



**INTEROFFICE MEMO
PLANNING AND COMMUNITY
DEVELOPMENT DEPARTMENT**

DATE: March 9, 2026

TO: James Corriveau, ZBA Chairperson

FROM: Joseph Albinus, Planner

SUBJECT: 585 Water Street
Parcel Number 4-16-103.000
Zoning – Residential
Petition for an Area Variance to increase the maximum allowable square footage of an Accessory Structure in a residential parcel.
File #612

This petition, presented by Gregory Mahan, is for an Area Variance to increase the maximum allowed footprint of an Accessory Structure in a Residential District. According to Section 310-21 of the Zoning Ordinance, the maximum allowable accessory structure footprint 900 square feet (SF) in a Residential District. The proposed structure is approximately 2,080 SF, representing a 130 percent increase.

All other aspects of the structure conform with the Zoning Ordinance. Currently, the site has two rear accessory structures that would be removed to make room for the proposed accessory structure if approved. The current neighboring parcels consist of vacant land.

6 NYCRR Part 617 states that if an action is not listed as a Type I or Type II Action under Section 617.4 or 617.5, then the Lead Agency is to treat the application as an Unlisted Action. Unlisted Actions do not exceed the thresholds of the Type I Actions listed in Section 617.4.

At a minimum, the Lead Agency shall complete a Short Environmental Assessment Form (EAF) for Unlisted Actions. The Short EAF is attached for the ZBA's review. After reviewing Part 1 of the Short EAF, the ZBA shall complete Part 2 and make a determination of significance prior to voting on the variance request.

cc:
ZBA Members
File

I would like to build a garage That has the demeton of the following 40 feet by 56 feet. 12 feet tall. In my backyard, which is currently grass and flat with no trees. The building will be used for storage of my 7 vehicles and the woodworking that I'd like to do as a hobby and general storage. This building will not be used for any commercial or business use, just my personal use.

Hardship test answers.

1. There will be no undesirable changes to the neighborhood. I live in a heavy industrial commercial neighborhood with many large steel buildings and businesses. My neighbor down the street has a 60 by 55 steel building. K Plant has many commercial buildings. OK Storage has many commercial buildings, no i feel that it will not affect the neighborhood or neighbors.
2. I have no other way of building my garage than in my backyard. Because of the 900 square foot, the variance is the only way that I can achieve the garage. That I've always wanted to build. That is 2240 square feet. For the past 30 years.
3. My request is not substantial. I am not seeking to move any of these setbacks. I am fully within the setback limits of this building. Anything less than the 2240 square foot that I'm asking for would not be advantageous for my purposes.
4. The granting of this variance would not affect my neighborhood or neighbors because I am living in a largely industrial Street and I do not have any direct neighbors with any buildings around me. It's all woodland. Therefore, all the businesses around me and my building would not be an eyesore or be of any. Disturbance to any of my neighbors or any other property owners around me.
5. The zoning rule is 900 square feet in total for an auxiliary building. in order for me to build my building 2240 square feet, this variance is the only way I can achieve my project.

Sincerely,

Gregory Mahan

585 water street

Watertown NY 13601





City of Watertown
USE VARIANCE APPLICATION FORM

City of Watertown, Planning and Community Development Dept.
245 Washington Street, Room 305, Watertown, NY 13601
Phone: 315-785-7741 Email: planning@watertown-ny.gov

Application #:

Received:
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
FEB 25 2026
RECEIVED CITY OF WATERTOWN, NY

Please Note: Applying for a Use Variance does not guarantee that the Zoning Board of Appeals (ZBA) will grant the request. The burden of proof is on the applicant for meeting the hardship tests and the ZBA will weigh each application on its own merits.

