



Onondaga County Planning Board

J. Ryan McMahon, II
COUNTY EXECUTIVE

MEETING MINUTES

November 05, 2025

I. ATTENDANCE

The meeting was held in the conference room of the Onondaga County Department of Planning, 335 Montgomery Street, Syracuse, NY 13202.

MEMBERS PRESENT

Marty Voss
Mike LaFlair
Kevin Casserino
Renee Dellas
Craig Dennis
Marty Masterpole

STAFF PRESENT

Troy Waffner
Megan Costa
Rachel Woods
Kathryn Ryan
Robin Coon

GUESTS PRESENT

Isabelle Harris

II. CALL TO ORDER

The meeting was called to order at 11:00 AM on November 05, 2025.

III. APPROVAL OF MINUTES

Minutes from October 15, 2025 were submitted for approval. Mike LaFlair made a motion to accept the minutes. Craig Dennis seconded the motion. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes;

IV. OTHER BUSINESS

The Board voted unanimously to approve the 2026 OCPB Calendar.

V. ACTIONS ON GML SECTION 239 REFERRALS TO THE COUNTY PLANNING BOARD

Board members reviewed and voted on the municipal referral cases attached.

Summary

S-25-37	TPomPB	Modification
S-25-38	TCicPB	No Position With Comment
Z-25-318	TOtiTB	No Position
Z-25-319	TOtiTB	No Position
Z-25-321	TCamTB	Modification
Z-25-322	TPomTB	Modification
Z-25-324	TCicTB	No Position With Comment
Z-25-326	TCicPB	Modification
Z-25-327	TElbPB	Modification
Z-25-328	TDewPB	Modification
Z-25-329	TDewZBA	No Position With Comment

Z-25-330 VManVB *Modification*

Z-25-333 TSaIZBA *Modification*

VI. ADMINISTRATIVE & INFORMAL REVIEWS

Staff notified the Board that the following administrative reviews were completed.

Summary

S-25-36 TManPB *Modification*

S-25-39 CSyrPB *No Position*

Z-25-316 CSyrZA *No Position*

Z-25-317 CSyrZA *No Position*

Z-25-320 TOtiTB *No Position*

Z-25-323 TOnoZBA *No Position With Comment*

Z-25-325 TDewZBA *No Position*

Z-25-331 CSyrZA *No Position With Comment*

Z-25-332 CSyrPB *No Position*

VII. ADJOURNMENT

The meeting adjourned at 11:50pm.

DRAFT



J. Ryan McMahon, II
County Executive

Onondaga County Planning Board

ONONDAGA COUNTY PLANNING BOARD 2026 CALENDAR

FILE BY:	FOR MEETING ON:	FILE BY:	FOR MEETING ON:
Friday, December 26, 2025	Wednesday, January 7, 2026	Friday, July 3, 2026	Wednesday, July 15, 2026
Friday, January 16, 2026	Wednesday, January 28, 2026	Friday, July 24, 2026	Wednesday, August 5, 2026
Friday, February 6, 2026	Wednesday, February 18, 2026	Friday, August 14, 2026	Wednesday, August 26, 2026
Friday, February 27, 2026	Wednesday, March 11, 2026	Friday, September 4, 2026	Wednesday, September 16, 2026
Friday, March 20, 2026	Wednesday, April 1, 2026	Friday, September 25, 2026	Wednesday, October 7, 2026
Friday, April 10, 2026	Wednesday, April 22, 2026	Friday, October 16, 2026	Wednesday, October 28, 2026
Friday, May 1, 2026	Wednesday, May 13, 2026	Friday, November 6, 2026	Wednesday, November 18, 2026
Friday, May 22, 2026	Wednesday, June 3, 2026	Friday, November 27, 2026	Wednesday, December 9, 2026
Friday, June 12, 2026	Wednesday, July 24, 2026	Friday, December 18, 2026	Wednesday, December 30, 2026

*Meeting times and locations may change and are subject to notice requirements. Consult the OCPB website for updates at <http://www.ongov.net/planning/ocpbmeetings.html>

UNLESS OTHERWISE INDICATED, MEETINGS ARE HELD AT 11:00 A.M. AT THE
ONONDAGA COUNTY DEPARTMENT OF PLANNING CONFERENCE ROOM
335 MONTGOMERY STREET, 1ST FLOOR

Consult the OCPB website for updates at <http://www.ongov.net/planning/ocpbmeetings.html>

The following items are required for a referral to be considered complete:

1. A fully completed Referral Notice prepared by an appropriate municipal official.
2. A copy of a local application as required by the referring municipal board.
3. A survey, site plan and/or subdivision plan.
4. A completed SEQR Environmental Assessment Form (EAF) and related materials.
5. Any additional information that would facilitate review of the proposed action, such as meeting minutes, other submission materials, etc.

Please submit all referral items in one package. The 30-day review period will not begin until the Onondaga County Planning Board has received a complete referral, as listed above. The Onondaga County Planning Board will act within 30 days of receipt unless a time extension beyond 30 days is agreed upon by the Onondaga County Planning Board and the referring municipal board.

Onondaga County Planning Board Members (as of 3/19/25)

Marty Voss, Chair
Kevin Casserino
Craig Dennis
Don Radke

Michael LaFlair, Vice Chair
Renee Dellas
Marty Masterpole

10/20/25

Phone: 315.435.2611 · Fax: 315.435.2439
Email: countyplanning@ongov.net · Website: ongov.net/planning/index.html

OCPB Case # S-25-37

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a PRELIMINARY SUBDIVISION from the Town of Pompey Planning Board at the request of Mapstone Properties, LLC for the property located at 7420 US Route 20; and

WHEREAS, General Municipal Law Section 239-n allows the County Planning Board to review the approval of subdivisions and the site is located within 500 feet of US Route 20, a state highway, and a farm operation located in a NYS Agricultural District, and

WHEREAS, The applicant is proposing to subdivide a 10.15-acre parcel into two new lots, Lot 1 (5.010 acres) and Lot 2 (5.676 acres), in a Commercial (C) zoning district, and

WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board recommends the following MODIFICATION(S) to the proposed action prior to local board approval of the proposed action:

The Onondaga County Health Department's Bureau of Public Health Engineering must formally approve a sewage disposal plan for the proposed lot prior to Department endorsement of the subdivision.

The motion was made by Renee Dellas and seconded by Kevin Casserino. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: S-25-37
Type of Action: PRELIMINARY SUBDIVI
Applicant: Mapstone Properties, LL

RelatedCases: Z-25-322

Referring Board: Town of Pompey Planning Board

Date Received: 10/22/2025
30-Day Deadline: 11/21/2025

Located: at 7420 US Route 20

Tax Map Id: 022.-05-01.1

JURISDICTION:

General Municipal Law Section 239-n allows the County Planning Board to review the approval of subdivisions and the site is located within 500 feet of US Route 20, a state highway, and a farm operation located in a NYS Agricultural District

Summary:

The applicant is proposing to subdivide a 10.15-acre parcel into two new lots, Lot 1 (5.010 acres) and Lot 2 (5.676 acres), in a Commercial (C) zoning district





STAFF REVIEW:

Past Board Reviews:	The Board previously recommended Modification of site plan and area variance referrals (Z-16-262, Z-16-263) to construct a warehouse/office building, advising applicant must coordinate Route 20 access with the NYS Department of Transportation and coordinate with the Onondaga County Department of Health (OCHD) regarding any proposed septic system.
Concurrent Reviews:	The Board is concurrently reviewing a zone change referral (Z-25-322) to change the site to Residential (R) zoning to allow construction of a single-family house on proposed Lot 2.
Nearby Uses/Setting:	The site is located along the southeastern side of NYS Route 20, east of the hamlet area of Pompey. Small parcels containing residential and commercial uses occur to the northwest and large parcels containing low-density residential, wooded area and agriculture occur to north, east, and south of the site.
Proposed Zoning:	Per the referral materials, the applicant is proposing a zone change on Proposed Lot 2 to Residential (R) to allow a single-family home to be constructed. Per the Town Code, the intent of the R District is "to provide for flexible patterns of single-family residential development that are protective of sensitive environmental features and resources; or to provide a transition between developed areas and farm and unique environmental areas; or to accommodate the preexisting pattern of one-acre lots and to continue to allow one-acre lot development when part of a planned approach." New lots within the R district are minimally 1 acre in size.
Existing Site Layout:	The site contains a commercial building and its driveway along the Route 20 frontage and the remainder of the site is covered by woodlands. The site has frontage along Route 20, Shea Road, and approximately 48' of frontage along Cemetery Road adjacent to its intersection with Route 20, Henneberry Road, and Cherry Street.
Proposed Site Layout:	Per the Subdivision Map, Mapstone Properties, LLC dated 6/25/25, the applicant proposing to subdivide the site into new Lot 1 (5.010 acres) and new Lot 2 (5.67 acres). Proposed Lot 1 will have 650' of frontage on Route 20 and approximately 200' of frontage on Shea Road. Proposed Lot 2 will have 205' of frontage on Shea Road. ADVISORY NOTE: Per the NYS Department of Transportation, no additional access to NYS Route 20 will be permitted.
Drinking Water:	The commercial building is served by an individual well and no changes are currently proposed. It appears the proposed single-family home will require a new well.
Wastewater:	The commercial building is served by an individual septic system and no changes are currently proposed. It appears the proposed single-family home will require a new septic system. ADVISORY NOTE: The Onondaga County Health Department's Bureau of Public Health Engineering must formally accept or approve, respectively, any existing or proposed septic system to service this property prior to Department endorsement of the subdivision.

Agriculture: The site and surrounding lands are enrolled in NYS Agricultural District 4. The site is largely wooded and does not appear to contain active farmland, while surrounding lands do. An Agricultural Data Statement was not included with the referral materials.

ADVISORY NOTE: Any application for a special use permit, site plan approval, variance, or subdivision approval requiring municipal review and approval that would occur on or within 500 feet of a property within a NYS Certified Agricultural District is required by the NYS Agricultural and Markets Law to include an Agricultural Data Statement.

Watersheds: The site is located over, or immediately adjoining, the Cortland-Homer-Preble source aquifer (SSA), supplying at least 50% of the drinking water consumed in overlying area (per EAF Mapper).

Stormwater: Per the Environmental Assessment Form (EAF) dated 9/29/25, no additional stormwater will be generated by the proposal.

ADVISORY NOTE: Per the NYS Department of Conservation (NYSDEC), any project that cumulatively disturbs one acre or more of land must be covered under the NYS SPDES Permit. The municipality is advised to ensure that the applicant has obtained the appropriate permits from the NYS Department of Environmental Conservation prior to municipal approval.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

OCPB Case # S-25-38

- WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a FINAL SUBDIVISION from the Town of Cicero Planning Board at the request of Myron M. Hunt, LLC for the property located at 8063 Brewerton Road; and
- WHEREAS, General Municipal Law Section 239-n allows the County Planning Board to review the approval of subdivisions and the site is located within 500 feet of Brewerton Road (Route 11), a state highway, and
- WHEREAS, the applicant is proposing to subdivide a 2.09-acre parcel into two new lots, Sub Lot 2A (1.30 acres) and Sub Lot 2B (0.79 acres), in a General Commercial (GC) zoning district, and
- WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board has determined that said referral will have no significant adverse inter-community or county-wide implications. The Board has offered the following COMMENT(S) in regards to the above referral:

The Board offers the following requirement regarding any proposed future construction:

1. The municipality must ensure that no construction of permanent structures occurs which may encroach into the county water easement or affect the county infrastructure. The applicant must contact the Onondaga County Water Authority, Engineering Department (OCWA) to identify the extent of privileges granted within the property's associated Easement. Any proposed related disturbance within the Easement is to be submitted to OCWA and reviewed under a 'Permit to Occupy Application' process.
2. The Town and applicant are encouraged to incorporate pedestrian facilities including a sidewalk connection to sidewalks along the Route 11 frontage and working with CENTRO regarding a bus shelter to serve the Plaza.

The motion was made by Mike LaFlair and seconded by Marty Masterpole. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - abstain; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: S-25-38
Type of Action: FINAL SUBDIVISION
Applicant: Myron M. Hunt, LLC

RelatedCases:

Referring Board: Town of Cicero Planning Board

Date Received: 10/23/2025
30-Day Deadline: 11/22/2025

Located: at 8063 Brewerton Road

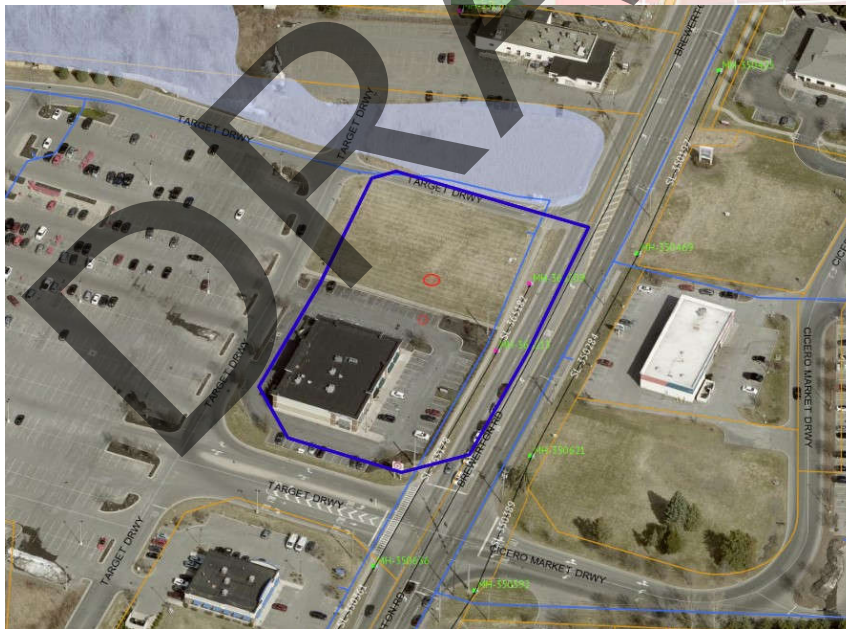
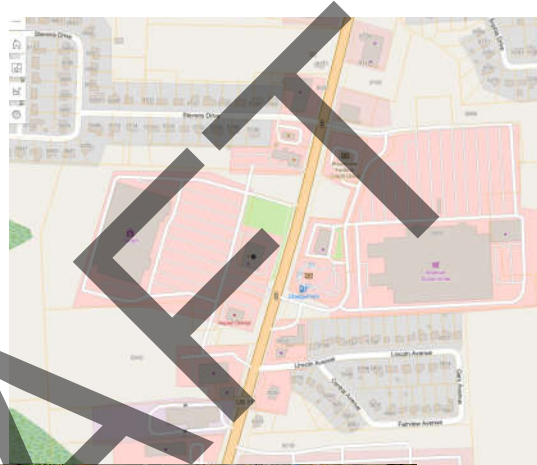
Tax Map Id: 045.-01-01.3

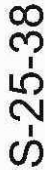
JURISDICTION:

General Municipal Law Section 239-n allows the County Planning Board to review the approval of subdivisions and the site is located within 500 feet of Brewerton Road (Route 11), a state highway

Summary:

the applicant is proposing to subdivide a 2.09-acre parcel into two new lots, Sub Lot 2A (1.30 acres) and Sub Lot 2B (0.79 acres), in a General Commercial (GC) zoning district





STAFF REVIEW:

Past Board Reviews:	The Board previously recommended Modification of a site plan referral (Z-25-20) for this proposed Canandaigua National Bank, advising the applicant to contact Onondaga County Water Authority (OCWA) to ensure no encroachment into the easement. Prior to that, the Board previously recommended Modification of a sit plan referral (Z-08-34) to construct a 10,800 sf multi-tenant retail facility, advisin the applicant coordinate with the NYS Department of Transportation (NYSDOT) to submit a traffic study for the full build-out to the Department.
Concurrent Reviews:	The Board is also reviewing a site plan for a proposed Discount Tire store (Z-25 326) to be located across Brewerton Road from the site, in front of the existing Walmart store.
Nearby Uses/Setting:	The site is located within an existing retail plaza along Brewerton Road, containi a Target store and Brewerton Road (NYS Route 11). The area is characterized smaller scale commercial parcels along the Brewerton Road frontage, backed b big box commercial.
Existing Site Layout:	The site is a 0.88-acre parcel containing a multi-tenant retail commercial building, the southern portion of the site with parking lots along the sides and between th building and the Brewerton Road frontage. A vacant lawn occupies the northern side of the site, where the bank project is proposed.
Proposed Site Layout:	Per the Subdivision Map dated 9/22/25, the existing commercial building and its parking lots will be split into proposed Sub Lot 2A (1.30 acres) with the existing building and the existing lawn will become proposed Sub Lot 2B (0.79 acres). Th proposed Canandaigua National Bank will be located on Sub Lot 2B.
Project Detail:	Per the Overall Site Plan dated 06/04/25 included with the previous referral, the applicant is proposing to construct a 3,000 sf commercial bank building with thre drive-thru lanes located on the western side of the proposed building; the site wi include 25 parking spaces including two accessible parking spaces. Access will via the existing Target parking lot. The proposed bank site will feature grass anc curbing around the proposed driveway with landscaping along Brewerton Road. site plan shows an existing sidewalk along Brewerton Road and an existing sidewalk along the south boundary of the proposed bank building and parking lc
Access:	The site has access to Brewerton Road via the Target Plaza which has a full ac driveway to Brewerton Road, south of the site, along with an ingress-only drivew north of the site's parcel boundary. The Plaza has additional access from Brewe Road via cross connections to adjacent commercial parcels to the north and sou with their own access to Brewerton Road, NYS Route 11. No new driveways to Brewerton Road are currently proposed. ADVISORY NOTE: Per the NYS Department of Transportation, no additional access to Brewerton Road will be permitted.
Easements:	Per the Subdivision Map, a 30'-wide water easement runs along the eastern boundary of the site, adjacent to the Brewerton Road frontage. A 20'-wide sanit: sewer easement also runs along a portion of the eastern boundary of the proper ADVISORY NOTE: Per the Onondaga County Department of Water Environme

Protection (WEP), no permanent structures are permitted within the County easement. Any other work within the County easement must be coordinated with WEP.

Stormwater: Per the Environmental Assessment Form (EAF) dated 9/25/25, 0.79 acres of the site will be disturbed by the proposed project and "stormwater will be conveyed in pipes, sheet flow and drainage structures into existing stormwater facilities."

ADVISORY NOTE: Per the NYS Department of Transportation, additional stormwater runoff into the state's drainage system is prohibited.

Drinking Water: Per the referral notice, a new connection to public drinking water is proposed to serve the bank. Per the referral notice the bank is anticipated to require an increase to the existing service.

