



CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

SUITE 305, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3362
TEL. (315) 785-7741
FAX (315) 782-9024

MICHAEL A. LUMBIS
PLANNING AND COMMUNITY
DEVELOPMENT DIRECTOR

February 19, 2026

To: Planning Commission Members
From: Michael A. Lumbis, Planning and Community Development Director
Subject: March 3, 2026, Planning Commission Meeting

The Chair of the Planning Commission has called a meeting of the Planning Commission for Tuesday, March 3, 2026, at 5:15 p.m. in the Council Chamber at City Hall, 245 Washington Street, Watertown, NY 13601.

At that meeting, the following agenda will be discussed:

1. Call to Order and Reading of the Minutes of the February 3, 2026, Planning Commission meeting.
2. **Subdivision Final Plat Approval** – Request submitted by 925 Main Street W, LLC for a two-lot subdivision of **925 Main Street West**, Parcel Number 1-17-403.000. A public hearing has been scheduled for 5:20 p.m.
3. **Conceptual Site Plan Discussion** – Presentation and discussion with GYMO Architecture Engineering & Land Surveying DPC on behalf of Jake Johnson Properties regarding proposed future residential development at **376 Butterfield Avenue**, Parcel Number 14-17-103.110.

Note: The Planning Commission meeting will be held in person and is open to the public. To access City Hall, please use the Washington 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
Eric Wagenaar, City Manager
Thomas Compo, P.E., City Engineer