



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) 785-7829

MICHAEL A. LUMBIS
PLANNING AND COMMUNITY
DEVELOPMENT DIRECTOR

March 31, 2021

To: Planning Board Members
From: Michael A. Lumbis, Planning and Community Development Director
Subject: April 6, 2021 Planning Board Meeting

The Chair of the Planning Board has called a meeting of the Planning Board for Tuesday, April 6, 2021 at 3:00 p.m. in the Council Chamber at City Hall.

At that meeting, the following agenda will be discussed:

1. Call to Order and reading of the Minutes of the March 2, 2021 Planning Board meeting.
2. **Subdivision Final Plat Approval** – Request submitted by Michael J. Mitchell, PLS of BCA Architects and Engineers on behalf of the Jefferson County Industrial Development Agency and the City of Watertown, for a two-lot subdivision of **205 Coffeen Street**, Parcel Number 7-04-101.000. A public hearing has been scheduled for 3:05 p.m.
3. ***Site Plan Approval** – Request submitted by Michael Altieri, P.E. of BCA Architects and Engineers on behalf of the Jefferson County Industrial Development Agency to construct an 11,000 square-foot (SF) building addition at **146 Arsenal Street**, Parcel Number 7-02-102.001.
4. **Zone Change** – Request submitted by Jeffrey R. Ostland to change the approved zoning classification of **933 Morrison Avenue**, Parcel Number 1-10-414.000, from Light Industrial to Residence B.

Note: The Planning Board meeting will be held in person and is open to the public. To access City Hall and attend the meeting, you must enter through the Sterling Street entrance, sign in, and you must wear a facemask at all times while inside the building. Social distancing rules will apply during the meeting with chairs placed six feet apart. While not required, Planning Staff strongly recommends that you contact us in advance if you wish to attend. Please call (315) 785-7741 or email planning@watertown-ny.gov if you plan on attending.

Note: All applicants involved in the above requests must attend the meeting. If an applicant is not present, the Planning Board 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
Michael Mitchell, PLS, BCA Architects & Engineers, 327 Mullin St., Watertown, NY 13601
Michael Altieri, P.E., BCA Architects & Engineers, 327 Mullin St., Watertown, NY 13601
David Zembiec, 800 Starbuck Avenue, Watertown, NY 13601
Jeffrey Ostland, P.O. Box 125, Three Mile Bay, NY 13693-0125