



MEMORANDUM

CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
245 WASHINGTON STREET, ROOM 305, WATERTOWN, NY 13601
PHONE: 315-785-7741 – FAX: 315-782-9014

TO: Planning Commission Members

FROM: Michael A. Lumbis, Planning and Community Development Director

PRIMARY REVIEWER: Geoffrey Urda, Senior Planner

SUBJECT: Subdivision Final Plat Approval – 636 Hillcrest Avenue

DATE: August 27, 2026

Request: Subdivision Final Plat Approval for a two-lot subdivision of **636 Hillcrest Avenue**, Parcel Number 1-13-357.001

Applicant: Stephen J. Gracey, PLS of LaFave, White & McGivern, L.S., P.C., on behalf of Dawn M. Gerstenschlager

Proposed Use: Residential

Property Owner: Dawn M. Gerstenschlager

Overview: This proposal is being submitted for Planning Commission review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Commission has the option of not requiring a preliminary plat submission. Since this is a minor subdivision, Staff is processing this application as a final plat. A public hearing is required, and a notice has been published for it to be held at 5:20 p.m. during the Planning Commission meeting. After the public hearing and completion of Part 2 of the Short Environmental Assessment Form, the Planning Commission will be free to make a decision on the proposal.

The applicant proposes to divide the approximately 0.1-acre lot at 636 Hillcrest Avenue, Parcel Number 1-13-357.001, which is currently landlocked, into two 0.05-acre parcels, an eastern and a western section, each of which the applicant proposes to assemble with the respective parcels in front of them that have street frontage.

Required Descriptions: The applicant has provided standalone suggested descriptions for both the western section ("Lot 1") and the eastern section ("Lot 2"). The applicant has also provided suggested descriptions for both resultant parcels that would ensue from the proposed assemblages with the parcels having street frontage.

Required Drawings: The applicant has submitted a Subdivision Final Plat drawing for signature by the Clerk of the Planning Commission.

Assemblages: The Planning Commission will note on the Subdivision Final Plat drawing that the "receiving" parcels at 632 and 636 Hillcrest Avenue, which have street frontage, each contain a house bisected by a property line. The proposed assemblages would eliminate those property lines and create unified parcels for each address.

Zoning – Area and Yard Regulations: The subject parcel and the receiving parcels are all zoned Residential (R). Both newly created parcels will meet all dimensional regulations of the R District. Both assemblages will eliminate nonconformities with existing structures that are currently built across property lines. Assembling all three parcels with a 636 Hillcrest Avenue address will also eliminate a nonconformity with an existing accessory shed that is currently the only structure on a parcel.

SEQR: Prior to approval, the Planning Commission must consider Part 2 of the Short Environmental Assessment Form (EAF) and make a determination of significance relative to SEQRA.

Miscellaneous: The applicant has provided a Request for Real Property Tax Law 932 Split form in order to prevent the issuance of a tax certificate on a parcel that no longer exists.

After approval, the applicant must submit one (1) reproducible Mylar print and one (1) paper copy of the final plat for signature by the clerk of the Planning Commission. The paper copy will be returned and must be filed in the County Clerk's Office within 62 days of signing.

Summary: The following should be included as contingencies with any motion for approval:

1. The applicant shall submit one (1) reproducible Mylar print and one (1) paper copy of the final plat for signature by the clerk of the Planning Commission, and upon return of the paper copy after signature, must file it in the County Clerk's Office within 62 days of signing.
2. The applicant shall assemble the 0.05-acre western section (Lot 1) with the two existing parcels also bearing a 636 Hillcrest Avenue address, Parcel Numbers 1-13-310.000 and 1-13-309.000, into a single combined parcel by way of a new metes and bounds description that is filed with the Jefferson County Clerk.
3. The applicant shall assemble the 0.05-acre eastern section (Lot 2) with the two existing parcels bearing a 632 Hillcrest Avenue address, Parcel Numbers 1-13-308.000 and 1-13-307.000, into a single combined parcel by way of a new metes and bounds description that is filed with the Jefferson County Clerk

cc: Thomas Compo, City Engineer
Stephen J. Gracey, PLS of LaFave, White & McGivern, L.S., P.C.,

LaFave, White & McGivern, L.S., P.C.