ADVISORY NOTE: The applicant is advised to contact OCWA's Engineering Department to determine the activities and structures permitted within OCWA easements/rights-of-way, water availability and service options, obtain hydrant flow test information, evaluate backflow prevention requirements, and/or request that the Authority conduct hydrant flow testing to assess fire flow availability.

ADVISORY NOTE: The applicant is advised to contact OCWA's Engineering Department to determine the activities and structures permitted within OCWA easements/rights-of-way, water availability and service options, obtain hydrant flow test information, evaluate backflow prevention requirements, and/or request that the Authority conduct hydrant flow testing to assess fire flow availability.

Wastewater: Per the referral notice, a new connection to public sewers is proposed to serve the bank. The site is located in the Oak Orchard Treatment Plant and Davis Road Pump Station service area.

ADVISORY NOTE: Capacity assurance approval from the Onondaga County Department of Water Environment Protection (OCDWEP) is required in advance of issuance of a plumbing permit from the County's Plumbing Control Division in order to connect into the public sewer system. Additionally, the applicant must develop a 1 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer. The Capacity Assurance Form and approval process can now be found online: <http://www.ongov.net/wep/CapacityAssuranceReviews.html>

Bike/Ped/Transit: Per the Central New York Regional Transportation Authority (CENTRO), the site has public transit service and bus stops are located to the south of the site on Brewerton Road, located at Brewerton Road & Walmart Access Road, less than a mile from the proposed site.

Other: The project is within 2,000 feet of a site (ID: V00150) in the NYS Department of Environmental Conservation Environmental Site Remediation database (per EAF Mapper).

Historic Resources: The site or a portion of it is located in or adjacent to an area designated as sensitive for archaeological sites on the NYS Historic Preservation Office archaeological site inventory (per EAF Mapper).

ADVISORY NOTE: The applicant and/or municipality is advised to contact the NYS Historic Preservation Office to determine if the project should be submitted to the Office for review as part of the State Environmental Quality Review (SEQR) process.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

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OCPB Case # Z-25-318

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a LOCAL LAW from the Town of Otisco Town Board at the request of Town of Otisco for the property located ; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law, and

WHEREAS, The applicant is proposing a "Setback" Local Law of 2025 to establish uniform setback requirements for permanent structures in the Town of Otisco in order to protect public safety, preserve community character and promote the orderly development of land in the Town, and

WHEREAS, the proposed action is further summaarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure theses regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board has determined that said referral will have no significant adverse inter-community or county-wide implications and may consequently be acted on solely by the referring board.

The motion was made by Mike LaFlair and seconded by Renee Dellas. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: Z-25-318
Type of Action: LOCAL LAW
Applicant: Town of Otisco

RelatedCases:

Referring Board: Town of Otisco Town Board

Date Received: 10/15/2025
30-Day Deadline: 11/14/2025

Located:

Tax Map Id:

JURISDICTION:

General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law

Summary:

The applicant is proposing a "Setback" Local Law of 2025 to establish uniform setback requirements for permanent structures in the Town of Otisco in order to protect public safety, preserve community character and promote the orderly development of land in the Town

No Map Available

No Map Available

No Map Available

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STAFF REVIEW:

Concurrent Reviews: The Board is concurrently reviewing two other local law referrals (Z-25-319, Z-25-320), a proposed law to regulate the use of generators and a proposed moratorium on commercial and industrial construction within the Town.

Proposed Text: Per the proposed law, “the Town of Otisco finds that the placement of permanent structures in close proximity to roads and property lines may: (i). Create safety hazards for motorists, pedestrians, and emergency responders; (ii). Contribute to disputes among adjoining landowners; (iii). Impede access for fire protection and emergency services; (iv). Diminish the rural, agricultural, and lakeside character of the Town; and (v). Negatively impact aesthetics, privacy, and property values”. The “intent of this Local Law is to establish clear and consistent setback standards for such facilities, in order to protect public safety, ensure efficient site design, and as well as to ensure safe ingress and egress of large trucks and machinery from roads”.

Proposed Text: The proposed law “shall apply to all new permanent structures and to any additions or expansions of existing permanent structures”. All legally constructed structures erected prior to the enactment of this proposed law will be considered “lawful nonconforming uses”.

Proposed Text: The proposed law provides definitions including Residential Structure, Commercial Structure, Industrial Structure, Accessory Structure, Loading Docks, and Loading Areas.

Proposed Text: The proposed setback requirements are divided into three categories: required setbacks from Roads, Property Lines, and Conflicting Requirements.

Proposed Text: Per the proposed law, the setback from the road for all permanent structures shall be a minimum of 40’.

Proposed Text: Proposed setbacks from property lines are defined by category: residential structures and residential accessory structures will have a 10’-minimum setback from “any side or rear property line”, agricultural structures and commercial structures and their accessory structures will have a 30’-minimum setback from side or rear property lines, and industrial structures and their accessory structures will have a 40’-minimum setback from side or rear property boundaries.

Proposed Text: Proposed setbacks for all “Loading Docks and Loading Areas servicing Agricultural Structures, Commercial Structures, Industrial Structures, and their Accessory Structures, shall be set back a minimum of one hundred (100) feet from any Town or County or State-maintained Road, unless County or State restrictions require greater setbacks. The required setback shall be measured from the outermost edge of the apron of the Loading Dock or Loading Area”. The Town Board may require greater setback where conditions require it to ensure “trucks and equipment can maneuver safely within the site plan”. Conversely, the Town Board may allow a reduced setback if “the proposed use will not involve tractor-trailers or similar large vehicles”.

Proposed Text: The Town Code Enforcement Officer will be responsible for administering and

enforcing the proposed law.

Proposed Text: Variances from setback requirements may be requested in writing to the Town Clerk. Variances are granted only by the Town Board.

ADVISORY NOTE: Per GML § 239-nn, the legislative body or other authorized body having jurisdiction in a municipality shall give notice to an adjacent municipality when a hearing is held by such body relating to a subdivision, site p special use permit, or a use variance on property that is within five hundred feet an adjacent municipality. Such notice shall be given by mail or electronic transmission to the clerk of the adjacent municipality at least ten days prior to ar such hearing.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

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OCPB Case # Z-25-319

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a LOCAL LAW from the Town of Otisco Town Board at the request of Town of Otisco for the property located ; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law, and

WHEREAS, The applicant is proposing a "Generator" Local Law to establish uniform standards and procedures governing the siting, installation, operation and maintenance of generators in the Town of Otisco in order to protect public safety, preserve community character and promote the orderly development of land in the Town, and

WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board has determined that said referral will have no significant adverse inter-community or county-wide implications and may consequently be acted on solely by the referring board.

The motion was made by Mike LaFlair and seconded by Renee Dellas. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: Z-25-319
Type of Action: LOCAL LAW
Applicant: Town of Otisco

RelatedCases:

Referring Board: Town of Otisco Town Board

Date Received: 10/15/2025
30-Day Deadline: 11/14/2025

Located:

Tax Map Id:

JURISDICTION:

General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law

Summary:

The applicant is proposing a "Generator" Local Law to establish uniform standards and procedures governing the siting, installation, operation and maintenance of generators in the Town of Otisco in order to protect public safety, preserve community character and promote the orderly development of land in the Town

No Map Available

No Map Available

No Map Available

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STAFF REVIEW:

Proposed Text: Per the proposed law, the Town has concerns regarding the “siting, installation, operation of generators” creating potential “fire, electrical, and explosion hazard creating a nuisance with noise and vibration, interfering with emergency service: “diminish the rural, agricultural, and lakeside character of the Town if not properly buffered, screened or located”, or “negatively impact aesthetics, privacy, and property values”. These concerns have spurred the Town to establish “uniform standards and procedures governing the siting, installation, operation, and maintenance of generators.”

Proposed Text: Definitions including Combustible Materials, Decibel, Flammable Materials, Generator, NFPA, Residential Structure, and Uniform Code are provided in the proposed law. Generators are divided into “Portable”, “Residential”, and “Agricultural, Commercial or Industrial” Generator groups. Residential Generators are classified as being rated between 7.5 kW and 26 kW and generators rated at or greater than 26 kW will be treated as a Commercial Generator.

Proposed Text: The installation, replacement, or relocation of non-portable generators will require a building permit. Generators will be classified as “Residential Standby Generator (Generators Rated 26 kW or less)” or “Agricultural, Commercial, Industrial Generators (Generators Rated Greater than 26 kW)” and will have specific submittal requirements to obtain a permit.

Proposed Text: Generators must adhere to required setbacks and clearances along with a minimum 10’-setback from all “Property Lines, easements, Rights-of-Way, Combustible or Flammable Materials and openings in walls”. Agricultural, Commercial or Industrial Generators with a capacity up to 75kW will have a setback of 30’ and generators with a capacity greater than 75kW will have a setback of 50’.

Proposed Text: Generators will be prohibited beneath windows or structure opening, beneath decks or porches, within 10’ of any window or structural opening, within living spaces, or within enclosed structures. Generators are restricted to a maximum sound level of 50dBA and 60dBC.

Proposed Text: Generators will be subject to installation standards, inspections, and will require certification by the Code Enforcement Officer.

Proposed Text: Variances may be requested in writing to the Town Clerk and reviewed by the Town Board.

Other:

ADVISORY NOTE: Per GML § 239-nn, the legislative body or other authorized body having jurisdiction in a municipality shall give notice to an adjacent municipality when a hearing is held by such body relating to a subdivision, site plan, special use permit, or a use variance on property that is within five hundred feet of an adjacent municipality. Such notice shall be given by mail or electronic transmission to the clerk of the adjacent municipality at least ten days prior to any such hearing.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

DRAFT

OCPB Case # Z-25-321

- WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a ZONE CHANGE from the Town of Camillus Town Board at the request of Town of Camillus for the property located ; and
- WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law and the site is located within 500 feet of Warners Road (Route 173) and Hinsdale Road (Route 209), both county highways, and Route 5 (Camillus Bypass), a state highway, and
- WHEREAS, The applicant is proposing a zone change on six parcels totaling 22.14 acres from Limited Business Office (LBO) and Commercial (C-5) to Planned Unit Development zoning district, for the Church Street Station mixed-use development., and
- WHEREAS, the proposed action is further summaarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure theses regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and
- NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board recommends the following MODIFICATION(S) to the proposed action prior to local board approval of the proposed action:
1. The Onondaga County Department of Transportation requires the applicant to continue to coordinate Hinsdale and Warners Road access plans with them. The municipality must ensure any mitigation as may be determined by the Department is reflected on the project plans prior to, or as a condition of, municipal approval.
 2. The New York State Department of Transportation requires the applicant to coordinate plans with the Department, including submission of a copy of the Stormwater Pollution Prevention Plan (SWPPP), traffic data, and lighting plan to the Department for review. The municipality must ensure any mitigation as may be determined by the Department is reflected on the project plans prior to, or as a condition of, municipal approval.
 3. The Onondaga County Departments of Health and Water Environment Protection require the applicant to contact them regarding any extension of the public wastewater infrastructure and sewer capacity needs. Any changes required by the Departments must be reflected on any project plans prior to, or as a condition of, municipal approval of the site plan.
1. The Board encourages the applicant and Town to work together to improve site design and incorporate pedestrian amenities that will be beneficial to residents of the PUD and in the surrounding area. The Board encourages the addition of more sidewalks to create an interconnected network throughout the site along with crosswalks, bike racks, and bicycle lanes, and connecting to any planned off-site pedestrian facilities, including sidewalks connecting to the adjacent church complex, Township 5, Hinsdale Road, and Warners Road.

2. The Board recommends incorporating additional trees into the site to buffer and screen the development from adjacent residential and screen NYS Route 5 from the site. Additionally, the applicant is encouraged to increase trees along road frontages, parking lots, and around proposed buildings to improve stormwater quality and reduce stormwater quantity.
3. The Board recommends the addition of community spaces within the complex such as playgrounds, trails, and recreational spaces.
4. Per the Central New York Regional Transportation Authority (CENTRO), the Town and applicant are encouraged to contact CENTRO to discuss public transit service for this proposed neighborhood early in the development process to determine feasibility.
5. The Board recognizes the inclusion of potential intersection modifications at Hinsdale Road to improve mobility and safety at this location. The Town and applicant are advised to consider whether it is feasible or beneficial to also allow for access from the church to this new signalized intersection, to alleviate traffic on Warners Road

The motion was made by Renee Dellas and seconded by Kevin Casserino. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - abstain; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: Z-25-321
Type of Action: ZONE CHANGE
Applicant: Town of Camillus

Related Cases:

Referring Board: Town of Camillus Town Board

Date Received: 10/17/2025
30-Day Deadline: 11/16/2025

Located:

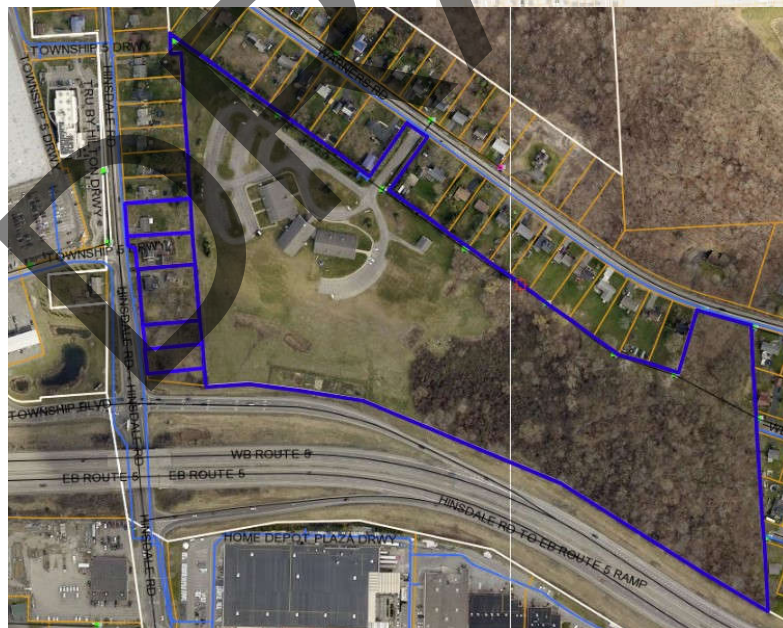
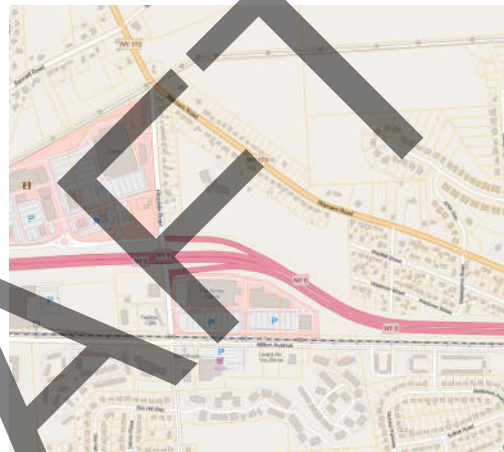
Tax Map Id: 017.-04-48.1, 017.-04-08.1, 01

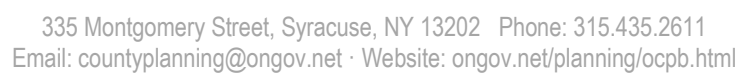
JURISDICTION:

General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law and the site is located within 500 feet of Warners Road (Route 173) and Hinsdale Road (Route 209), both county highways, and Route 5 (Camillus Bypass), a state highway

Summary:

The applicant is proposing a zone change on six parcels totaling 22.14 acres from Limited Business Office (LBO) and Commercial (C-5) to Planned Unit Development zoning district, for the Church Street Station mixed-use development.





STAFF REVIEW:

Past Board Reviews: The Board has reviewed multiple referrals regarding the development of this are most recently recommending Modification of a zone change referral for this proposed development, advising the applicant is required to coordinate with the Onondaga County and NYS Departments of Transportation (OCDOT and NYSDOT) and coordinate with the Onondaga County Department of Water Environment Protection (OCDWEP). The Board also encouraged the Town and applicant to coordinate to improve site design and incorporate pedestrian ameni to serve the residents of the development and the surrounding area. The Board further encouraged the addition of trees, screening, playgrounds, trails, and recreational spaces along with encouraging the applicant to coordinate with Cer New York Regional Transportation Authority (CENTRO) regarding public transit service to the neighborhood.

The Board also provided a recommendation that had been supplied on previous referrals: to coordinate any future changes along this portion of Hinsdale Road v the applicant, Town, OCDOT and NYSDOT to develop a coordinated safety and access plan for this segment of Hinsdale Road and ensure access to Warners Road prior to approval of any Concept and/or Site Plan.

Previous referrals include recommending Modification of a site plan referral (Z-2 201) and No Position with Comment on a zone change referral (Z-24-95) to allo construction of a restaurant, providing similar recommendations. The Board als recommended Modification of a special permit referral (Z-05-49) to construct a church with office and educational facilities on the eastern parcel advising the applicant to coordinate with NYSDOT and provide screening.

Location: The site is located in a transitional area, comprised of six parcels, five of which a former residential parcels on Hinsdale Road, across from the Township 5 development, slated to be converted to commercial uses. The sixth parcel is a 2 acre lot containing a church complex on the western half and a wooded area on eastern half. The site abuts residential to the west, north, and east and abuts N Route 5 to the south.

Proposed Zoning: The applicant is proposing a zone change to Planned Unit Development (PUD) : the creation of the Church Street Station PUD. Per the proposed law, the applic is proposing construction of “up to 50,000 sf of commercial/retail facilities (may include multiple buildings)” “and a total of eighteen (18) apartment buildings comprised of six (6) six (6) unit buildings and twelve (12) twelve (12)-unit buildin for a total of one hundred eighty (180) units”. Per the Town Code, the PUD “sha promote” ideas including “a choice of environments, housing types, lot sizes and community facilities available within a planned neighborhood” and “provide more usable open space and recreation areas and to conserve natural resources and outstanding landscape features”. No recreational or conservation areas are proposed.

Proposed Site Layout: Per the Concept Site Plan B dated 10/8/25, the development will consist of buildings and parking lots arranged around a central public road. The road conn to Hinsdale Road across from a Township 5 right-in/right-out intersection and connects to Warners Road at the eastern side of the site between residential lot Two retail buildings totaling 7,000 sf with 8-space parking lots each will be locati

on either side of the internal road, along the Hinsdale Road frontage. Two retail buildings totaling 30,000 sf and parking lots containing 150 spaces are shown, south of the church complex, with residential buildings located in the eastern portion of the site.

