



CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

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PLANNING AND COMMUNITY
DEVELOPMENT DIRECTOR

December 29, 2022

To: Planning Board Members
From: Michael A. Lumbis, Planning and Community Development Director
Subject: January 3, 2023 Planning Board Meeting

The Chair of the Planning Board has called a meeting of the Planning Board for Tuesday, January 3, 2023, at 3:00 p.m. in the Council Chamber at City Hall. Materials for the agenda items are available on the City website at: <https://www.watertown-ny.gov/events/16907/>

At that meeting, the following agenda will be discussed:

1. Call to Order and Reading of the Minutes of the December 6, 2022, Planning Board meeting.
2. **Site Plan Approval** – Request submitted by Stephanie Albright, P.E. of APD Engineering and Architecture for the construction of a 2,700 square-foot restaurant building and associated site improvements at **514, 528 and 540 State Street**, Parcel Numbers 12-03-126.000, 12-03-127.000 and 12-03-128.000.
3. Distribution of draft Zoning Ordinance to Planning Board members for review prior to January 19, 2023 special meeting.

*239-m review by the Jefferson County Planning Board required

Notes: 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 the building through the Sterling Street entrance.

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.

cc: City Council Members
Michael Delaney, City Engineer
Stephanie Albright, P.E., APD Engineering and Architecture, 615 Fishers Run, Victor, NY 14564