LAND SURVEYORS
THERESA - BOONVILLE

July 23, 2026

Michael Lumbis, Planning and Community Development Director
City of Watertown
245 Washington Street, Room 305
Watertown, N.Y., 13601

Re: Gerstenschlager – 636 Hillcrest Ave
Subdivision and Assemblages

Mr. Lumbis:

On behalf of Dawn Gerstenschlager, submitted herewith is the subdivision application regarding land owned by Dawn Gerstenschlager designated as Tax Parcel 1-13-357.001 located at 636 Hillcrest Ave. The applicant is seeking approval to subdivide the subject land into 2 lots designated as Lot 1 and Lot 2.

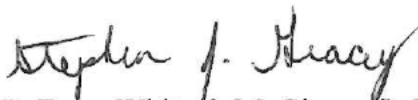
Lot 1 is the west half of Tax Parcel 1-13-357.001 and contains 0.05 of an acre of land, which will be assembled with tax parcels 1-13-309.000 and 1-13-310.000 located at 636 Hillcrest Avenue. Lot 1 and the property located at 636 Hillcrest Avenue are both located in the Residential Zoning District. It is anticipated that the property at 636 Hillcrest Avenue will continue to be used for residential purposes.

Lot 2 is the east half of Tax Parcel 1-13-357.001 and contains 0.05 of an acre of land, which will be assembled with tax parcels 1-13-307.000 and 1-13-308.000 located at 632 Hillcrest Avenue. Lot 2 and the property located at 632 Hillcrest Avenue are both located in the Residential Zoning District. It is anticipated that the property at 632 Hillcrest Avenue will continue to be used for residential purposes.

Accompanying this letter are eight (8) "sets" of the subdivision package including each of the "checklist" items listed on the application form.

A representative from our office will attend the Planning Commission meeting(s) during the review process. If you need additional information or have comments regarding the application please contact me at [REDACTED]

Respectfully submitted,



LaFave, White & McGivern, L.S., P.C.
Stephen J. Gracey, P.L.S.
Survey Department Supervisor

[REDACTED]



City of Watertown
SUBDIVISION APPLICATION FORM

City of Watertown, Planning and Community Development Dept.
245 Washington Street, Room 305, Watertown, NY 13601
Phone: 315-785-7741 Email: planning@watertown-ny.gov

Received:

PROPERTY INFORMATION:

PROPERTY ADDRESS: 636 HILLCREST AVE.

TAX PARCEL NUMBER: 1-13-357.001 ZONING DISTRICT: RESIDENTIAL

NUMBER OF LOTS TO DIVIDE PROPERTY INTO: 2 IS THERE A PROPOSED SUBSEQUENT ASSEMBLAGE? (Y/N) (Y)

APPLICANT INFORMATION:

APPLICANT NAME: DAWN M. GERSTENSCHLAGER

APPLICANT MAILING ADDRESS: 690 MAIN ST.

WATERTOWN, NY 13601

PHONE NUMBER: [REDACTED] E-MAIL: _____

PROPERTY OWNER INFORMATION (if different from applicant):

PROPERTY OWNER NAME: SAME

PROPERTY OWNER MAILING ADDRESS (if different from subject parcel): _____

PHONE NUMBER: _____ E-MAIL: _____

CHECKLIST (please include all of the following in addition to this application form):

- | | |
|---|--|
| ☒ Cover Letter* | ☒ Proposed Final Subdivision Plat Drawing* |
| ☒ Suggested Descriptions* | ☒ Tax Map with subject parcel highlighted |
| ☒ \$150 application fee | ☒ State Environmental Quality Review (SEQR) form |
| ☒ Real Property Law 932 Split Form* | ☒ Electronic Copy of Entire Submission (PDF Preferred) |

*See appendices for further information

Applicant Signature: Dawn Gerstenschlager Date: 7/28/06

Property Owner Signature (if different) SAME Date: _____



LaFave, White & McGivern, L.S., P.C.
Land Surveyors

Gerstenschlager
Lot 1 – 0.05± Acre

All that parcel of land located in the City of Watertown, County of Jefferson and State of New York, being bounded and described as follows:

