



Onondaga County Planning Board

January 15, 2025

Onondaga County Department of Planning
Carnegie Building
335 Montgomery Street, 1st Floor
Syracuse, New York 13202

J.Ryan McMahon, II
COUNTY EXECUTIVE

I. ATTENDANCE

MEMBERS PRESENT

Marty Voss
Mike LaFlair
Marty Masterpole
Don Radke
David Skeval
Jim Stelter

STAFF PRESENT

Troy Waffner
Megan Costa
Rachel Woods
Robin Coon

GUESTS PRESENT

Isabelle Harris

II. CALL TO ORDER

The meeting was called to order at 11:00 AM on January 15, 2025.

III. MINUTES & OTHER BUSINESS

Minutes from December 23, 2024 were submitted for approval. Mike LaFlair made a motion to accept the minutes. David Skeval seconded the motion. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.

Rachel Woods notified the board that the Board's Rules of Procedure state that the Board shall conduct an annual organization meeting at the first meeting of each year, to elect officers, conduct a review of the Rules of Procedure and confirm delegations. Rachel Woods reviewed some potential changes to the Rules of Procedure and a motion was made by David Skeval to approve the changes, pending approval from the Law Department. Don Radke seconded the motion. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.

Marty Voss opened the elections of Chairperson and Vice Chairperson. Marty Masterpole made a motion to nominate Marty Voss for the position of Onondaga County Planning Board Chairperson and Mike LaFlair for the position of Onondaga County Planning Board Vice Chairperson. Don Radke seconded the motion. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.

Rachel Woods reviewed the NYS Law requirement that Planning Board members are responsible for 4 hours of annual training. The annual Onondaga County Planning Federation Symposium will be held on March 26, 2025.

IV. ACTIONS ON GML SECTION 239 REFERRALS

Summary

S-25-1	VNsyPB	No Position	Z-25-1	VEsyZBA	Modification
Z-25-11	TVanTB	No Position	Z-25-12	VMarVB	No Position
Z-25-13	VSkaVB	No Position	Z-25-15	TClaTB	Informal Review
Z-25-18	TSkaPB	Modification	Z-25-2	VEsyZBA	Modification
Z-25-3	TLysPB	Modification	Z-25-4	VEsyPB	No Position With Comment
Z-25-5	CSyrPB	Modification	Z-25-6	TLafTB	No Position
Z-25-7	TVanZBA	Modification	Z-25-8	TClaPB	Modification
Z-25-9	CSyrPB	Modification			

V. ADMINISTRATIVE REVIEWS

Onondaga County Planning Board w/PROPOSED CHANGES~~w/PROPOSED CHANGES~~

Rules of Procedure & Referral Policy

Adopted: January 15, 2025

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The Onondaga County Planning Board, hereinafter called the “Board”, is established and vested with the powers and duties set forth in the Onondaga County Charter and Administrative Code. The Board shall be governed by the provisions of all applicable statutes, the Onondaga County Charter and Administrative Code, local laws, ordinances, and these rules.

Article I. Membership

Membership of the Board shall consist of seven (7) voting members: five (5) members appointed by the County Executive and confirmed by the Legislature; and two (2) ex officio members – Commissioner of the Department of Transportation and the County Comptroller.

Section 1.01 Terms

Appointed Board members shall be limited to two (2) consecutive terms. Each term shall consist of three (3) years.

Section 1.02 Required Training

All Board members are required to receive four (4) hours of training each year in accordance with New York State General Municipal Law §239-c. The Director of the Onondaga County Department of Planning, hereinafter called “OCDOP”, shall establish a list of eligible training and is authorized to approve such unlisted training programs determined to be of equivalent value in his/her sole discretion, subject to County Executive approval.

Article II. Officers -& Duties

The executive officers of the Board shall be the Chair and Vice-Chair. The Director of OCDOP shall serve as Secretary to the Board, without vote.

Section 2.01 Chair

The Board shall elect annually at the Organizational Meeting its Chair, who shall preside at all meetings and hearings of the Board, decide on all points of order or procedure, appoint all committees and shall be the Board’s spokesperson.

Section 2.02 Vice-Chair

At each Organizational Meeting, the Board will elect a Vice-Chair who shall serve in the absence of the Chair and in such other capacity as the Chair may delegate.

Section 2.03 Secretary

The Secretary shall be responsible for keeping all records, conducting all correspondence and supervising the clerical work of the Board, consistent with best practices and applicable New York State and County laws, rules, regulations, and policies. The Secretary shall prepare the agenda for each meeting, and serve notice of all hearings and public meetings.

Article III. Meetings

All Board meetings shall be open to the public and subject to the provisions of New York State Open Meetings Law (Public Officers Law, Article 7).

Section 3.01 Regular Meetings

The Board shall establish an annual schedule of regular Board meetings.

Whenever there is no pertinent business to be considered at a regular Board meeting or if it becomes apparent that a quorum will not occur, the Secretary at the direction of the Chair may cancel or reschedule such meeting and shall provide each Board member as much prior notice thereof as possible.

Section 3.02 Special Meetings

Special meetings may be called by the Chair, or by the Secretary upon request of at least two (2) Board members, and on at least three (3) days" notice given to each Board member.

Section 3.03 Organizational Meeting

~~An annual Organizational Meeting shall be held at the first regular meeting of each calendar year with additional business to include election of officers, a review of the Rules of Procedure, and confirmation of any delegations.~~

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An Organizational Meeting shall be held each calendar year with additional business to include election of officers, a review of the Rules of Procedure & Referral Policy, and confirmation of any delegations. The Board shall approve a calendar of meetings for the coming year, including the Organizational Meeting.

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Section 3.04 Quorum

No action shall be taken by the Board in the absence of a quorum. A quorum shall consist of a majority of the voting members of the Board, i.e. a minimum of four (4) members.

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Section 3.05 Voting

All voting matters before the Board shall be decided in the affirmative or negative by a majority vote of the full Board, i.e. a minimum of four (4) members. Board members shall not vote on any matter for which they are not thoroughly acquainted with the facts and evidence thereof, or on any matter in which they may have a financial or other conflict of interest. Board members shall leave the meeting for any items requiring their recusal.

Article IV. Statutory Responsibilities

Section 4.01 Land Use Decision Reviews

In accordance with New York State General Municipal Law Article 12-B, the Board, or Director of OCDOP to the extent so delegated herein, shall review City, Town and Village applications for land use decisions within Onondaga County, excepting those actions identified in an exemption agreement between the County and a referring body.

(a) Administrative Review

The Board finds certain actions subject to referral under New York State General Municipal Law §§239-m and n to be routine in nature with minimal and well understood intercommunity and/or county-wide concerns, and delegates review of said actions to the Director of OCDOP. Notification of such determination shall be provided to the referring body.

(i) Actions

The following actions are hereby delegated to administrative review:

- Area variances
- Subdivisions, involving:
 - A combination of lots;
 - lot line adjustments;
 - creation of up to 5 lots; or
 - creation of any number of lots, where each resulting lot is 10 acres or more.
- Site plans and special permits, involving:
 - Co-location of telecommunication equipment and accessories on existing towers and structures or within prior established project boundaries;
 - Façade, interior or exterior building modifications, not affecting square footage; including building-mounted signage or lighting;
 - Minor changes to an existing parking area not affecting square footage (restriping, installation of EV chargers, addition of up to three (3) spaces;
 - Exterior changes limited to fencing;
 - ~~Exterior changes limited to fencing or minor changes to an existing parking area not affecting square footage~~
 - A change of tenant in an existing commercial building (no other site changes);
 - Residential accessory structures;
 - Commercial accessory structures (up to 1,000 sf);
 - On-premises signs and off-premises signs; or
 - Residential accessory uses, including but not limited to dwelling units and home occupations; ~~or~~

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☞ Signs

- Zoning amendments, involving:
 - administration and fees;
 - ~~moratoriums, and extensions thereto~~
 - interpretations of language; or
 - ~~moratoriums, and extensions thereto.~~

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(ii) Concurrent Actions

Any action subject to administrative review, excepting area variances, that is directly related to, and received concurrently or contemporaneously with, another referral requiring Board review shall also be subject to Board review.

(iii) Requirements

Administrative reviews shall be performed in accordance with all applicable requirements of New York State General Municipal Law §§239-l, m, and n.

A schedule of all administrative review decisions shall be provided to the Board. At any time, the Director of OCDOP may refer an administrative decision to the Board for their consideration. If the Director of OCDOP finds it necessary to recommend disapproval of an administrative review action, it shall be referred to the Board for a final recommendation.

