



MEMORANDUM

CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
245 WASHINGTON STREET, ROOM 305, WATERTOWN, NY 13601
PHONE: 315-785-7741 – FAX: 315-782-9014

TO: Planning Commission Members

FROM: Michael A. Lumbis, Planning and Community Development Director

PRIMARY REVIEWER: Joseph Albinus, Planner

SUBJECT: Subdivision Final Plat Approval – 920 Ives Street

DATE: December 31, 2025

Request: Subdivision Final Plat Approval for a two-lot subdivision of **920 Ives Street**, Parcel Number 14-49-105.000

Applicant: Zachary P. Scordo P.L.S. of GYMO, D.P.C

Proposed Use: New residential lot with frontage on Weldon Drive

Property Owner: Chaitanya Chandrala

Overview: This proposal is being submitted for Planning Commission review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Commission has the option of not requiring a preliminary plat submission. Since this is a minor subdivision, Staff is processing this application as a final plat. A public hearing is required, and a notice has been published for it to be held at 5:20 p.m. during the Planning Commission meeting. After the public hearing and completion of Part 2 of the Short Environmental Assessment Form, the Planning Commission will be free to make a decision on the proposal.

The applicant proposes dividing the 1.77-acre lot at 920 Ives Street, Parcel Number 14-49-105.000, into two parcels, a 1.392-acre eastern section and a 0.458-acre western section.

Required Descriptions: The applicant has provided suggested descriptions for both resultant parcels.

Required Drawings: The applicant has submitted a Subdivision Final Plat drawing for Planning Commission approval and signature by the Clerk of the Planning Commission.

Area and Yard Regulations: The subject parcel is zoned Residential. The newly created western parcel would conform to all lot dimensional requirements of the Residential District. The eastern parcel would continue to be approximately 200 feet wide, however the proposed Subdivision will neither create any new nonconformities nor worsen this existing nonconformity.

The only nonconforming structure on the proposed eastern lot appears to be the inground pool. While the exact size cannot be determined, it appears that it may be over the 900 square foot maximum allowed for an accessory structure in a Residential District. If it is more than 900 sq. ft., it enjoys legal nonconforming (“grandfathered”) status. All other structures on the proposed eastern lot appear to be conforming. No structures are depicted on the survey in the area of the proposed western lot.

SEQR: Prior to approval, the Planning Commission must consider Part 2 of the Short Environmental Assessment Form (EAF) and make a determination of significance relative to SEQRA.

Engineering Comments: The Engineering Department has no comments or concerns regarding this proposal.

Miscellaneous: The applicant has provided a Request for Real Property Tax Law 932 Split form in order to prevent the issuance of a tax certificate on a parcel that no longer exists.

After approval, the applicant must submit one (1) reproducible Mylar print and one (1) paper copy of the final plat for signature by the clerk of the Planning Commission. The paper copy will be returned and must be filed in the County Clerk’s Office within 62 days of signing.

cc: Zachary P. Scordo, P.L.S., GYMO, D.P.C.
Dr. Chaitanya Chandrala
Thomas Compo, P.E., City Engineer
Dana Aikins, Code Enforcement Supervisor
Kimberli Johnston, City Assessor

05 December 2025

Mr. Michael Lumbis
Planning & Community Development Director
City of Watertown
245 Washington Street
Watertown, NY 13601

Re: Subdivision of 920 Ives Street

File: 2025-097

Dear Mr. Lumbis,

GYMO Architecture, Engineering, & Land Surveying, D.P.C. (GYMO), would like to submit for Subdivision Approval at the January 06, 2026, City of Watertown Planning Board meeting for Dr. Chaitanya Chandra.

The proposed action will subdivide a portion of 920 Ives Street, Tax Parcel 14-49-105.000 (the lands of Chaitanya Chandra) to create a new 100 foot wide residential lot with street frontage on Weldon Drive.

GYMO is submitting eight (8) collated sets of the following documents regarding the above mentioned project for Subdivision and Assemblage Approval:

- Subdivision Application Form
- Final Subdivision Plat, (eight 24"x36" sets)
- Suggested Legal Description of 2 parcels
 - 1: A 1.392± Acre portion of Tax Parcel 14-49-105.000;
 - 2: A 0.458± Acre portion of Tax Parcel 14-49-105.000;
- Real Property Law 932 Split form
- Part 1 of short EAF for Subdivision.