Beginning at a 5/8 inch rebar with red plastic cap set in the north line of land conveyed to Dawn M. Gerstenschlager (Instrument 2025-00011122) and at the southeast corner of land conveyed to Daniel J. Kirby (Liber 1297, Page 332); and runs thence, from the point of beginning, North 07 degrees 18 minutes 33 seconds West, 40.58 feet, along the east line of said land of Kirby, to a 5/8 inch rebar with red plastic cap set at the southwest corner of land conveyed to Dawn M. Gerstenschlager (Instrument 2026-00000601); thence North 85 degrees 33 minutes 54 seconds East, 53.77 feet, along the south line of said land of Gerstenschlager (Instrument 2026-00000601), to a 5/8 inch rebar with red plastic cap set; thence South 05 degrees 52 minutes 57 seconds East, 40.28 feet to a 5/8 inch rebar with red plastic cap set in the north line of the first parcel described in the deed conveyed to Kevin M. Gerstenschlager (Instrument 2014-00008474) that is North 85 degrees 16 minutes 40 seconds East, 7.25 feet from an existing iron pipe at the northwest corner thereof and at the northeast corner of the aforementioned land of Dawn M. Gerstenschlager (Instrument 2025-00011122); thence South 85 degrees 16 minutes 40 seconds West, 52.75 feet, along the north line of said land of Kevin M. Gerstenschlager, passing through the last described iron pipe, to and along the north line of said land of Dawn M. Gerstenschlager (Instrument 2025-00011222), to the point of beginning, containing 0.05 of an acre of land, more or less.

The above described parcel being part of the land conveyed from Dawn M. Gerstenschlager, as Executor of the Estate of Joseph W. Gerstenschlager to Dawn M. Gerstenschlager by deed dated January 06, 2026 and recorded in the Jefferson County Clerk's Office on January 16, 2026 as Instrument 2026-00000601.

Together with and subject to rights, covenants, easements, rights of way and restrictions of record.

File 2026G-14;
July 24, 2026



LaFave, White & McGivern, L.S., P.C.
Land Surveyors

Dawn M. Gerstenschlager

Lot 1 Assembled with Tax Parcel 1-13-309.000 and Tax Parcel 1-13-310.000
0.15± Acre

All that parcel of land located in the City of Watertown, County of Jefferson and State of New York, being bounded and described as follows:

Beginning at an existing iron pipe in the north street boundary of Hill Crest Avenue, at the southeast corner of land conveyed to Richard K. Chapman, Jr. and Angela Chapman (Instrument 2008-00009414) and at the southwest corner of land conveyed to Dawn M. Gerstenschlager (Instrument 2025-00011122); and runs thence, from the point of beginning, North 04 degrees 43 minutes 20 seconds West, 70.00 feet, along the division line between said land of Chapman on the west and said land of Gerstenschlager on the east, to a point in the south line of land conveyed to Daniel J. Kirby (Liber 1297, Page 332) that is South 85 degrees 16 minutes 40 seconds West, 0.39 feet from an existing iron pipe; thence North 85 degrees 16 minutes 40 seconds East, 14.50 feet, along the south line of said land of Kirby, passing through the last described iron pipe, to a 5/8 inch rebar with red plastic cap set at the southeast corner thereof; thence North 07 degrees 18 minutes 33 seconds West, 40.58 feet, along the east line of said land of Kirby, to a 5/8 inch rebar with red plastic cap set at the southwest corner of land conveyed to Dawn M. Gerstenschlager (Instrument 2026-00000601); thence North 85 degrees 33 minutes 54 seconds East, 53.77 feet, along the south line of said land of Gerstenschlager (Instrument 2026-00000601), to a 5/8 inch rebar with red plastic cap set; thence South 05 degrees 52 minutes 57 seconds East, 40.28 feet to a 5/8 inch rebar with red plastic cap set in the north line of the first parcel described in the deed conveyed to Kevin M. Gerstenschlager (Instrument 2014-00008474); thence South 85 degrees 16 minutes 40 seconds West, 7.25 feet, along the north line of said land of Kevin M. Gerstenschlager, to an existing iron pipe at the northeast corner of the aforementioned land of Dawn M. Gerstenschlager (Instrument 2025-00011122); thence South 04 degrees 43 minutes 20 seconds East, 70.00 feet, along the division line between said land of Kevin M. Gerstenschlager on the east and Dawn M. Gerstenschlager (Instrument 2025-00011122) on the west, to an existing iron pipe in the north street boundary of Hill Crest Avenue; thence South 85 degrees 16 minutes 40 seconds West, 60.00 feet, along the north street boundary of Hill Crest Avenue, to the point of beginning, containing 0.15 of an acre of land, more or less.

The above described parcel being part of the lands conveyed from Dawn M. Gerstenschlager, as Executor of the Estate of Joseph W. Gerstenschlager to Dawn M. Gerstenschlager by deed dated January 06, 2026 and recorded in the Jefferson County Clerk's Office on January 16, 2026 as Instrument 2026-00000601.