(iv) Exemption Agreements

Actions identified in an exemption agreement between the County and a referring body authorized by the Onondaga County Legislature per Resolution No. 182 of 1993 shall be delegated to administrative review in the event a referring body has not executed such an exemption agreement with Onondaga County.

(v) Continuity of Operations

Should a public health or safety emergency prevent the Board from being able to conduct meetings as scheduled or required, the Board can defer any case or cases to the Director of OCDOP for an administrative review decision. Deferring cases for to the Director of OCDOP for an administrative review will require a quorum of voting members of the Board to agree that such emergency conditions exist and which cases should be deferred for administrative review.

(b) Board Review

All other actions subject to referral under New York State General Municipal Law §§239-m and n shall be reviewed by the Board.

(c) State Environmental Quality Review Act (SEQR)

The Board hereby declares that it is not an “Involved Agency” as defined under the New York State Environmental Quality Review Act (SEQR) when making recommendations to a referring body pursuant to New York State General Municipal Law Article 12-B.

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(d) Full Statement

It is important that the Board becomes knowledgeable of facts and evidence before it renders a decision on a referral. For this reason, the thirty (30) day statutory review period shall not commence until the Secretary of the Board has received a full statement regarding the referral from the applicable referring body. A full statement shall include the “full statement of such proposed action” as defined in New York State General Municipal Law §239-m(1)(c) and a ‘Referral Notice’ form completed by an official representing the referring body.

In the event that the Board fails to act on a referral within the statutory review period, or such longer period as may be agreed upon by the Board and referring body, the referring body may take final action on the proposed action without a Board report. However, any Board report received after the thirty (30) day statutory review period, or such longer period as may have been agreed upon, but two (2) or more days prior to final action by the referring body, shall be considered as having been received within said statutory period, as such may have been extended by mutual agreement.

Section 4.02 Comprehensive Plan

Per the Onondaga County Charter and Administrative Code and as provided in New York State General Municipal Law §239-c, the Director of OCDOP shall prepare, maintain, and periodically update a county comprehensive plan. The Board will utilize the comprehensive plan and other county planning products such as the Capital Improvement Plan as the principle, but not sole, basis for review of submittals for assessment of inter-community and county-wide impacts.

Section 4.03 Right-of-Way Designations

The Board shall administer Local Law No. 5 – 1972 of Onondaga County.

Section 4.04 Capital Budget Review

The Board shall annually review the proposed capital budget, the Capital Improvement Plan.

Article V. Amendments

These rules may be amended by an affirmative vote of the Board, such vote consistent with Article III, Section 3.05. A copy of any proposed amendment shall be provided to each Board member at least three (3) days prior to the Board meeting at which such vote is to be taken.

Article VI. Enactment

These rules were reviewed and adopted by unanimous vote at their meeting of **January 15, 2025**.

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J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # S-25-1

- 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 Village of North Syracuse Planning Board at the request of Village of North Syracuse for the property located at 106 and 110 Fergerson Avenue and 109 and 115 Chestnut Street; and
- WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review subdivisions and the site is located within 500 feet of Main Street (Route 11), a state highway and the municipal boundary between the Village of North Syracuse and the Town of Clay; and
- WHEREAS, the applicant is proposing to combine four parcels totaling 2.448 acres into one new lot in a Planned Unit Development (PUD) zoning district; and
- WHEREAS, the Board previously held No Position regarding a zone change referral (Z-24-293) on two parcels to change from Residential 9000 (R-9) to Planned Unit Development (PUD); and
- WHEREAS, the site is comprised of four municipal parcels in the center of the Village of North Syracuse; east of the site are the commercial uses along Main Street; residential properties surround the site on three sides; and
- WHEREAS, the applicant is proposing to combine four Village-owned lots into a 2.448-acre lot to allow construction of a 4,000 sf addition to the firehouse located in the northern portion of the site; the site contains the Village Fire Department, Village Department of Public Safety, and municipal garages in multiple large buildings; the site has road connections to Fergerson Avenue to the south and Chestnut Street to the north with expansive paved outdoor storage areas and parking lots surrounding the buildings; the site also contains a house with garage adjacent to the firehouse that will be demolished to allow construction of a 4,000 sf addition on the firehouse;
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; and
- WHEREAS, per the referral notice, the site is served by public drinking water and sewers and no changes to the current infrastructure are proposed at this time; the site is located in the Oak Orchard Wastewater Treatment Plant and Davis Road Pump Station service areas; the proposed addition may create an increase in use on 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;

ADVISORY NOTE: Capacity assurance approval from the Onondaga County Department of Water Environment Protection (OCDWEP) may be 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>; and

WHEREAS, per the Central New York Regional Transportation Authority (CENTRO), North and South Main Street has public transit service and bus stops are located within 300' of the site; per aerial imagery, sidewalks are located on Chestnut Street, Ferguson Avenue, and Main Street; and

WHEREAS, 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; 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 Don Radke. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-1

- 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 East Syracuse Zoning Board of Appeals at the request of Redwood Diner for the property located at 121 East Manlius 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 NYS Route 290 (East Manlius Street / Bridge Street), a state highway; and
- WHEREAS, the applicant, Redwood Diner, is requesting a special permit to allow a free-standing sign on a 0.189-acre parcel in a Main Street zoning district; and
- WHEREAS, the Board is concurrently reviewing an area variance referral (Z-25-2) for this proposed sign; per Village of East Syracuse Zoning Board of Appeals (ZBA) 12/5/24 meeting minutes, the currently referred actions were already approved by the Village; and
- WHEREAS, the site is a small parcel located on East Manlius Street in the Village of East Syracuse; the site contains a diner building located along the site's frontage; a driveway from East Manlius Street (NYS-owned) is located along the western parcel boundary and leads to a rear parking area; the site abuts a gas station to the east, an apartment building to the west, and residential to the rear; a complex containing the fire department and Village municipal offices also abuts the site to the west; and
- WHEREAS, the applicant is requesting a special permit to allow installation of a free-standing sign on the east side of the diner building; the site has an existing projecting sign, attached to the building which will be replaced by the proposed sign; per the Village ZBA minutes, the sign will be the same dimensions as the existing sign, but will be affixed to the free-standing pole, will be located further back from the road frontage, and will be higher so the bottom of the sign, 10', will not impact motorists exiting the adjacent gas station; the Redwood Diner Sign and Sign Pole Placement diagram (undated) shows the sign to encroach/overhang onto the state right-of-way;
ADVISORY NOTE: Per the NYS Department of Transportation, any existing or proposed signage must not obstruct sight distance; and
- WHEREAS, per the Village ZBA minutes, the applicant also requires an area variance to allow the free-standing sign to be located less than the required 10' from the site boundary; per the Redwood Diner Sign and Sign Pole Placement diagram (undated) the pole will be located 1.5' from the site's eastern boundary, adjacent to the diner building; and
- WHEREAS, per the referral notice, the site is served by public drinking water and sewers and no changes to the current infrastructure are proposed; the site is located in the Metropolitan Wastewater Treatment Plant and Ley Creek Pump Station service areas; and

WHEREAS, the site is located in an Onondaga County Drainage District for Bear Trap and Ley Creek, which is maintained by the Department of Water Environment Protection in this area; and

WHEREAS, per the Environmental Assessment Form (EAF) dated 9/19/24, the proposed sign will not create any additional stormwater; and

WHEREAS, the site may contain the Northern long-eared bat and Indiana bat, or their associated habitats, which have been listed by the state or federal government as 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; and

WHEREAS, the site is located near the First Presbyterian Church of East Syracuse 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; 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:

Per the NYS Department of Transportation, signage is not permitted in the state right-of-way. The municipality must ensure the proposed sign does not encroach into the state right-of-way prior to, or as a condition of, municipal approval of the special permit.