If you have any questions or require any additional information, please do not hesitate to contact our office at your earliest convenience.

Sincerely,
GYMO Architecture, Engineering, and Land Surveying, D.P.C.


Zachary P. Scordo
Survey Department Manager

Enclosure;
N/A

Patrick J. Scordo, PE
Matthew J. Cervini, PE
Scott W. Soules, AIA
Brandy W. Lucas, MBA
Gregory F. Ashley, PLS
Peter S. Clough
Zachary P. Scordo, PLS
McKenzie Fisk-Kamide
Mark Tompkins

18969 US Route 11
Watertown, New York 13601

Tel: [REDACTED]

Fax: [REDACTED]

E-mail: [REDACTED]



SUGGESTED DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND situate in the City of Watertown, County of Jefferson, State of New York and being more particularly described as follows:

BEGINNING at a 3/4" iron pipe found at the intersection of the southerly street margin of Weldon Drive and the westerly street margin of Ives Street;

THENCE S. 13°-00'-19" W., along the westerly street margin of Ives Street, a distance of 201.46 feet to a point;

THENCE N. 84°-53'-11" W., passing through a 3/4" iron pipe found at a distance of 0.34 feet and continuing, a total distance of 303.80 feet to a 1/2" iron pipe with cap set;

THENCE N. 12°-55'-30" E., passing through the parcel of land conveyed to Chaitanya Chandrala by deed recorded in the Jefferson County Clerk's Office as Instrument 2020-12920 on October 13, 2020, a distance of 201.43 feet to a 1/2" iron pipe with cap set in the southerly street margin of Weldon Drive;

THENCE S. 84°-53'-03" E., along the southerly street margin of Weldon Drive, a distance of 304.08 feet to the POINT of BEGINNING.

CONTAINING 1.392± acres of land, more or less.

EXCEPTING and reserving from the above described 1.392± acre parcel the following described easement for a sanitary and storm sewer and/or waterline:

BEGINNING at the intersection of the westerly street margin of Ives Street and the most southerly property line of the above described parcel;

THENCE N. 84°-53'-11" W., passing through a 3/4" iron pipe found at a distance of 0.34 feet and continuing, a total distance of 303.80 feet to a 1/2" iron pipe with cap set in the southwesterly corner of the 1.392± acre parcel;

THENCE N. 12°-55'-30" E., along the westerly property line of the 1.392± acre parcel, a distance of 12.5 feet to a point;

THENCE S. 84°-53'-03" E., passing through the parcel of land conveyed to Chaitanya Chandrala by deed recorded in the Jefferson County Clerk's Office as Instrument 2020-12920 on October 13, 2020, a distance of 303.82 feet to a point in the westerly street margin of Ives Street;

THENCE S. 13°-00'-19" W., along the westerly street margin of Ives Street, a distance of 12.5 feet to the POINT of BEGINNING;

**Chaitanya Chandrala
City of Watertown
1.392± Acre Parcel**



**December 10, 2025
Project No. 2025-097
Page 2 of 2**

SUBJECT to any other rights or restrictions of record.

IT BEING the intent to describe a 1.392± acre portion of the parcel of land conveyed to Chaitanya Chandrala by deed recorded in the Jefferson County Clerk's Office as Instrument 2020-12920 on October 13, 2020, and shown on a map titled "SUBDIVISION FINAL PLAT OF THE LANDS OF CHAITANYA CHANDRALA, 920 IVES STREET, CITY OF WATERTOWN COUNTY OF JEFFERSON, STATE OF NEW YORK", dated DECEMBER 10, 2025, prepared by GYMO, Land Surveying, D.P.C., Watertown, New York.