Together with and subject to rights, covenants, easements, rights of way and restrictions of record.

File 2026G-14;
July 24, 2026





LaFave, White & McGivern, L.S., P.C.
Land Surveyors

Gerstenschlager
Lot 2 – 0.05± Acre

All that parcel of land located in the City of Watertown, County of Jefferson and State of New York, being bounded and described as follows:

Beginning at a point of reference at a 5/8 inch rebar with red plastic cap set in the north line of land conveyed to Dawn M. Gerstenschlager (Instrument 2025-00011122) and at the southeast corner of land conveyed to Daniel J. Kirby (Liber 1297, Page 332); and runs thence, from the point of reference, North 85 degrees 16 minutes 40 seconds East, 52.75 feet, along the north line of said land of Gerstenschlager, to and along the north line of the first described parcel in the deed conveyed to Kevin M. Gerstenschlager (Instrument 2014-00008474), to a 5/8 inch rebar with red plastic cap set that is North 85 degrees 16 minutes 40 seconds East, 7.25 feet from the northeast corner of said land of Dawn M. Gerstenschlager and the northwest corner of said land of Kevin M. Gerstenschlager, said rebar with cap set being at the point of beginning of the herein described parcel; and runs thence, from the point of beginning, North 05 degrees 52 minutes 57 seconds West, 40.28 feet to a 5/8 inch rebar with red plastic cap set in the south line of land conveyed to Dawn M. Gerstenschlager (Instrument 2026-00000601); thence North 85 degrees 33 minutes 54 seconds East, 53.77 feet, along the south line of said land of Gerstenschlager (Instrument 2026-00000601), to a 5/8 inch rebar with red plastic cap set in the west street boundary of Wilbur Street; thence South 04 degrees 26 minutes 06 seconds East, 40.00 feet, along the west street boundary of Wilbur Street, to a 5/8 inch rebar with red plastic cap set at the northeast corner of the aforementioned first parcel described in the deed conveyed to Kevin M. Gerstenschlager (Instrument 2014-00008474); thence South 85 degrees 16 minutes 40 seconds West, 52.75 feet, along the north line of said land of Kevin M. Gerstenschlager, to the point of beginning, containing 0.05 of an acre of land, more or less.

The above described parcel being part of the land conveyed from Dawn M. Gerstenschlager, as Executor of the Estate of Joseph W. Gerstenschlager to Dawn M. Gerstenschlager by deed dated January 06, 2026 and recorded in the Jefferson County Clerk's Office on January 16, 2026 as Instrument 2026-00000601.

Together with and subject to rights, covenants, easements, rights of way and restrictions of record.

File 2026G-14;
July 24, 2026





LaFave, White & McGivern, L.S., P.C.
Land Surveyors

Dawn M. Gerstenschlager

Lot 2 Assembled with Tax Parcel 1-13-307.000 and Tax Parcel 1-13-308.000
0.19± Acre

All that parcel of land located in the City of Watertown, County of Jefferson and State of New York, being bounded and described as follows:

Beginning at an existing iron pipe at the intersection of the north street boundary of Hill Crest Avenue, with the division line between land conveyed to Dawn M. Gerstenschlager (Instrument 2025-00011122) on the west and land conveyed to Kevin M. Gerstenschlager (Instrument 2014-00008474) on the east, said iron pipe being North 85 degrees 16 minutes 40 seconds East, 60.00 feet, measured along the north street boundary of Hill Crest Avenue, from an existing iron pipe at the southeast corner of land conveyed to Richard K. Chapman, Jr. and Angela Chapman (Instrument 2008-00009414); and runs thence, from the point of beginning, North 04 degrees 43 minutes 20 seconds West, 70.00 feet, along the division line between said land of Dawn M. Gerstenschlager on the west and said land of Kevin M. Gerstenschlager on the east, to an existing iron pipe at the northeast corner of said land of Dawn M. Gerstenschlager and the northwest corner of said land of Kevin M. Gerstenschlager; thence North 85 degrees 16 minutes 40 seconds East, 7.25 feet, along the north line of said land of Kevin M. Gerstenschlager, to a 5/8 inch rebar with red plastic cap set; thence North 05 degrees 52 minutes 57 seconds West, 40.28 feet, to a 5/8 inch rebar with red plastic cap set at the south line of land conveyed to Dawn M. Gerstenschlager (Instrument 2026-00000601); thence North 85 degrees 33 minutes 54 seconds East, 53.77 feet, along the south line of said land of Gerstenschlager (Instrument 2026-00000601), to a 5/8 inch rebar with red plastic cap set in the west street boundary of Wilbur Street; thence South 04 degrees 26 minutes 06 seconds East, 40.00 feet, along the west street boundary of Wilbur Street, to a 5/8 inch rebar with red plastic cap set in the north line of the aforementioned land of Kevin M. Gerstenschlager; thence North 85 degrees 16 minutes 40 seconds East, 25.00 feet, along the north line of said land of Kevin M. Gerstenschlager, to a point at the northwest corner of land conveyed to Kevin Gerstenschlager and Joseph W. Gerstenschlager (as to his life use only) (Instrument 2019-00016947); thence South 04 degrees 43 minutes 20 seconds East, 70.00 feet, along the division line between said land of Kevin M. Gerstenschlager (Instrument 2014-00008474) on the west and Kevin Gerstenschlager and Joseph W. Gerstenschlager (life use) on the east, to a point in the north street boundary of Hill Crest Avenue; thence South 85 degrees 16 minutes 40 seconds West, 85.00 feet, along the north street boundary of Hill Crest Avenue, to the point of beginning, containing 0.19 of an acre of land, more or less.