Per the Concept Site Plan B, the PUD will contain twelve 12-unit apartment buildings arranged along the southern site boundary. Townhouses will be arranged along the northern site boundary in six 6-unit buildings. Parking lots for the residential buildings will be located between the buildings and the public road and the townhomes may also have 4 to 6-car garages located adjacent to the parking lots. Per the Off Street Parking Data Chart on the Concept Site Plan B, the residential parking areas will provide 248 to 282 spaces, dependent on whether parking will be provided in a combination of open lot and garage spaces or solely open lot parking.

It appears from the Concept Site Plan B the church complex will be subdivided for the proposed development, but a proposed subdivision is not described in the referral materials.

Access: The site has existing driveways to Hinsdale and Warners Roads, both county roads with additional frontage on Warners Road at the eastern side of the site. Crosswalks are not depicted.

ADVISORY NOTE: Per the Onondaga County Department of Transportation, all existing or proposed roads connections to Hinsdale and Warners Roads must meet Department requirements.

ADVISORY NOTE: Per the NYS Department of Transportation, no access to NYS Route 5 will be permitted.

Access: Changes from the previously referred zone change include the addition of two parcels along Hinsdale Road, depicted in the Concept Site Plan B as containing a stormwater facility. Additional changes include a reduction in parking from 337-350 spaces to 248-282 spaces, changing one townhouse building from a four-unit building to a six-unit building, and placing a traffic light and crosswalk at the intersection of the internal road and Hinsdale Road.

Landscaping: Some trees are shown around the parking lots, but none are depicted along site boundaries. Amenities for use by residents like playgrounds, trails, patios, etc are not depicted. Sidewalks are depicted in front of residential buildings, Retail Building A, and the north side of the internal road, but not all sidewalks connect to form an interconnected sidewalk network. No screening or buffering between the site and adjacent residential or NYS Route 5 is depicted.

Bike/Ped/Transit: Per the Central New York Regional Transportation Authority (CENTRO), Township 5 Plaza has public transit service and bus stops are located approximately 1,400 feet from the site. There are some sidewalks within the Township 5 Plaza, but not along Hinsdale or Warners Roads near the site.

Drinking Water: Per the referral notice, a new connection to public drinking water is proposed to serve the development. A letter from OCWA dated 8/5/25 included with the referral materials notes water service is available to this site.

ADVISORY NOTE: The applicant is advised to contact OCWA's Engineering

Department to determine the activities and structures permitted within OCWA easements/rights-of-way, water availability and service options, obtain hydrant flow test information, evaluate backflow prevention requirements, and/or request that the Authority conduct hydrant flow testing to assess fire flow availability.

Wastewater: Per the referral notice, a new connection to the public sewers is proposed to serve the development. The site is located in the Metropolitan Wastewater Treatment Plant and Westside Pump Station service areas.

ADVISORY NOTE: The Onondaga County Department of Water Environment Protection (OCDWEP) requires capacity assurance due to an anticipated increase in use; additionally, unless it can be demonstrated that anticipated sanitary flows will not exceed previous flows in excess of one sewer unit over prior uses, the applicant must develop a 1 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer. The Capacity Assurance Form and approval process can now be found online: <http://ongov.net/wep/connections.html>

Watersheds: The site is located over, or immediately adjoining, primary and principal aquifers (per EAF Mapper).

Historic Resources: The site or a portion of it is located in or adjacent to an area designated as sensitive for archaeological sites on the NYS Historic Preservation Office archaeological site inventory (per EAF Mapper).

ADVISORY NOTE: The applicant and/or municipality is advised to contact the NYS Historic Preservation Office to determine if the project should be submitted to the Office for review as part of the State Environmental Quality Review (SEQR) process.

Stormwater: Per the Environmental Assessment Form (EAF) dated 7/15/25, 16.52 acres of the site will be disturbed by the proposed project. Per the Concept Site Plan B, swales will be located between residential buildings and the northern and southern site boundaries and stormwater basins will be located in the southeast corner of the site and along Hinsdale Road. Per the EAF, the development will result in the loss of 10 acres of forest and 7 acres of meadows, grasslands or brushlands.

ADVISORY NOTE: Any project that cumulatively disturbs one acre or more of land must be covered under the NYS SPDES Permit; the municipality is advised to ensure that the applicant has obtained the appropriate permits from the NYS Department of Environmental Conservation prior to municipal approval.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

OCPB Case # Z-25-322

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a ZONE CHANGE from the Town of Pompey Town Board at the request of Mapstone Properties, LLC for the property located at 7420 US Route 20; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law and the site is located within 500 feet of US Route 20, a state highway, and a farm operation located in a NYS Agricultural District, and

WHEREAS, Zone change on a 5.676-acre parcel from Commercial (C) to Residential (R)., and

WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board recommends the following MODIFICATION(S) to the proposed action prior to local board approval of the proposed action:

The Onondaga County Health Department requires its Bureau of Public Health Engineering to formally accept or approve, respectively, any existing or proposed septic system to service this property prior to, or as a condition of, municipal approval of the zone change request.

The motion was made by Renee Dellas and seconded by Kevin Casserino. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: Z-25-322
Type of Action: ZONE CHANGE
Applicant: Mapstone Properties, LL

RelatedCases: S-25-37

Referring Board: Town of Pompey Town Board

Date Received: 10/22/2025
30-Day Deadline: 11/21/2025

Located: at 7420 US Route 20

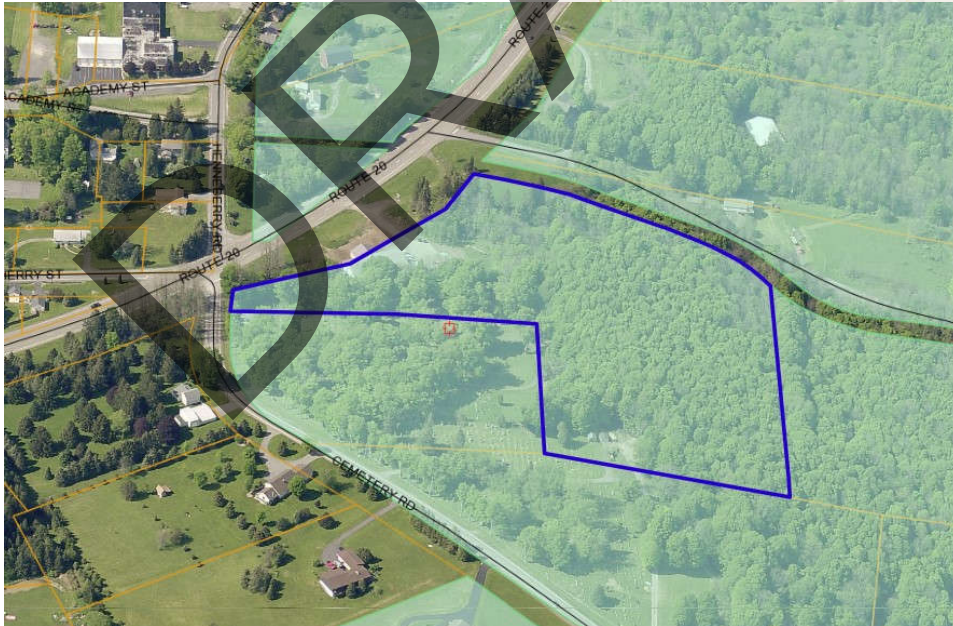
Tax Map Id: 022.-05-01.1

JURISDICTION:

General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law and the site is located within 500 feet of US Route 20, a state highway, and a farm operation located in a NYS Agricultural District

Summary:

Zone change on a 5.676-acre parcel from Commercial (C) to Residential (R).





STAFF REVIEW:

Past Board Reviews:	The Board previously recommended Modification of site plan and area variance referrals (Z-16-262, Z-16-263) to construct a warehouse/office building, advising applicant must coordinate Route 20 access with the NYS Department of Transportation and coordinate with the Onondaga County Department of Health (OCHD) regarding any proposed septic system.
Concurrent Reviews:	The Board is concurrently reviewing a subdivision referral (S-25-37) to divide the site into two new lots: Lot 1 (5.010 acres) and Lot 2 (5.676 Acres).
Nearby Uses/Setting:	The site is located along the southeastern side of NYS Route 20, east of the hamlet area of Pompey. Small parcels containing residential and commercial uses occur to the northwest and large parcels containing low-density residential, wooded area and agriculture occur to north, east, and south of the site.
Proposed Zoning:	Per the referral materials, the applicant is proposing a zone change on Proposed Lot 2 from Commercial to Residential (R) to allow a house to be constructed. Per the Town Code, the intent of the R District is "to provide for flexible patterns of single-family residential development that are protective of sensitive environmental features and resources; or to provide a transition between developed areas and farm and unique environmental areas; or to accommodate the preexisting pattern of one-acre lots and to continue to allow one-acre lot development when part of a planned approach." New lots within the R district are minimally 1 acre in size.
Existing Site Layout:	The site contains a commercial building and its driveway along the Route 20 frontage and the remainder of the site is covered by woodlands. The site has frontage along Route 20, Shea Road, and approximately 48' of frontage along Cemetery Road adjacent to its intersection with Route 20, Henneberry Road, and Cherry Street.
Proposed Site Layout:	Per the Subdivision Map, Mapstone Properties, LLC dated 6/25/25, the applicant proposing to subdivide the site into new Lot 1 (5.010 acres) and new Lot 2 (5.676 acres). Proposed Lot 1 will have 650' of frontage on Route 20 and approximately 200' of frontage on Shea Road. Proposed Lot 2 will have 205' of frontage on Shea Road. ADVISORY NOTE: Per the NYS Department of Transportation, no additional access to NYS Route 20 will be permitted.
Drinking Water:	The commercial building is served by an individual well and no changes are currently proposed. It appears the proposed single-family home will require a new well.
Wastewater:	The commercial building is served by an individual septic system and no changes are currently proposed. It appears the proposed single-family home will require a new septic system. ADVISORY NOTE: The Onondaga County Health Department's Bureau of Public Health Engineering must formally accept or approve, respectively, any existing or proposed septic system to service this property prior to Department endorsement of the subdivision.

Agriculture: The site and surrounding lands are enrolled in NYS Agricultural District 4. The site is largely wooded and does not appear to contain active farmland, while surrounding lands do. An Agricultural Data Statement was not included with the referral materials.

ADVISORY NOTE: Any application for a special use permit, site plan approval, variance, or subdivision approval requiring municipal review and approval that would occur on or within 500 feet of a property within a NYS Certified Agricultural District is required by the NYS Agricultural and Markets Law to include an Agricultural Data Statement.

Other: The site is located over, or immediately adjoining, the Cortland-Homer-Preble source aquifer (SSA), supplying at least 50% of the drinking water consumed in overlying area (per EAF Mapper).

Stormwater: Per the Environmental Assessment Form (EAF) dated 9/29/25, no additional stormwater will be generated by the proposal.

ADVISORY NOTE: Per the NYS Department of Conservation (NYSDEC), any project that cumulatively disturbs one acre or more of land must be covered under the NYS SPDES Permit. The municipality is advised to ensure that the applicant has obtained the appropriate permits from the NYS Department of Environmental Conservation prior to municipal approval.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

OCPB Case # Z-25-324

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a TEXT AMENDMENT from the Town of Cicero Town Board at the request of Town of Cicero for the property located ; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law, and

WHEREAS, Amend Chapter 210: Zoning of the Code of the Town of Cicero, to include a new article, Article XVIII: Mixed Residential Overlay District, to better manage and accommodate residential growth and development along a portion of NYS Route 31 and South Bay Road. The local law also includes an amendment to Article XIII to expand the boundary of the Hamlet Gateway Overlay District, and

WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board has determined that said referral will have no significant adverse inter-community or county-wide implications. The Board has offered the following COMMENT(S) in regards to the above referral:

The Board commends the Town for its work toward updating its planning and zoning regulations, in an effort to prepare for housing growth, to foster smart growth and encourage thoughtful, quality development. The Onondaga County Department of Planning will be providing informal comments on the related law under separate cover as part of its Housing Onondaga initiative.

The motion was made by Mike LaFlair and seconded by Marty Masterpole. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: Z-25-324
Type of Action: TEXT AMENDMENT
Applicant: Town of Cicero

Related Cases:

Referring Board: Town of Cicero Town Board

Date Received: 10/23/2025
30-Day Deadline: 11/22/2025

Located:

Tax Map Id:

JURISDICTION:

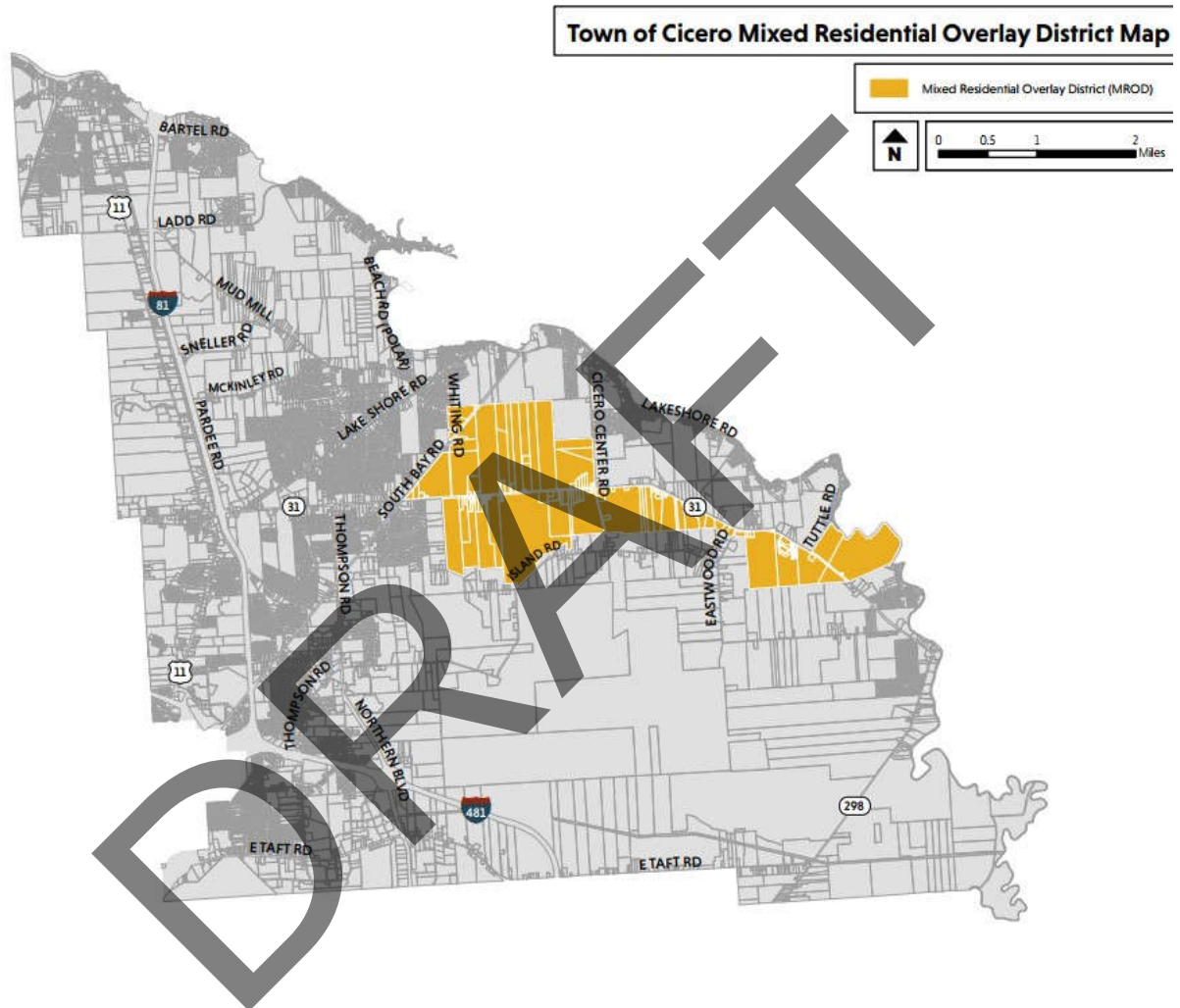
General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law

Summary:

Amend Chapter 210: Zoning of the Code of the Town of Cicero, to include a new article, Article XVIII: Mixed Residential Overlay District, to better manage and accommodate residential growth and development along a portion of NYS Route 31 and South Bay Road. The local law also includes an amendment to Article XIII to expand the boundary of the Hamlet Gateway Overlay District



No Map Available



STAFF REVIEW:

Proposed Text: Per the proposed language § 210-111 of the Town Code, the purpose of the proposed Mixed Residential Overlay District (MROD) is to better manage and accommodate residential growth and development along portions of New York State Route 31 and South Bay Road by increasing the flexibility of allowable land uses while requiring well-considered and integrated building and site design in order to foster mixed residential development that supports the housing needs of the Town while preserving the existing rural character of the area.

Proposed Text: Per the proposed language of § 210-112, the MROD regulations will apply to all parcels within the defined boundaries of the MROD, as shown on the Mixed Residential Overlay District Map. The regulations will apply to the subject parcel in addition to all other existing regulations of the Town. Where a conflict arises between the MROD regulations and other town regulations the MROD regulation will take precedence. Where the requirements of this Article conflict with the requirements of Article XV (Design Standards), the more stringent requirement shall apply.

Proposed Text: Per the proposed language of § 210-113, certain uses and actions allowable under the proposed MROD regulations may be subject to additional local development review including, but not limited to, building permits and certificates of occupancy, special use permits, and site plan review.

Proposed Text: Per the proposed language of § 210-113, all uses are required to obtain site plan review approval in accordance with Article VII of the Zoning of the Code of the Town of Cicero. Uses that are exempt from this requirement include new construction of single-family dwelling units on a lot that has already received approval, the expansion or rehabilitation of an existing residential structure and simple subdivisions.

Proposed Text: § 210-114 establishes a permitted uses table that identifies allowable uses, including accessory dwelling units, assembly spaces, libraries and museums, that are permitted as-of-right; the ordinance also lists allowable uses including mixed residential development and recreation facilities that are permitted with the issuance of a Special Use permit. Uses not expressly listed are expressly prohibited, unless otherwise permitted within the underlying district.

Proposed Text: § 210-115 of the proposed amendment establishes the criteria for mixed residential developments within the overlay district. The section establishes a minimum area of 10 acres for mixed residential development, requires clustering of units, requires that all units be served by public water, requires a mixture of uses within the development and requires that no more than 40% of units within the development be single- and two-family dwellings. The section establishes a maximum building height of 55 feet and three stories with a maximum density of 10 dwelling units per acre for the entirety of the mixed residential development area. This section also establishes requirements relating to community amenities including open space requirements, community center space requirements, pedestrian connectivity requirements and transitional density standards.

