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CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY
DEVELOPMENT DEPARTMENT

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May 13, 2020

To: Zoning Board of Appeals Members
From: Geoffrey Urda, Planner
Subject: May 20, 2020 Zoning Board of Appeals Meeting

The Chairperson of the Zoning Board of Appeals (ZBA) has called a meeting of the ZBA for 7:00 p.m. on **Wednesday, May 20, 2020**. This will be a virtual meeting, held using the online teleconferencing platform, GoToMeeting. At the meeting, the following agenda items will be discussed:

1. #558 Use Variance to allow a two-family dwelling in a Residence A District
Location: 507 Holcomb Street
Applicant: William Monica
2. #559 Area Variance to reduce the minimum lot size per unit in a Residence A District
Location: 507 Holcomb Street
Applicant: William Monica

NOTE: All applicants involved in the above requests must attend this meeting. If no applicant is present, the ZBA will not act upon the individual request. **Please note that this will be a virtual meeting. The City of Watertown will contact applicants with and will make publically available meeting information.**

Please further note that in accordance with New York State Executive Order 202.1, the ZBA will convene the meeting using the video conference platform GoToMeeting. Any member of the public that wishes to listen to, view or participate in the meeting may email planning@watertown-ny.gov or call (315) 785-7725 and leave a voice mail with their name, email address and phone number. Please email or call no later than 12:00 p.m. on Wednesday, May 20, 2020. City Staff will email a personalized invitation and instructions in advance of the meeting that will allow access to the virtual meeting room. At the discretion of the ZBA Chair, there will opportunity for public comment.

cc: William Monica, 146 Keyes Ave, Watertown, NY 13601
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