The above described parcel being part of the lands conveyed from Dawn M. Gerstenschlager, as Executor of the Estate of Joseph W. Gerstenschlager to Dawn M. Gerstenschlager by deed dated January 06, 2026 and recorded in the Jefferson County Clerk's Office on January 16, 2026 as Instrument 2026-00000601 and all of the lands conveyed from Joseph W. Gerstenschlager to Kevin M. Gerstenschlager by deed dated June 18, 2014 and recorded in the Jefferson County Clerk's Office on July 01, 2014 as Instrument 2014-00008474.

Together with and subject to rights, covenants, easements, rights of way and restrictions of record.

Request for Real Property Tax Law 932 Split



I am (we are) the owner(s) of, or will be the owner(s) of one or more parcels of property listed below that is the subject of a subdivision request. I hereby request that following the final approval and completion of the subdivision, that all newly designated parcels be assessed and taxed in accordance with Real Property Tax Law 932, allowing for the changes to any current or subsequent tax rolls required to implement those changes in said subdivision.

Property Address

Parcel Id

636 HILLCREST AVE.

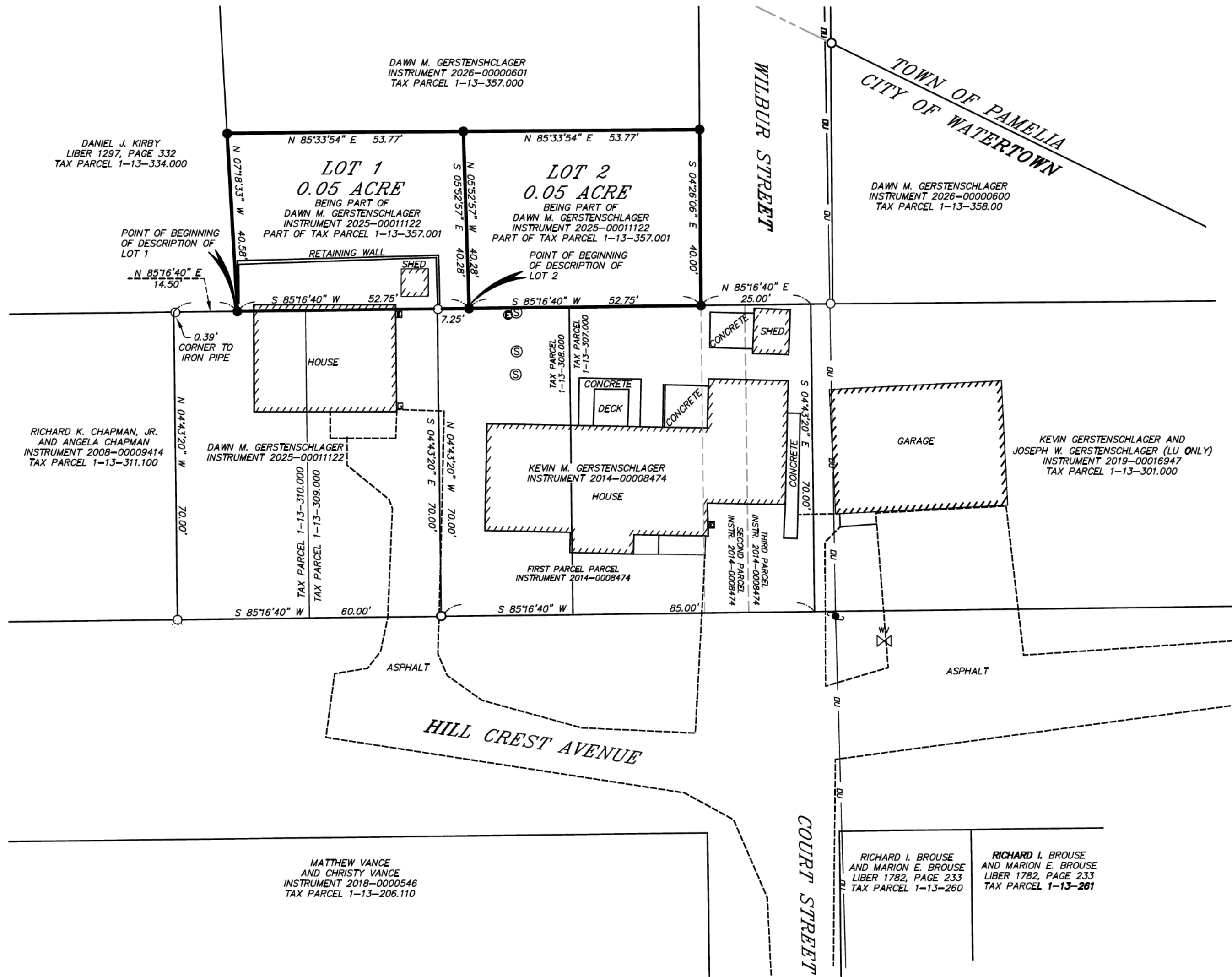
1-13-357.001

Owner(s) Name

Signature

Date

Dawn Gerstenschlager Dawn Gerstenschlager 7/28/26



REFERENCE DEED

BEING PART OF
DAWN M. GERSTENSCHLAGER,
AS EXECUTOR OF THE ESTATE OF
JOSEPH W. GERSTENSCHLAGER
TO
DAWN M. GERSTENSCHLAGER
DEED DATED 01/06/2026
RECORDED 01/16/2026
INSTRUMENT 2026-00000601
TAX PARCEL 1-13-357.000

REFERENCE MAP:

"MAP OF LAND SURVEYED FOR
JOSEPH GERSTENSCHLAGER
CITY OF WATERTOWN, JEFFERSON CO., NEW YORK"