Proposed Text: § 210-115 of the proposed amendment also allows the Planning Board to establish dimensional requirements through site plan review.

Proposed Text: § 210-116 of the proposed amendment empowers the Planning Board, as a part of the site plan review, to require the creation of public amenities, where such uses would be consistent with the Town's adopted plans and studies and would create a significant benefit to the health, safety, and general welfare of the public relative to the burden placed upon the property owner or developer. Such public amenities may include, but are not limited to, gathering spaces, right-of-way improvements and streetscape elements such as lighting, furniture, and public art. Any proposed public access would be prescribed by easement or deed for public access.

Proposed Text: §210-117 of the proposed amendment establishes design and development standards within the MROD. §210-117 establishes residential subdivision standards that innumerate several design criteria including: requiring that the garage must be the dominant feature of the front of the dwelling. Usable covered front porch should be provided and requires that a minimum roof pitch of 4'/12' should be provided. The section also places requirements for the quality of materials and variation of materials and places limitations on the use of reflective and bright colors.

Proposed Text: §210-117 of the proposed amendment also establishes design standards for non-residential and multi-family uses and establishes a prohibition of certain building materials including Vinyl under 0.048" in thickness, fiberglass, plastic panels, clear coated or corrugated aluminum, mirrored glass, concrete block, unfinished concrete.

Proposed Text: §210-117 of the proposed amendment also establishes regulations for the screening of parking areas and mechanical equipment and rooftop mounted equipment.

Proposed Text: §210-118 of the proposed amendment establishes regulations relating to access to Route 31 or South Bay Road, allowing one point of direct or indirect access to the public roadway system for each parcel and allowing an additional access point for parcels with frontage greater than 500 feet, with a determination from the New York State Department of Transportation and/or Onondaga County Department of Transportation that such access will not be detrimental to roadway safety, capacity or function. This section prohibits individual property access to Route 31 or South Bay Road where alternative access is available and establishes that where multiple parcels are developed as a single project they will be treated as a single parcel for the purposes of determining the permitted number of access points. §210-118 regulates minimum driveway spacing, joint and cross access, minimum corner clearance, shared access and pedestrian access. The section takes a holistic approach to accessing appropriate driveway access viewing developments covering more than one parcel as a single property. Per the section, Where multiple parcels are developed as a single project they are treated as a single parcel for the purposes of determining the permitted number of access points.

Proposed Text: §210-119 of the proposed amendment 210-119 establishes regulations for driveway location and design that requires consistency with NYSDOT and/or OCDOT standards for sight distance and states that the NYSDOT and/or OCDOT, in coordination with the Town of Cicero, may require turn lanes where deemed necessary due to traffic volumes or where a safety or operational problem exists. This section also enumerates general standards and guidelines for driveway location and design.

Proposed Text: § 210-120 of the proposed amendment establishes observation and inspection requirements for the installation or improvements of any development in the MR. This section establishes inspection or observation requirements for all stages of development, requiring the developer to grant free access to the parcel for said purpose. Pursuant to this section the cost burden associated with inspections, including all costs of observation, including testing of materials, is shifted to be paid for solely by the developer. The developer is required to provide this sum through letter of credit or cash prior to the beginning of the project, the Town Board may require the applicant to furnish a letter of credit or cash for the faithful performance of the plan and specifications as finally approved. The letter of credit shall be issued to the Town for an initial minimum period of three years.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

DRAFT

OCPB Case # Z-25-326

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a SITE PLAN from the Town of Cicero Planning Board at the request of Halle Properties, LLC for the property located at 8076 Brewerton Road; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of Brewerton Road (Route 11), a state highway, and

WHEREAS, The applicant is proposing to construct a 7,020 sf America's Tire retail facility on a 0.88-acre parcel in a General Commercial (GC) zoning district, and

WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board recommends the following MODIFICATION(S) to the proposed action prior to local board approval of the proposed action:

The New York State Department of Transportation requires the applicant to coordinate with the Department on site plans and work within the right-of-way. The municipality must ensure any mitigation as may be determined by the Department is reflected on the project plans prior to, or as a condition of, municipal approval.

Every municipal review provides the opportunity to improve community appearance and the applicant and the municipality are encouraged to improve site design and reinforce walkability by incorporating elements such as shared parking with neighboring businesses, siting the building along the road frontage, and landscaping along the road frontage and around the parking lots.

The motion was made by Renee Dellas and seconded by Kevin Casserino. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: Z-25-326
Type of Action: SITE PLAN
Applicant: Halle Properties, LLC

RelatedCases:

Referring Board: Town of Cicero Planning Board

Date Received: 10/23/2025
30-Day Deadline: 11/22/2025

Located: at 8076 Brewerton Road

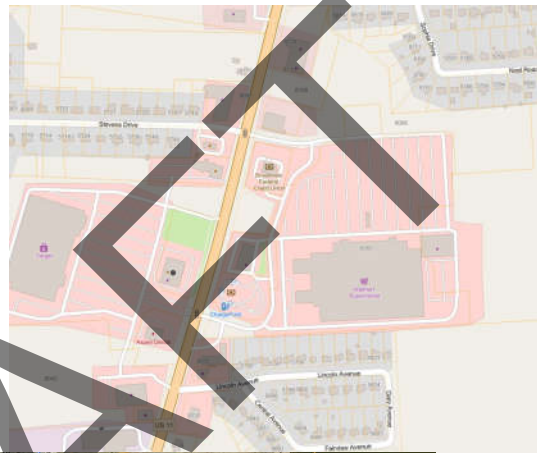
Tax Map Id: 044.-01-17.6

JURISDICTION:

General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of Brewerton Road (Route 11), a state highway

Summary:

The applicant is proposing to construct a 7,020 sf America's Tire retail facility on a 0.88-acre parcel in a General Commercial (GC) zoning district





STAFF REVIEW:

Location:	The site is a vacant lawn area between the Cicero Market Commercial Plaza and Brewerton Road. An internal road separates the site from the plaza parking lot and serves both the Walmart at the rear of the plaza and the smaller commercial along the Brewerton Road frontage. A credit union and Mavis Discount Tire are adjacent to the site along Brewerton Road frontage.
Proposed Site Layout:	Per a letter from Bohler Engineering to the Town dated 9/30/25, the applicant is proposing to construct a 7,020 sf America's Tire facility, dumpster enclosure, lighting, signage, and landscaping. Per the Site Plan dated 9/30/25, the building will be located in the middle of the lot with a 21-space parking lot along the front and side of the building. Driveways from adjacent parcels that connect to the plaza's internal road will be connected via a driveway along the rear of the proposed building. Landscaping plans were not detailed on the Site Plan.
Access:	Access to the site comes from the adjacent parcels. An internal road serving the plaza connects the site to two driveways to Brewerton Road (NYS Route 11). No new access to Brewerton Road is proposed. ADVISORY NOTE: Per the NYS Department of Transportation, no additional access to Brewerton Road will be permitted.
Bike/Ped/Transit:	Sidewalks are located along the Brewerton Road frontage in front of neighboring commercial, but not currently in front of the site. The Site Plan shows a concrete sidewalk along the road frontage, in the NYS right-of-way. ADVISORY NOTE: Work within the state right-of-way is subject to a work permit from the NYS Department of Transportation.
Bike/Ped/Transit:	Per the Central New York Regional Transportation Authority (CENTRO), Brewerton Road has public transit service and bus stops are located within 500' of the site.
Drinking Water:	A new connection to public drinking water is proposed. ADVISORY NOTE: The applicant is advised to contact OCWA's Engineering Department to determine the activities and structures permitted within OCWA easements/rights-of-way, water availability and service options, obtain hydrant flow test information, evaluate backflow prevention requirements, and/or request that the Authority conduct hydrant flow testing to assess fire flow availability.
Wastewater:	A new connection to the public sewers is proposed. The site is located in the Orchard Wastewater Treatment Plant and Davis Road Pump Station service area. ADVISORY NOTE: Capacity assurance approval from the Onondaga County Department of Water Environment Protection (OCDWEP) is required in advance of issuance of a plumbing permit from the County's Plumbing Control Division in order to connect into the public sewer system. Additionally, the applicant must develop a 1 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer. The Capacity Assurance Form and approval process can be found online: http://www.ongov.net/wep/CapacityAssuranceReviews.html
Historic Resources:	The site or a portion of it is located in or adjacent to an area designated as sensitive for archaeological sites on the NYS Historic Preservation Office archaeological site inventory (per EAF Mapper).

ADVISORY NOTE: The applicant and/or municipality is advised to contact the Historic Preservation Office to determine if the project should be submitted to the Office for review as part of the State Environmental Quality Review (SEQR) process.

Other: The project is within 2,000 feet of a site (ID: V00150) in the NYS Department of Environmental Conservation Environmental Site Remediation database (per EAMapper).

Stormwater: Per the Environmental Assessment Form (EAF) dated 9/29/25, 0.8 acres of the site will be disturbed by the proposed project and "new runoff from impervious areas will be directed ex. on-site catch basin and/or established conveyance ditch."

Easements: Per the Title Survey map dated 9/23/25, there are multiple easements crossing the site: a 20'-wide OCWA easement occurs along the site's road frontage and a variable width OCWA easement occurs along the southern parcel boundary. 50' wide Ingress/Egress & Utility Easements occur in the northwest and southwest corner where driveways from adjacent sites connect to the rear internal road. An easement to Niagara Mohawk Power Co. & Verizon occurs along the front parcel boundary.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

OCPB Case # Z-25-327

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a SITE PLAN from the Town of Elbridge Planning Board at the request of Daniel Kowalik for the property located at State Route 5; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of State Route 5, a state highway, and a farm operation located in a NYS Agricultural District, and

WHEREAS, the applicant is proposing construction of a 2,560 sf post frame cold storage building on a vacant 1.02-acre parcel in a Business (B-1) zoning district, and

WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board recommends the following MODIFICATION(S) to the proposed action prior to local board approval of the proposed action:

NYS requires the applicant to coordinate NYS Route 5 access plans with the New York State Department of Transportation. The municipality must ensure any mitigation as may be determined by the Department is reflected on the project plans prior to, or as a condition of, municipal approval.

The motion was made by Renee Dellas and seconded by Kevin Casserino. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: Z-25-327
Type of Action: SITE PLAN
Applicant: Daniel Kowalik

RelatedCases:

Referring Board: Town of Elbridge Planning Board

Date Received: 10/24/2025
30-Day Deadline: 11/23/2025

Located: at State Route 5

Tax Map Id: 040.-03-22.2

JURISDICTION:

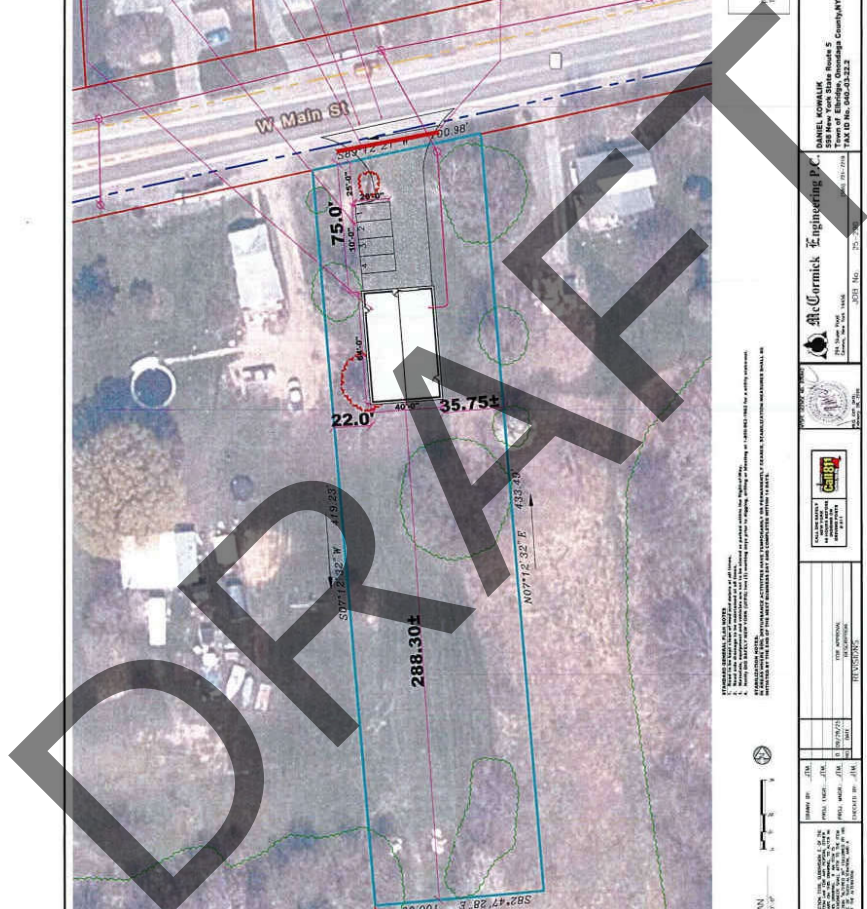
General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of State Route 5, a state highway, and a farm operation located in a NYS Agricultural District

Summary:

the applicant is proposing construction of a 2,560 sf post frame cold storage building on a vacant 1.02-acre parcel in a Business (B-1) zoning district



Z-25-327



STAFF REVIEW:

Nearby Uses/Setting:	The site is located along the south side of NYS Route 5 in the Town of Elbridge, west of its boundary with the Village of Elbridge. The area is characterized by low density residential and large parcels containing agriculture and/or woodlands. Residential lots abut the site on either side. Skaneateles Creek is located to the east of the site, not on the subject parcel.
Existing Site Layout:	Per aerial imagery from May 2024, the site is vacant, containing lawn and trees.
Proposed Site Layout:	Per the referral notice, the applicant is proposing construction of a 40'x64'x12' (2,560 sf) cold storage building. Per the Site Plan dated 9/28/25, the building will be positioned in the center of the parcel's road frontage with four parking spaces along the side of a proposed 30'-wide driveway to Route 5.
Access:	The site has no current access to NYS Route 5. Per the Site Plan, the applicant is proposing installation of a new culvert and 30'-wide driveway to Route 5. ADVISORY NOTE: Per the NYS Department of Transportation, all existing or proposed driveways on NYS Route 5 must meet Department requirements.
Drinking Water:	Per the referral materials, there is no existing drinking water service to the site. No changes to the existing infrastructure are proposed.
Wastewater:	Per the referral materials, there is no existing wastewater service to the site and changes to the existing infrastructure are proposed.
Watersheds:	The site is located over, or immediately adjoining, a principal aquifer (per EAF Mapper).
Historic Resources:	The site or a portion of it is located in or adjacent to an area designated as sensitive for archaeological sites on the NYS Historic Preservation Office archaeological site inventory (per EAF Mapper). ADVISORY NOTE: The applicant and/or municipality is advised to contact the NYS Historic Preservation Office to determine if the project should be submitted to the Office for review as part of the State Environmental Quality Review (SEQR) process.
Stormwater:	Per the Environmental Assessment Form (EAF) dated 10/23/25, the new building will not generate any additional stormwater.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

OCPB Case # Z-25-328

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a SITE PLAN from the Town of DeWitt Planning Board at the request of 3180 Erie Blvd. East for the property located 3180 Erie Boulevard East; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of Erie Boulevard East (Route 5), a state highway, and

WHEREAS, The applicant is proposing to demolish an existing building and construct a 4,500 sf building to house two separate restaurant tenants on a 0.99-acre parcel in a Business zoning district, and

WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board recommends the following MODIFICATION(S) to the proposed action prior to local board approval of the proposed action:

The New York State Department of Transportation requires the applicant to coordinate Erie Boulevard access plans with them. Additional stormwater to the State ROW is prohibited and a drainage report must be submitted for review. Any work within the State ROW, including the sidewalk connection and removal of the southern driveway, will require a Highway Work Permit. The municipality must ensure any mitigation as may be determined by the Department is reflected on the project plans prior to, or as a condition of, municipal approval.

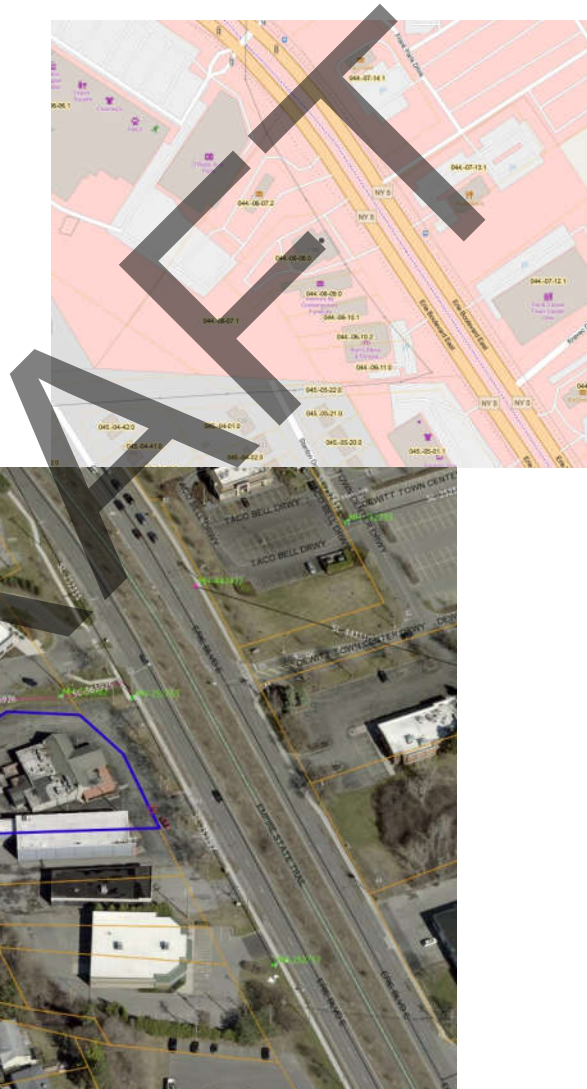
1. The Board encourages the applicant to consider keeping the cross connection to the adjacent parcel to the south and opening a cross connection to the parcel to the north.
2. The Board encourages siting the building along the road frontage.