PROPERTY INFORMATION:

PROPERTY ADDRESS: 585 Water St Watertown NY 13601
TAX PARCEL NUMBER: 4-16-103000 ZONING DISTRICT: Residential

APPLICANT INFORMATION:

APPLICANT NAME: Gregory J Mahan
APPLICANT MAILING ADDRESS:

PHONE NUMBER: [Redacted] E-MAIL: [Redacted]

PROPERTY OWNER INFORMATION (if different from applicant):

PROPERTY OWNER NAME:
PROPERTY OWNER MAILING ADDRESS (if different from subject parcel):
PHONE NUMBER: E-MAIL:

CHECKLIST (please include all of the following in addition to this application form):

- Cover Letter (see Appendix A)
Record of denial
\$200 application fee
Site Sketch/Drawing
Metes and bounds description (property deed)
Tax Map with subject parcel highlighted
State Environmental Quality Review (SEQR) form (if necessary)

Applicant Signature: [Signature] Date: 2-19-20
Property Owner Signature (if different) Date:



City of Watertown USE VARIANCE APPLICATION FORM

City of Watertown, Planning and Community Development Dept.
245 Washington Street, Room 305, Watertown, NY 13601
Phone: 315-785-7741 Email: planning@watertown-ny.gov

Application #:

Received: PLANNING AND COMMUNITY
DEVELOPMENT DEPARTMENT

FEB 25 2026

RECEIVED
CITY OF WATERTOWN, NY

Please Note: Applying for a Use Variance does not guarantee that the Zoning Board of Appeals (ZBA) will grant the request. The burden of proof is on the applicant for meeting the hardship tests and the ZBA will weigh each application on its own merits.

PROPERTY INFORMATION:

PROPERTY ADDRESS: 585 Water St Watertown NY 13661

TAX PARCEL NUMBER: 4-16-103000 ZONING DISTRICT: Residential

APPLICANT INFORMATION:

APPLICANT NAME: Greson J Mahan

APPLICANT MAILING ADDRESS: _____

PHONE NUMBER: [REDACTED] E-MAIL: [REDACTED]

PROPERTY OWNER INFORMATION (if different from applicant):

PROPERTY OWNER NAME: _____

PROPERTY OWNER MAILING ADDRESS (if different from subject parcel): _____

PHONE NUMBER: _____ E-MAIL: _____

CHECKLIST (please include all of the following in addition to this application form):

- Cover Letter (see Appendix A)
- Record of denial
- \$200 application fee
- Site Sketch/Drawing
- Metes and bounds description (property deed)
- Tax Map with subject parcel highlighted
- State Environmental Quality Review (SEQR) form (if necessary)

Applicant Signature: [Signature] Date: 2-19-20

Property Owner Signature (if different) _____ Date: _____



**City of Watertown Zoning Compliance Certificate
APPLICATION FORM**

City of Watertown, Planning and Community Development Dept.
245 Washington Street, Room 305, Watertown, NY 13601
Phone: 315-785-7741 Email: planning@watertown-ny.gov

Application #: 2026-009

Received: PLANNING AND COMMUNITY
DEVELOPMENT DEPARTMENT

FEB 12 2026

RECEIVED
CITY OF WATERTOWN, NY

Please Note: Staff will make every effort to process this application in a timely manner. However, some applications may require significant site related and zoning ordinance research. Please allow up to seven (7) business days for review and processing.

PROPERTY INFORMATION (for lookup assistance, visit: <https://www.watertown-ny.gov/imo/search.aspx>):

PROPERTY ADDRESS: 585 WATE- ST Watertown NY 13601
TAX PARCEL NUMBER: 4-16-103000 ZONING DISTRICT: Residential

APPLICANT INFORMATION:

APPLICANT NAME: Gregory J Mahan
APPLICANT MAILING ADDRESS: 585 WATE ST Watertown NY 13601

PHONE NUMBER: [REDACTED] E-MAIL: [REDACTED]

PROPERTY OWNER INFORMATION (if different from applicant):

PROPERTY OWNER NAME: _____
PROPERTY OWNER MAILING ADDRESS (if different from subject parcel): _____

PHONE NUMBER: _____ E-MAIL: _____

PROPOSED USE INFORMATION:

Please check the box that most accurately describes the proposal:

- New Building
- Addition
- Alteration
- Parking Lot
- New Use or Occupant
- Other _____

