



Onondaga County Planning Board

October 14, 2020

SYRACUSE-ONONDAGA COUNTY PLANNING AGENCY
CONFERENCE ROOM, 1100 CIVIC CENTER
421 MONTGOMERY STREET
SYRACUSE, NEW YORK

I. ATTENDANCE

MEMBERS PRESENT

Daniel Cupoli - via teleconference
James Corbett - via teleconference
Marty Masterpole - via teleconference
David Skeval - via teleconference
Marty Voss - via teleconference

STAFF PRESENT

Dan Kwasnowski - via teleconference
Megan Costa - via teleconference
Allison Bodine - via teleconference
Robin Coon - via teleconference

GUESTS PRESENT

Andrew Clemens - via teleconference

II. CALL TO ORDER

The meeting was called to order at 11:00 AM on October 14, 2020.

III. MINUTES & OTHER BUSINESS

Minutes from September 23, 2020 were submitted for approval. James Corbett made a motion to accept the minutes. David Skeval seconded the motion. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; David Skeval - yes; Marty Voss - yes.

The Board voted to approve the 2021 OCPB Calendar. See attached document for the 2021 OCPB Calendar.

IV. ACTIONS ON GML SECTION 239 REFERRALS

Summary

S-20-51	TManPB	<i>Modification</i>	S-20-52	TCicPB	<i>No Position With Comment</i>
S-20-53	TLafPB	<i>No Position With Comment</i>	Z-20-275	CSyrPB	<i>Modification</i>
Z-20-276	CSyrZBA	<i>No Position</i>	Z-20-277	TManPB	<i>No Position</i>
Z-20-278	TOnoTB	<i>No Position</i>	Z-20-279	TClaPB	<i>Modification</i>
Z-20-280	TClaTB	<i>No Position With Comment</i>	Z-20-281	TClaTB	<i>No Position With Comment</i>
Z-20-282	TClaPB	<i>Modification</i>	Z-20-283	TManTB	<i>No Position</i>
Z-20-284	TDewPB	<i>Modification</i>			



J.Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # S-20-51

- WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a PRELIMINARY SUBDIVISION from the Town of Manlius Planning Board at the request of Harrington Homes for the property located at Brandywine Drive off Henneberry Road; and
- WHEREAS, General Municipal Law Section 239-n allows the County Planning Board to review the approval of subdivisions and the site is located within 500 feet of Route 173, a state highway, Henneberry Road (Route 182), a county highway, and the municipal boundary between the Town of Manlius and the Town of Pompey; and
- WHEREAS, the applicant is proposing to subdivide a 54-acre parcel into 34 single-family residential lots in a Residential (R-1) zoning district; and
- WHEREAS, the site is located along the boundary between the Towns of Manlius and Pompey and just southwest of the Village boundary; surrounding land uses include low-density residential and large wooded lots to the west and south transitioning to higher density residential subdivisions occurring at the outskirts of the Village; the site abuts single-family dwellings on roughly 1-acre lots to the north; these lots have frontage on Brandywine Drive, a local road that dead ends at a hammerhead on the site; and
- WHEREAS, aerial imagery dated May 2020 shows the vacant site has additional frontage on Henneberry Road, a county road, and appears to contain open fields and some wooded areas; there is an existing farm access road onto Henneberry Road;
- ADVISORY NOTE: per the Onondaga County Department of Transportation, all existing or proposed driveways on Henneberry Road must meet Department requirements; and
- WHEREAS, the Preliminary Plan dated April 28, 2020 shows the proposed 34-lot subdivision for Harrington Homes at Brandywine will include (12) proposed lots ranging in size from 1.04 to 1.55 acres as part of Phase 1, (10) proposed lots ranging in size from 1.10 to 3.30 acres as part of Phase 2, and (12) proposed lots ranging in size from 0.98 to 1.29 acres as part of Phase 3; and
- WHEREAS, the submitted Preliminary Overall Grading Plan dated September 17, 2020 shows 3,000 sf building footprints on all lots except (1) 5,000 sf building footprint on Lot 10 (2.3 acres); the hammerhead at the end of Brandywine Drive will be converted to a circle; proposed Lots 8 and 9 are shown to have frontage on the circle; all other lots will front on a proposed u-shaped road with two access points onto Henneberry Road; no connections between Brandywine Drive and Henneberry Road are shown; and
- WHEREAS, per the submitted Environmental Assessment Form (EAF) dated September 11, 2020, 20 acres of the site will be physically disturbed by the proposed project; stormwater management systems will be designed to current