The motion was made by David Skeval and seconded by Mike LaFlair. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-11

- 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 Van Buren Town Board at the request of Town of Van Buren for the property located at Downer Street Road; 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 to change the zoning designation for an 11.9-acre parcel from Residence District 40 (R-40) to Residence District 15 (R-15); and
- WHEREAS, the site is located in a transitional area west of NYS Route 690 with medium density residential located north of the site, large wooded and agricultural parcels to the west and south, and a mix of low density residential and commercial along Downer Street Road; and
- WHEREAS, the site is a large wooded parcel located at the intersection of Downer Street Road (NYS Route 31) and Commane Road; per GIS mapping, the site has approximately 1300' of frontage on Downer Street Road and 400' of frontage on Commane Road; and
- WHEREAS, per the Town of Van Buren Zoning Districts Map from 1/2014, adjacent parcels along Downer Street Road are all within R-40, with parcels to the east in a Local Business District (LB) near NYS Route 690; parcels within the residential neighborhood to the rear of the site are in an Residence District 10 (R-10); per the Zoning Map, R-15 is exclusively used in a residential neighborhood east of the Village of Baldwinsville; and
- WHEREAS, per the Town Zoning Code, the R-40 district is intended to “allow low-density residential and supporting nonresidential development within the suburban portions of the Town on sites that are not generally served by public water and sewer”, further stating “it is intended to be a transitional district, with zone changes to higher-density districts as necessary public improvements are constructed”; and
- WHEREAS, per Town Code, the R-15 district is intended to “promote moderate to higher-density, single-family development and supporting nonresidential uses, and to accommodate occasional two-family uses on sites served by both public water and sewer”; and
- WHEREAS, R-40 and R-15 allows similar uses, but R-15 allow smaller lot sizes (40,000 sf lot area minimum versus 15,000 sf in R-15) and reduced setback requirements (50' front yard setback in R-40 versus 35' in R-15); and
- WHEREAS, per GIS mapping, the site has nearby access to public water and public sewers; no connections are proposed at this time; the site is located in the Baldwinsville-Seneca Knolls Wastewater Treatment Plant service area; and
- WHEREAS, the site may contain the Bald eagle, or its associated habitat, which has been

listed by the state or federal government as a threatened or endangered animal species (per EAF Mapper); 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 Don Radke. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-12

- 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 Village of Marcellus Village Board at the request of Village of Marcellus 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 Local Law 1 of 2025 to amend Chapter 250 (Zoning) of the Code to add Village Center Design Requirements; and
- WHEREAS, per the proposed law, the intent of the Village Center Design Requirements is to “clarify the Village’s community design goals and objectives, illustrate the physical and visual intent of existing development ordinances, and encourage innovation and improve quality in architectural and site design”; and
- WHEREAS, per the referral materials, design standards or guidelines had been developed in 1998 by a partnership between Village leadership and the State University of New York, College of Environmental Science and Forestry; the current proposal is to “strengthen the guidelines into an enforceable, binding set of standards”; and
- WHEREAS, the proposed Design Requirements will apply to the Village Center District which per the Village Zoning Map dated 2012 is an area along East Main Street bound to the east by the Village/Town boundary and to the west by First Street; per the Regulations, “no changes in any exterior architectural feature, including but not limited to construction, reconstructions, alteration, restoration, removal, demolition, or painting, shall be made except” as defined in the proposed regulations; the Village Planning Board has designated a color palette “from which owners may select colors appropriate to their building”; any color deviation requires approval from the Planning Board; and
- WHEREAS, the Village Center will have four character zones: Primary Commercial Blocks, Secondary Commercial/Mixed-Use Properties, Residential Properties, and Civic Properties; the regulations stipulate “all activity shall conform to the requirements of the Americans with Disabilities Act (ADA)”; and
- WHEREAS, requirements that are consistent among the regulations for the four character zones are emphasizing the use of parallel parking along the street with no requirement for off-street parking; and
- WHEREAS, §4.2 Primary Commercial Regulations stipulate new buildings “shall be rectangular, multi-story flat-roofed buildings of a minimum of two stories, not to exceed three stories or thirty-five feet, whichever is lowest, occupying the entire width of the lot and sharing or abutting the wall of neighboring buildings”; buildings will be sited “adjacent to the front property line and/or public sidewalk”; any visible rooftop forms or equipment must be screened; construction materials shall consist of “traditional local materials such as

stone, brick, cast iron, wood, and ceramic or terra cotta” while use of large glass or metal panels storefront or curtain wall, synthetic stucco (EIFS), flushed mounted and inoperable windows, detailing and identification signs, or black windowless street-level facades are prohibited”; and

WHEREAS, §4.3 Secondary Commercial Regulations state new construction or additions must follow patterns established in §4.2 with additional provisions regarding façade fenestration, rooflines; additions and modification must be “utilize the style, proportions, scale and detailing of the existing building” and “shall also directly reference the existing building design and proportion”; any off-street parking will be accommodated in off-street “common access lots at the rear of properties” with buffering and screening requirements for those common lots abutting residential properties; additionally trash dumpsters or compacters must be screened; and

WHEREAS, §4.4 Residential Properties Regulations stipulate buildings will be sited so the long axis of the building is perpendicular to the street, front and side yard setbacks have minimum and maximum and there should be “no discernible variation in setback from one building to another”; side setbacks will incorporate a garage and any “vehicle storage structures” must be at the rear of properties; stipulations for architectural and façade design include “broad covered entry porches, stoops or entry porticos” and “tops of buildings shall incorporate a more ‘residential’ roofline such as a gabled or hipped roof with a less prominent cornice and frieze”; and

WHEREAS, §4.5 Civic Properties applies to “any building or lot listed on the Village’s Civic Space Registry”; design standards deviate from previous sections, stating any new construction or significant additions to existing structures “shall continue to follow patterns established in existing local and regional civic structures”, they will be “setback significantly farther from the street than adjacent structures”, and architectural detailing and façade articulation shall remain compatible with past civic design philosophy, while including current day design vocabulary, detailing, and materials”; “small facilities of a temporary or impermanent nature, such as the incorporation of civic offices and meeting space in prefabricated/manufactured structures, is prohibited”; in keeping with previous sections, off-street parking is not required, but any off-street parking will be located at the rear of the property and shared parking facilities with adjacent properties is “permitted and strongly preferred”; per the referral materials, the Civic Properties Registry includes 9 properties including the Marcellus Village and Town Halls, Village Cemetery, the Masonic Temple, and United Methodist Church; and

WHEREAS, 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; 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 Don Radke. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-13

- 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 Village of Skaneateles Village Board at the request of Village of Skaneateles 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 Local Law #1 of 2025 to amend Chapter 76 (Building Construction), Article II (Administration and Enforcement), Section 76-11 (Building Permit Required), Section 76-12 (Application Procedure for Building Permits) Chapter 225 (Zoning), Article VII (Supplementary Regulations), New Section 225-28.2 (Construction Rules); and
- WHEREAS, construction permits currently expire one year from the date of issuance; the proposed changes allow the Code Enforcement Officer discretion in expiration dates and renewal periods for permits; and
- WHEREAS, proposed changes include adding a provision that a permit will be required “for any equipment that extends over public sidewalks or public property including scaffolding, lifts, dumpster, trailers or ladders”; and
- WHEREAS, the majority of proposed changes are the addition of new § 225-28.2 “Construction Rules”; and
- WHEREAS, § 225-28.2 A. scaffolding, lifts, dumpsters, trailers, ladder or similar equipment extending over public property must have a permit from the Code Enforcement Officer and are prohibited during “high traffic seasons’ (May 15 thru Sept. 15, and Nov. 15 thru Jan. 5)”; and
- WHEREAS, § 225-28.2 B “dumpsters and related trash receptacles” must be on private property unless permitted by the Code Enforcement Officer for a maximum two-week period; permits may be renewed at the discretion of the Code Enforcement Officer; dumpsters and related trash receptacles are prohibited on public property during “high traffic seasons’ (May 15 thru Sept. 15, and Nov. 15 thru Jan. 5)”; and
- WHEREAS, “construction workers, crew members, contractors, and building owners providing construction services” must comply with parking regulations, particularly regarding time limits and meter feeding or harboring; “construction workers, crew members, contractors, and building owners providing construction services” who need to park for longer periods must make alternative arrangements; work may not be staged on public streets or sidewalks; construction vehicles are prohibited from creating hazards to “pedestrians, drivers, or in any way jeopardize the health and safety or normal day-to-day functioning of Village Neighborhoods; the Code Enforcement Officer or Director of Municipal Operations must provide approval when large or numerous vehicles are required on any residential street; and

- WHEREAS, “Any construction activity in the Village, regardless of project type, shall require a permit issued by the Code Enforcement Office if it involves heavy machinery, (rollers excavators, earth movers, or similar equipment)”; these vehicles are prohibited from parking on residential streets; if left unoccupied, penalties of \$500 per day shall be levied and will double to \$1,000 per day after three days; and
- WHEREAS, § 225-28.2 F stipulates portable latrines “shall be placed in the rear or side of the property and shielded from neighbor to the maximum extent possible”; violations are subject to penalties of \$500 per day and penalties will double to \$1,000 per day after three days; and
- WHEREAS, a proposed construction schedule shall be included in permit applications; construction activity is limited to the hours of 7am to 6pm and is prohibited on Sundays and federal holidays except when done by a homeowner; and
- WHEREAS, any violation of the Rules and Regulations will be subject to penalties of \$500 per day and penalties will double to \$1,000 per day after three days; and
- WHEREAS, 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; 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 Don Radke. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-15

