



CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

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MICHAEL A. LUMBIS
PLANNING AND COMMUNITY
DEVELOPMENT DIRECTOR

April 27, 2023

To: Planning Commission Members
From: Michael A. Lumbis, Planning and Community Development Director
Subject: May 2, 2023, Planning Commission Meeting

The Chair of the Planning Commission has called a meeting of the Planning Commission for Tuesday, May 2, 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/23847/>

At that meeting, the following agenda will be discussed:

1. Call to Order and Reading of the Minutes of the April 4, 2023, Planning Commission meeting.
2. **Site Plan Approval** – Request submitted by Kevin M. Bamann, P.E. of GYMO, D.P.C. on behalf of Knowlton Technologies, Inc. to construct a 40-space parking lot at **202 Factory Street and 176 Polk Street**, Parcel Numbers 6-02-206.000 and 6-02-205.000.

Notes: The Planning Commission 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 Commission 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
Kevin M. Bamann, P.E., GYMO, D.P.C., 18969 U.S. Route 11, Watertown, NY 13601
Fred Goutremout, Knowlton Technologies, LLC, 213 Factory Street, Watertown, NY 13601