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.net

standards; a Stormwater Pollution Prevention Plan (SWPPP) was included with the referral materials; the plans show a proposed storm sewer network with outlet to three proposed detention basins, one near the northern lot line and two at the interior of the new road; two of the detention basins will have an adjacent bioretention area; the storm sewer lines appear to occur within a utility easement or the road right-of-way; detention basins and bioretention areas are shown to occur within access and maintenance easements on the proposed lots;

ADVISORY NOTES: per the Onondaga County Department of Transportation, additional stormwater runoff into the county's drainage system is prohibited; any project that cumulatively disturbs one acre or more of land must be covered under the NYS SPDES Permit, and 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 plans, drinking water services for each proposed lot will be provided by an individual well, except for Lots 8 and 9, which have access to public drinking water provided by OCWA; per OCWA and the Onondaga County Health Department, public drinking water service to the remaining lots is restricted by the elevation of the site, which would require an increase in water pressure via a pumping station or a new water tank;

ADVISORY NOTE: the applicant is advised to contact OCWA's Engineering Department to determine the activities and structures permitted within OCWA easements/right-of-ways, 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, the plans show a Town sewer line along Brandywine Drive that will be extended to serve the new parcels; new sewer lines are shown to occur in a sanitary sewer easement or the road right-of-way; the site is located in the Meadowbrook-Limestone Wastewater Treatment Plant service area; per the Onondaga County Department of Water Environment Protection, the submitted project is located in an area designated as flow constrained or impacted by excessive wet weather flow or is tributary to a Combined Sewer Overflow (CSO);

ADVISORY NOTES: the Onondaga County Department of Water Environment Protection asks that the applicant contact the Department's Flow Control office to determine sewer availability and capacity; the applicant is also advised to develop a 2 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer; and

WHEREAS, the site may contain the Indiana bat or 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); impacts to bat species are often associated with tree clearing and from aerial imagery it appears that there are some 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

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 recommends the following MODIFICATION(S) to the proposed action prior to local board approval of the proposed action:

Per the Onondaga County Department of Transportation, all access to the proposed lots must come from Brandywine Drive or the proposed access road. No driveways on Henneberry Road will be permitted for individual lots. The applicant must coordinate plans for the new access road with the Department, and submit a copy of the Stormwater Pollution Prevention Plan (SWPPP) 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 also offers the following comments:

1. The Town and applicant are encouraged to cluster the proposed lots to help minimize infrastructure costs and allow for the retention of existing wooded areas for shared green space, which may help to preserve open space, protect habitats, screen the development from Henneberry Road, and ensure buffering for neighboring residential lots.
2. For better access management and to better meet the needs of local emergency service providers, the Town is encouraged to require an interconnected road network to allow for vehicle and pedestrian movement between the new development and Brandywine Drive to the north. The Town may also wish to consider opportunities for future connections to parcels to the south and west given any potential for development.
3. The Town and applicant are advised that compliance with Section 10 of the Onondaga County Right of Way Designation Law (Local Law # 5-1972) is required for any new streets/street names, and the subdivision map must be modified to reflect approved street names prior to subdivision filing. The applicant should contact Rachel Woods at the Syracuse-Onondaga County Planning Agency at rachelwoods@ongov.net for approval of street names and addresses prior to filing the subdivision.
4. The Board recommends that the Town ensure appropriate and sustained maintenance and funding mechanisms are in place for future ownership and care of stormwater management facilities to serve the subdivision. Potential

strategies may include separating such areas onto non-residential parcels, to be owned and maintained by a Homeowner's Association (HOA), land trust, or the Town.

5. Per the Onondaga County Health Department, establishment of individual wells will require a series of well tests to be drilled and tested prior to the Department endorsing the proposed subdivision plan.

