



CITY OF WATERTOWN, NEW YORK  
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

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PLANNING AND COMMUNITY  
DEVELOPMENT DIRECTOR

July 1, 2021

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

The Chair of the Planning Board has called a meeting of the Planning Board for Tuesday, July 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 June 1, 2021 Planning Board meeting.
2. **Waiver of Site Plan Approval** – Request submitted by Scott Waddell to place two 320 square-foot (SF) sea containers on the property at **181 Mechanic Street**, Parcel Number 6-02-307.001.
3. **Waiver of Site Plan Approval** – Request submitted by Nancy Henry and Reginald Schweitzer to construct a 1,354.5 SF permanent roof over an existing patio at **321 Hawk Street**, Parcel Number 7-08-215.000.

**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 to the building.

**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  
Scott Waddell, 4530 Oak Island, Oak Island, NY 11702  
Edward G. Olley, RA, AIA, 18969, U.S. Route 11, Watertown, NY 13601  
Nancy Henry and Reginald Schweizer, 321 Howk Street, Watertown, NY 13601