs  
93FSC-F2114\* \$1200 \$1165

\* Table top is 29" high. F.O.B. Minnesota factory



**Innovative table is guaranteed to last.**

Heavy-gauge steel construction is protected by the patented high-gloss TopCoat® finish over a thick plastisol coating. The smooth comfortable surface stays cool in summer and won't fade under the sun's rays like other tables can. Plus, this all-weather table won't mildew, mold or crack, and carries the best satisfaction guarantee in the industry — a full seven years!

**Open Frame Portable/Surface Mount** 1 6+

F. Traditional Edge • 30½"H x 75¼"Sq. • 259 lbs  
93FSC-F2015 \$1050 \$1020

F.O.B. Minnesota factory



September 12, 2012

To: The Honorable Mayor and City Council  
From: Brian Phelps, City Assessor  
Subject: Maple Courts Apartments PILOT

Upon review of the submitted memorandum in light of last Monday's presentation from The Related Companies LLP asking for a PILOT agreement upon purchasing and rehabilitating the Maple Court Apartment complex on Weldon Dr. I wish to call the following to your attention.

The taxes are currently based on the income and expense calculation using considerably lower rents than are contemplated in the proposal. The current 581-a assessment is based on a net operating income (NOI) of \$193,539. According to the 30 year projection in the proposal; year one the NOI will be \$374,342. This is presumably from the "Mark to Market" program whereby they will be asking for an increase in the subsidy.

If the proposed I&E is realized, the 581-a assessment would be \$2,997,400. This would generate \$70,769 in taxes at today's rates. This calculated assessment is equal to or even slightly higher than if normally assessed and would offer little or no tax relief.



Thousand Islands Area

**Habitat**  
for Humanity®

PO Box 31  
Watertown, NY 13601-0031  
315-785-0308  
www.tiahabitat.org

September 12, 2012

City Clerk  
For the City Council  
245 Washington St.  
Watertown, NY 13601

City Council



The City of Watertown has been a major partner and supporter of the Thousand Islands Area Habitat for Humanity Ministry for over a decade. I would just like to say "Thank you." With your support we have been able to assist many families in our community in obtaining homes that they were otherwise unable to afford. At the same time the families in these homes provide the city with the additional real property tax revenue.

We are asking that the City Council approve the donation of following three properties that the city has recently acquired, 507- 09 Holcomb St., 611-13 Olive St. and 259 Seymour St. This donation will help 3 to 5 partner families. We are also asking that City Council delay the auction of said properties until such time as Thousand Islands Area Habitat for Humanity has the opportunity to inspect and select the most cost efficient properties for our use.

I appreciate your consideration in this matter.

Sincerely,

*Original Signed*  
William R. Davis Jr.  
Executive Director  
Thousand Islands Area Habitat for Humanity

cc: City Manager  
City Attorney

September 12, 2012

To: The Honorable Mayor and City Council  
From: Sharon Addison, City Manager  
Subject: Board and Commission Appointments

Below is a listing of current and upcoming vacancies on City Boards and Commissions for City Council review.

If Staff can be of assistance in contacting members the Council wishes to consider for reappointment, please let me know.

<b>Board or Commission</b>	<b>Appointed By</b>	<b>Term</b>	<b>Name of Member</b>	<b>Date of Appt.</b>	<b>Term Expires</b>
DANC Board of Assessment Review	Council	4 Years	Thomas H. Hefferon	8/18/2008	8/8/2012
Board of Ethics	Council	5 Years	William Parody	8/6/2007	9/30/2012
Board of Ethics	Council	1 Year	Mary M. Corriveau *	11/7/2011	12/31/2012
Board of Ethics	Council	1 Year	Frank A. Seminerio *	11/7/2011	12/31/2012

\*Resigned