The motion was made by Marty Voss and seconded by David Skeval. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J.Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # S-20-52

WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a PRELIMINARY & FINAL SUBDIVISION from the Town of Cicero Planning Board at the request of ICA 5, LLC for the property located at 6126 Mud Mill Road; and

WHEREAS, General Municipal Law Section 239-n allows the County Planning Board to review the approval of subdivisions and the site is located within 500 feet of Mud Mill Road (Route 16), a county highway; and

WHEREAS, the applicant is proposing to subdivide a 4.845-acre parcel into two new lots, Lot 1 (2.74 acres) and Lot 2 (2.10 acres), in an Agricultural zoning district; and

WHEREAS, the site is located along Mud Mill Road, a county road, with surrounding residential land uses; the submitted Preliminary/Final Plan dated March 5, 2020 shows the site contains an existing house, a detached garage, and a barn structure; there is an existing asphalt driveway onto Mud Mill Road; ADVISORY NOTE: per the Onondaga County Department of Transportation, all existing or proposed driveways on Mud Mill Road must meet Department requirements; and

WHEREAS, per the plan, proposed Lot 1 (2.74 acres) will contain the existing structures; proposed Lot 2 (2.10 acres) is vacant; aerial imagery dated May 2020 shows that lot is almost entirely wooded except for a lawn area at the rear of the site, which appears to be used by a neighboring residential lot; and

WHEREAS, no development plans are indicated; ADVISORY NOTE: any future or proposed driveways onto Mud Mill Road require highway access and work permits from the Onondaga County Department of Transportation and will be subject to the availability of sight distance; and

WHEREAS, per the referral notice, the site is served by public drinking water and an individual septic system; a new connection to public drinking water and a new individual septic system are proposed; ADVISORY NOTE: the Onondaga County Health Department's Bureau of Public Health Engineering must formally accept or approve, respectively, any existing or proposed septic system to service the proposed lots prior to Department endorsement of the subdivision; the applicant is advised to contact OCWA's Engineering Department to determine the activities and structures permitted within OCWA easements/right-of-ways, 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, 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

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.net

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:

To ensure access to Mud Mill Road will be granted and that the proposed lots meet minimum sight distance requirements, the applicant is advised to contact the Onondaga County Department of Transportation prior to municipal approval of the subdivision and submit sight distance estimates to the Department for their review.

The motion was made by James Corbett and seconded by David Skeval. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J.Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # S-20-53

- 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 SUBDIVISION from the Town of LaFayette Planning Board at the request of Jon Morris for the property located at 2876 Apulia Road; and
- WHEREAS, General Municipal Law Section 239-n allows the County Planning Board to review the approval of subdivisions and the site is located within 500 feet of Apulia Road (Route 1), a county highway; and
- WHEREAS, the applicant is proposing to subdivide a 44-acre parcel into two new lots, Lot 1 (9.6 acres) and Lot 2 (34.4 acres), in an Agricultural Residential (AR) zoning district; and
- WHEREAS, the site is located in a rural area in the Town of LaFayette, with surrounding residential land uses; the site is bisected by Butternut Creek, a classification C(T) stream; the Butternut Landing mobile home park occurs on the west side of the stream and the lands to the east are vacant and wooded; current FEMA Flood Insurance Rate Maps (FIRM) indicate that lands adjacent to Butternut Creek are located within the 100-year floodplain and more restrictive floodway, which may require elevation of structures and other mitigation; and
- WHEREAS, the Onondaga County Hazard Mitigation Plan has identified flooding as one of five primary natural hazards of local concern, with the potential to cause extensive threat to property and safety; buildings within the floodplain can negatively affect the free flow of nearby waterways and drainage, and building within a floodplain is therefore discouraged; and
- WHEREAS, the submitted subdivision plan dated July 31, 2020 shows the site has frontage on Apulia Road, a county road, and limited frontage on Colton Road, a local road to the southwest; the Butternut Landing park consists of 41 mobile homes, some of which are situated around a u-shaped drive with two access points onto Apulia Road; another portion of the mobile homes occur around an asphalt drive with access to Colton Road; and
- WHEREAS, per the subdivision plan, the centerline of Butternut Creek will be the lot line between the proposed parcels; Lot 1 (9.6 acres) is shown to contain Butternut Landing and Lot 2 (34.4 acres) will contain the undeveloped lands east of the creek; aerial imagery dated May 2020 shows access for proposed Lot 2, which will have 147' of frontage on Apulia Road, is restricted by the presence of Butternut Creek and a guard rail along Apulia Road; and
- WHEREAS, per the submitted Environmental Assessment Form (EAF) dated August 24, 2020, the vacant lot will be sold; no development plans are indicated; and
- WHEREAS, the site is served by an individual well and septic system; per the subdivision plan, the mobile home park contains a pump house structure; the plan also shows the location of a septic lid in an undeveloped area between the homes and Butternut Creek and a septic cover near the southern lot line; no changes

to the existing infrastructure are proposed; and

WHEREAS, GIS mapping shows the site may be encumbered by state and federal wetlands, which appear to cover lands adjacent to Butternut Creek; and

WHEREAS, the site is located over, or immediately adjoining, a principal aquifer (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 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:

Given the frontage limitations for proposed Lot 2, no additional access to Apulia Road will be granted by the Onondaga County Department of Transportation (OCDOT). The Town and applicant are encouraged to identify an alternative legal and permitted means of access to the proposed 34-acre rear parcel as part of subdivision review, and in coordination with OCDOT. Access should avoid floodplains and floodways, and include a NYS DEC review of any access through a state wetland or wetland buffer area.