SUGGESTED DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND situate in the City of Watertown, County of Jefferson, State of New York and being more particularly described as follows:

BEGINNING at a 1/2" iron pipe with cap set in the southerly street margin of Weldon Drive, said pipe being situate a direct tie of N. 84°-53'-03" W., a distance of 304.08 feet from a 3/4" iron pipe found at the intersection of the southerly street margin of Weldon Drive and the westerly street margin of Ives Street;

THENCE S. 12°-55'-30" W., passing through the parcel of land conveyed to Chaitanya Chandrala by deed recorded in the Jefferson County Clerk's Office as Instrument 2020-12920 on October 13, 2020, a distance of 201.43 feet to a 1/2" iron pipe with cap set;

THENCE N. 84°-53'-11" W., a distance of 100.00 feet to a 5/8" rebar with yellow cap found;

THENCE N. 12°-55'-30" E., a distance of 201.43 feet to a 3/4" iron pipe found in the southerly street margin of Weldon Drive;

THENCE S. 84°-53'-03" E., along the southerly street margin of Weldon Drive, a distance of 100.00 feet to the POINT of BEGINNING.

CONTAINING 0.458± acres of land, more or less.

EXCEPTING and reserving from the above described 0.458± acre parcel the following described easement for a sanitary and storm sewer and/or waterline:

BEGINNING at a 1/2" iron pipe with cap set in the the southeasterly corner of the above described 0.458± parcel;

THENCE N. 84°-53'-11" W., a distance of 100.00 feet to a 5/8" rebar with yellow cap found in the southwesterly corner of the 0.458± acre parcel;

THENCE N. 12°-55'-30" E., a distance of 12.5 feet to a point;

THENCE S. 84°-53'-03" E., passing through the parcel of land conveyed to Chaitanya Chandrala by deed recorded in the Jefferson County Clerk's Office as Instrument 2020-12920 on October 13, 2020, a distance of 100.00 feet to a point in the westerly property line of the above described 0.458± acre parcel;

THENCE S. 12°-55'-30" W., a distance of 12.5 feet to the POINT of BEGINNING;

**Chaitanya Chandrala
City of Watertown
0.458± Acre Parcel**



**December 10, 2025
Project No. 2025-097
Page 2 of 2**

SUBJECT to any other rights or restrictions of record.

IT BEING the intent to describe a 0.458± portion of the parcel of land conveyed to Chaitanya Chandrala by deed recorded in the Jefferson County Clerk's Office as Instrument 2020-12920 on October 13, 2020, and shown on a map titled "SUBDIVISION FINAL PLAT OF THE LANDS OF CHAITANYA CHANDRALA, 920 IVES STREET, CITY OF WATERTOWN COUNTY OF JEFFERSON, STATE OF NEW YORK", dated DECEMBER 10, 2025, prepared by GYMO, Land Surveying, D.P.C., Watertown, New York.

PROJECT LOCATION: S302532024-097 Chaitanya Subdivision.dwg, Surveyor: G1, Drawing: 02/25/2024, 097 Chaitanya Subdivision.dwg