DATED 02/17/1993, REVISED 02/13/2002
BY LAFAYE, WHITE & MCGIVERN, L.S., P.C.

IT IS HEREBY CERTIFIED THAT SUBDIVISION FINAL PLAT APPROVAL WAS
GRANTED ON , PURSUANT TO SECTIONS 32, 33 AND 34
OF THE GENERAL CITY LAW.

MICHAEL A. LUMBIS DATE
PLANNING AND COMMUNITY DEVELOPMENT DIRECTOR
CLERK OF THE CITY OF WATERTOWN PLANNING COMMISSION

NOTES:

1. THE FIELD WORK FOR THIS SURVEY WAS PERFORMED
ON 07/14/2026 & 07/17/2026.

2. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT
OF AN ABSTRACT OF TITLE AND IS SUBJECT TO ANY
FACTS THAT A COMPLETE TITLE SEARCH MIGHT REVEAL.

3. SUBJECT PARCEL IS LOCATED IN THE CITY OF
WATERTOWN RESIDENTIAL ZONING DISTRICT.

WARNING - It is a violation of Section 7209, Subdivision 2 of the New York State Education
Law for any person other than a licensed land surveyor to alter this map.

Only boundary survey maps with the surveyor's embossed seal or red ink seal are genuine true
and correct copies of the surveyor's original work and opinion.

Certifications on this boundary survey map signify that the map was prepared in accordance
with the current existing Code of Practice for Land Surveys adopted by the New York State
Association of Professional Land Surveyors, Inc. The certification is limited to persons for
whom the boundary survey map is prepared, to the title company, to the governmental agency,
and to the lending institution listed on this boundary survey map.

The certifications hereon are not transferable.

The location of underground improvements or encroachments are not always known and often
must be estimated. If any underground improvements or encroachments exist, they are not
covered by this certificate.

