



CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

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MICHAEL A. LUMBIS
PLANNING AND COMMUNITY
DEVELOPMENT DIRECTOR

July 6, 2023

To: Planning Commission Members
From: Michael A. Lumbis, Planning and Community Development Director
Subject: July 11, 2023, Planning Commission Meeting

The Chair of the Planning Commission has called a meeting of the Planning Commission for Tuesday, July 11, 2023, at 6:00 p.m. in the Council Chamber at City Hall. **Please note the new meeting start time.** Materials for the agenda items are available on the City website at: <https://www.watertown-ny.gov/events/24295/>

At that meeting, the following agenda will be discussed:

1. Call to Order and Reading of the Minutes of the June 6, 2023, Planning Commission meeting.
2. **Subdivision Final Plat Approval** – Request submitted by DePaul Properties for a two-lot subdivision of **VL3 Commerce Park Drive**, Parcel Number 8-50-101.009.
3. **Site Plan Approval** – Request submitted by DePaul Properties to construct a 115,063 SF, 120-unit four-story apartment building at **VL1, VL2 and VL3 Commerce Park Drive**, Parcel Numbers 8-50-106.000, 8-50-105.000 and 8-50-101.009.
4. **Site Plan Approval** – Request submitted by Michael Lundy of Design Build Innovations, LLC to construct a 2,378 SF building addition, a 253 SF building addition and a 9,500 SF parking lot expansion at **155 Clinton Street**, Parcel Number 10-07-109.100.
5. **Staff Report** – Complete Streets Workshop – July 19, 2023.

Notes: The Planning Commission meeting will be held in person and is open to the public. To access City Hall and attend the meeting, you must enter the building through the Sterling Street entrance.

All applicants involved in the above requests must attend the meeting. If an applicant is not present, the Planning Commission will not act upon the individual request.

*239-m review by the Jefferson County Planning Board required.

cc: City Council Members
Michael Delaney, City Engineer
Mark Fuller, President, DePaul Properties, 1931 Buffalo Road, Rochester, NY 14624
Dan Brocht, LaBella Associates, 300 State Street, Suite 201, Rochester, NY 14621
Michael Lundy, Design Build Innovations, LLC, 206 Ambrose Street, Sackets Harbor, NY 13685