



CITY OF WATERTOWN, NEW YORK

CITY PLANNING COMMISSION

ROOM 305, WATERTOWN CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3380
(315) 785-7741

MEETING: June 04, 2024

PRESENT:

Larry Coburn, Chairperson
Peter Monaco
Michelle Capone
Maryellen Blevins

ALSO:

Michael Lumbis, Planning and Community
Development Director
Sharlice Bonello, Planner

ABSENT:

T.J. Babcock
Lynn Godek
Linda Fields

Planning Commission Chairperson, Larry Coburn, called the June 04, 2024, Planning Commission meeting to order at 6:00 p.m. Ms. Capone made a motion to accept the minutes from the May 15, 2024, meeting as written, Mr. Coburn seconded the motion, and all voted in favor.

SUBDIVISION FINAL PLAT APPROVAL – VL-3 COMMERCE PARK DRIVE PARCEL NUMBER 8-50-101.009

The Planning Commission then considered a request for Subdivision Final Plat Approval submitted by Shelby Vakiener of LaBella Associates on behalf of DePaul Properties, Inc. for a two-lot subdivision of VL-3 Commerce Park Drive, Parcel Number 8-50-101.009.

Michael Lumbis stated for the record that the proposed subdivision has been previously approved and is being reviewed again due to the applicant not submitting a signed map to the County Clerk's office within the allowed 62-day period. Mr. Lumbis noted that the applicant could not submit the map to the County Clerk's office since DePaul Properties', Inc. Purchase Agreement with Watertown Commerce, LLC had not been finalized. The applicant for the proposed subdivision is located out of Rochester and Mr. Lumbis did not feel that it was necessary to have the applicant attend another Planning Commission meeting for reapproval. All the Planning Commission Members agreed.

Peter Monaco asked if DePaul Properties, Inc. received the funding they had applied for. Mr. Lumbis stated he believes so. Mr. Monaco then asked if the applicant would be able to get a sewer permit due to the DEC Consent Order. Mr. Lumbis stated that he did not know definitively where the City stood with the current sewer issues. Mr. Coburn stated that he heard that the sewer issue was close to being resolved and concessions were being made. Mr. Lumbis stated that he thought that the DEC approved the offset plan. Mr. Monaco stated that they did and there are credits that are being used.

Mr. Coburn noted that the Commission is familiar with what the applicant is proposing since it had already been approved at the July 11, 2023, Planning Commission meeting and asked the other Commission members if they had any questions.

Mr. Monaco noted that the applicant had to go to the Zoning Board of Appeals for relief from the transparency and functional entry spacing requirements. Mr. Lumbis replied in the affirmative and noted that both variances were approved.

Ms. Capone stated for the record that she is administering the grant for DePaul Properties, Inc. but has no financial involvement with the project.

Mr. Coburn then read the public hearing notice aloud and opened the public hearing at 6:05 p.m. Hearing no one speak, Mr. Coburn closed the public hearing at 6:06p.m.

Mr. Coburn stated for the record that the SEQR was completed at the July 11, 2023, Planning Commission meeting and would not need to be reviewed again.

Maryellen Blevins then made a motion to grant Subdivision Final Plat Approval for the request submitted by Shelby Vakiener of LaBella Associates on behalf of DePaul Properties, Inc. for a two-lot subdivision of VL-3 Commerce Park Drive, Parcel Number 8-50-101.009, contingent upon the following:

1. The applicant shall assemble the 1.0-acre northern subdivided parcel with Parcel Number 8-50-106.000 located at VL1 Commerce Park Drive, and Parcel Number 8-50-105.000 located at VL2 Commerce Park Drive into one single parcel, by way of a new metes and bounds description that is filed with the County Clerk.

Ms. Capone seconded the motion, all voted in favor.

At 6:09 p.m., Ms. Capone moved to adjourn the meeting. Ms. Blevins seconded the motion, and all voted in favor.

Respectfully submitted,

Sharlice Bonello, Planner