LEGEND

- - EXISTING IRON PIPE
- - 5/8 INCH REBAR WITH RED PLASTIC CAP SET
- ⊙ - UTILITY POLE
- ⊕ - ELECTRIC METER
- ⊖ - ELECTRIC PEDESTAL
- ⊗ - GAS METER
- ⊘ - WATER VALVE
- ⊙ - SANITARY MANHOLE
- DU — OVERHEAD UTILITY LINES

GRAPHIC SCALE



(IN FEET)
1 inch = 20 ft.

© COPYRIGHT: LAFAYE, WHITE & MCGIVERN, L.S., P.C. 2026

STEPHEN J. GRACEY, P.L.S.
N.Y.S. LIC. NO. 050845

SUBDIVISION FINAL PLAT

DAWN GERSTENSCHLAGER

CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK

LAFAYE, WHITE & MCGIVERN, L.S., P.C.

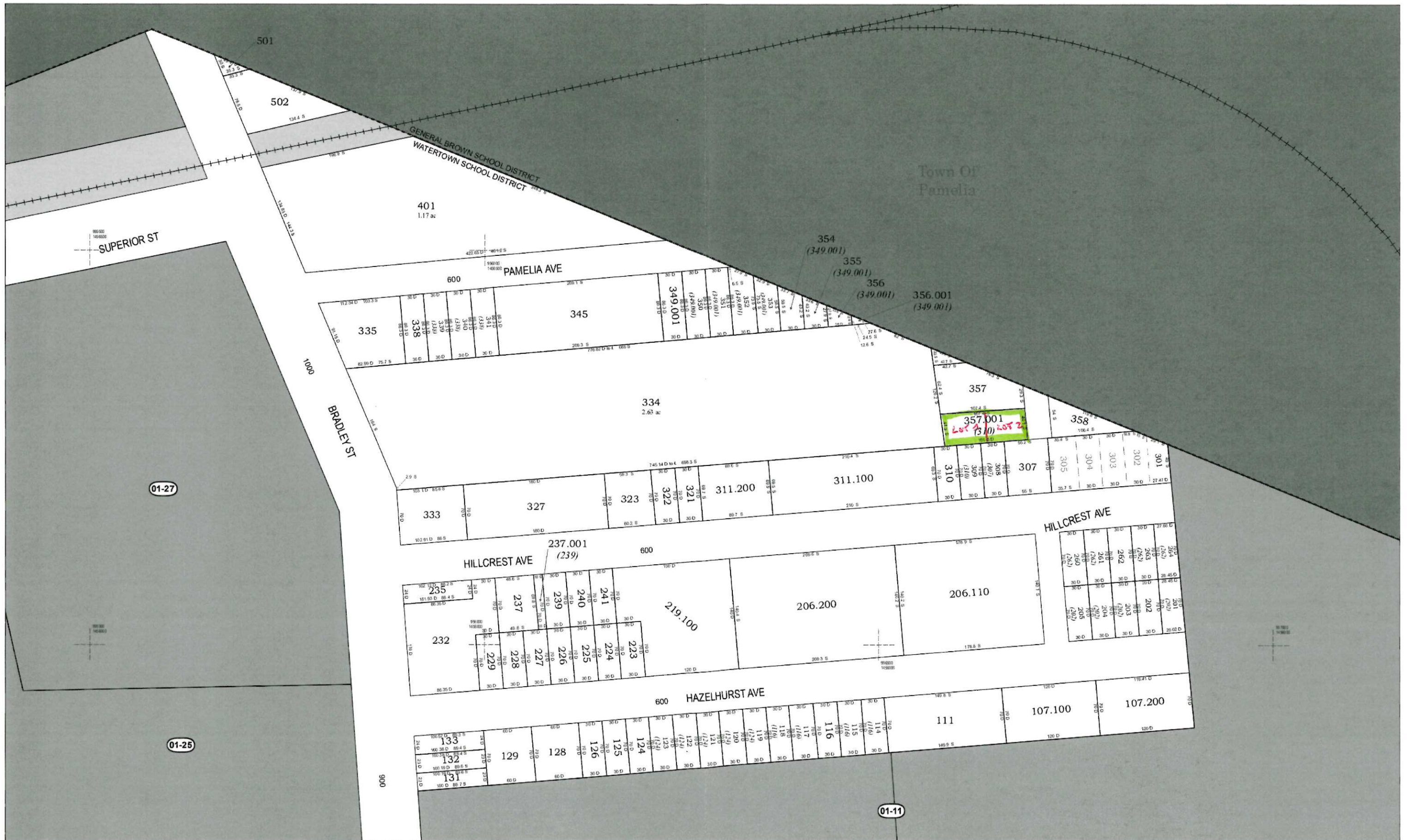
LAND SURVEYORS

THERESA BOONVILLE

NEW YORK

(2026G14 GERSTENSCHLAGER.DWG)

