



CITY OF WATERTOWN, NEW YORK
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

SUITE 304, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3362
TEL. (315) 785-7740
FAX (315) 785-7829

MICHAEL A. LUMBIS
PLANNING AND COMMUNITY
DEVELOPMENT DIRECTOR

August 27, 2020

To: Planning Board Members
From: Michael A. Lumbis, Planning and Community Development Director
Subject: September 1, 2020 Planning Board Meeting

The Chair of the Planning Board has called a meeting of the Planning Board for Tuesday, September 1, 2020 at 3:00 p.m. in Council Chambers at City Hall.

At that meeting, the following agenda will be discussed:

1. Call to Order and reading of the Minutes of the August 4, 2020 Planning Board meeting.
2. **Subdivision Final Plat Approval** – Request submitted by Howard P. Lyndaker III, PLS, on behalf of the Watertown Local Development Corporation, for a two-lot subdivision of **VL-Roundhouse Drive**, Parcel Number 9-43-101.210. A public hearing has been scheduled for 3:05 p.m.
3. **Waiver of Site Plan Approval** – Request submitted by John M. Bellanger for the construction of a 2,475 square-foot gravel parking area at **1015 Arsenal Street**, Parcel Number 9-12-113.000.
4. **Site Plan Approval** – Tabled request submitted by Michael Altieri, P.E. of BCA Architects & Engineers on behalf of Sundus and Sarah, LLC to construct a 11,532 SF mixed-use building, a 29-space parking lot and associated site improvements at **1348, 1352 and 1356 Washington Street**, Respective Parcel Numbers 14-21-106.000, 14-21-107.000, and 14-21-108.000.

Note: The Planning Board meeting will now 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 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

Howard P. Lyndaker III, PLS. GYMO, DPC, 18969 US Route 11, Watertown, NY 13601

Donald Rutherford, Chief Executive Officer, Watertown Local Development Corporation,
82 Public Square, Watertown, NY 13601

John Bellanger, 20195 State Route 3, Watertown, NY 13601

Michael Altieri, P.E., BCA Architects & Engineers, 327 Mullin Street, Watertown, NY 13601

Dr. Sarah Latif, DDS, 1340 Washington Street, Watertown, NY 13601