Proposed Use (describe fully):
I have wanted a garage for the past 35 years I have lived on this property since 1978. I need a place to store my classic cars and need storage for my tools and wood works tools. my neighbor has a bigger garage than the

1 OF 3 ONE I AM WANTING.

PROPOSED DIMENSIONS (if built footprint will not change, list existing dimensions):

PARCEL FRONTAGE (FT.): 66' PARCEL AREA (SQ. FT.): 10890 BUILDING DIMENSIONS: 40 FT. X 56 FT. = TOTAL (SQ. FT.) 2240

NUMBER OF STORIES: 1 BUILDING HEIGHT (FT.): 12 SETBACKS (FT.) - FRONT: 0 REAR: 5 LEFT: 5 RIGHT: 5

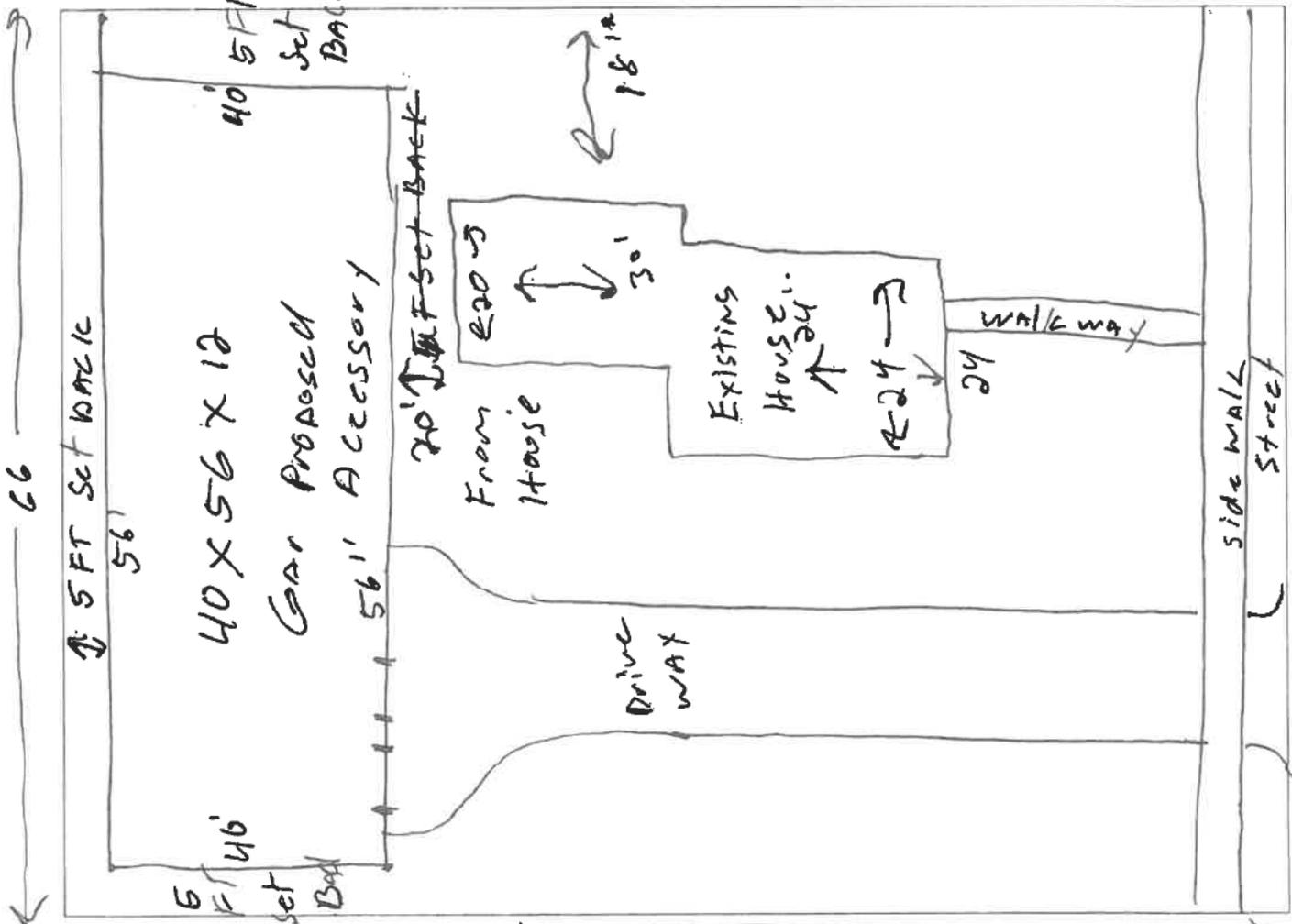
PARKING:

EXISTING NUMBER OF SPACES: _____ PROPOSED NUMBER OF SPACES: _____

- Asphalt Concrete Gravel Other _____

SQ. FT OF NEW IMPERVIOUS SURFACE _____

Application must include a proposed site diagram (to scale) that includes measurements (in feet) for all building edges and all setbacks. Surveys and site plans are acceptable as well. Please attach them to this form or use the space below to provide a plan view (aerial view) sketch that includes all measurements and dimensions. Please see attached example for guidance.



Applicant Signature: [Signature] Date: 2-10-26

Property Owner Signature (if different) _____ Date: _____



City of Watertown Zoning Compliance Certificate

City of Watertown, Planning and Community Development Dept.
245 Washington Street, Room 305, Watertown, NY 13601
Phone: 315-785-7740 Email: planning@watertown-ny.gov

Accela Application #:

Received:

For Planning and Community Development Department Use Only:

PROPERTY ADDRESS: 585 Water Street

TAX PARCEL NUMBER: 4-16-103.000

ZONING DISTRICT: Residential

PROPOSED USE: Detached Garage, Accessory Structure

In accordance with the Zoning Ordinance of the City of Watertown, New York, the proposed use is:

- CONFORMING NONCONFORMING

Please Note: If this review determines the proposal to be nonconforming, the applicant has the right to seek a Variance from the Zoning Board of Appeals (ZBA) granting relief from the Zoning Ordinance. The ZBA is an independent board and all Variance applications carry a burden of proof on the part of the applicant. Submitting an application does not guarantee that the ZBA will grant a Variance.

This certificate alone does not constitute permission to undertake construction, nor does it take the place of any and all other potential required permits. The proposed action would require, minimally, approval for each of the following:

- | | | |
|---|---|---|
| <input type="checkbox"/> None | <input checked="" type="checkbox"/> Building Permit | <input type="checkbox"/> Demolition Permit |
| <input type="checkbox"/> Use Variance | <input checked="" type="checkbox"/> Area Variance | <input type="checkbox"/> Special Use Permit |
| <input type="checkbox"/> Site Plan Review | <input type="checkbox"/> Waiver of Site Plan Approval | <input type="checkbox"/> Other |

Notes:

Constructing a detached structure requires a Building Permit from the City Code Enforcement Bureau. The proposed shed meets the setback and lot area coverage of the Residential District. However, the structure footprint of the proposed garage totals 2240 SF and would be over the maximum accessory structure footprint of 900 SF and would be legal only with an Area Variance.