- 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 Town of Clay Town Board at the request of Goguen Drive Realty, LLC for the property located at 7835 Goguen Drive; and
- WHEREAS, General Municipal Law Section 239-1-3 allows municipalities to refer applications to the County Planning Board for informal review or technical assistance; and
- WHEREAS, the applicant is requesting a special permit for bulk storage to allow a 1,000 gallon fuel tank and storage of empty fuel tanks within the contractors service yard when not in use on a 6.24-acre parcel in an Industrial 1 (I-1) zoning district; and
- WHEREAS, the Board previously informally reviewed special permit referrals (Z-24-80) to allow a recycling bulk processing facility (concrete batch plant) on site, advising the Town to ensure the applicant had obtained all applicable NYS Department of Environmental Conservation (NYSDEC) permits and approval regarding air quality, advising the applicant should confirm the location of any federal wetland and related stream channels on site and all necessary permits obtained, encouraging coordinating with the NYSDEC regarding stormwater management plans given the proposed uses, and advising the Town to ensure adherence of the proposed facility to current noise standards; the Town disapproved the special permit; the Board previously recommended No Position with Comment on site plan and special permit referrals (Z-22-192 and-193) to construct a contractor's yard on the parcel, with comments on retaining tree cover, reducing impermeable surfaces and protecting stormwater quality; and
- WHEREAS, the site is located along Wetzel Road, a county road, in the Woodard Industrial Park; surrounding land uses are a mix of industrial and commercial structures, a rail line, and vacant forested land; residential land uses are located to the east and west, approximately 0.5-1 mile from the parcel, across Morgan Road and Henry Clay Boulevard; and
- WHEREAS, the 6.2-acre parcel currently contains a newly laid contractor's service yard, with vegetation cleared and replaced with recycled concrete surface over much of the site, two large stormwater management basins, a drainage culvert area, and driveway access onto Goguen Drive, a town-owned road which leads to Wetzel Road, a county highway; and
- WHEREAS, per the Environmental Assessment Form (EAF) dated 11/26/24 the applicant is seeking a special permit to "allow for a 1,000 gallon UL 142 Double Wall fuel tank for fueling of dump trucks and heavy equipment owned and operated by Industry Standard USA. The permit would also be to allow for smaller fuel tanks to be stored empty on site between jobs. The 1,000 gallon fuel tank would be the only fuel tank being utilized to store fuel on site but

there would be other tanks on site when they are not being utilized at the a job site”; a Bulk Storage Special Permit Plan dated 11/26/24 was included in the referral materials, detailing the present conditions on site including existing driveway, two stormwater management areas along the eastern side of the site, and the laydown yard comprised of “pavement millings”; an outlined area on the northern portion of the site is labeled with “Proposed Limits of Special Permit Bulk Storage Area for Empty Fuel Tanks Storage” and “Proposed 1,000 gallon Fuel Tank to be limited to outlined area, location will depend on current jobs and materials to be stored on site”; a letter from Clough Harbour Associates to the Town dated 12/3/24 included with the referral materials states the proposal will not produce any objectionable noise, fumes, vibration, or flashing lights; and

WHEREAS, per the referral notice, the site is located in a Town of Clay drinking water service area and in the Wetzel Road Wastewater Treatment Plant service area and no changes to the current infrastructure are proposed; per the EAF, the proposal will not use or create a demand for water or generate liquid waste; and

WHEREAS, GIS mapping shows a portion of the site, in the vicinity of a shown watercourse, may contain federal wetlands; the site plan does not show the boundaries of mapped or delineated wetlands; the current EAF only notes the presence of a Class C Stream (899-10), connecting to federal waters, an off-site wetland pond area off site to the east; and

WHEREAS, per the Environmental Assessment Form (EAF), 0.1 acres of the site will be disturbed by the proposed project and the proposed action will not produce any additional stormwater runoff; no further details regarding stormwater management were provided;

ADVISORY NOTE: Any project that will create stormwater discharges associated with industrial activity 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; and

WHEREAS, per EAF Mapper, 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;

ADVISORY NOTE: Per the NYS Department of Environmental Conservation (DEC), if the is indicated to potentially contain 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; and

NOW THEREFORE BE IT RESOLVED, that the Onondaga County Planning Board

offers the following comments regarding the said referral submitted informally by the municipality:

The Board offers the following Informal Review feedback for consideration as part of local review:

1.The Town is advised to ensure that applicant has obtained all applicable New York State Department of Environmental Conservation permits and approvals regarding bulk fuel storage, and show any required mitigation on

the proposed site plan prior to municipal consideration of this proposal.

2.The Town should require the applicant to confirm the location of any federal wetlands and related stream channels on the site. All confirmed wetlands should be shown on the plans for 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 prior to, or as a condition of, municipal approval.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-18

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 Town of Skaneateles Planning Board at the request of Andrew Peterson for the property located at 1068-1074 Old Seneca Turnpike; 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 Old Seneca Turnpike (Route 133), a county highway, State Street (Route 321), a state highway, and a farm operation located in a NYS Agricultural District; and

WHEREAS, the applicant is requesting a special permit to allow construction of three office buildings and one storage building on a 4.77-acre parcel in a Rural Residential (RR) zoning district; and

WHEREAS, the vacant site is located south of the intersection of Old Seneca Turnpike and State Street Road, in an area north of the Village of Skaneateles characterized by large agricultural and wooded parcels and low-density housing; the Woodbine Hotel is under construction west of the site; and

WHEREAS, per the Overall Sketch Plan dated 12/2/24, the applicant is proposing construction of three two-story office buildings ranging in size from 1,800 sf to 1,872 sf in size along with a 2,000 sf storage building; the buildings will surround a 26-space parking lot and will be located in the southern half of the site; the Sketch Plan shows native trees are proposed to be planted along road frontages; the Project Narrative notes a dense hedgerow exists along the southern parcel boundary and will be “maintained to buffer the dwelling to the south of the property; and

WHEREAS, the site will be accessed by a new driveway to Old Seneca Turnpike, County Route 133, north of an existing gravel driveway; the Sketch Plan shows a 10'-wide walkway easement, but does not depict any sidewalks along road frontages; per aerial imagery from May 2024, there are no sidewalks within close proximity to the site;

ADVISORY NOTE: Per the Onondaga County Department of Transportation, all existing or proposed driveways on Old Seneca Turnpike must meet Department requirements; and

WHEREAS, per the Project Narrative dated 12/2/24 and Topographic Survey dated 12/2/24, a drainage ditch traverses the middle of the property, connecting to culverts under Old Seneca Turnpike and State Street Road; per the Sketch Plan, the development does not encroach on the drainage ditch; and

WHEREAS, per the Environmental Assessment Form (EAF) (undated), 2.0 acres of the site will be disturbed by the proposed project; the Sketch Plan shows a stormwater management area will be located between the office complex and a drainage ditch that traverses the site; per the Project Narrative, stormwater will be

diverted into the existing drainage ditch;

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;

ADVISORY NOTE: Per the Onondaga County Department of Transportation, additional stormwater runoff into the county's drainage system is prohibited; and

WHEREAS, GIS mapping shows state and federal wetlands east of the site and State Street Road and the 100' buffer may encroach on the eastern side of the property; per EAF Mapper, the federal wetland is a federally protected class C stream (stream ID 896-1.2); wetlands and the 100' buffer are not depicted on the Topographic Survey or Sketch Plan;

ADVISORY NOTE: The applicant is advised 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 for 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; and

WHEREAS, per the referral notice, a new individual well is proposed to serve the office complex; per the Project Narrative, the proposed buildings are anticipated to require 360 gallons per day of drinking water; and

WHEREAS, per the referral notice, a new individual septic system designed for up to 450 gallons of wastewater per day is proposed to serve the complex and the septic field will be located in the southeast corner of the lot; and

WHEREAS, lands north and east of the site are enrolled in NYS Agricultural District 2 and appear to contain active farmland; the Agricultural Data Statement portion of the local application notes the site is not within 500' of a farm operation located in an agricultural district; per GIS Mapping, parcels to the north of the site, within the Agricultural District, are located less than 250' from the site; 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; and

WHEREAS, 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; 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 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, or as a condition of, municipal approval of the special permit request.

2. The applicant is required to coordinate Old Seneca Turnpike access plans with the Onondaga County Department of Transportation. To further meet Department requirements, the applicant must submit a copy of the Stormwater Pollution Prevention Plan (SWPPP) and traffic data 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.

