



CITY OF WATERTOWN, NEW YORK  
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

SUITE 305, CITY HALL  
245 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601-3362  
TEL. (315) 785-7741  
FAX (315) 782-9014

MICHAEL A. LUMBIS  
PLANNING & COMMUNITY  
DEVELOPMENT DIRECTOR

June 7, 2024

To: Zoning Board of Appeals Members  
From: Geoffrey Urda, Planner  
Subject: June 19, 2024 Zoning Board of Appeals Meeting

The Chairperson of the Zoning Board of Appeals (ZBA) has called a meeting of the ZBA for 7:00 p.m. on **Wednesday, June 19, 2024** in City Council Chambers at City Hall. At that meeting, the ZBA will discuss the following agenda items:

1. #598 – Area Variance to increase the allowed sign surface area  
Location: 1248 Washington Street  
Applicant: Gill Creative Industries, LLC on behalf of DRZ, Inc.

**Note: All applicants involved in the above requests must** attend the meeting. If an applicant is not present, the ZBA will not act upon the individual request.

The ZBA meeting will be held in person and is open to the public. To access City Hall, you must enter through the Sterling Street entrance. While not required, Planning Staff recommends that you contact us in advance if you wish to attend. Please call (315) 785-7741 or email [planning@watertown-ny.gov](mailto:planning@watertown-ny.gov) if you plan on attending.

cc: Christina Stone, City Attorney  
Tiffany Ponce Court Reporter  
File