



# MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE  
245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601  
PHONE: 315-785-7730 – FAX: 315-782-9014

TO: Planning Board Members  
FROM: Kenneth A. Mix, Planning and Community Development Coordinator  
SUBJECT: Request for Subdivision Approval – 945 Arsenal Street

DATE: March 26, 2014

**Request:** Two-lot subdivision approval for 945 Arsenal Street, parcel 9-11-129

**Applicant:** Robert Busler, PLS

**Proposed Use:** N/A

**Property Owner:** Flagship LP

**Comments:** This proposal is being submitted for Planning Board review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Board 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 notice has been published for it to be held at 3:10 p.m. during the Planning Board meeting. After the public hearing and completion of Part II of the Environmental Assessment Form, the Planning Board will be free to make a decision on the proposal.

The applicant proposes to divide the vacant rear portion from the Taco Bell restaurant, and combine it with an adjacent lot to create a consolidated developable parcel with about 137 feet on frontage on Bellew Ave South.

The resulting parcel will be split between Commercial District and Neighborhood Business District. A zone change application has been submitted concurrently with this subdivision request. This is not a major concern with regard to the subdivision approval, as both districts have the same setback requirements.

## Summary:

1. To provide frontage on Bellew Ave South, the rear section of the divided parcel shall be combined by deed with parcel 9-11-133.100.

cc: Robert J. Slye, City Attorney  
Justin Wood, Civil Engineer II  
Robert Busler, PO Box 679, Theresa, NY 13691