The motion was made by David Skeval and seconded by Mike LaFlair. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-2

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 Village of East Syracuse Zoning Board of Appeals at the request of Redwood Diner for the property located at 121 East Manlius Street; 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 NYS Route 290 (East Manlius Street / Bridge Street), a state highway; and

WHEREAS, the applicant, Redwood Diner, is requesting an area variance to allow a free standing sign with a reduced side yard setback on a 0.189-acre parcel in a Main Street zoning district; and

WHEREAS, the Board is concurrently reviewing a special permit referral (Z-25-1) for this proposed sign; per Village of East Syracuse Zoning Board of Appeals (ZBA) 12/5/24 meeting minutes, the currently referred actions were already approved by the Village; and

WHEREAS, the site is a small parcel located on East Manlius Street in the Village of East Syracuse; the site contains a diner building located along the site's frontage; a driveway from East Manlius Street (NYS-owned) is located along the western parcel boundary and leads to a rear parking area; the site abuts a gas station to the east, an apartment building to the west, and residential to the rear; a complex containing the fire department and Village municipal offices also abuts the site to the west; and

WHEREAS, the applicant is requesting a special permit to allow installation of a free-standing sign on the east side of the diner building; the site has an existing projecting sign, attached to the building which will be replaced by the proposed sign; per the Village ZBA minutes, the sign will be the same dimensions as the existing sign, but will be affixed to the free-standing pole, will be located further back from the road frontage, and will be higher so the bottom of the sign, 10', will not impact motorists exiting the adjacent gas station; the Redwood Diner Sign and Sign Pole Placement diagram (undated) shows the sign to encroach/overhang onto the state right-of-way; ADVISORY NOTE: Per the NYS Department of Transportation, any existing or proposed signage must not obstruct sight distance; and

WHEREAS, per the Village ZBA minutes, the applicant also requires an area variance to allow the free-standing sign to be located less than the required 10' from the site boundary; per the Redwood Diner Sign and Sign Pole Placement diagram (undated) the pole will be located 1.5' from the site's eastern boundary, adjacent to the diner building; and

WHEREAS, per the referral notice, the site is served by public drinking water and sewers and no changes to the current infrastructure are proposed; the site is located

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in the Metropolitan Wastewater Treatment Plant and Ley Creek Pump Station service areas; and

WHEREAS, the site is located in an Onondaga County Drainage District for Bear Trap and Ley Creek, which is maintained by the Department of Water Environment Protection in this area; and

WHEREAS, per the Environmental Assessment Form (EAF) dated 9/19/24, the proposed sign will not create any additional stormwater; and

WHEREAS, the site may contain the Northern long-eared bat and Indiana bat, or their associated habitats, which have been listed by the state or federal government as 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; and

WHEREAS, the site is located near the First Presbyterian Church of East Syracuse 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; 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:

Per the NYS Department of Transportation, signage is not permitted in the state right-of-way. The municipality must ensure the proposed sign does not encroach into the state right-of-way prior to, or as a condition of, municipal approval of the area variance.

The motion was made by David Skeval and seconded by Mike LaFlair. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-3

- 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 Lysander Planning Board at the request of Primax Properties, LLC for the property located at 2998 NYS Route 31 / Belgium 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 Belgium Road (NYS Route 31), a state highway; and
- WHEREAS, the applicant is proposing construction of a 10,672 sf retail store on 5.79 acres in a Planned Unit Development (PUD) zoning district; and
- WHEREAS, the site is located on the periphery of the Radisson PUD, surrounded by commercial uses along the south side of NYS Route 31; neighboring uses include a wastewater treatment facility to the rear, a veterinary hospital, bank, and a doggy daycare; the Anheuser-Busch plant is located approximately 500' northwest of the site; and
- WHEREAS, the site is comprised of two adjacent wooded parcels; the northern parcel has frontage along NYS Route 31; the parcel has connections to a right-only entrance from NYS Route 31 and to the southern extension of Willett Parkway utilizing the rear asphalt parking area of the adjacent veterinary hospital; the rear parcel is landlocked; parcel to the east is owned by the NYS Urban Development Corporation which operates the Radisson PUD, presumably this land is designated for future road development and
- WHEREAS, per the project narrative, the applicant is proposing construction of a 10,672 sf retail store; per the Site Layout Plan dated 11/18/24, the development will be primarily located on the northern parcel with the building to be constructed near the northern parcel's southern boundary with parking to be located on the front and side of the building; the 36-space parking lot will connect to the existing right-in driveway and existing connection to Willett Parkway; no direct access to NYS Route 31 is shown, nor will it be allowed per NYS; a 20'-high pylon sign is shown in the northeast corner of the site, adjacent to the driveway from NYS Route 31; and
- WHEREAS, per the Site Layout Plan, the two parcels comprising the site will be combined to create a 5.787-acre lot; the subdivision has not been referred to this Board; and
- WHEREAS, per the Environmental Assessment Form (EAF) dated 11/27/24, 1.6 acres of the site will be disturbed by the proposed project and a 15,283 cf capacity stormwater management basin is proposed for the site; from the referral materials, it is not clear where the stormwater basin will be located and stormwater mitigation is not shown on the site plan; a MS4 Stormwater Pollution Prevention Plan (SWPPP) Acceptance Form dated 11/27/24 was included with the referral materials, but a copy of the SWPPP was not

included;

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; and

WHEREAS, per the Project Narrative, a new connection to public drinking water 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; and

WHEREAS, per the Project Narrative, a new connection to public sewers is proposed to serve the site; the submitted project is located within the Baldwinsville-Seneca Knolls Wastewater Treatment Plant 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>; and

WHEREAS, GIS mapping shows state and federal wetlands are located on adjacent parcels to the east and the 100' buffer may occur in the eastern portion of the site; the wetland boundary and buffer are not depicted on the plans; per the Site Layout Plan, the proposed work appears to be located outside of the wetland and buffer areas;

ADVISORY NOTE: The applicant is advised 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 for 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; and

WHEREAS, the Project Narrative details a "variety of native species containing trees, shrubs, ground cover, and seed mixes" will be installed on site along with "vegetative screening surrounding the dumpster enclosure"; plantings were not detailed on the Site Layout Plan and the Landscape Plan discussed in the Narrative was not included with the referral materials; and

WHEREAS, 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; 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 is required to coordinate NYS Route 31 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.
2. The applicant must show any stormwater accommodations on the plans prior to, or as a condition of, municipal approval of the site plan.
3. The applicant must 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 for 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 prior to, or as a condition of, municipal approval of the site plan.
4. The applicant must show the entirety of parcels on the plans for the site.

The Board offers the following comment:

1. Given the rear lands of the site are landlocked and potentially limited by wetlands to the east, the Board encourages the applicant and Town plan for future access to the rear lands and show on the approved plans.
2. The applicant and municipality are encouraged to improve site design by placing the building along the NYS Route 31 road frontage and moving the front parking to the rear of the store. Additionally, the Town is encouraged to require landscaping along road frontages and around parking lots.

The motion was made by David Skeval and seconded by Mike LaFlair. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-4

- 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 Village of East Syracuse Planning Board at the request of Mev's Auto Sales, LLC for the property located at 212 Old Bridge Street; 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 Route 290 (Bridge Street / Manlius Center Road), a state highway; and
- WHEREAS, the applicant is proposing to construct a new 1,925 sf auto sales facility on a vacant 0.54-acre parcel in a General Commercial zoning district; and
- WHEREAS, the Board previously recommended Disapproval of a site plan referral (Z-07-21) to renovate an existing two-story residential building (since demolished) for use as a commercial auto sales and detailing business; the Board advised the NYS Department of Transportation (NYSDOT) would not allow the proposed uncontrolled access to Bridge Street and would not allow the proposed parking which would result in cars backing into the NYS-owned right-of-way; the Board also advised the applicant to provide an engineering study to confirm the proposed development would not create additional stormwater runoff into the state's drainage system; NYSDOT has confirmed that Old Bridge Street is a Village-owned street and not a NYS-owned road; and
- WHEREAS, the site is located on the commercial strip of Old Bridge Street, between to the highly commercialized corridor of Bridge Street, a NYS Route, and residential neighborhoods of the Village of East Syracuse; nearby commercial includes a chiropractic office, a martial arts studio, a landscaping business, and an animal hospital; adjacent parcels to the rear and south contain shipping containers boats, vehicles, and other miscellaneous outdoor storage; while residential is nearby, the site does not abut any residential uses; and
- WHEREAS, the vacant parcel contains the foundation of a demolished building and is covered by broken asphalt, gravel, and packed dirt; per aerial imagery from May 2024, the site appears to be devoid of trees except those along the site boundaries; sidewalks are present along the west side of Old Bridge Street in front of the site; and
- WHEREAS, per the referral notice, the applicant is proposing construction of a single-story 1,925 sf building for an auto sales and service facility; the applicant will demolish an existing foundation and excavate some pavement for construction of the building and parking lot; per the Proposed Site Plan dated 12/3/24, the proposed building will be constructed in the middle of the site, surrounded by asphalt drives and parking; the applicant will retain the two existing driveways to Old Bridge Street, 11 parking spaces will be located between the building and road, a 7-space parking area will be constructed at the rear of the building, and a dumpster enclosure will be constructed at the rear of the

site in the southwest corner; the Proposed Site Plan shows a planter to be installed along the road frontage, between parking areas;

