



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: July 7, 2026

PRESENT:

Linda Fields, Acting Chair

Scott Garrabrant

Maryellen Blevins

Peter Monaco

ALSO:

Michael A. Lumbis, Planning and

Community Development Director

Geoffrey T. Urda, Senior Planner

Angela Gorman, Secretary

ABSENT:

Lynn Godek

Michelle Capone

Acting Planning Commission Chairperson, Linda Fields, called the July 7, 2026, Planning Commission meeting to order at 5:17 p.m. Ms. Fields asked for a motion regarding the minutes of the June 6, 2026, meeting. Maryellen Blevins made a motion to accept the minutes as written. Peter Monaco seconded the motion, and all voted in favor.

SITE PLAN APPROVAL – 111 BREEN AVENUE, PARCEL NUMBER 8-01-214.100 and 710 ARSENAL STREET, PARCEL NUMBER 8-01-219.001

The Planning Commission then considered a previously tabled request for Site Plan Approval submitted by Tom Ross of Storino Geomatics, on behalf of Puccia Olive Oil Company, LLC, and The Marcy Spa & Salon Inc. to construct a 10-space parking lot expansion at 111 Breen Avenue Parcel Number 8-01-214.100 and 710 Arsenal Street, Parcel Number 8-01-219.001. Adam Storino, PLS, of Storino Geomatics, attended to represent the request.

Mr. Storino made a request to move towards an approval with conditions. He acknowledged the summary items in Staff's memorandum that he said the applicant team would complete. Mr. Urda advised the Planning Commission of the list of remaining items to be completed. Mr. Urda also advised that another variance would be required for the parking and loading setback, as reflected by Summary Item 3, and that an additional review from the county was not required.

Ms. Blevins asked if the Planning Commission was authorized to approve the request without the Zoning Board of Appeals. Mr. Urda advised that they could approve the request, as Summary Item 3 referred to the required variance, and that item would be discussed at the next ZBA meeting.

Ms. Fields asked if the contingent approval required part two of the State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF). Mr. Urda advised that it was necessary. The Planning Commission then considered each question in Part 2 of the EAF and answered No to Small Impact for all of them. Mr. Monaco moved to make a Negative Declaration pursuant to the requirements of SEQRA. Ms. Blevins seconded the motion, and all voted in favor.

Ms. Fields asked Mr. Storino which tree species had been selected as part of the site plan. Mr. Storino replied that he did not know and advised that Mr. Ross would be able to answer that question. Michael Lumbis added that part of the review, the city forester provided some comments and some recommended tree species, and so as the plans are finalized, the Planning Department would work with Mr. Ross to ensure it was an appropriate choice.

Ms. Blevins then moved to grant Site Plan Approval to Thomas Ross of Storino Geomatics, on behalf of Puccia Olive Oil Company, LLC and The Marcy Spa & Salon Inc. to construct a 10-space parking lot expansion at 111 Breen Avenue, Parcel Number 8-01-214.100 and 710 Arsenal Street, Parcel Number 8-01-219.001. Mr. Garrabrant seconded the motion and all voted in favor.

ZONING DESIGNATION – VL-3 WATERMAN DRIVE PARCEL NUMBER 9-43-114.000

The Planning Commission then considered a request submitted by the City of Watertown to designate the approved Zoning Classification of VL-3 Waterman Drive, Parcel Number 9-43-114.000 as Industrial.

Mr. Lumbis explained the background, including the abandonment of a portion of the Waterman Drive Right-of-Way (ROW) and the need to designate a zoning district for the newly parcel. Ms. Fields then asked for a motion.

Ms. Blevins moved to recommend that the City Council designate the approved Zoning Classification of VL-3 Waterman Drive, Parcel Number 9-43-114.000 as Industrial. Mr. Garrabrant seconded the motion and all voted in favor.

ZONING ORDINANCE AMENDMENT

The Planning Commission then considered a request submitted by the City of Watertown to amend Article V – Sign Regulations and Article VI – Parking, of Chapter 310, Zoning, of the City Code.

Mr. Lumbis provided details on the proposed changes, including the elimination of a requirement to install electric vehicle (EV) charging ports as part of new parking lot construction and increasing the allowed signage per occupant in the Parks & Open Space Zoning District from 20 square feet (SF) to 200 SF.

Mr. Lumbis said that New York State had rolled back some of its future electric vehicle mandates, which when in effect, were a major impetus for the EV requirement. He then said that under the previous Zoning Ordinance, the Open Space and Recreation District allowed 200 SF of signage and Staff's educated guess was that the 20 SF in the current Zoning was an error.

Ms. Fields expressed concern about the elimination of charging ports, noting the increasing number of electric vehicles. Mr. Garrabrant and Mr. Monaco discussed the feasibility and cost-effectiveness of installing charging ports, with Mr. Garrabrant suggesting that the market should decide based on business needs. Ms. Fields then asked for a motion.

Ms. Blevins then moved to recommend that City Council approve the request to amend Article V – Sign Regulations and Article VI – Parking, of Chapter 310, Zoning, of the City Code. Mr. Garrabrant seconded the motion and all voted in favor.

Ms. Blevins then moved to adjourn the meeting. Mr. Monaco seconded the motion and all voted in favor. The meeting was adjourned at 5:39 p.m.

Respectfully submitted,

Angela Gorman, Secretary