PLOT TIME: 12/10/2025 9:39:49 AM



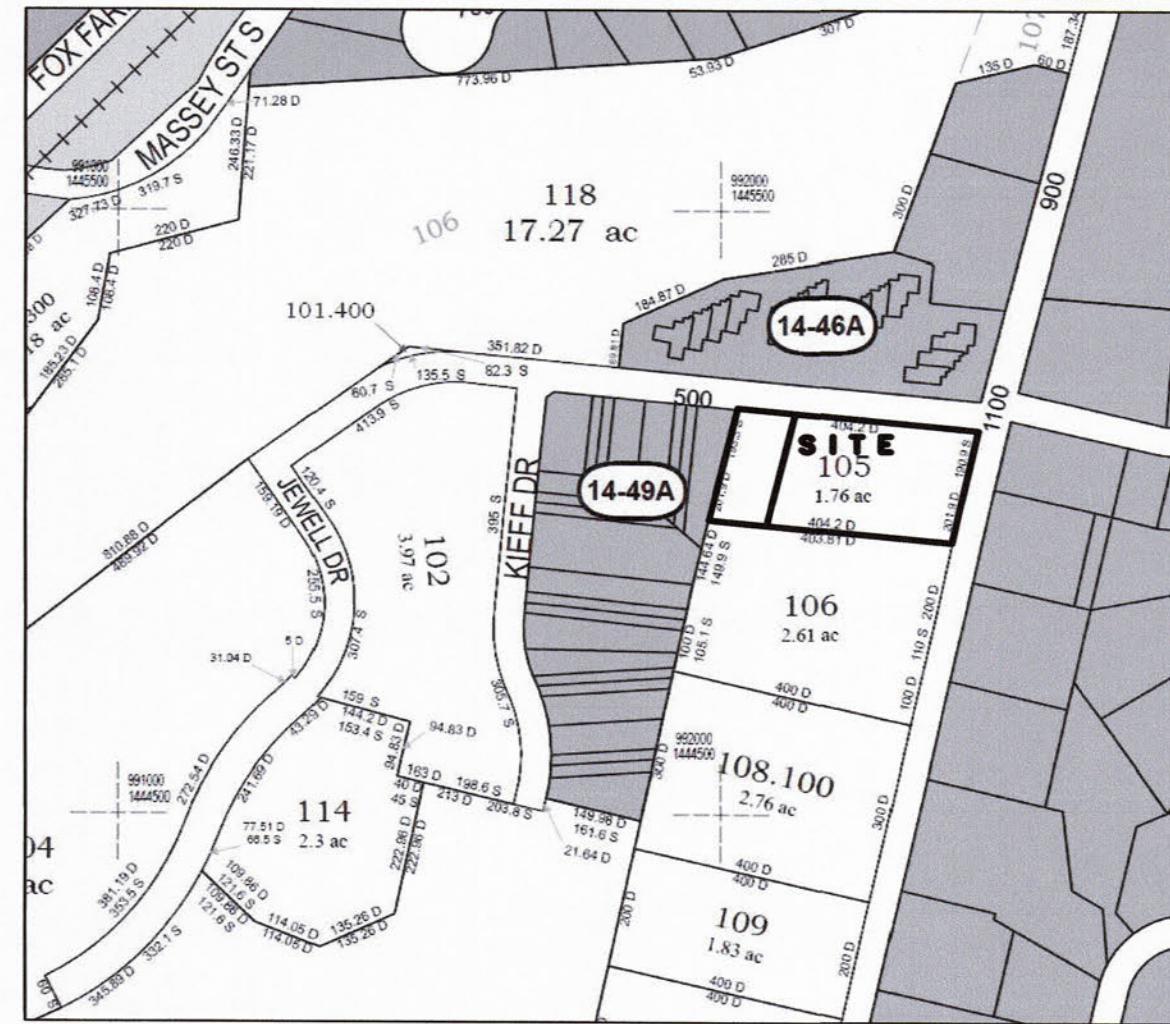
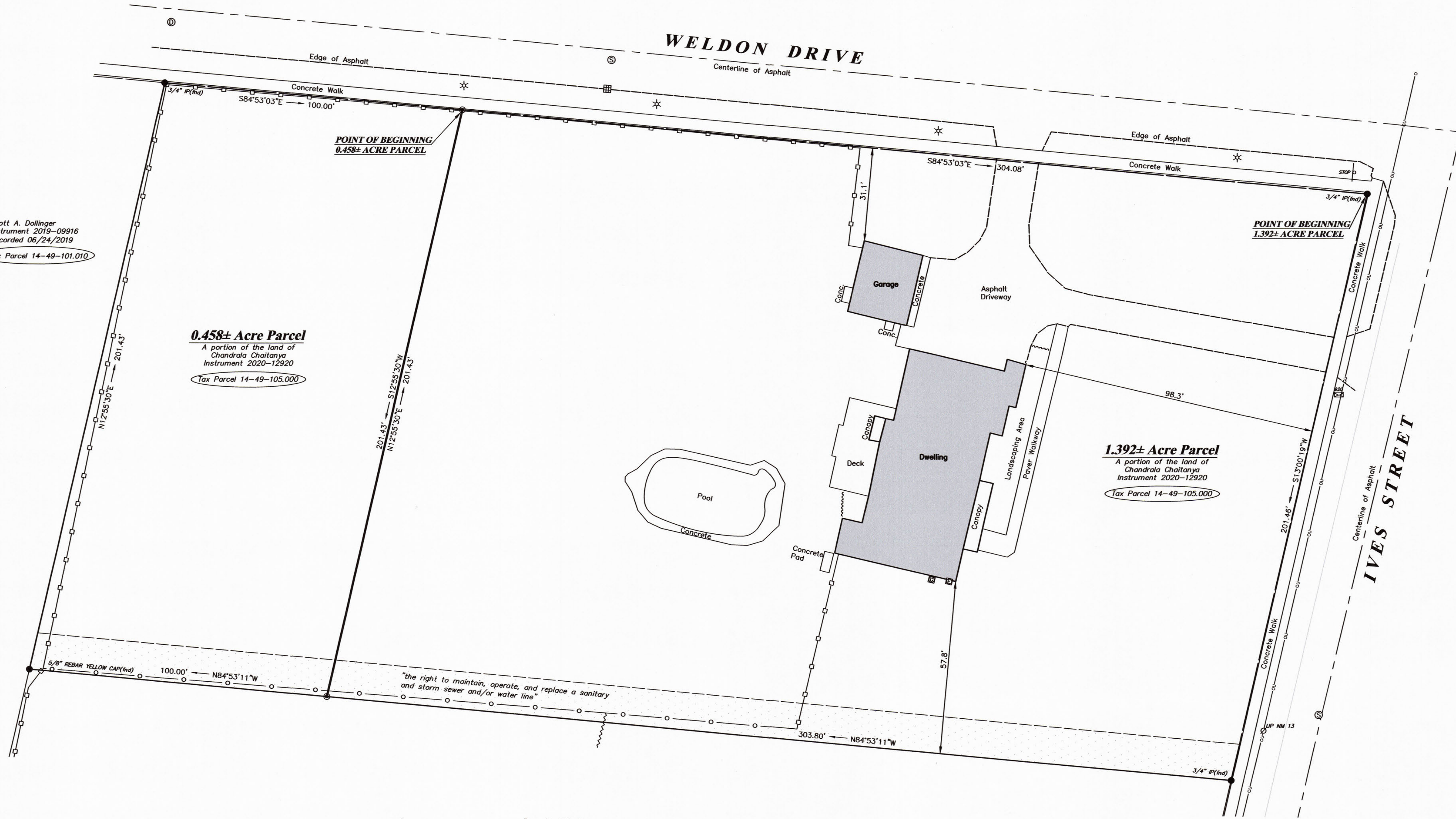
Scott A. Dollinger
Instrument 2019-09916
Recorded 06/24/2019
Tax Parcel 14-49-101.010