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; and

WHEREAS, per the Environmental Assessment Form (EAF) dated 8/23/24, 0.27 acres of the site will be disturbed by the proposed project and stormwater will be routed to “existing drainage swale and culvert at road side”; and

WHEREAS, per the referral notice, the site is served by public drinking water and the new building will require a new connection;

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; and

WHEREAS, per the referral notice, the site is served by public sewers and the new building will require a new connection; the site is located in the Metropolitan Wastewater Treatment Plant and Ley Creek Pump Station service areas, an area designated as flow constrained and impacted by excessive wet weather flow;

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>; and

ADVISORY NOTE: The applicant is advised to contact the Onondaga County Department of Water Environment Protection (OCDWEP) Plumbing Control Division to discuss any code requirements and obtaining the appropriate permits for all plumbing installations or modifications, both within the building and for any exterior improvements. Please contact Plumbing Control Supervisor at 315-435-6614; and

WHEREAS, the site is located in an Onondaga County Drainage District for Bear Trap and Ley Creek, which is maintained by the Department of Water Environment Protection in this area; and

WHEREAS, a Site Lighting Plan dated 12/3/24 was included with the referral materials; and

WHEREAS, per GIS Mapping, the site is surrounded by land constrained by NYS and federal wetlands and 100-year floodplain, but does not appear to have wetlands or floodplain on site; and

WHEREAS, the site may contain the Northern long-eared bat and Indiana bat, or their associated habitats, which have been listed by the state or federal government as 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 there are no wooded areas on the site;

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; and

WHEREAS, 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; 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 applicant is encouraged to retain as much existing tree cover as possible, reduce impermeable surfaces, and install landscaping and plantings as much as possible to improve community appearance while also reducing stormwater and protecting stormwater quality.

The motion was made by Marty Masterpole and seconded by Mike LaFlair. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-5

- 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 City of Syracuse Planning Commission at the request of James Hagan for the property located at 180 Intrepid Lane; 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 the municipal boundary between the City of Syracuse and the Town of Onondaga; and
- WHEREAS, the applicant is proposing construction of a 500 sf addition to an existing 2,584 sf office building to be used for a dental office, as well as the expansion of existing parking lot on a 0.52-acre parcel in a Commercial (CM) zoning district; and
- WHEREAS, the Board previously had No Position regarding a subdivision referral (S-11-59) to divide a 1.7-acre parcel into two lots; per the referral notice, the site recently underwent a lot line adjustment between the site and the adjacent lot; the lot line adjustment was not referred to this Board; and
- WHEREAS, the site is a parcel located in the Brighton Hill Office Park, an area in the southeast corner of the City characterized by medical offices, office parks, and commercial; nearby businesses include a dental office, a gas station, a therapy office, a pediatric medical office, and a Dunkin Donuts; and
- WHEREAS, the site contains a 2,584 sf building, accessed via a shared driveway from Intrepid Lane; per the local application, the applicant is renovating the building to be used as a dental office; per the Proposed Site Plan dated 12/5/24, site improvements include a 500 sf addition to the eastern side of the building, removal of an existing stone pad at the rear of the building, and expansion of the parking lot along the new lot's southern parcel boundary to contain 8 parking spaces; an area at the rear of the building is shown as an existing paved area which is labeled as Future Addition; and
- WHEREAS, per the Resubdivision of Lot Nos 9A & 9B Brighton Hill Business Park plan dated 11/5/24, there are numerous easements on the site: Ingress & Egress Easements on the shared driveway for both the site and adjacent lot, a Parking & Cross Easement for use by this site on the parking located on the shared driveway on the adjacent parcel, a 15'-wide drainage easement along the western boundary that has a 10'-wide branch, connecting to the parking along the shared driveway and also widens at the southwest corner to contain an existing swale and riprap area which connects to an existing detention basin on the adjacent parcel; a Sanitary Sewer and Water Lateral Easement is shown occurring under the existing shared driveway; per the Proposed Site Plan, it appears all work will occur outside of existing easements except where the existing driveway to the building connects to the shared driveway and a portion of the driveway will be re-paved;

ADVISORY NOTE: Per the Onondaga County Department of Water Environment Protection (WEP), no permanent structures are permitted within the County easement; any other work within the County easement must be coordinated with WEP; and

WHEREAS, per the Environmental Assessment Form (EAF) dated 12/6/24, 0.12 acres of the site will be disturbed by the proposed project; and

WHEREAS, per the referral notice, the site is served by public drinking water and no changes to the current infrastructure are proposed; and

WHEREAS, per the referral notice, the site is served by public sewers and is located in the Metropolitan Wastewater Treatment Plant service area; no changes to the current infrastructure are proposed; however, the project represents a change of use, which requires review by the Onondaga County Department of Water Environment Protection;

ADVISORY NOTE: Capacity assurance approval from the Onondaga County Department of Water Environment Protection (OCDWEP) may be required 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://www.ongov.net/wep/CapacityAssuranceReviews.html>;

ADVISORY NOTE: The applicant is advised to contact the Onondaga County Department of Water Environment Protection (OCDWEP) Plumbing Control Division to discuss any code requirements and obtaining the appropriate permits for all plumbing installations or modifications, both within the building and for any exterior improvements. Please contact Plumbing Control Supervisor at 315-435-6614; and

WHEREAS, the site may contain the Indiana bat and Northern long-eared bat, or their associated habitats, which have been listed by the state or federal government as threatened or endangered animal species (per EAF Mapper); and

WHEREAS, 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); 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 municipality must ensure that no construction of permanent structures occurs which may encroach into the 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 the county easement prior to, or as a condition of, municipal approval.

The motion was made by David Skeval and seconded by Mike LaFlair. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-6

- 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 LaFayette Town Board at the request of Town of LaFayette 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 Local Law No. 1 of 2025 to amend Chapter 290 (Zoning) of the Code of the Town of LaFayette by adding new section 290-25.1 regulating the installation and operation of large wind energy systems; and
- WHEREAS, per the referral notice, the proposed changes are intended to strengthen existing regulations pertaining to large wind energy systems; and
- WHEREAS, the proposed law clarifies that this section “shall apply to all large wind energy systems subject to local permitting authority, including but not limited to all projects with a nameplate generating capacity up to 24.9 MW”; subsection C. Use classification and district use limitations has been added, stipulating a large wind energy system is classified as an accessory use, are permitted in Agricultural (AG) and Industrial (I) zoning districts; large wind energy systems are prohibited in all other zoning districts, in geologically unstable areas, critical environment areas, and “areas where the Town’s Significant Views” “would be impacted”; and
- WHEREAS, subsection D. Application Process will be added, stating applicants will have a pre-application meeting and prior to that, applicants must “submit any document submitted to NYS agencies that are part of the” application process including reports on wetlands, wildlife, and archeological resources; “the Town Board, Code Enforcement Officer, or Town Board designated consultant” will conduct an “Application Sufficiency Review” to determine if all application requirements have been satisfied, the application is complete, and if found incomplete by the Code Enforcement Officer will provide “a written statement listing the missing information”; applications will be reviewed by the Town Board (and any designated consultants), a public hearing will be conducted, a referral made to this Board if applicable, and a decision made within 60 days of the Public Hearing; and
- WHEREAS, subsection E. Application Contents was altered to require Town approval of the Decommissioning and site restoration plan, require certification that the large wind energy system would not impact slope stability, and to detail a list of Insurance coverage requirements for the proposed system; and
- WHEREAS, subsection E. (10) Site Plan, detailing the requirements for the site plan, was modified multiple ways: requiring any adjoining properties within 1,000 feet to be listed, total height to blade tip, and adding any important bat areas to the list of environmental and/or historical details to include; and