The motion was made by Renee Dellas and seconded by Kevin Casserino. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

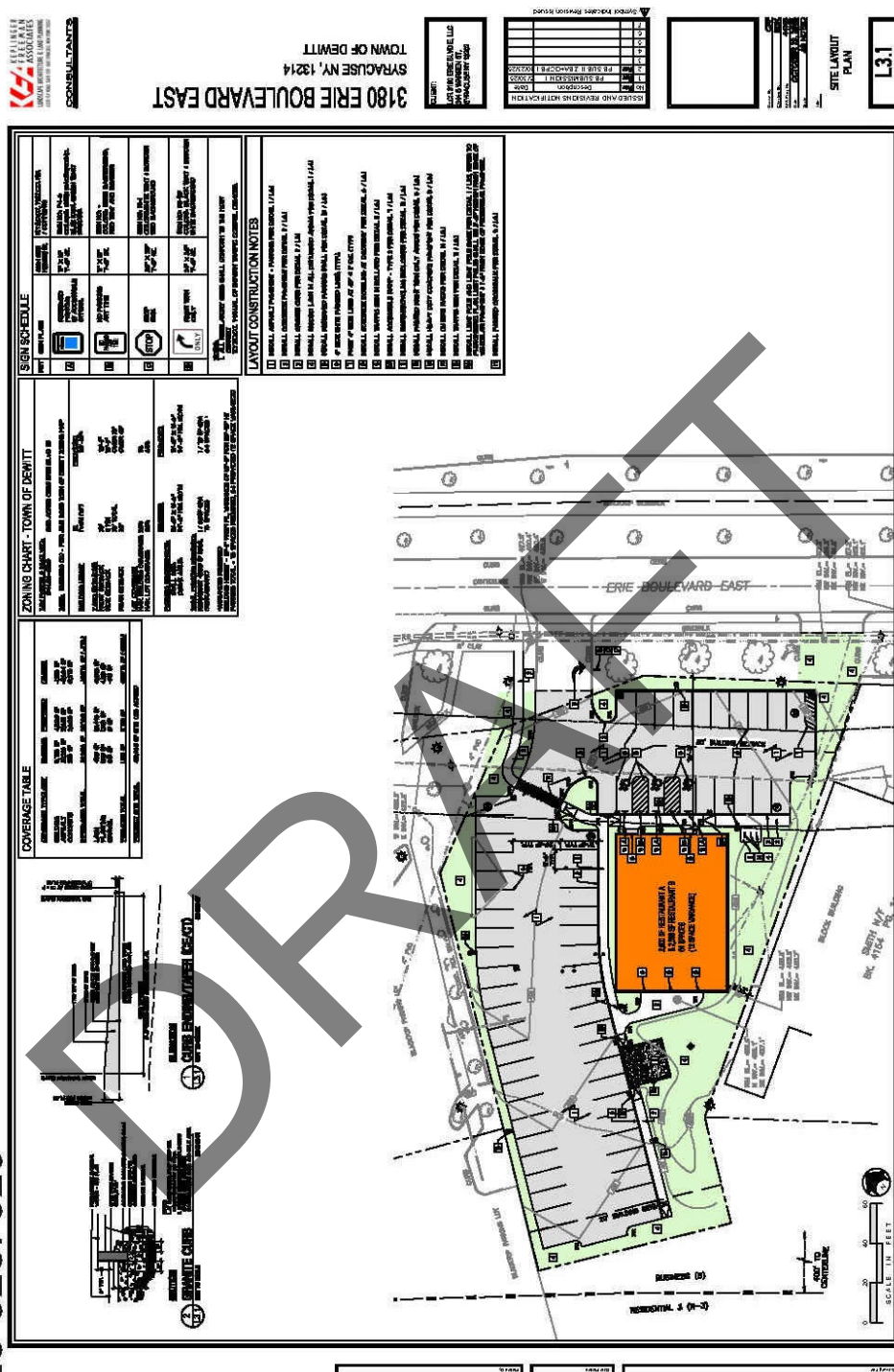
Tax Map Id: 044.-06-08.0

General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of Erie Boulevard East (Route 5), a state highway

The applicant is proposing to demolish an existing building and construct a 4,500 sf building to house two separate restaurant tenants on a 0.99-acre parcel in a Business zoning district



Z-25-328. 329



STAFF REVIEW:

Past Board Reviews:	The Board previously recommended Modification of a site plan referral (Z-21-20) to renovate the existing building to use as a medical marijuana dispensary, advise the applicant to provide a lighting plan to the NYS Department of Transportation and encouraging a reduction in parking, increase in landscaping, and addition of bicycle accommodations on site.
Past Board Reviews:	The Board is concurrently reviewing an area variance referral (Z-25-329) to allow renovation of this site.
Nearby Uses/Setting:	The site is located among the commercial uses lining Erie Boulevard East (NYS Route 5). An apartment complex and residential neighborhoods are located to the rear of the site. Standalone commercial and commercial plazas are located on either side of Erie Boulevard East in this area. Nearby uses include a furniture store, a fast food restaurant, a spa, fitness centers, and a bicycle store.
Existing Site Layout:	The site contains a former restaurant building surrounded on all sides by an asphalt parking lot.
Proposed Site Layout:	Per the referral materials, the applicant is proposing demolition of the existing building and construction of a new 4,500 sf building to house two restaurant tenants along with reconstruction of the parking lot and adding landscaping. Per the Site Layout Plan dated 10/23/25, the proposed building will be positioned in approximately the same location as the existing restaurant with a 64-space parking lot located on the northern and eastern sides of the building. A dumpster enclosure will be located to the rear of the restaurant building. Sidewalks will be installed along the parking lot and will connect to sidewalks along the Erie Boulevard East frontage.
Variances:	The applicant is requesting two area variances: to allow the proposed building to be 20'10" high when Town Code limits the building to 10'2" ("one foot vertically for each one foot horizontally, until the horizontal distance is greater than or equal to one foot" per Town Code) and to allow the proposed 64-space parking lot when 76 spaces are required by Code.
Access:	The site has two existing driveways to Erie Boulevard East along with a possible cross connection to Erie Boulevard East via an adjacent parcel to the south. Per the Site Layout Plan dated 10/23/25, the southern driveway to Erie Boulevard East and the cross connection will be closed, leaving one driveway to Erie Boulevard East. ADVISORY NOTE: Per the NYS Department of Transportation, all existing or proposed driveways on Erie Boulevard East must meet Department requirements.
Lighting:	A Site Photometric Plan dated 10/23/25 was included with the referral materials.
Landscaping:	Per a Site Planting Plan dated 10/23/25, five trees will be installed adjacent to the parking lot and shrubbery and plantings will be installed around the building and dumpster enclosure. Existing trees along the road frontage will be retained.
Drinking Water:	The site is served by public drinking water and a new connection would be required for the new building.

ADVISORY NOTE: The applicant is advised to contact OCWA's Engineering Department to determine the activities and structures permitted within OCWA easements/rights-of-way, water availability and service options, obtain hydrant flow test information, evaluate backflow prevention requirements, and/or request that the Authority conduct hydrant flow testing to assess fire flow availability.

Wastewater: The site is served by public sewers and is located in the Metropolitan Wastewater Treatment Plant service area and the new restaurant building will require a new connection.

ADVISORY NOTE: Per the Onondaga County Department of Water Environment Protection, any and all demolition of buildings requires a permit for sewer disconnects. The applicant must contact Plumbing Control to ensure appropriate permits are obtained.

ADVISORY NOTE: The Onondaga County Department of Water Environment Protection (OCDWEP) requires capacity assurance due to an anticipated increase in use; additionally, unless it can be demonstrated that anticipated sanitary flows will not exceed previous flows in excess of one sewer unit over prior uses, the applicant must develop a 1 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer; the Capacity Assurance Form and approval process can now be found online: <http://ongov.net/wep/connections.html>

Watersheds: The site is located in an Onondaga County Drainage District for Bear Trap and Little Creek, which is maintained by the Department of Water Environment Protection in this area.

Plants/Animals: The site may contain the Northern long-eared bat, or its associated habitat, which has been listed by the state or federal government as a threatened or endangered animal species (per EAF Mapper). Impacts to bat species are often associated with tree clearing and from the plans it appears that no trees will be removed as part of the proposed project.

Other: The project is within 2,000 feet of a site (ID: C734108) in the NYS Department of Environmental Conservation Environmental Site Remediation database (per EAF Mapper).

Stormwater: Per the Environmental Assessment Form (EAF) dated 9/9/25, 0.67 acres of the site will be disturbed by the proposed project and stormwater will be directed to "municipal system from on site structures." Per the Site Plan, it appears the proposed changes to the site will result in significant areas currently covered by asphalt converted to lawn.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

OCPB Case # Z-25-329

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a AREA VARIANCE from the Town of DeWitt Zoning Board of Appeals at the request of 3180 Erie Blvd. East for the property located at 3180 Erie Boulevard East; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review the granting of use or area variances and the site is located within 500 feet of Erie Boulevard East (Route 5), a state highway, and

WHEREAS, the applicant is requesting area variances for building height and reduction in parking related to the construction of a 4,500 sf building that will house two restaurant tenants on a 0.99-acre parcel in a Business zoning district, and

WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board has determined that said referral will have no significant adverse inter-community or county-wide implications. The Board has offered the following COMMENT(S) in regards to the above referral:

The Board has No Position regarding the proposed area variances, but offers the following for future development of the site:

1. The New York State Department of Transportation requires the applicant to coordinate Erie Boulevard access plans with them. Additional stormwater to the State ROW is prohibited and a drainage report must be submitted for review. Any work within the State ROW, including the sidewalk connection and removal of the southern driveway, will require a Highway Work Permit. The municipality must ensure any mitigation as may be determined by the Department is reflected on the project plans prior to, or as a condition of, municipal approval.
2. The Board encourages the applicant to consider keeping the cross connection to the adjacent parcel to the south and opening a cross connection to the parcel to the north.
3. The Board encourages siting the building along the road frontage.

The motion was made by Mike LaFlair and seconded by Marty Masterpole. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: Z-25-329
Type of Action: AREA VARIANCE
Applicant: 3180 Erie Blvd. East

Related Cases: Z-25-328

Referring Board: Town of DeWitt Zoning Board of Appeals

Date Received: 10/27/2025
30-Day Deadline: 11/26/2025

Located: at 3180 Erie Boulevard East

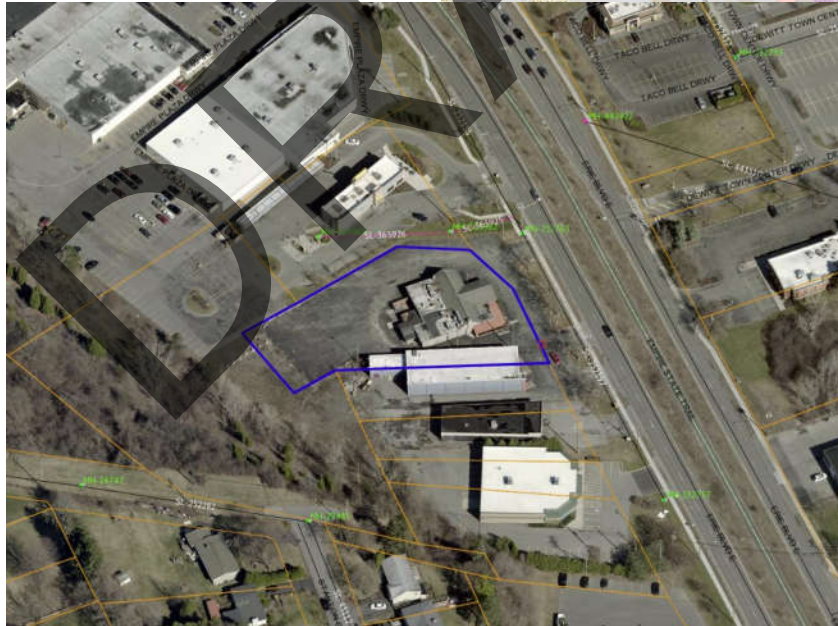
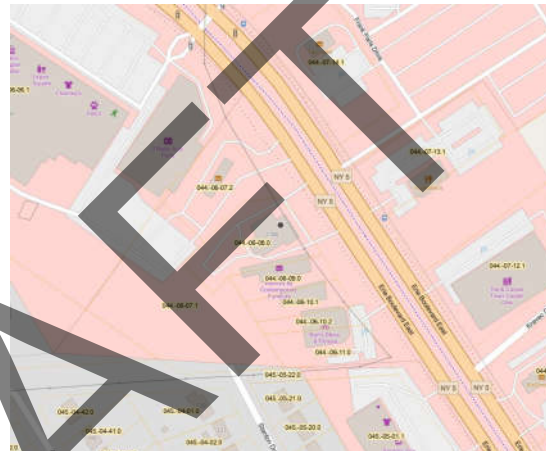
Tax Map Id: 044.-06-08.0

JURISDICTION:

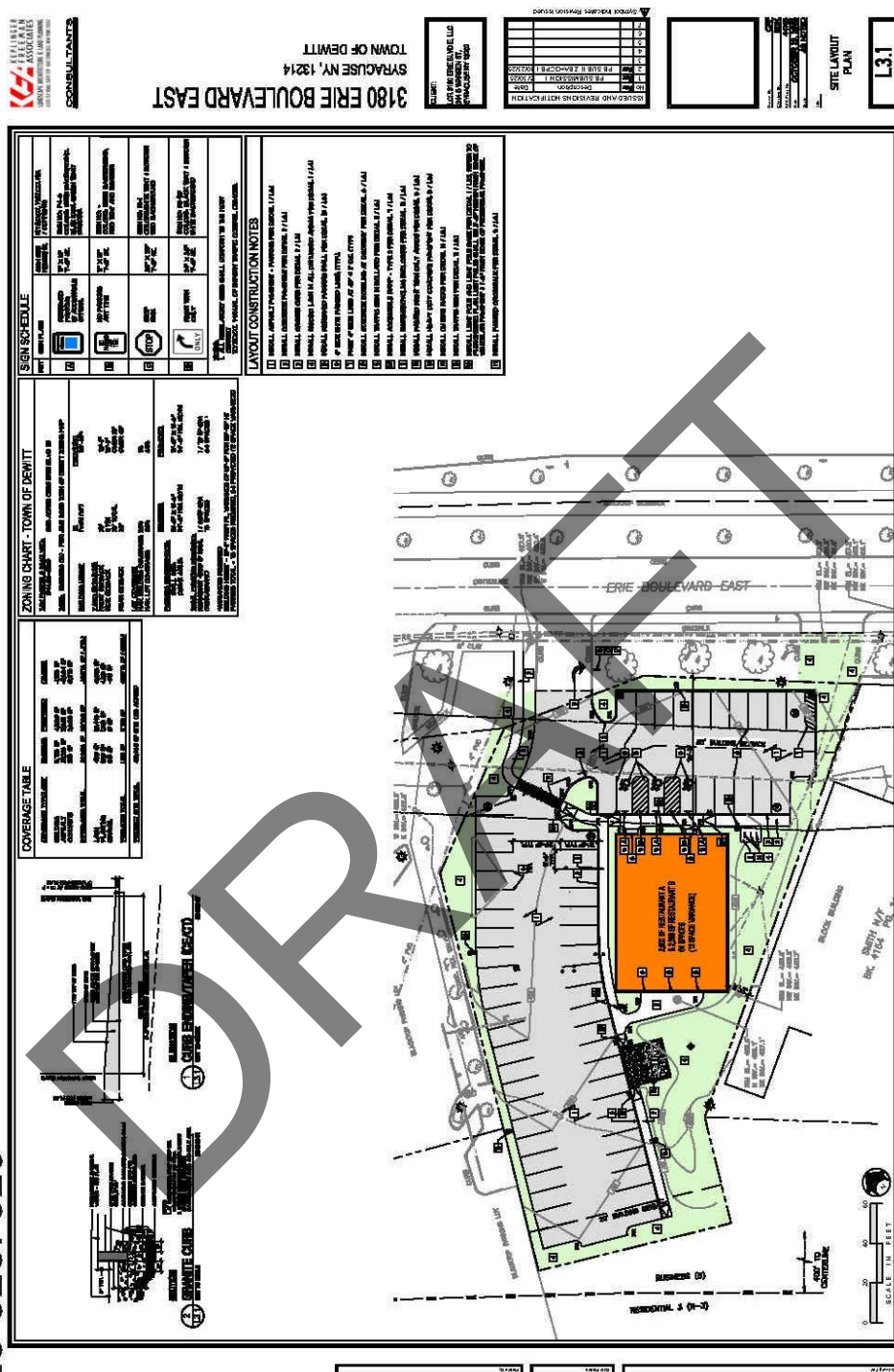
General Municipal Law Section 239-m allows the County Planning Board to review the granting of use or area variances and the site is located within 500 feet of Erie Boulevard East (Route 5), a state highway

Summary:

the applicant is requesting area variances for building height and reduction in parking related to the construction of a 4,500 sf building that will house two restaurant tenants on a 0.99-acre parcel in a Business zoning district



Z-25-328. 329



STAFF REVIEW:

Past Board Reviews:	The Board previously recommended Modification of a site plan referral (Z-21-20) to renovate the existing building to use as a medical marijuana dispensary, advising the applicant to provide a lighting plan to the NYS Department of Transportation and encouraging a reduction in parking, increase in landscaping, and addition of bicycle accommodations on site.
Concurrent Reviews:	The Board is concurrently reviewing a site plan referral (Z-25-328) to demolish the existing building and construct a new restaurant building.
Nearby Uses/Setting:	The site is located among the commercial uses lining Erie Boulevard East (NYS Route 5). An apartment complex and residential neighborhoods are located to the rear of the site. Standalone commercial and commercial plazas are located on either side of Erie Boulevard East in this area. Nearby uses include a furniture store, a fast food restaurant, a spa, fitness centers, and a bicycle store.
Existing Site Layout:	The site contains a former restaurant building surrounded on all sides by an asphalt parking lot.
Proposed Site Layout:	Per the referral materials, the applicant is proposing demolition of the existing building and construction of a new 4,500 sf building to house two restaurant tenants along with reconstruction of the parking lot and adding landscaping. Per the Site Layout Plan dated 10/23/25, the proposed building will be positioned in approximately the same location as the existing restaurant with a 64-space parking lot located on the northern and eastern sides of the building. A dumpster enclosure will be located to the rear of the restaurant building. Sidewalks will be installed along the parking lot and will connect to sidewalks along the Erie Boulevard East frontage.
Variances:	The applicant is requesting two area variances: to allow the proposed building to be 20'10" high when Town Code limits the building to 10'2" ("one foot vertically for each one foot horizontally, until the horizontal distance is greater than or equal to one foot" per Town Code) and to allow the proposed 64-space parking lot when 76 spaces are required by Code.
Access:	The site has two existing driveways to Erie Boulevard East along with a possible cross connection to Erie Boulevard East via an adjacent parcel to the south. Per the Site Layout Plan dated 10/23/25, the southern driveway to Erie Boulevard East and the cross connection will be closed, leaving one driveway to Erie Boulevard East. ADVISORY NOTE: Per the NYS Department of Transportation, all existing or proposed driveways on Erie Boulevard East must meet Department requirements.
Lighting:	A Site Photometric Plan dated 10/23/25 was included with the referral materials.
Landscaping:	Per a Site Planting Plan dated 10/23/25, five trees will be installed adjacent to the parking lot and shrubbery and plantings will be installed around the building and dumpster enclosure. Existing trees along the road frontage will be retained.
Drinking Water:	The site is served by public drinking water and a new connection would be required for the new building.

