

Plattsburgh Durkee Street Revitalization - Permitting Tasks and Assignments

Updated 4/26/2019

FINAL

Deadline / Date	Task	Responsible Party(s)	Complete?	Notes
3/18/2019	Internal Project Schedule Update	W+B, City	Yes	Part of Development Agreement
Development Agreement				
3/8/2019	Draft Development Agreement (DA) to Prime Co.	W+B, City	Yes	
3/25/2019	Prime Co. PILOT application to be submitted to IDA	Prime Co.	Yes	
4/1/2019	Executed DA between City and Prime Co.	W+B, City, Prime Co.	Yes	
Design Development				
4/12/2019	Conceptual design coordination meeting to review Streetscape and Riverfront Access DRI and Durkee Street Development projects	W+B, City	Yes	
4/30/2019	Meeting to review conceptual designs of Streetscape and Riverfront Access DRI, and Durkee Street Development	W+B, City		
5/10/2019	Meeting to review updated conceptual designs of Streetscape and Riverfront Access DRI, and Durkee Street Development	W+B, City		
5/20/2019	Internal review of conceptual plans for both projects	W+B, City		
5/21/2019	Submit conceptual design plans to Common Council	W+B, City, Prime Co, Saratoga Associates		
5/23/2019	Conceptual design review and approval by Common Council	Common Council		
Legal				
5/10/2019	Prepare separate deed for Broad Street lot from Durkee Street lot	City		
5/23/2019	Common Council approval	City		
5/31/2019	File deed in City land record	City		
Permitting				
4/26/2019	Prepare and submit Site Plan Application with Full SEQR Part I for Durkee Street Development project	Prime Co.	Yes	Submit to Planning Board, Drop dead date to submit: 5/3/2019
5/17/2019	Prepare draft SUP and PUD applications for Durkee Street Development; prepare Site Plan applications for Streetscape Improvements, Arts Park, and Riverfront Access/Boardwalk projects	City, Saratoga Associates		
5/20/2019	Internal review of draft SUP, PUD, and Site Plan applications	W+B, City		
5/24/2019	Submit SUP and PUD applications for Durkee Street Development; Site Plan applications for Streetscape Improvements, Arts Park, and Riverfront Access Boardwalk projects	City, Saratoga Associates		SUP application to Zoning Board, PUD and Site Plan applications to Planning Board
5/29/2019	City Planning Board meeting: SEQR action classification for lead agency only, lead agency notification to all permitting agencies for Durkee Street Development Site Plan application	W+B, City		30 day notice to all permitting agencies for lead agency notification
6/5/2019	Clinton County Planning Board - meeting #1	W+B, City, Prime Co, Saratoga Associates		
6/17/2019	City Zoning Board - meeting #1 SUP application	W+B, City, Prime Co, Saratoga Associates		City Zoning Board to review SUP application for PUD use and PUD boundaries
6/24/2019	City Planning Board - meeting #1 - Review of PUD application for Durkee Street development; site plan applications for Durkee Street development, Arts Park, Riverfront Access/Boardwalk, and Streetscape Improvements	W+B, City, Prime Co, Saratoga Associates		City Planning Board to close PUD hearing
	Revise plans, prepare additional information as needed for Zoning and Planning Boards	W+B, City, Prime Co, Saratoga Associates		

Plattsburgh Durkee Street Revitalization - Permitting Tasks and Assignments

Updated 4/26/2019

FINAL

Deadline / Date	Task	Responsible Party(s)	Complete?	Notes
7/3/2019	Clinton County Planning Board - meeting #2	W+B, City, Prime Co, Saratoga Associates		Depending upon outcome from 6/5 meeting, may not need this hearing
7/5/2019	Clinton County Planning Board decision			30 days after 6/5 hearing - provided a second hearing is not needed
7/15/2019	City Zoning Board - meeting #2 SUP application	W+B, City, Prime Co, Saratoga Associates		
7/22/2019	City Planning Board - meeting #2 - Review Site Plan applications for Durkee Street development, Arts Park, Riverfront Access/Boardwalk, and Streetscape Improvements	W+B, City, Prime Co, Saratoga Associates		
	Revise plans, prepare additional information as needed for Zoning and Planning Boards	W+B, City, Prime Co, Saratoga Associates		
8/19/2019	City Zoning Board - meeting #3 - continue hearing for SUP application	W+B, City, Prime Co, Saratoga Associates		
8/26/2019	City Planning Board - meeting #3 - Review of Site Plan, SEQR significance determined and begin scoping period, prepare draft EIS	W+B, City, Prime Co, Saratoga Associates		30 day minimum public comment period for SEQR draft EIS
9/16/2019	City Zoning Board - meeting #4 - final hearing for SUP application	W+B, City, Prime Co, Saratoga Associates		City Zoning Board to close final hearing for SUP application
9/23/2019	City Planning Board - meeting #4 - SEQR public hearing, prepare final EIS, and final determination for Durkee Street Development project	Planning Board		SEQRA final determination
10/15/2019	City Zoning Board- meeting #5: SUP approval	Zoning Board		SUP approval
10/21/2019	Planning Board - meeting #5 - review of final Site Plan application, potentially close hearing	W+B, City, Prime Co, Saratoga Associates		Will have SUP approval issued by Zoning Board
11/14/2019	IDA accept City SEQR determination and schedule public hearing on Prime Co. PILOT application	IDA		
11/25/2019	Planning Board - meeting #6 - final approval on Site Plan applications for Durkee Street Development, Streetscape Improvements, Arts Park, and Riverfront Access/ Boardwalk projects	Planning Board		Planning Board final PUD/Site Plan approval
12/16/2019	IDA Prime Co. PILOT application public hearing	IDA		
1/16/2020	End of IDA Prime Co. PILOT application public comment period	IDA		
2/16/2020	IDA decision on Prime Co. PILOT application	IDA		
2/20/2020	All State, Federal and other permits and clearances issued and appeal periods ended	W+B, City, Prime Co., Saratoga Associates		
3/20/2020	Closing on Durkee Street property between City and Prime Co.	W+B, City, Prime Co.		
4/20/2020	Prime Co. starts construction of Durkee Street Development	Prime Co., W+B, City		