- WHEREAS, subsection E. (11) Studies was altered to add details to be included in any agricultural mitigation, adding US Fish and Wildlife as an agency to consult regarding bird or bat mitigation, including stormwater impacts within the criteria to be examined under “land use and water impacts”, expanding the geographical area covered by the noise analysis, and requiring additional information from the visual impact analysis including leaf on and leaf off conditions, and expanding possible key observation points which will be selected in consultation with the Planning Board and Town Board; and
- WHEREAS, subsection E. (14) Operation and maintenance plan was added, requiring an Operation and maintenance plan detailing preventative maintenance practices and schedules, a schedule of monthly, annual, or semiannual reporting requirements, issue resolution protocols, disposal/recycling plan, chemicals and solvents, and maintenance or repair; and
- WHEREAS, subsection F Standards added and/or revised standards for forest conservations and post-construction avian fatality monitoring, air traffic warning lights, and noise; and
- WHEREAS, required setbacks were altered to state the wind energy system must be set back at least 1.5 times its height from property lines and 2 times its height from the nearest school, hospital, place of worship, or public library “or a distance sufficient to comply with the noise exposures limits”; a 100-foot wetland setback was added; the proposed changes remove the ability to seek a waiver from setback standards; the proposed changes include provisions for monitoring and mitigating shadow flicker from the large wind energy system; and
- WHEREAS, siting and installation requirements adds protections for agricultural lands, limiting the system to where “no more than 10 percent of soils classified by the NYS Department of Agriculture and Markets’ Agricultural Land Classification as mineral soils groups 1 through 4, prime farmland , and prime farmland if drained” and stating any system located on such soils must “prepare and carry out an agricultural co-utilization plan” and permanently conserve and equal amount of said soils; and
- WHEREAS, subsection E. (15)Traffic routes was modified to require a “mutually acceptable, executed Road Use Agreement (RUA)” and mandating a security “in the amount sufficient to reconstruct the entire length of all roads used as traffic routes pursuant to the RUA”; and
- WHEREAS, subsections K. requiring a Host Community benefit Agreement, L. Professional services escrow requirement, and M. Build and Fire Code Enforcement have been added, placing additional safety requirements on the proposed large wind energy system with any fees incurred by the Town to be paid by the applicant;
- 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; 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 Don Radke. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-7

- 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 Town of Van Buren Zoning Board of Appeals at the request of HAZA Foods for the property located at 2220 Downer Street Road; 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 Downer Street Road (Route 92), a county highway that transitions to state jurisdiction (Route 31) west of the site, and Route 690, a state highway; and
- WHEREAS, the applicant is requesting a special permit to allow construction of a Wendy's restaurant on a 4.53-acre parcel in a General Business zoning district; and
- WHEREAS, the Board recently recommended Modification of a site plan referral (Z-24-313) to construct this proposed Wendy's restaurant, advising the applicant to ensure legal access from the property to Downer Street Road and/or Sun Meadows Way, to conduct a formal wetland delineation to coordinate with the US Army Corps of Engineers (ACOE), to coordinate Downer Street Road access with the Onondaga County Department of Transportation (OCDOT), and to submit a Stormwater Pollution Prevention Plan (SWPPP) and lighting plan to the NYS Department of Transportation (NYSDOT); the Board previously recommended Modification of site plan and special permit referrals (Z-20-320 and Z-21-77) to construct a Taco Bell restaurant with drive-thru on the same original parcel, which has since been built, advising the applicant to continue to coordinate with the Onondaga County Department of Transportation (OCDOT) and to submit a Stormwater Pollution Prevention Plan (SWPPP) or drainage report to the New York State Department of Transportation (NYSDOT); and
- WHEREAS, the site is located along Downer Street Road, a county road, just east of I-690; the site abuts lots to the west that contain overhead utility lines and lots to the east containing a Taco Bell restaurant and drive-thru and a Fastrac gas station and convenience store; there are residential parcels south of the site; and
- WHEREAS, the site is a vacant, recently subdivided lot, adjacent to the previously referred Taco Bell; the subdivision was not referred to this Board for review; the site has 166' of frontage on Downer Street Road, a county route; and
- WHEREAS, per the Site Plan dated 11/20/24, the applicant is proposing construction of a 2,024 sf 1-story Wendy's restaurant with drive-thru; the proposed restaurant will be located in the northeast corner of the site with a 25-space parking lot along the western side; the drive-thru lane will run along the eastern boundary of the site; the Site Plan shows the site will have road access to Downer Street Road and Sun Meadows Way, a local road, via two connections to the adjacent Taco Bell site; and

WHEREAS, GIS mapping shows a riverine wetland crossing the site from Downer Street Road with a section crossing south and section crossing east; the wetland and its boundaries are not depicted in the plans;

ADVISORY NOTE: The applicant is advised to conduct a formal wetland delineation to determine the presence and location of any federal wetlands on the site; any delineated wetlands must be confirmed by the U.S. Army Corps of Engineers and shown on the plans for the site; the applicant is also advised to obtain any necessary permits from the Corps for any proposed development or placement of fill in a federal wetland, or drainage of federal wetlands on site; and

WHEREAS, per the Environmental Assessment Form (EAF) dated 09/16/24, 1.05 acres of the site will be disturbed by the proposed project and “stormwater will be managed on site before conveyance to the existing swale system within the right of way”; per the site plan, two stormwater basins are proposed for the rear of the restaurant and the northwest corner of the site; a Stormwater Pollution Prevention Plan (SWPPP) prepared by Bohler Engineering & Landscape Architecture NY, PLLC dated 9/19/24 was included with the previously referred site plan application;

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; and

WHEREAS, a new connection to public drinking water is required to serve the restaurant; 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; and

WHEREAS, a new connection to the public sewers is required to serve the restaurant; the submitted project is located within the Baldwinsville-Seneca Knolls Wastewater Treatment Plant and Baldwinsville South and Canton Street Pump Stations service areas, areas designated as flow constrained and impacted by excessive wet weather flow;

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>; and

WHEREAS, the Syracuse Metropolitan Transportation Council (SMTTC) has created a Sustainable Streets Guide, which includes the identification of priority sidewalk zones where the installation of sidewalks would be most beneficial; this site is located adjacent to a priority zone; per aerial imagery from May 2024, there are sidewalks across the street from the site and on adjacent parcels to the east; the plans do not show any sidewalks proposed for the site's road frontage; and

WHEREAS, per the Central New York Regional Transportation Authority (CENTRO),

Downer Street Road has public transit service and bus stops are located within 0.2 miles of the site; and

WHEREAS, the site is located over, or immediately adjoining, primary and principal aquifers (per EAF Mapper); and

WHEREAS, 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); 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 ensure legal access to Downer Street Road and/or Sun Meadows Way. An access easement through the adjacent property must be reflected on the plans prior to, or as a condition of, municipal approval.
2. The applicant must conduct a formal wetland delineation to determine the presence and location of any federal wetlands on the site. The applicant is also advised to obtain any necessary permits from the Corps for any proposed development or placement of fill in a federal wetland, or drainage of federal wetlands on site. Any delineated wetlands must be confirmed by the U.S. Army Corps of Engineers and shown on the plans for the site prior to, or as a condition of, municipal approval.
3. The applicant is required to coordinate Downer Street Road access plans with the Onondaga County 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.
4. The applicant must submit a copy of the traffic study and Stormwater Pollution Prevention Plan (SWPPP) and/or any drainage reports or studies 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 Board offers the following comments:

1. Given the location of this site adjacent to a sidewalk priority zone as identified by SMTC and proximity to a CENTRO bus stop, and in order to promote walkability and pedestrian safety, the Board encourages the Town to require installation of sidewalks along the Downer Street Road frontage.
2. The applicant is encouraged to add more landscaping and plantings along road frontages and around parking areas to screen the drive-thru and parking visible from road frontages.