ADVISORY NOTE: The applicant is advised to contact OCWA's Engineering Department to determine the activities and structures permitted within OCWA easements/rights-of-way, water availability and service options, obtain hydrant flow test information, evaluate backflow prevention requirements, and/or request that the Authority conduct hydrant flow testing to assess fire flow availability.

Wastewater: The site is served by public sewers and is located in the Metropolitan Wastewater Treatment Plant service area and the new restaurant building will require a new connection.

ADVISORY NOTE: Per the Onondaga County Department of Water Environment Protection, any and all demolition of buildings requires a permit for sewer disconnects. The applicant must contact Plumbing Control to ensure appropriate permits are obtained.

ADVISORY NOTE: The Onondaga County Department of Water Environment Protection (OCDWEP) requires capacity assurance due to an anticipated increase in use. Additionally, unless it can be demonstrated that anticipated sanitary flow will not exceed previous flows in excess of one sewer unit over prior uses, the applicant must develop a 1 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer. The Capacity Assurance Form and approval process can now be found online: <http://ongov.net/wep/connections.htm>

Watersheds: The site is located in an Onondaga County Drainage District for Bear Trap and I Creek, which is maintained by the Department of Water Environment Protection in this area.

Plants/Animals: The site may contain the Northern long-eared bat, or its associated habitat, which has been listed by the state or federal government as a threatened or endangered animal species (per EAF Mapper). Impacts to bat species are often associated with tree clearing and from the plans it appears that no trees will be removed as part of the proposed project.

Other: The project is within 2,000 feet of a site (ID: C734108) in the NYS Department of Environmental Conservation Environmental Site Remediation database (per EAF Mapper).

Stormwater: Per the Environmental Assessment Form (EAF) dated 9/9/25, 0.67 acres of the site will be disturbed by the proposed project and stormwater will be directed to "municipal system from on site structures." Per the Site Plan, it appears the proposed changes to the site will result in significant areas currently covered by asphalt converted to lawn.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

OCPB Case # Z-25-330

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a SPECIAL PERMIT from the Village of Manlius Village Board at the request of Timothy Mahoney / West Seneca Street, LLC for the property located at 133 West Seneca Street; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review issuance of special permits and the site is located within 500 feet of West Seneca Street (Route 173), a state highway, and the municipal boundary between the Village of Manlius and the Town of Manlius, and

WHEREAS, the applicant is requesting a special permit to allow construction of a 3-story self-storage building on a 2.5-acre parcel in an Industrial zoning district, and

WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board recommends the following MODIFICATION(S) to the proposed action prior to local board approval of the proposed action:

1. The Onondaga County Department of Water Environment Protection requires that no construction of permanent structures occur within a County sanitary sewer easement or affect the County infrastructure. The applicant must contact the Onondaga County Department of Water Environment Protection (WEP) Flow Control Division for any infrastructure-related disturbance of land within or impacting the County easement or county maintained infrastructure prior to, or as a condition of, municipal approval.
2. Plans indicate significant areas of disturbance within the FEMA floodplain, as well as the more sensitive floodway. The applicant must coordinate with the municipal engineer to ensure adherence to local flood ordinance requirements for lands within the floodway and floodplain. Development of any kind, including stormwater management facilities, within a floodway is generally discouraged by the Onondaga County Planning Board. Floodway and floodplain boundaries must be shown on submitted plans, and the site plan must reflect any required mitigation prior to local approval.
3. The applicant must submit a copy of the site plan to the New York State Department of Transportation for review. The municipality must ensure any mitigation as may be determined by the Department is reflected on the project plans prior to, or as a condition of, municipal approval.

The motion was made by Renee Dellas and seconded by Kevin Casserino. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

DRAFT

Case Number: Z-25-330
Type of Action: SPECIAL PERMIT
Applicant: Timothy Mahoney / West

Related Cases:

Referring Board: Village of Manlius Village Board

Date Received: 10/27/2025
30-Day Deadline: 11/26/2025

Located: at 133 West Seneca Street

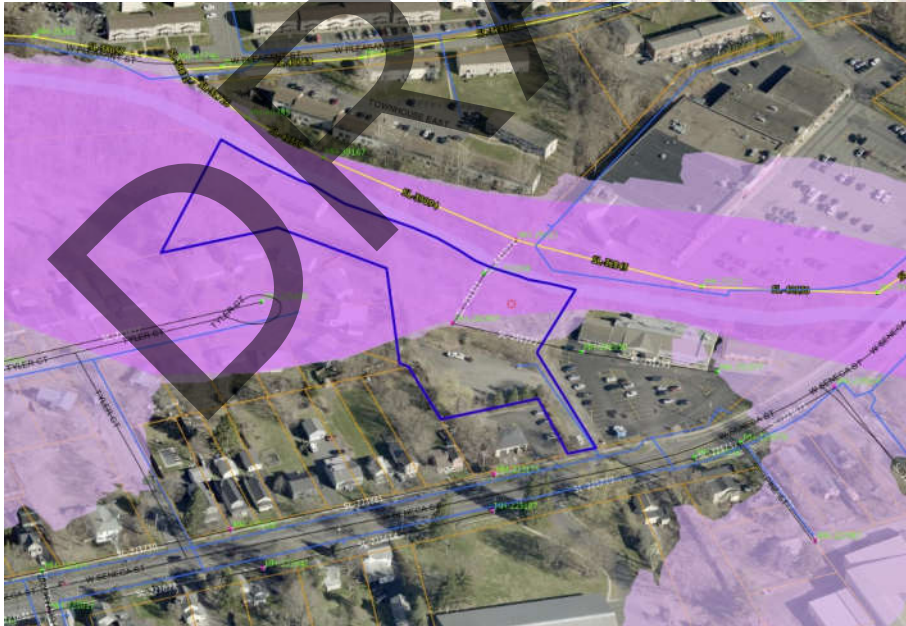
Tax Map Id: 030.-02-03.0

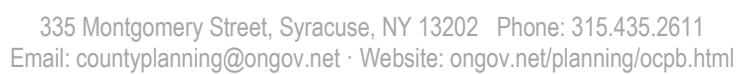
JURISDICTION:

General Municipal Law Section 239-m allows the County Planning Board to review issuance of special permits and the site is located within 500 feet of West Seneca Street (Route 173), a state highway, and the municipal boundary between the Village of Manlius and the Town of Manlius

Summary:

the applicant is requesting a special permit to allow construction of a 3-story self-storage building on a 2.5-acre parcel in an Industrial zoning district





STAFF REVIEW:

Past Board Reviews:	The Board previously recommended Modification of a site plan referral (Z-25-24) to construct this proposed self-storage facility, advising the applicant that per the Onondaga County Department of Water Environment Protection (OCDWEP), no construction of permanent features could occur within a county-owned easement coordinate with the NYS Department of Transportation (NYSDOT), and advised applicant to coordinate with the municipal engineer regarding any disturbance to significant areas of FEMA floodplain and floodway found on site.
Nearby Uses/Setting:	The site is located along West Seneca Street (NYS Route 173), a state road. The site is in an Industrial zoning district in the Village of Manlius, and is the site of a former foundry. Surrounding land uses include a small retail plaza, Valvoline Ins Oil Change, Manlius YMCA, and residential neighborhood lands. Limestone Creek runs along the northern portion of the site.
Existing Site Layout:	The site is largely vacant with a paved entryway on West Seneca Street. An asphalt paved driveway leads to the northern end of the site with an existing single-story block building (approximately 3,000 sf), to remain. A chain link fence surrounds the building and runs along Limestone Creek. The remainder of the site contains an unpaved area with trees and shrubs.
Proposed Site Layout:	Per the referral materials, the applicant is proposing construction of a three-story 18,750 sf self-storage building. Per the Proposed Site Plan dated 5/2025, the 150'x125' building to be constructed adjacent to the driveway in a wide area of the parcel near West Seneca Street. The Site Plan notes a 30'x30' addition may be constructed at the northeast corner of the building in the future. Six parking spaces will be established along the driveway. Trees are depicted along the western and southern site boundaries, between the site and adjacent residential. The area between the rear of the proposed building and Limestone Creek is slated to be cleared and graded to create a vehicle turnaround area.
Access:	Existing gravel driveway to West Seneca Street (NYS Route 173). Proposing a wide asphalt driveway in the same location. ADVISORY NOTE: Per the NYS Department of Transportation, all existing or proposed driveways on West Seneca Street must meet Department requirements.
Drinking Water:	The site is served by public drinking water and the new building will require a connection. ADVISORY NOTE: OCWA's Engineering Department requires the applicant to contact them to determine water availability and service options, obtain hydrant test information, evaluate backflow prevention requirements, and/or request that the Authority conduct hydrant flow testing to assess fire flow availability.
Wastewater:	A new connection to the public sewers is proposed to serve the new building. The site is located in the Meadowbrook-Limestone Wastewater Treatment Plant and Manlius Pump Station service areas. Existing county-maintained sewer lines cross portions of the northeastern corner of the site, which may be in the area of disturbance, and those sewer lines are not shown on site plans. ADVISORY NOTE: The Onondaga County Department of Water Environment Protection (OCDWEP) requires capacity assurance due to an anticipated increase

in use. Additionally, unless it can be demonstrated that anticipated sanitary flow will not exceed previous flows in excess of one sewer unit over prior uses, the applicant must develop a 2 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer. The Capacity Assurance Form and approval process can now be found online: <http://ongov.net/wep/connections.htm>
ADVISORY NOTE: Per the Onondaga County Department of Water Environmental Protection (WEP), no permanent structures are permitted within the County easement. Any other work within the County easement must be coordinated with WEP.

Waterbodies: The Limestone Creek corridor abuts the site along the rear property boundary, and is listed as a Federal wetland. Per the EAF Mapper, the site contains water bodies listed as water-quality impaired (Lower Limestone Creek and minor tributaries).

ADVISORY NOTE: Streams classified by the NYS Department of Environmental Conservation (DEC) as AA, A, B, C(T), or C(TS) are subject to the stream protection provisions of the Department's Protection of Waters Program; the municipality is advised to ensure all necessary permits and approvals are obtained from the DEC prior to municipal approval.

Floodplain/Floodway: Significant rear portions of the subject parcel are also located in the FEMA flood and floodplain associated with Limestone Creek. The floodway line is clearly marked on the site plan, just beyond the building footprint, while the 100-year floodplain is not indicated on the proposed site plan. It appears that portions of the proposed building and future addition would occur within the floodplain. Within the more restrictive floodway, the plans show a paved road, and labeling noting "Area to be cleared of brush and debris and graded as a vehicle turnaround", and the notes "no filling will be conducted on the property within the floodway line."

ADVISORY NOTE: The Onondaga County Hazard Mitigation Plan has identified flooding as a natural hazard of local concern, with the potential to cause extensive threat to property and safety. Buildings within the floodplain can negatively affect the free flow of nearby waterways and drainage, and building within a floodplain is therefore discouraged.

Historic Resources: The site or a portion of it is located in or adjacent to an area designated as sensitive for archaeological sites on the NYS Historic Preservation Office archaeological site inventory (per EAF Mapper).

ADVISORY NOTE: The applicant and/or municipality is advised to contact the NYS Historic Preservation Office to determine if the project should be submitted to the Office for review as part of the State Environmental Quality Review (SEQR) process.

Plants/Animals: The site may contain the Northern long-eared bat, or its associated habitat, which has been listed by the state or federal government as a threatened or endangered animal species (per EAF Mapper).

ADVISORY NOTE: Per the NYS Department of Environmental Conservation (DEC), if the site contains a threatened or endangered species and/or associated habitat, and the project requires review under the State Environmental Quality Review Act (SEQRA), a request for a project screening should be submitted to the New York Natural Heritage Program or to the regional DEC Division of Environmental Permits office.

Stormwater: Per the Environmental Assessment Form (EAF) dated 10/21/25, 0.75 acres of the

site will be disturbed by the proposed project. The Proposed Site Plan shows a stormwater retention area will be constructed in the northwest corner of the site. The referral materials indicate a Stormwater Pollution Prevention Plan (SWPPP) was prepared for this proposal, but the SWPPP was not included with the referral.

ADVISORY NOTE: Per the NYS Department of Conservation (NYSDEC), any project that cumulatively disturbs one acre or more of land must be covered under the NYS SPDES Permit. The municipality is advised to ensure that the applicant has obtained the appropriate permits from the NYS Department of Environmental Conservation prior to municipal approval.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*

DRAFT

OCPB Case # Z-25-333

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a SITE PLAN from the Town of Salina Zoning Board of Appeals at the request of Briad Development, LLC for the property located at Oswego Road; and

WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of Oswego Road (Route 91 / Old Route 57) and Liverpool Bypass (Route 88), both county highways, the NYS Thruway (Route 90), a state highway, and the municipal boundary between the Town of Salina and the Village of Liverpool, and

WHEREAS, the applicant is proposing construction of a 6,975 sf 3-tenant commercial building on a portion of a site made up of four parcels totaling 36.60 acres, as part of a large mixed use development in a Planned Unit Development (PUD) zoning district., and

WHEREAS, the proposed action is further summarized in the attached staff report and may be subject to additional county, state, and/or federal regulations, which may be cited in the staff report; the municipality and applicant are advised to contact the appropriate agencies to ensure these regulations are met, as applicable, prior to, or as a condition of, municipal approval of the project; this is not an exhaustive list of permit requirements by the agencies, but is intended to represent some of the most common regulations; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board recommends the following MODIFICATION(S) to the proposed action prior to local board approval of the proposed action:

1. The applicant must continue to coordinate with the Onondaga County Department of Transportation regarding the submitted site plan and traffic study. Any mitigation as may be determined by the department must be reflected on the project plans prior to municipal approval.
2. A drainage and grading plan and a copy of the Stormwater Pollution Prevention Plan (SWPPP) must be provided to the Onondaga County Department of Transportation and New York State Thruway Authority (NYSTA) for review. The municipality and applicant are advised that no increase to the amount of site drainage entering onto the County highways or the Thruway as a result of this construction will be permitted. Any mitigation as may be determined by either agency must be reflected on the project plans prior to municipal approval.
3. The applicant must submit lighting plans to both the Onondaga County Department of Transportation and the New York State Thruway Authority. Any mitigation as may be determined by either agency must be reflected on the project plans prior to municipal approval.
4. The applicant and municipality are advised to continue to coordinate with the Onondaga County Department of Water Environment Protection regarding extension of public sewer infrastructure to serve the site. Current limitations on acceptance of new flow and a related multi-year upgrade to the Woodard Pump Station may delay the Department's capacity assurance approval for the project.

The Board also offers the following comments:

1. As this project is intended to include higher-density housing, a mix of hotel and retail/restaurant uses, and is in proximity to transit service, nearby Village neighborhoods and job centers, the applicant and Town are advised to require a planned internal and external network of sidewalks extending to and along road frontages and connecting uses within the PUD to the extent practicable. Installation of enhanced bus stop infrastructure serving the Oswego Road corridor is also encouraged, in coordination with CENTRO.
2. The New York State Thruway Authority advises that all noise mitigation shall be the sole responsibility of the owner, any proposed project must maintain delineation between NYSTA right-of-way and project site, and all exterior signage shall follow the requirements of NYSTA Advertising Device Guidelines, TAP-620, which can be found at <https://www.thruway.ny.gov/commercial/forms/tap620.pdf>.

The motion was made by Renee Dellas and seconded by Kevin Casserino. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Kevin Casserino - yes; Renee Dellas - yes; Craig Dennis - yes; Marty Masterpole - yes.

Case Number: Z-25-333
Type of Action: SITE PLAN
Applicant: Briad Development, LLC

Related Cases:

Referring Board: Town of Salina Zoning Board of Appeals

Date Received: 10/27/2025
30-Day Deadline: 11/26/2025

Located: at Oswego Road

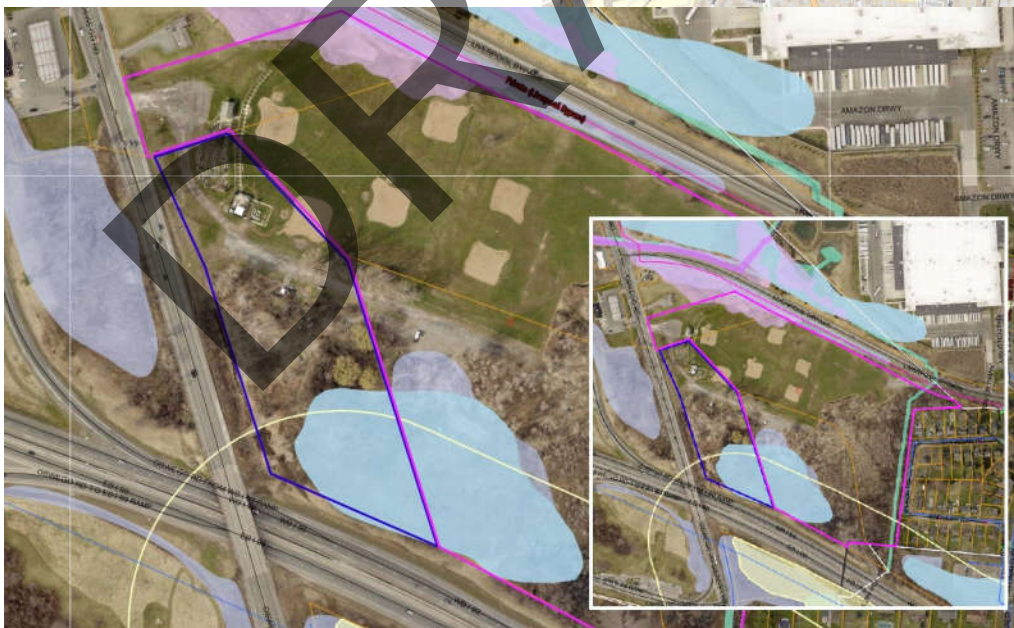
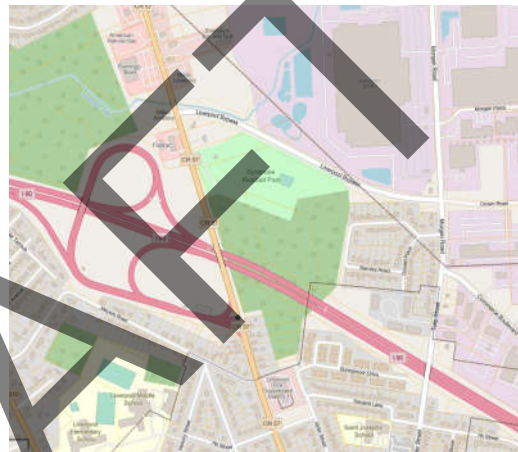
Tax Map Id: 024.-01-36.0

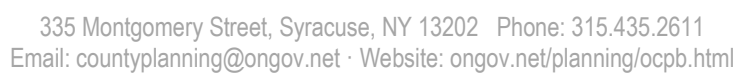
JURISDICTION:

General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of Oswego Road (Route 91 / Old Route 57) and Liverpool Bypass (Route 88), both county highways, the NYS Thruway (Route 90), a state highway, and the municipal boundary between the Town of Salina and the Village of Liverpool

Summary:

the applicant is proposing construction of a 6,975 sf 3-tenant commercial building on a portion of a site made up of four parcels totaling 36.60 acres, as part of a large mixed use development in a Planned Unit Development (PUD) zoning district.





