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**CITY OF WATERTOWN, NEW YORK**  
**PLANNING AND COMMUNITY**  
**DEVELOPMENT DEPARTMENT**

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August 13, 2021

To: Zoning Board of Appeals Members  
From: Geoffrey Urda, Planner  
Subject: August 18, 2021 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, August 18, 2021** in City Council Chambers at City Hall. At that meeting, the ZBA will discuss the following agenda items:

1. #568 Use Variance to allow an accessory structure in a side yard  
Location: 729 Main Street West  
Applicant: Kevin P. Beach, Sr.

**Note:** The ZBA 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. Please also note that all unvaccinated visitors to City Hall must wear a mask at all times while in the building. If you are fully vaccinated, there is no mask requirement. 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](mailto: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 ZBA will not act upon the individual request.

cc: Kevin P. Beach, Sr, 729 Main Street West, Watertown, NY 13601  
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