The motion was made by David Skeval and seconded by Mike LaFlair. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-8

- 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 Clay Planning Board at the request of The Summit Federal Credit Union for the property located at 5047 West Taft Road; and
- WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review site plans and the site is located within 500 feet of West Taft Road (Route 51), a county highway, and a farm operation located in a NYS Agricultural District; and
- WHEREAS, the applicant is proposing construction of 3,000 sf credit union with drive-thru services (teller and ATM) on a 1.86-acre parcel in a Neighborhood Commercial (NC-1) zoning district; and
- WHEREAS, the Board most recently recommended Modification of a special permit referral (Z-24-347) to allow the proposed drive-thrus on this referred credit union, advising the Town to ensure no construction of permanent structures occurs which may encroach into the sanitary sewer easement or affect infrastructure and advising the applicant must coordinate West Taft Road access plans with the Onondaga County Department of Transportation (OCDOT) and provide a Stormwater Pollution Prevention Plan (SWPPP) and a Traffic Impact Study (TIS) for the full buildout for OCDOT review; the Board also encouraged the installation of sidewalks along the West Taft Road frontage and encouraged the Town and applicant to improve the site design by adding landscaping around the parking lots and road frontages and add more vegetative buffering of adjacent residential properties; the Board previously offered No Position with Comment on a zone change referral (Z-24-303), advising the applicant to continue coordinating West Taft Road access plans with OCDOT; and
- WHEREAS, the site is located along West Taft Road in a commercial corridor mixed with some residential homes; Wegmans with its expansive parking lot is adjacent to the west, Hafner's Garden Center is adjacent to the rear, and residential homes line West Taft Road to the east; nearby businesses include an urgent care facility, a credit union, medical offices, and restaurants; the site is comprised of two adjacent parcels located along West Taft Road with the western parcel having frontage on, but no current access to, Cedar Post Road, a local road; the eastern parcel currently contains a house (to be demolished) with a driveway to West Taft Road, a county highway; the western parcel is vacant and wooded;
- 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; and
- WHEREAS, per the Site Improvement Plan dated 11/11/24, the applicant is proposing construction of a 3,000 sf credit union, to be constructed at the center of the

site, accessed via two full driveways, one to West Taft Road and the other to Cedar Post Road; the driveways will circulate around the central building and parking lot, with a three-lane drive-thru with bypass lane along the eastern side of the site and building; no landscaping or plantings are indicated on the plans; a Traffic Impact Assessment by GTS Consulting dated 10/31/24 was included in the referral materials;

ADVISORY NOTE: Per the Onondaga County Department of Transportation, all existing or proposed driveways on West Taft Road must meet Department requirements; and

WHEREAS, included with the special permit referral materials (Z-24-347) was a Special Permit for Drive Thru map dated 10-30-24 which shows a lot line adjustment to combine the two parcels comprising the site and split into a southern portion for the proposed credit union (proposed Lot No 2A, 1.862 acres) and a northern portion (proposed Lot No 1A, acreage not included); per an email with the Town dated 11/22/24, the subdivision was approved administratively at the local level and the northern portion will be conveyed to the garden center parcel to the north; the subdivision was not referred to this Board as requested when in combination with proposed development being submitted to the OCPB; and

WHEREAS, per the Environmental Assessment Form (EAF) dated 10/25/24, 1.64 acres of the 1.86-acre site will be disturbed by the proposed project and stormwater will be directed to “existing roadside ditches”; per the Site Improvement Plan, three bioretention areas will be constructed, one in the northeast corner of the site and areas on either side of the West Taft Road driveway with stormwater connections to roadside drainage infrastructure;

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; and

WHEREAS, per the Topographic Survey dated 8/14/24, the site has a 20’-wide Town-owned sanitary sewer easement along the western site boundary and along a portion of the western side of the West Taft Road frontage; the plan shows sewer infrastructure continuing along West Taft Road in the County right-of-way; and

WHEREAS, per the referral notice, a new connection to public drinking water is proposed to serve the credit union;

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; and

WHEREAS, per the referral notice, a new connection to the public sewers is proposed to serve the credit union; the site is located in the Oak Orchard Wastewater Treatment Plan and Davis Road Pump Station service areas, an area designated as flow constrained and impacted by excessive wet weather flow; 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>; and

WHEREAS, per the Central New York Regional Transportation Authority (CENTRO), West Taft Road has public transit service and bus stops are located within 250 feet; per aerial imagery from May 2024, there are no sidewalks in the immediate vicinity; the Syracuse Metropolitan Transportation Council (SMTTC) has created a Sustainable Streets Guide, which includes the identification of priority sidewalk zones where the installation of sidewalks would be most beneficial; this site is located within a priority zone; and

WHEREAS, surrounding lands are enrolled in NYS Agricultural District 3 and appear to contain an expansive garden center; an Agricultural Data Statement was not included with the referral materials;

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; and

WHEREAS, the project is within 2,000 feet of a site (ID: 734051) in the NYS Department of Environmental Conservation Environmental Site Remediation database (per EAF Mapper); and

WHEREAS, 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; 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 municipality must ensure that no construction of permanent structures occurs which may encroach into the sanitary sewer easement or affect infrastructure. The applicant must contact the Town for any infrastructure-related disturbance of land within the easement prior to, or as a condition of, municipal approval. The Onondaga County Department of Water Environment Protection encourages Town oversight prior to and during construction affecting sewer infrastructure.

2. The applicant must continue to coordinate West Taft Road access plans with the Onondaga County Department of Transportation. To further meet Department requirements, the applicant must submit the site plan, a copy of the Stormwater Pollution Prevention Plan (SWPPP), and a Traffic Impact Study (TIS) for full build out 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.

The Board offers the following comments:

1. The Board encourages locating the building toward the front of the site rather than the parking and drive-thru lanes.
2. Given the location of this site within a sidewalk priority zone as identified by SMTC, and in order to promote walkability and pedestrian safety, the Board encourages the Town and applicant to consider the installation of sidewalks along the West Taft Road frontage.
3. 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 landscaping along the road frontage and around the parking lots, and more vegetative buffering for adjacent residential properties.

The motion was made by David Skeval and seconded by Mike LaFlair. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.



J.Ryan McMahon, II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: January 15, 2025

OCPB Case # Z-25-9

- 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 City of Syracuse Planning Commission at the request of Erwin Kost, Jr. for the property located at 2564-2570 Erie Boulevard East; and
- WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review site plans and the site is located within 500 feet of Erie Boulevard East (Route 5), a state highway, and the Empire State Trail, a state recreation area; and
- WHEREAS, the applicant is proposing construction of a 2,400 sf addition to an existing building on a 0.89-acre parcel in a Mixed-Use Transitional (MX-3) zoning district; and
- WHEREAS, the Board previously offered No Position on a special permit referral (Z-24-356) to establish an “Automobile Repair, Light” facility in an existing building; and
- WHEREAS, the site is located in a highly commercialized section of Erie Boulevard East, east of Seeley Road; neighboring uses include an Aikido studio, a financial advisor, book store, and market; Price Chopper Grocery store and a Hyundai dealership are located across Erie Boulevard East from the site; and
- WHEREAS, the site contains a 4,000 sf masonry building in the northeast corner of the site, along the Erie Boulevard East frontage, surrounded by asphalt parking; the rear of the site is steeply sloping and is covered by trees; the site shares a large curb cut to Erie Boulevard East with the adjacent parcel to the west; and
- WHEREAS, per the Site Plan dated 12/5/24, the applicant proposes a 2,400 sf (40’x60’) addition to the rear of the existing building to contain an additional service bay; per Elevations dated 8/14/24, the addition will add three overhead doors to the building’s existing six; the Site Plan also shows a new 1,943 sf asphalt area will be installed, extending the parking lot, along with a 3,640 sf gravel area at the rear of the building; a dumpster enclosure will be constructed on the gravel area; other renovations to the site include updating interior finishes, partitioning, and entrance area and striping 18 parking spaces; asphalt will be removed from the front of the building and replaced with grass; and
- WHEREAS, a Site Plan with Proposed Exterior Lighting dated 11/12/24 was included in the referral materials; and
- WHEREAS, per the Environmental Assessment Form (EAF) dated 11/12/24, 0.124 acres of the site will be disturbed by the proposed project and “stormwater from the site (roof & parking area) will be directed to the storm drains on Erie Blvd. No modification to existing system”; the Site Plan shows a drywell will be installed to the rear of the addition in the proposed gravel area;
- ADVISORY NOTE: Per the NYS Department of Transportation, additional

stormwater runoff into the state's drainage system is prohibited; and

WHEREAS, per the referral notice, the site is served by public drinking water; and

WHEREAS, per the referral notice, the site is served by public sewers and is located in the Metropolitan Wastewater Treatment Plant and Ley Creek Pump Station service area and the proposal is anticipated to result in an increase in flow;

ADVISORY NOTE: Capacity assurance approval from the Onondaga County Department of Water Environment Protection (OCDWEP) is required 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://www.ongov.net/wep/CapacityAssuranceReviews.html>; and

WHEREAS, the site is located in an Onondaga County Drainage District for Bear Trap and Ley Creek, which is maintained by the Department of Water Environment Protection in this area; and

WHEREAS, the project is within 2,000 feet of multiple sites (IDs: B00072, C734103) in the NYS Department of Environmental Conservation Environmental Site Remediation database (per EAF Mapper); and

WHEREAS, 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; 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:

Per the New York State Department of Transportation, a drainage study or Stormwater Pollution Prevention Plan (SWPPP) is required to show that the proposed development would not create additional stormwater runoff into the state's drainage system. The applicant must contact the Department to determine the scope of the study. 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 David Skeval and seconded by Mike LaFlair. The votes were recorded as follows: Marty Voss - yes; Mike LaFlair - yes; Marty Masterpole - yes; Don Radke - yes; David Skeval - yes; Jim Stelter - yes.