



CITY OF WATERTOWN, NEW YORK
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

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DEVELOPMENT DIRECTOR

October 21, 2020

To: Planning Board Members
From: Michael A. Lumbis, Planning and Community Development Director
Subject: October 26, 2020 Planning Board Meeting

The Chair of the Planning Board has called a meeting of the Planning Board for Monday, October 26, 2020 at 11:00 a.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 October 6, 2020 Planning Board meeting.
2. **Site Plan Approval** – Request submitted by Robert Ferris of Ferris Holdings, LLC for the construction of a 2,707 square-foot parking lot and a new retaining wall at 1511 Washington Street, Parcel Number 13-23-104.002

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 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
Robert Ferris, 115 Sand Street, Watertown, NY 13601