STAFF REVIEW:

Past Board Reviews: The Board has reviewed two previous referrals regarding this area. The Board offered No Position with Comment on the zone change referral (Z-23-149) to change the site to a Planned Unit Development (PUD), recommending the applicant and Town improve the site design by adding a sidewalk network within the site, install sidewalks along Oswego Road, and landscape along road frontages and around parking lots. More recently, the Board recommended Modification of a site plan referral (Z-23-298) to construct a large mixed-use development in the PUD including 300 apartment units and multiple commercial spaces, advising the applicant to coordinate with the Onondaga County Department of Transportation (OCDOT), to submit a copy of the Stormwater Pollution Prevention Plan (SWPPP) to OCDOT and the NYS Thruway Authority (NYSTA) for review, and to submit a lighting plan to both OCDOT and NYSTA. The Board also encouraged the installation of a sidewalk network, extending sidewalks along road frontages, an installation of bus stop infrastructure in coordination with Central New York Regional Transportation Authority (CENTRO) and advised the applicant and Town to coordinate with the Onondaga County Department of Water Environment Protection (OCDWEP) regarding sewer infrastructure being extended to the site.

Location: The subject parcel is one of four parcels in the Liverpool Bypass Planned Unit Development (PUD) which is contained on three sides by Oswego Road, Liverpool Bypass, and the NYS Thruway, abutting a single-family neighborhood to the east. The subject parcel has frontage on the Liverpool Bypass to the west and the Thruway to the south. Per a conversation with the Town on 10/27/25, the existing lot lines for this parcel will change as development of the PUD progresses. The subject area for this referral is "Pad Site 3" as previously defined by the Overall Layout Plan dated 8/16/23 from site plan referral Z-23-298 where the Board reviewed the site plan for the whole PUD. Per aerial imagery from May 2024, the southern portion of the parcel is covered with trees and shrubs and the northern part of the parcel contains a portion of the former kickball complex.

Nearby Uses/Setting: The site is located between the NYS Thruway, Oswego Road (County Route 57) and the Liverpool Bypass (County Route 88). An apartment complex, a single-family neighborhood, and an Amazon distribution facility are nearby. The easternmost corner of the site is located in the Town of Clay - this review shall satisfy County Planning Board review referral for both municipalities.

Proposed Site Layout: The applicant is proposing construction of a gas station and a 6,975 sf building that will contain a Circle K market, Jimmy John's, and Wendy's. Per the Site Layout Plan dated 10/9/25, the site will have fuel pumps, air, and vacuum machines along the Oswego Road frontage. The building will be constructed behind the pump area with parking with a drive thru lane and bypass lane along the rear of the building. A dumpster enclosure will be located in the rear corner of the asphalt area. Per the Site Layout Plan, 12 spaces along the front of the building and 25 along the side yard are proposed.

Access: Per the Site Layout Plan, the site will have direct right-in ingress from Oswego Road and full access via an interior road at the rear and northern sides of the asphalt area via a new internal road to be constructed adjacent to the site.

ADVISORY NOTE: Per the Onondaga County Department of Transportation, all

existing or proposed driveways on Oswego Road must meet Department requirements.

Access: The previously referred Overall Site Layout Plan does not depict any direct access to either of the three commercial areas (PAD Sites 1, 2, and 3). The Overall Site Layout Plan depicts one full access driveway from Oswego Road and one full access driveway from the Liverpool Bypass providing access to the three commercial sites along the Oswego Road frontage and the residential area to the rear.

Bike/Ped/Transit: Per the Central New York Regional Transportation Authority (CENTRO), Oswego Road and Morgan Road have public transit service and bus stops are located adjacent to the site. The previously referred Overall Site Layout Plan dated 8/16 depicted a network of sidewalks along the buildings, parking lots, and internal roads, but the sidewalks did not extend along the driveways to the public roads; no sidewalks were depicted along public roadways. Per the Site Layout Plan in the current referral, sidewalks are depicted throughout the rest of the site, along the internal road, and along the Oswego Road frontage north of the site.

Drinking Water: New OCWA drinking water service is proposed to serve the site.

ADVISORY NOTE: The applicant is advised to contact OCWA's Engineering Department to determine the activities and structures permitted within OCWA easements/rights-of-way, water availability and service options, obtain hydrant flow test information, evaluate backflow prevention requirements, and/or request that the Authority conduct hydrant flow testing to assess fire flow availability.

Watersheds: There is no existing public wastewater service to the site and a new connection to public sewers is proposed. The site is located in the Wetzel Road Wastewater Treatment Plant and Woodard Pump Station service areas. Per the Onondaga County Department of Water Environment Protection (WEP), the Woodard Pump Station is currently at capacity and is not able to accept any additional flow at this time. WEP is currently pursuing a multi-year project to increase station capacity.

ADVISORY NOTE: Capacity assurance approval from the Onondaga County Department of Water Environment Protection (OCDWEP) is required in advance of issuance of a plumbing permit from the County's Plumbing Control Division in order to connect into the public sewer system. Additionally, the applicant must develop a 1 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer. The Capacity Assurance Form and approval process can now be found online: <http://www.ongov.net/wep/CapacityAssuranceReviews.html>

Floodplain/Floodway: FEMA Flood Insurance Rate Maps (FIRM) and submitted plans show an area of floodplain along the Liverpool Bypass, but not in the subject area.

ADVISORY NOTE: The Onondaga County Hazard Mitigation Plan has identified flooding as a natural hazard of local concern, with the potential to cause extensive threat to property and safety. Buildings within the floodplain can negatively affect the free flow of nearby waterways and drainage, and building within a floodplain is therefore discouraged.

Wetlands: GIS mapping shows approximately 4.7 acres of the PUD site may contain federal and/or NYS wetlands. It is not clear if the wetlands extend to the current subject area and wetlands are not depicted in the currently referred plans.

ADVISORY NOTE: Wetland regulations require the applicant to contact the U.S. Army Corps of Engineers and/or NYS Department of Environmental Conservation to confirm the presence of federal and/or state wetlands and/or the 100-foot state wetland buffer on the site. All confirmed wetlands should be shown on the plans of the site and any necessary permits should be obtained for any proposed development or placement of fill in a wetland, or drainage of any confirmed wetlands and buffers.

Historic Resources: The site or a portion of it is located in or adjacent to an area designated as sensitive for archaeological sites on the NYS Historic Preservation Office archaeological site inventory (per EAF Mapper).

ADVISORY NOTE: The applicant and/or municipality is advised to contact the NYS Historic Preservation Office to determine if the project should be submitted to the Office for review as part of the State Environmental Quality Review (SEQR) process.

Plants/Animals: The site may contain the Indiana Bat, or its associated habitat, which has been listed by the state or federal government as a threatened or endangered animal species (per EAF Mapper), impacts to bat species are often associated with tree clearing and from aerial imagery, it appears that some trees will be removed as part of the proposed project.

ADVISORY NOTE: Per the NYS Department of Environmental Conservation (DEC), if the site contains a threatened or endangered species and/or associated habitat, and the project requires review under the State Environmental Quality Review Act (SEQRA), a request for a project screening should be submitted to the New York Natural Heritage Program or to the regional DEC Division of Environmental Permits office.

Stormwater: Per the Environmental Assessment Form (EAF) dated 10/10/25, 1.65 acres of the site will be disturbed by the proposed project. Per the EAF, "stormwater management for the site has been included in the overall PUD development. A SWPPP has been prepared and an eNOI has been submitted for coverage under GP-O-25-001 (SPDES Permit ID NYR11P316)." The Stormwater Pollution Prevention Plan (SWPPP) and/or copy of the SPDES Permit were not included in the referral materials. Per the Site Layout Plan, multiple stormwater management areas are depicted on the PUD site surrounding the subject area, but none are depicted in the subject area.

ADVISORY NOTE: Any project that cumulatively disturbs one acre or more of land must be covered under the NYS SPDES Permit. The municipality is advised to ensure that the applicant has obtained the appropriate permits from the NYS Department of Environmental Conservation prior to municipal approval.

*For agency contacts and additional information about advisory notes, please visit:
<http://ongov.net/planning/ocpb.html>*



ONONDAGA COUNTY

DEPARTMENT OF PLANNING

J. Ryan McMahon, II
COUNTY EXECUTIVE

Troy Waffner
DIRECTOR OF PLANNING

TO: Members of the City of Syracuse Zoning Administration
FROM: Troy Waffner, Director Of Planning
DATE: Friday, October 31, 2025
RE: GML Administrative Review - at 1935 East Fayette Street
RECOMMENDATION: No Position

Per General Municipal Law, §§239-m and -n, and the Onondaga County Planning Board Rules of Procedure and Referral Policy, the Board may delegate review and recommendation on certain referral actions to the Director of the Onondaga County Department of Planning.

These actions, determined as being generally routine in nature with minimal and/or well-understood intercommunity or countywide concerns, are listed within the Rules of Procedure, and at this website: <http://www.ongov.net/planning/ocpbpreferableactions.html>. Please contact Onondaga County Department of Planning staff at (315) 435-2611 or countyplanning@ongov.net with any questions.

CASE NUMBER: Z-25-316

REFERRING BOARD: City of Syracuse Zoning Administration

DATE RECEIVED: 10/14/2025

TYPE OF ACTION: SITE PLAN

APPLICANT: Parkside Commons Ventures, LLC / Win Wharton / Daniel Buchanan

LOCATION: at 1935 East Fayette Street

WITHIN 500' OF: The site is located within 500 feet of Erie Boulevard East (Route 5), a state highway

TAX ID(s): 036-01-18.0

PROPOSAL: The site is a six-building apartment complex on a 6-acre parcel in High Density Residential (R5) zoning district on the east side of the City of Syracuse. The applicant is proposing extensive interior renovations to the buildings including upgrading, replacing, and/or repairing existing features in all apartments. Site work includes "the addition of fully compliant accessible parking spaces and the installation of enclosed dumpster locations to minimize windblown trash." Per the Site Plan Concept map dated 9/12/25, "new trash exits" are depicted on each building and a new trash enclosure and compactor are depicted on the north side of the westernmost building.

The interior renovations will include removal and replacement of flooring, installation of new bathroom fixtures, lighting, and wall finishes, electrical updates, installation of new windows and doors and HVAC equipment, and retrofitting of trash chutes and compactors to address "ongoing concerns with garbage and refuse".

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

Exterior building upgrades will include restoration and/or repainting of the buildings' façades and replacement of "existing failing balcony covers". Exterior site improvements will include "milling, replacing, and striping of all asphalt drives" and replacement of concrete sidewalks.

No changes to existing connections to public water and wastewater services are proposed.

Recommendations: No Position

DRAFT

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

335 Montgomery Street, Syracuse, NY 13202 Phone: 315.435.2611
Email: countyplanning@ongov.net · Website: ongov.net/planning/ocpb.html



ONONDAGA COUNTY

DEPARTMENT OF PLANNING

J. Ryan McMahon, II
COUNTY EXECUTIVE

Troy Waffner
DIRECTOR OF PLANNING

TO: Members of the City of Syracuse Zoning Administration
FROM: Troy Waffner, Director Of Planning
DATE: Friday, October 31, 2025
RE: GML Administrative Review - at 214-234 King Street
RECOMMENDATION: No Position

Per General Municipal Law, §§239-m and -n, and the Onondaga County Planning Board Rules of Procedure and Referral Policy, the Board may delegate review and recommendation on certain referral actions to the Director of the Onondaga County Department of Planning.

These actions, determined as being generally routine in nature with minimal and/or well-understood intercommunity or countywide concerns, are listed within the Rules of Procedure, and at this website: <http://www.ongov.net/planning/ocpbpreferableactions.html>. Please contact Onondaga County Department of Planning staff at (315) 435-2611 or countyplanning@ongov.net with any questions.

CASE NUMBER: Z-25-317
REFERRING BOARD: City of Syracuse Zoning Administration
DATE RECEIVED: 10/15/2025
TYPE OF ACTION: SITE PLAN
APPLICANT: Craig VanCassele, Travis Gruszka
LOCATION: at 214-234 King Street
WITHIN 500' OF: The Central New York Regional Transportation Authority (CENTRO) facility, a state-owned facility
TAX ID(s): 094.-02-04.2

PROPOSAL: The site is an existing Upstate Niagara Cooperative (UNC) Dairy site utilized for cold storage on a 5.317-acre parcel in a Light Industry and Employment (LI) zoning district. The site applicant is seeking to update the use-category for an existing building from "Cold Storage" to "Vehicles and Equipment" with the use type "Automobile Repair, Heavy" to allow the building, leased to Penske, to "continue to operate the existing motor vehicle repair shop." No renovations, additions, or physical changes to the site are proposed. Per the referral materials, the existing repair garage is located along the site's King Street frontage, a local road. The remaining buildings on site "will continue to be utilized as warehousing and cold storage."

The site covers most of a block on the south side of the City of Syracuse and has frontage on King and Tallman Streets with driveways to both. Per aerial imagery from May 2024, the site contains multiple buildings along the perimeter of the site with the remainder covered by an asphalt lot. Truck trailers and vehicles are

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

stored around the lot.

ADVISORY NOTE: This referral would be considered exempt from review by the Onondaga County Planning Board (OCPB) per the inter-municipal agreement between Onondaga County and the City, if executed. If the City would like to revisit execution of the agreement, OCDOP can provide one.

Recommendations: No Position

DRAFT

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

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ONONDAGA COUNTY

DEPARTMENT OF PLANNING

J. Ryan McMahon, II
COUNTY EXECUTIVE

Troy Waffner
DIRECTOR OF PLANNING

TO: Members of the Town of Otisco Town Board
FROM: Troy Waffner, Director Of Planning
DATE: Friday, October 31, 2025
RE: GML Administrative Review - Moratorium
RECOMMENDATION: No Position

Per General Municipal Law, §§239-m and -n, and the Onondaga County Planning Board Rules of Procedure and Referral Policy, the Board may delegate review and recommendation on certain referral actions to the Director of the Onondaga County Department of Planning.

These actions, determined as being generally routine in nature with minimal and/or well-understood intercommunity or countywide concerns, are listed within the Rules of Procedure, and at this website: <http://www.ongov.net/planning/ocpbpreferableactions.html>. Please contact Onondaga County Department of Planning staff at (315) 435-2611 or countyplanning@ongov.net with any questions.

CASE NUMBER: Z-25-320

REFERRING BOARD: Town of Otisco Town Board

DATE RECEIVED: 10/15/2025

TYPE OF ACTION: LOCAL LAW

APPLICANT: Town of Otisco

LOCATION: Moratorium

WITHIN 500' OF: General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law

TAX ID(s):

PROPOSAL: The Town of Otisco proposes a six month moratorium on commercial and industrial construction to "allow the Town Board to continue to conduct a comprehensive review of the Town's existing local laws, State and federal laws and to consider enacting additional local laws and regulations in order to protect the Town's character and natural resources from high impact commercial and industrial development."

Per the proposed law, the Town has concerns regarding "the unrestrained effect of high impact commercial and industrial activities" and desires "to protect the predominantly residential and agricultural character of property located in the Town, and further, to protect the Town's environment and natural resources from potential negative impacts." The proposed moratorium specifically cites the possibility of industrial and commercial activity having negative impacts on ground and surface water quality, air quality, and natural resources while also

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

creating a burdensome demand for drinking water and wastewater facilities.

Per the proposed moratorium, “no building permits, septic system permits or approvals, or any other governmental approvals shall be issued, and no construction shall commence for any new commercial or industrial development within the Town of Otisco.” The moratorium shall apply to “the issuance of permits, land use approvals, site plan approvals, subdivision approvals and any other authorizations required for commercial and industrial construction” and will not apply to projects approved prior to the effective date of the law.

The moratorium will not apply to the “granting of any permits or approvals relating to the construction, improvement or replacement of 1-3 family residential dwellings and appurtenant structures”, emergency repairs, certain subdivisions, the “construction, improvement or replacement” of structures used in a farm operation or for telecommunications, or permits or approvals relating to solar energy equipment and systems or wind energy systems.

Advisory Note(s):

ADVISORY NOTE: Per GML § 239-nn, the legislative body or other authorized body having jurisdiction in a municipality shall give notice to an adjacent municipality when a hearing is held by such body relating to a subdivision, site plan, special use permit, or a use variance on property that within five hundred feet of an adjacent municipality. Such notice shall be given by mail or electronic transmission to the clerk of the adjacent municipality at least ten days prior to any such hearing.

Recommendations: No Position



ONONDAGA COUNTY

DEPARTMENT OF PLANNING

J. Ryan McMahon, II
COUNTY EXECUTIVE

Troy Waffner
DIRECTOR OF PLANNING

TO: Members of the Town of Onondaga Zoning Board of Appeals
FROM: Troy Waffner, Director Of Planning
DATE: Friday, October 31, 2025
RE: GML Administrative Review - at 3353 Pleasant Valley Road
RECOMMENDATION: No Position With Comment

Per General Municipal Law, §§239-m and -n, and the Onondaga County Planning Board Rules of Procedure and Referral Policy, the Board may delegate review and recommendation on certain referral actions to the Director of the Onondaga County Department of Planning.

These actions, determined as being generally routine in nature with minimal and/or well-understood intercommunity or countywide concerns, are listed within the Rules of Procedure, and at this website: <http://www.ongov.net/planning/ocpbpreferableactions.html>. Please contact Onondaga County Department of Planning staff at (315) 435-2611 or countyplanning@ongov.net with any questions.

