



CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

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MICHAEL A. LUMBIS
PLANNING AND COMMUNITY
DEVELOPMENT DIRECTOR

May 30, 2024

To: Planning Commission Members

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

Subject: June 4, 2024 Planning Commission Meeting

The Chair of the Planning Commission has called a meeting of the Planning Commission for Tuesday, June 4, 2024, at 6:00 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/30872/> on or after Thursday, May 30, 2024.

At that meeting, the following agenda will be discussed:

1. Call to Order and Reading of the Minutes of the May 15, 2024, Planning Commission meeting.
2. **Subdivision Final Plat Approval** – Request submitted by DePaul Properties for a two-lot subdivision of **VL3 Commerce Park Drive**, Parcel Number 8-50-101.009. A public hearing has been scheduled for 6:05 p.m.

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.

cc: City Council Members
Thomas Compo, P.E., City Engineer
Dana Aikins, Code Enforcement Supervisor
Shelby Vakiener, Civil Engineer, LaBella Associates, 300 State Street, Suite 201, Rochester, NY 14614
Mark Fuller, President, DePaul Properties, Inc., 1931 Buffalo Rd, Rochester, NY 14624