Application / Permit #: 2026-003

Reviewed by: Joseph Albinus, Planner Signature: *Joseph Albinus*

Approved/Denied by: *Michael A. ...* Date: 2/17/26

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

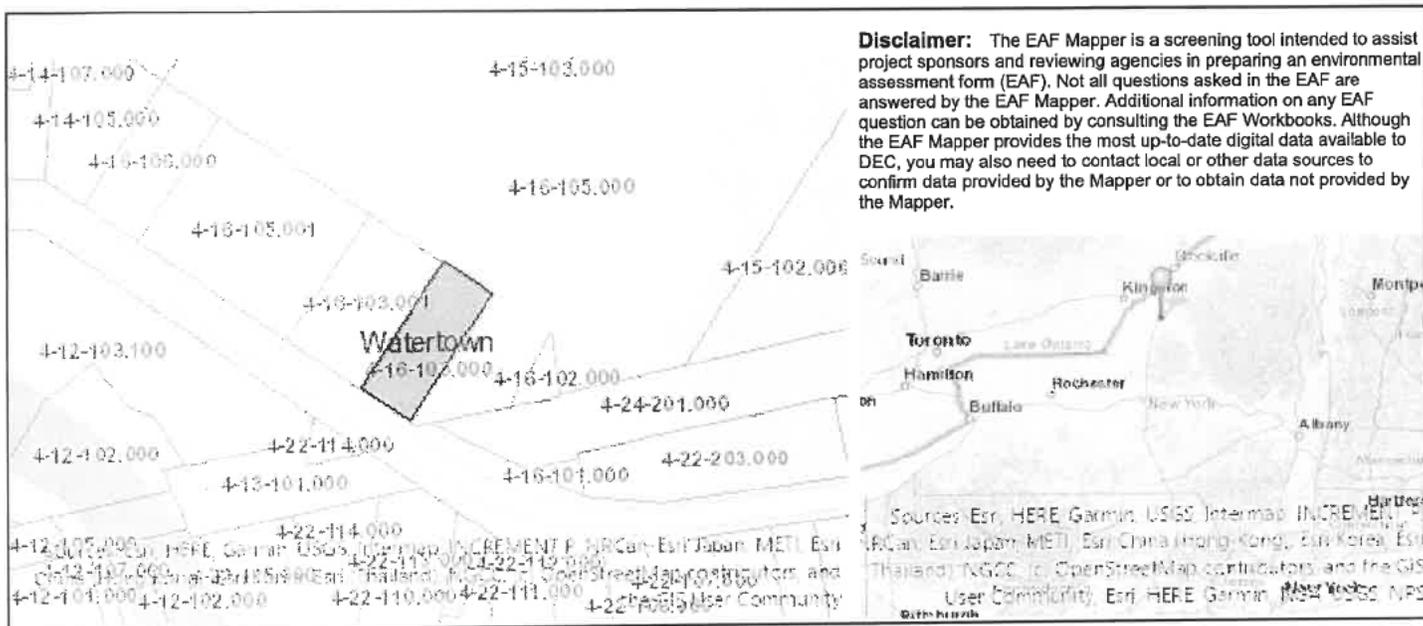
Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. 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			
Name of Action or Project: New Garage on 585 Water Street			
Project Location (describe, and attach a location map): 585 Water Street			
Brief Description of Proposed Action: The addition of a garage totalling 2240 Square Feet			
Name of Applicant or Sponsor: Gregory Mahan		Telephone: [REDACTED]	
		E-Mail: [REDACTED]	
Address: 585 Water Street			
City/PO: City of Watertown		State: NY	Zip Code: 13601
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? 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.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		0.26 acres	
b. Total acreage to be physically disturbed?		0.05 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0.26 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 checked="" type="checkbox"/> Parkland			

	NO	YES	N/A
5. Is the proposed action,			
a. A permitted use under the zoning regulations?	<input checked="" type="checkbox"/>	<input 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 <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input 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? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input checked="" type="checkbox"/>	YES <input 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 <input type="checkbox"/>	YES <input checked="" 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 checked="" type="checkbox"/>	<input 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 <input type="checkbox"/>	YES <input checked="" 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?	NO	YES
Northern Long-eared Bat	<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?	NO	YES
If Yes,	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
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)?	NO	YES
If Yes, explain the purpose and size of the impoundment: _____ _____	<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?	NO	YES
If Yes, describe: _____ _____	<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?	NO	YES
If Yes, describe: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>
The property has not been the subject of remediation for hazardous waste, but the NYS DEC environmental site database includes parcels in the general vicinity that have been the subject of remediation for hazardous waste, which is why the box is checked.		
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: _____		Date: _____
Signature: 		Title: _____



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local, New York State, and federal wetlands and waterbodies is known to be incomplete. Refer to the EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	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]	Yes