CASE NUMBER: Z-25-323

REFERRING BOARD: Town of Onondaga Zoning Board of Appeals

DATE RECEIVED: 10/22/2025

TYPE OF ACTION: AREA VARIANCE

APPLICANT: John and Anita Amidon

LOCATION: at 3353 Pleasant Valley Road

WITHIN 500' OF: Pleasant Valley Road (Route 119), a county highway, and a farm operation located in a NYS Agricultural District

TAX ID(s): 025.-01-61.0

PROPOSAL: The applicant requests an area variance to allow division of a 63-acre parcel to create a new 7-acre parcel in a Residential and Country (R-C) zoning district. The applicant is requesting an area variance to allow the new lot to have 33' of frontage on Pleasant Valley Road when a minimum of 120' of frontage is required by Town Code. Per the Map of a Portion of the Lands of John H. & Anita Amidon dated 9/10/25, the 7-acre parcel will be divided from the parent parcel along its southern boundary, both new lots will have access to Pleasant Valley Road, and the new lot will contain an existing machine shed and quonset hut. The purpose of the subdivision is not provided in the referral materials apart from stating the new lot will be used for "agricultural purposes."

The site is located adjacent to the Town of Onondaga's boundary with the Town of Marcellus. Per aerial imagery from May 2024, the site contains active farmland and wooded areas. The site is surrounded by large parcels containing

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

agriculture, woodlands, and low-density residential.

The parcel division or subdivision has not been referred to the OCPB. Per the referral notice, the “applicants are creating a separate parcel containing 7 acres from the parent parcel containing 63.28 acres for agricultural purposes, which can be done without subdivision approval pursuant to Onondaga Town Code Section 257-5(B).”

The site and surrounding lands are enrolled in NYS Agricultural District 1 and appear to contain active farmland. An Agricultural Data Statement was not included with the referral materials.

Per the referral notice, there is no existing drinking water or wastewater service to the site. No changes are proposed at this time.

The site is located over, or immediately adjoining, the Cortland-Homer-Preble sole source aquifer (SSA), supplying at least 50% of the drinking water consumed in the overlying area (per EAF Mapper).

ADVISORY NOTE: Any application for a special use permit, site plan approval, use variance, or subdivision approval requiring municipal review and approval that would occur on or within 500 feet of a property within a NYS Certified Agricultural District is required by the NYS Agricultural and Markets Law to include an Agricultural Data Statement.

ADVISORY NOTE: Per GML 239-m, "other authorizations which a referring body may issue under the provisions of any zoning ordinance or local law" are proposed actions subject to referral to the OCPB for review.

ADVISORY NOTE: Per GML § 239-nn, the legislative body or other authorized body having jurisdiction in a municipality shall give notice to an adjacent municipality when a hearing is held by such body relating to a subdivision, site plan, special use permit, or a use variance on property that is within five hundred feet of an adjacent municipality. Such notice shall be given by mail or electronic transmission to the clerk of the adjacent municipality at least ten days prior to any such hearing.

Recommendations: No Position With Comment

Comment(s): The existing and proposed lots, while not currently proposed for significant development, are virtually without road access, and access that does occur is located at a substantial curve on Pleasant Valley Road. The Town is encouraged to require the applicant to show a safe and legal means of access from both proposed lots, to be reviewed by the Onondaga County Department of Transportation, and show on the subdivision plan, prior to granting of the proposed variance and subdivision. The Board (and OCDOT) further encourages that for a lot of this size, that a 60' right-of-way be established, either on the subject lands or adjacent parcels, to provide future road access to these lands, should it ever be necessary.

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>



ONONDAGA COUNTY

DEPARTMENT OF PLANNING

J. Ryan McMahon, II
COUNTY EXECUTIVE

Troy Waffner
DIRECTOR OF PLANNING

TO: Members of the Town of DeWitt Zoning Board of Appeals
FROM: Troy Waffner, Director Of Planning
DATE: Friday, October 31, 2025
RE: GML Administrative Review - at 6504 Thompson Road
RECOMMENDATION: No Position

Per General Municipal Law, §§239-m and -n, and the Onondaga County Planning Board Rules of Procedure and Referral Policy, the Board may delegate review and recommendation on certain referral actions to the Director of the Onondaga County Department of Planning.

These actions, determined as being generally routine in nature with minimal and/or well-understood intercommunity or countywide concerns, are listed within the Rules of Procedure, and at this website: <http://www.ongov.net/planning/ocpbpreferableactions.html>. Please contact Onondaga County Department of Planning staff at (315) 435-2611 or countyplanning@ongov.net with any questions.

CASE NUMBER: Z-25-325

REFERRING BOARD: Town of DeWitt Zoning Board of Appeals

DATE RECEIVED: 10/23/2025

TYPE OF ACTION: AREA VARIANCE

APPLICANT: Dunkin Donuts

LOCATION: at 6504 Thompson Road

WITHIN 500' OF: General Municipal Law Section 239-m allows the County Planning Board to review the granting of use or area variances and the site is located within 500 feet of Thompson Road (Route 13), a county highway, and Route 298 and Route 90 (NYS Thruway), both state highways

TAX ID(s): 025.-02-02.0

PROPOSAL: The applicant is requesting two area variances as part of a project to update an existing Dunkin Donuts on a 1.040-acre parcel located in an Industrial zoning district. Per the referral notice, the applicant is requesting variances to allow an 8'2"-high, 36.1 sf monument sign where Town Code allows a maximum height of 6' and a maximum area of 20 sf. A variance was previously granted to allow a 31.8 sf sign in 2001. Per the Monument Elevation included with the referral materials, the proposed sign will replace the existing sign located along the site's Thompson Road frontage.

Previously, a site plan referral (Z-25-307) was administratively reviewed and No Position offered on plans to updated the building's façade, updating signage, and restriping the parking lot.

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

Recommendations: No Position

DRAFT

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

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ONONDAGA COUNTY

DEPARTMENT OF PLANNING

J. Ryan McMahon, II
COUNTY EXECUTIVE

Troy Waffner
DIRECTOR OF PLANNING

TO: Members of the City of Syracuse Zoning Administration
FROM: Troy Waffner, Director Of Planning
DATE: Friday, October 31, 2025
RE: GML Administrative Review - at 500 Oakwood Avenue
RECOMMENDATION: No Position With Comment

Per General Municipal Law, §§239-m and -n, and the Onondaga County Planning Board Rules of Procedure and Referral Policy, the Board may delegate review and recommendation on certain referral actions to the Director of the Onondaga County Department of Planning.

These actions, determined as being generally routine in nature with minimal and/or well-understood intercommunity or countywide concerns, are listed within the Rules of Procedure, and at this website: <http://www.ongov.net/planning/ocpbpreferableactions.html>. Please contact Onondaga County Department of Planning staff at (315) 435-2611 or countyplanning@ongov.net with any questions.

CASE NUMBER: Z-25-331

REFERRING BOARD: City of Syracuse Zoning Administration

DATE RECEIVED: 10/27/2025

TYPE OF ACTION: SITE PLAN

APPLICANT: Nahil & Abed Zahran

LOCATION: at 500 Oakwood Avenue

WITHIN 500' OF: General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of Interstate Route 81, a state highway

TAX ID(s): 085.-10-08.0

PROPOSAL: The applicant is seeking to establish a "Food and Beverage Retail" land use at an existing convenience store on a 0.13-acre parcel in a Neighborhood Center (MX-2) zoning district. Per the referral materials, the applicant is proposing the Food and Beverage Retail land use to "continue as market serving the neighborhood and the traffic with general merchandise of fruit and vegetable and deli sandwiches and cold subs and canned goods with dairy products." Per the As Built Drawing Smart City Market dated 7/10/25, the applicant will also restripe the existing parking area and install a bicycle rack. No other changes are proposed.

The site is located at the southwest corner of Dr. Martin Luther King East and Oakwood Avenue and is primarily surrounded by residential uses. Per aerial imagery from May 2024, the site contains a building located along both road frontages with a small asphalt parking area and dumpster enclosure in the southeast corner of the site.

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

Recommendations: No Position With Comment

Comment(s): The City is encouraged to reduce asphalt within the City right-of-way, re-establish the sidewalk along Oakwood Avenue, and install landscaping.

DRAFT

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

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ONONDAGA COUNTY

DEPARTMENT OF PLANNING

J. Ryan McMahon, II
COUNTY EXECUTIVE

Troy Waffner
DIRECTOR OF PLANNING

TO: Members of the City of Syracuse Planning Commission
FROM: Troy Waffner, Director Of Planning
DATE: Friday, October 31, 2025
RE: GML Administrative Review - 201 East Washington Street
RECOMMENDATION: No Position

Per General Municipal Law, §§239-m and -n, and the Onondaga County Planning Board Rules of Procedure and Referral Policy, the Board may delegate review and recommendation on certain referral actions to the Director of the Onondaga County Department of Planning.

These actions, determined as being generally routine in nature with minimal and/or well-understood intercommunity or countywide concerns, are listed within the Rules of Procedure, and at this website: <http://www.ongov.net/planning/ocpbpreferableactions.html>. Please contact Onondaga County Department of Planning staff at (315) 435-2611 or countyplanning@ongov.net with any questions.

CASE NUMBER: Z-25-332

REFERRING BOARD: City of Syracuse Planning Commission

DATE RECEIVED: 10/27/2025

TYPE OF ACTION: SITE PLAN

APPLICANT: Hanover Real Estate Development

LOCATION: 201 East Washington Street

WITHIN 500' OF: General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of the State Office Building, a state-owned facility, and the Erie Canal Museum, a county-owned facility

TAX ID(s): 103.-29-01.0

PROPOSAL: The applicant is proposing to renovate a vacant historical building into mixed use with commercial space on the first and lower floors and 39 residential units on the remaining six floors on a 0.274-acre parcel in a Central Business (MX-5) zoning district. The building, known as City Hall Commons and until recently, had been utilized for offices by City employees, comprises one block and is located along East Washington Street, South Warren Street, and a former segment of East Genesee Street, now abandoned as a street and transformed into a park. The building is located in downtown Syracuse and is one block from City Hall.

Per the referral materials, the applicant is seeking "adaptive reuse of an historic building constructed in 1869 and expanded from four stories to seven in 1894." Renovations will include restoration of the historic exterior including brickwork, fenestration, and improvements to the glass atrium. Commercial spaces will be

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

installed on the ground floor and in portions of the basement. Floors 2 through 7 will be converted to 39 apartments “in a mix of affordable and market rate units.”

The site is within the Hanover Square Historic District which is listed on, or has been nominated by the NYS Board of Historic Preservation for inclusion on, the State or National Register of Historic Places. The site is also located in the local Hanover Square Preservation District and will require review by the Syracuse Landmark Preservation Board (SLPB).

Per the referral notice, the site is served by public drinking water and sewers. The site is located in the Metropolitan Wastewater Treatment Plant service area. The addition of commercial and residential spaces to this building is anticipated to result in an increase in water and sewer use.

ADVISORY NOTE: NYS regulations require the applicant and/or municipality is to contact the NYS Historic Preservation Office to determine if the project should be submitted to the Office for review as part of the State Environmental Quality Review (SEQR) process.

ADVISORY NOTE: The Onondaga County Department of Water Environment Protection (OCDWEP) may require capacity assurance due to an anticipated increase in use. Additionally, unless it can be demonstrated that anticipated sanitary flows will not exceed previous flows in excess of one sewer unit over prior uses, the applicant must develop a 1 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer. The Capacity Assurance Form and approval process can now be found online:
<http://ongov.net/wep/connections.html>

ADVISORY NOTE: This referral would be considered exempt from review by the Onondaga County Planning Board (OCPB) per the inter-municipal agreement between Onondaga County and the City, if executed. If the City would like to revisit execution of the agreement, OCDOP can provide one.

Recommendations: No Position

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>



ONONDAGA COUNTY

DEPARTMENT OF PLANNING

J. Ryan McMahon, II
COUNTY EXECUTIVE

Troy Waffner
DIRECTOR OF PLANNING

TO: Members of the Town of Manlius Planning Board
FROM: Troy Waffner, Director Of Planning
DATE: Friday, October 31, 2025
RE: GML Administrative Review - at 8900 Peck Hill Road and 4672 Palmer Road
RECOMMENDATION: Modification

Per General Municipal Law, §§239-m and -n, and the Onondaga County Planning Board Rules of Procedure and Referral Policy, the Board may delegate review and recommendation on certain referral actions to the Director of the Onondaga County Department of Planning.

These actions, determined as being generally routine in nature with minimal and/or well-understood intercommunity or countywide concerns, are listed within the Rules of Procedure, and at this website: <http://www.ongov.net/planning/ocpbpreferableactions.html>. Please contact Onondaga County Department of Planning staff at (315) 435-2611 or countyplanning@ongov.net with any questions.

CASE NUMBER: S-25-36
REFERRING BOARD: Town of Manlius Planning Board
DATE RECEIVED: 10/14/2025
TYPE OF ACTION: PRELIMINARY SUBDIVISION
APPLICANT: Robert & Elli Kale
LOCATION: at 8900 Peck Hill Road and 4672 Palmer Road
WITHIN 500' OF: General Municipal Law Section 239-n allows the County Planning Board to review the approval of subdivisions and the site is located within 500 feet of Palmer Road (Route 169), a county highway, and a farm operation located in a NYS Agricultural District
TAX ID(s): 117.-03-09.2, 117.-03-09.5

PROPOSAL: The applicant is proposing to subdivide two parcels totaling 19.63 acres into four new lots in a Restricted Agricultural (RA) zoning district. The site is located at the southwest corner of the intersection of Palmer Road (County Route 169) and Peck Hill Road, east of the Village of Manlius and near the southeast corner of the Town of Manlius. Per aerial imagery dated May 2024, the existing parcels each contain a house with outbuildings.

Per the Proposed Kale Subdivision Map dated 8/21/25, the two parcels will be split into proposed Lot One (6.16 acres), Lot Two (5.39 acres), Lot Three (3.18 acres), and Lot Four (4.90 acres). Proposed Lots One and Three will contain the existing houses. Each lot will have road frontage to either Peck Hill Road or Palmer Road. Proposed Lot Four which will be a flag lot with frontage of 60' onto Palmer Road. Per the referral materials, the subdivision to allow the creation of

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

two new building lots.

Per the referral notice, the existing houses are served by individual wells and septic systems and new wells and septic systems are proposed for the new building lots.

Surrounding lands are enrolled in NYS Agricultural District 3 and appear to contain active farmland. An Agricultural Data Statement was not included with the referral materials.

ADVISORY NOTE: The Onondaga County Health Department's Bureau of Public Health Engineering must formally accept or approve, respectively, any existing or proposed septic system to service this property prior to Department endorsement of the subdivision.

ADVISORY NOTE: Any application for a special use permit, site plan approval, use variance, or subdivision approval requiring municipal review and approval that would occur on or within 500 feet of a property within a NYS Certified Agricultural District is required by the NYS Agricultural and Markets Law to include an Agricultural Data Statement.

Recommendations: Modification

Modification(s): 1. The Onondaga County Department of Transportation requires the applicant to coordinate all existing and future Palmer Road access plans, including submitting site distances, with them. The municipality must ensure any mitigation as may be determined by the Department is reflected on the subdivision plans prior to municipal approval.

2. The filed Subdivision Plan must include applicable information to verify the viability of the proposed parcels as buildable lots, including building setbacks, driveway access, wells and septic systems including required separation thereof, as well as any waterbodies, delineated wetlands/buffers or other natural features of significance on the site.

Comment(s): The Town and applicant are encouraged to consider alternative site planning for the proposed development, which would better preserve rural character, open space and habitats, and compatibility with agricultural land uses. A conservation subdivision layout, with smaller, clustered lots and shared access, and open space and woodlands preservation on remaining lands, is suggested.

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>



ONONDAGA COUNTY

DEPARTMENT OF PLANNING

J. Ryan McMahon, II
COUNTY EXECUTIVE

Troy Waffner
DIRECTOR OF PLANNING

TO: Members of the City of Syracuse Planning Commission
FROM: Troy Waffner, Director Of Planning
DATE: Friday, October 31, 2025
RE: GML Administrative Review - at 1502, 1504, 1506, 1508 and 1510 Burnet Avenue
RECOMMENDATION: No Position

Per General Municipal Law, §§239-m and -n, and the Onondaga County Planning Board Rules of Procedure and Referral Policy, the Board may delegate review and recommendation on certain referral actions to the Director of the Onondaga County Department of Planning.

These actions, determined as being generally routine in nature with minimal and/or well-understood intercommunity or countywide concerns, are listed within the Rules of Procedure, and at this website: <http://www.ongov.net/planning/ocpbpreferableactions.html>. Please contact Onondaga County Department of Planning staff at (315) 435-2611 or countyplanning@ongov.net with any questions.

CASE NUMBER: S-25-39
REFERRING BOARD: City of Syracuse Planning Commission
DATE RECEIVED: 10/27/2025
TYPE OF ACTION: PRELIMINARY SUBDIVISION
APPLICANT: Mary Ann Pascarella
LOCATION: at 1502, 1504, 1506, 1508 and 1510 Burnet Avenue
WITHIN 500' OF: General Municipal Law Section 239-n allows the County Planning Board to review the approval of subdivisions and the site is located within 500 feet of Interstate Route 690, a state highway
TAX ID(s): 028.-12-15.0, 028.-12-16.2, 028.-12-17.0, 028.-12-18.0, 028.-12-19.0
PROPOSAL: The applicant is proposing to combine the five parcels comprising the site of their Towing Service and Impound Lot into one new 0.668-acre lot in a Light Industry and Employment (LI) zoning district. Per the referral materials, the applicant is seeking the lot combination to allow expansion of the impoundment lot and the addition of fencing. The site is located at the southwest corner of Burnet Avenue and Peat Street on the City of Syracuse's east side. Per the Pascarella Subdivision Proposed Plat dated 10/8/24, the parcels will be combined to form New Lot 6A (0.668 acres). No changes to the site are proposed at this time.

The site is located in a transitional area, amongst the commercial and industrial uses between Burnet Avenue and Erie Boulevard East and the residential uses along and north of Burnet Avenue. Per aerial imagery from May 2024, the site has fencing containing an impound lot on the three western parcels. The eastern two parcels are currently vacant.

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

Per the referral notice, the site is served by public drinking water and sewers and no changes to the existing infrastructure are proposed. The site is located in the Metropolitan Wastewater Treatment Plant service area.

ADVISORY NOTE: This referral would be considered exempt from review by the Onondaga County Planning Board (OCPB) per the inter-municipal agreement between Onondaga County and the City, if executed.

Recommendations: No Position

DRAFT

For agency contacts and additional information about advisory notes, please visit: <http://ongov.net/planning/ocpbresources.html>

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