0.458± Acre Parcel
A portion of the land of
Chandrala Chaitanya
Instrument 2020-12920
Tax Parcel 14-49-105.000

Tracy H. Valentine
Instrument 2010-12445
Recorded 08/31/2010
Tax Parcel 14-49-106.000

It is hereby certified that subdivision final plat approval was granted
on _____, pursuant to Sections 32, 33 and 34
of the General City Law.

Michael A. Lumbis _____ Date
Planning and Community Development Director
Clerk of the City of Watertown Planning Board



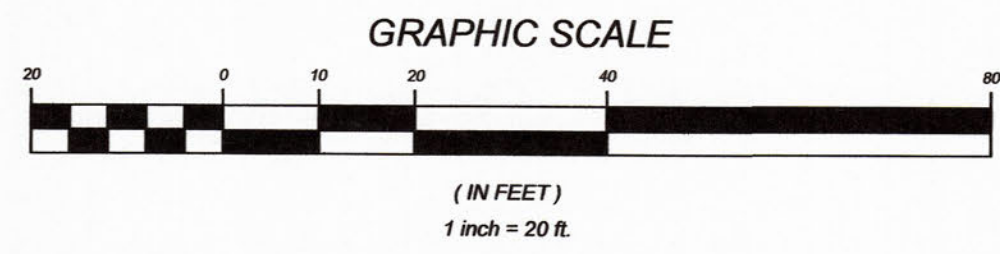
- LEGEND**
- 1/2" IRON PIPE WITH CAP SET
 - IRON MONUMENT FOUND (as noted)
 - CATCH BASIN SQUARE
 - ELECTRIC METER
 - GAS MARKER
 - GAS METER
 - GUY WIRE
 - HANDHOLE (ELECTRIC)
 - HYDRANT
 - LIGHT POLE
 - MAILBOX
 - SEWER MANHOLE
 - STORM MANHOLE
 - SIGN
 - TELE BOX
 - TRANSFORMER
 - UTILITY POLE
 - ASPHALT
 - LANDSCAPING
 - OVERHEAD UTILITIES
 - PAINT MARKINGS (FOG LINE)
 - CHAIN LINK FENCE
 - METAL FENCE
 - WOOD FENCE

