



CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

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DEVELOPMENT DIRECTOR

August 21, 2026

To: Planning Commission Members
From: Michael A. Lumbis, Planning and Community Development Director
Subject: September 1, 2026, Planning Commission Meeting

The Chair of the Planning Commission has called a meeting of the Planning Commission for **Tuesday, September 1, 2026, at 5:15 p.m.** in the Council Chamber at City Hall, 245 Washington Street, Watertown, NY 13601.

At that meeting, the following agenda will be discussed:

1. Call to Order and Reading of the Minutes of the August 11, 2026, Planning Commission meeting.
2. **Subdivision Final Plat Approval** – Request submitted by Stephen J. Gracey, PLS, of LaFave, White & McGivern, L.S., P.C. on behalf of Dawn Gerstenschlager for a two-lot Subdivision of **636 Hillcrest Avenue**, Parcel Number 1-13-357.001. A public hearing has been scheduled for 5:20 p.m.
3. **Subdivision Final Plat Approval** – Request submitted by Scott Kolb, PLS, on behalf of David and Mary Gebo for a two-lot Subdivision of **162 Boon Street**, Parcel Number 8-01-110.000. A public hearing has been scheduled for 5:20 p.m.
4. **Site Plan Approval** – Request submitted by Christopher Todd of Aubertine & Currier Architects, Engineers, & Land Surveyors, PLLC on behalf of Roth Industries for Site Plan Approval to construct an 11,865 SF building addition and associated site improvements at **268 Bellew Avenue South**, Parcel Number 9-43-105.000.

Note: The Planning Commission meeting will be held in person and is open to the public. To access City Hall, please use Washington 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.

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

cc: City Council Members
Eric Wagenaar, City Manager
Thomas Compo, P.E., City Engineer