



CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

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PLANNING AND COMMUNITY
DEVELOPMENT DIRECTOR

September 26, 2024

To: Planning Commission Members
From: Michael A. Lumbis, Planning and Community Development Director
Subject: October 1, 2024 Planning Commission Meeting

The Chair of the Planning Commission has called a meeting of the Planning Commission for Tuesday, October 1, 2024, at 6:00 p.m. in **Council Chambers at City Hall**.

At that meeting, the following agenda will be discussed:

1. Call to Order and Reading of the Minutes of the September 10, 2024, Planning Commission meeting.
2. ***Site Plan Approval** – Request submitted by Mark Tompkins of GYMO, D.P.C. on behalf of 618 James Street, LLC to construct an approximately 4,800 SF building and associated site improvements at 984 Bradley Street, Parcel Number **1-11-102.200**
3. ***Zoning Ordinance Amendment** – Discussion regarding proposed amendments to Chapter 310, Zoning, of the City Code.

Note: The Planning Commission meeting will be held in person and is open to the public. To access City Hall, please use the Sterling Street entrance across from the American Legion.

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.

***239-m review by the Jefferson County Planning Board required**

cc: City Council Members
Eric Wagenaar, City Manager
Thomas Compo, P.E., City Engineer
Mark Tompkins, Project Engineer, GYMO Architecture, Engineering and Land Surveying, D.P.C.,
18969 U.S. Route 11, Watertown, NY 13601
618 James Street, LLC, (Attn: Richard Alexander Jr.), 636 Stone Circle, Watertown, NY, 13601