ABBREVIATIONS
(nd) - FOUND
IP - IRON PIPE
RBR - REBAR

DEED REFERENCE
Anna M. Youngblood and Charles D. McArthur
to
Chaitanya Chandrala
Instrument 2020-12920
Recorded October 13, 2020
Tax Parcel 14-49-105.000

SUBJECT to a sanitary and sewer and/or water easement first
described in Liber 811 of Deeds at Page 929.

- NOTES**
- Field location was performed on November 13, 2025.
 - The horizontal datum referenced herein is NAD 1983, New York State Plane, Central Zone based on the NYS CORS Network.
 - All adjoiners are from the Jefferson County Real Property Assessment Office.
 - Underground facilities, structures and utilities have not been plotted.
There may be underground facilities, structures and utilities, the existence of which is presently not known and therefore not shown on this map.
Prior to construction contact Underground Facilities Protective Organization, (UFPPO) at 1-800-962-7962 for exact location of all underground utilities.
 - This survey was prepared without the benefit of an Updated Abstract of Title and is subject to any changes which may occur as a result of a more complete title search.
 - Subject parcel is City of Watertown Assessment Parcel Number 14-49-105.000.
 - The lands shown hereon are subject to any rights, restrictions, easements or covenants of record, expressed or implied by usage or custom.



GYMO
Architecture
Engineering
Land Surveying
WWW.GYMODPC.COM
18969 US Route 11
Watertown, NY 13601
315-788-3900

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GYMO
ARCHITECTURE, ENGINEERING
& LAND SURVEYING, D.P.C.
IT IS A VIOLATION OF SECTION
7209, SUBDIVISION 2, OF THE
NEW YORK STATE EDUCATION
LAW FOR ANY PERSON, UNLESS
ACTING UNDER THE DIRECTION
OF A LICENSED PROFESSIONAL
ENGINEER OR LAND SURVEYOR
TO ALTER THIS DOCUMENT IN
ANY WAY. IF ALTERED, SUCH
LICENSEE SHALL AFFIX HIS OR
HER SEAL AND THE NOTATION:
"ALTERED BY" FOLLOWED BY
HIS OR HER SIGNATURE, DATE
AND A SPECIFIC DESCRIPTION
OF ALTERATION.

SEAL:

PROJECT NO.: 2025-097
SCALE: 1" = 20'
DRAWN BY: N.E.F.
CHECKED BY: Z.P.S.
DATE: 12/10/2025

SUBDIVISION FINAL PLAT
OF THE LANDS OF CHAITANYA CHANDRALA
920 IVES STREET
CITY OF WATERTOWN, COUNTY OF JEFFERSON, STATE OF NEW YORK

DATE ISSUED: N/A
DRAWING NO.:
S101

Request for Real Property Tax Law 932 Split



I am (we are) the owner(s) of, or will be the owner(s) of one or more parcels of property listed below that is the subject of a subdivision request. I hereby request that following the final approval and completion of the subdivision, that all newly designated parcels be assessed and taxed in accordance with Real Property Tax Law 932, allowing for the changes to any current or subsequent tax rolls required to implement those changes in said subdivision.