DRAWN	CHECKED	DATE	SCALE	FILE	SHEET
MRJ	SJG	07/24/2026	1"=20'	2026G-14	1 OF 1



Prepared by
City of Watertown GIS
For
City of Watertown
Assessment Department

For Tax Purposes Only
Not to be Used for Conveyance

NAD 83 STATE PLANE
CENTRAL ZONE, US FEET

Parcel	Date
1-13-303.000	10/16/2019
1-13-304.000	10/16/2019
1-13-305.000	10/16/2019
1-13-302.000	10/16/2019

Property Line
Historic Property Line
Building Outline
Railroad
City Boundary
School District Boundary

Coordinate Grid
123 Parcel ID
(124.000) Assessment ID
(indicates informally
contaminated parcels)

1 inch = 50 feet*
0 50 100 200 Feet
*when printed on 24" x 36" paper



Tax Map
City of Watertown
Jefferson County, NY

Section 01 Block 13

Printed Date: 6/3/2024

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: Dawn Gerstenschlager Subdivision			
Project Location (describe, and attach a location map): Land behind 636 Hill Crest Avenue - City of Watertown Tax Parcel 1-13-357.001			
Brief Description of Proposed Action: Applicant is seeking approval to subdivide the parcel into two lots and then combine the two resulting lots with adjoining lands fronting on Hill Crest Avenue.			
Name of Applicant or Sponsor: Dawn M. Gerstenschlager		Telephone: [REDACTED]	
		E-Mail: [REDACTED]	
Address: 690 Main Street			
City/PO: Watertown		State: NY	Zip Code: 13601
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If No, continue to question 2.		NO ☐	YES ☒
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO ☒	YES ☐
3. a. Total acreage of the site of the proposed action?		0.10 acres	
b. Total acreage to be physically disturbed?		0.0 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		<1.0 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☒ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other(Specify): ☐ Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	☐	☒	☐
b. Consistent with the adopted comprehensive plan?	☐	☒	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify:	☒	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	☒	☐	
b. Are public transportation services available at or near the site of the proposed action?	☒	☐	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☒	☐	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies:	☒	☐	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____	☐	☒	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____	☐	☒	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	☒	☐	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	☒	☐	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	☐	☒	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☒	☐	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☒ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☐ Urban ☐ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? Indiana Bat, Northern Long-...	NO	YES
	☐	☒
16. Is the project site located in the 100-year or 500-year flood plain?	NO	YES
	☒	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	NO	YES
	☒	☐
	☐	☐
	☐	☐
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	☒	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	☒	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	☒	☐
21. Is the project located within, or within ½ mile of, a disadvantaged community? If No, could impacts from the project affect a disadvantaged community? If Yes to either question in 21, answer the following question. a. Identify the potential pollution impacts of the project, either direct or indirect, that may occur within the disadvantaged community (e.g., wastewater discharges, air emissions, noise, odors, solid or hazardous waste generation or management): There is no development planned, therefore there are no anticipated impacts to the disadvantaged community.	NO	YES
	☐	☒
	☐	☐
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: <u>Stephen J. Gracey, P.L.S.</u> Date: <u>07/29/2026</u> Signature: <u></u> Title: <u>Licensed Land Surveyor</u>		

EAF Mapper Summary Report

Tuesday, July 28, 2026 3:59 PM

Disclaimer: The EAF Mapper is a screening tool intended to assist project sponsors and reviewing agencies in preparing an environmental assessment form (EAF). Not all questions asked in the EAF are answered by the EAF Mapper. Additional information on any EAF question can be obtained by consulting the EAF Workbooks. Although the EAF Mapper provides the most up-to-date digital data available to DEC, you may also need to contact local or other data sources to confirm data provided by the Mapper or to obtain data not provided by the Mapper.

Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	Yes - Digital mapping information on local, New York State, and federal wetlands and waterbodies is known to be incomplete. Refer to the EAF Workbook.
Part 1 / Question 15 [Threatened or Endangered Animal]	Yes
Part 1 / Question 15 [Threatened or Endangered Animal - Name]	Indiana Bat, Northern Long-eared Bat
Part 1 / Question 16 [100 or 500 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
Part 1 / Question 20 [Remediation Site]	No
Part 1 / Question 21 [Disadvantaged Community]	Yes