Property Address

Parcel Id

920 Ives Street

14-49-105.000

Owner(s) Name

Signature

Date

Chaitanya Chandrala

Ch. Chaitanya

12/09/2025

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
920 Ives St. Subdivision			
Name of Action or Project:			
Subdivision			
Project Location (describe, and attach a location map):			
920 Ives Stree, Watertown, NY 13601			
Brief Description of Proposed Action:			
Subdivide a 100' lot.			
Name of Applicant or Sponsor:		Telephone: [REDACTED]	
Austin Key GYMO Survey Project Manager		E-Mail: [REDACTED]	
Address:			
18969 US Route 11			
City/PO:		State:	Zip Code:
qWatertown		NY	13601
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			YES
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO
If Yes, list agency(s) name and permit or approval: Planning Board Approval			YES
3. a. Total acreage of the site of the proposed action?			1.856 acres
b. Total acreage to be physically disturbed?			0 acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?			1.856 acres
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			


5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

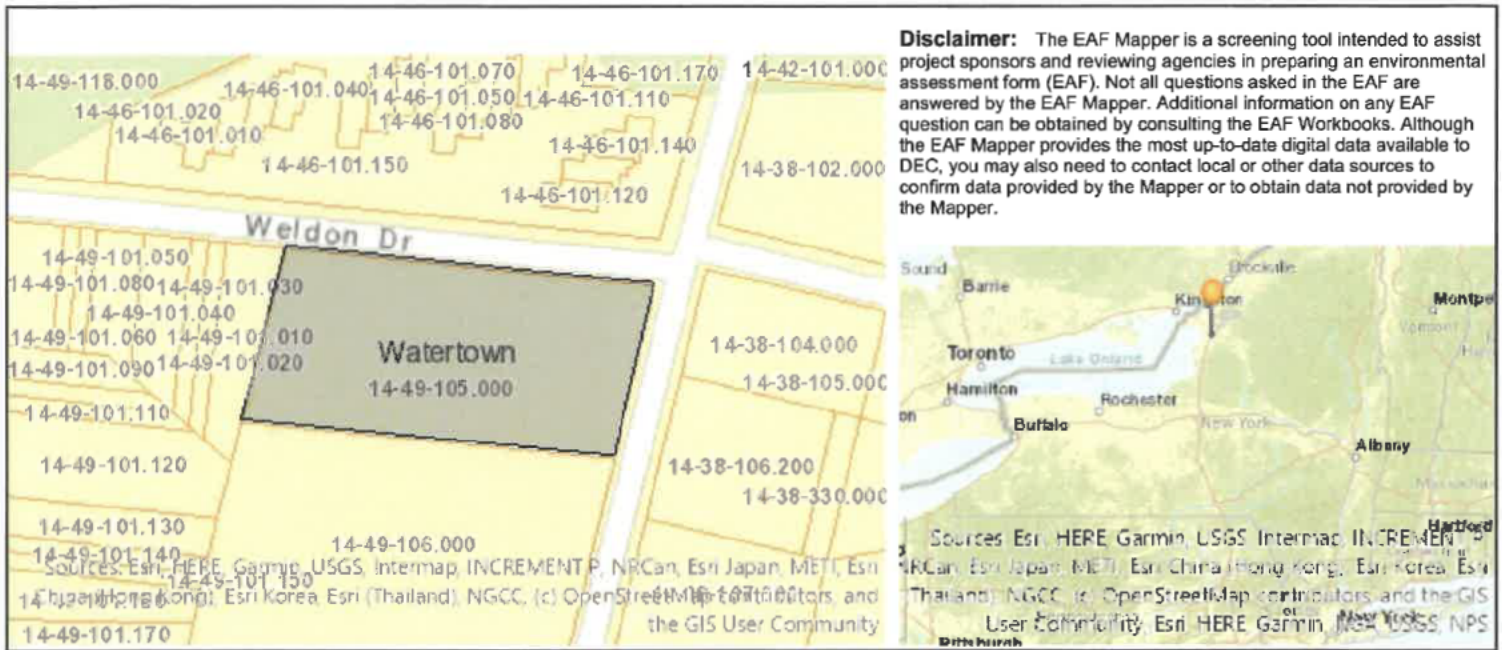
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Indiana Bat, Northern Long-...	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input type="checkbox"/>	<input type="checkbox"/>

18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>Austin Key</u> Date: <u>12-05-25</u>		
Signature: <u></u> Title: <u>Survey Project Manager</u>		



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	Yes
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Indiana Bat, Northern Long-eared Bat
Part 1 / Question 16 [100 Year Flood Plain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	No