The motion was made by Marty Voss and seconded by Marty Masterpole. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J.Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # Z-20-275

- 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 OTHER AUTHORIZATION from the City of Syracuse Planning Commission at the request of Park Outdoor Advertising for the property located at 341 Peat Street; and
- WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review authorizations which a referring body may issue under the provisions of any zoning ordinance or local law and the site is located within 500 feet of Interstate 690, a state highway; and
- WHEREAS, the applicant is proposing to replace an existing billboard with a new billboard on a 7.6-acre parcel in an Industrial, Class A zoning district; and
- WHEREAS, the site is located in the City's Eastside neighborhood on the north side of Erie Boulevard, a highly commercialized corridor, and adjacent to I-690; the vacant parcel is owned by the City of Syracuse Industrial Development Agency (IDA) and appears to have limited frontage on Peat Street, a city street; and
- WHEREAS, per the submitted survey map dated August 18, 2020, the site contains an existing v-shaped, two-sided billboard facing I-690 and a private drive, City Crossroads Drive, with access to Peat Street; aerial imagery dated May 2020 shows the site has some cleared and wet areas; some construction equipment can be seen on the site as well; and
- WHEREAS, the sign plan dated August 18, 2020 shows each new sign face will be 10'-6" x 40' and mounted on a single center post, with an overall height of 30'; per the local application, the new sign is the same size as the existing sign and will be in the same location; the new sign panels will be externally lit and have manually changeable copies; and
- WHEREAS, ADVISORY NOTE: off-premises signs located within 660 feet of the edge of the state right-of-way or are otherwise intended to be visible from the highway must be registered with the NYS Department of Transportation, in compliance with the Federal 1965 Highway Beautification Act and Part 150 of the Official Compilation of Codes, Rules and Regulations of the State of New York; and
- WHEREAS, the site has access to public drinking water and sewers and is located in the Metropolitan Wastewater Treatment Plant service area; no new municipal connections are proposed; per the Onondaga County Department of Water Environment Protection, the submitted project is located in an area designated as flow constrained or impacted by excessive wet weather flow or is tributary to a Combined Sewer Overflow (CSO); and
- WHEREAS, the City of Syracuse is currently undertaking a comprehensive project to revise and modernize zoning in the City; per the ReZone Syracuse draft zoning map dated June 2019, the proposed zoning for this lot is Light Industry and Employment (LI), which would act to provide "a range of uses including

industrial, commercial, office, retail, and entertainment uses, typically in a flex-space development pattern" in "areas in the City that have predominantly employment and commercial types of development"; and

WHEREAS, the site is listed in the NYS Department of Environmental Conservation Environmental Site Remediation database as ID: B00146 (per EAF Mapper), and is an active site in the Environmental Restoration Program; the project is also within 2,000 feet other sites (IDs: B00075, B00146, B00072, C734090, 734047) in the Environmental Site Remediation database; 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 no trees will be removed as part of the proposed project; 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:

Signage and outdoor advertising along state highways is regulated under federal and state law. The municipality must ensure the appropriate approvals and permits are obtained from the NYS Department of Transportation for the proposed signage prior to, or as a condition of, municipal approval.

The motion was made by Marty Voss and seconded by David Skeval. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J. Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # Z-20-276

- 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 City of Syracuse Board of Zoning Appeals at the request of Robert Molta for the property located at 124-140 Swansea Drive; 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 the municipal boundary between the City of Syracuse and the Town of Salina; and
- WHEREAS, the applicant is requesting an area variance to install an 8-foot tall fence where a maximum of 6 feet is permitted for rear yard fencing on a 0.77-acre parcel in a Residential, Class A (RA-1) zoning district; and
- WHEREAS, in 2017, the Board reviewed a project site review referral (Z-17-311) to renovate the building, a vacant church, into an apartment building, Trinity Apartments; aerial imagery dated May 2020 shows progress on the apartment building project is underway; a Decision of the Zoning Administrator dated July 27, 2017 indicates a previous request, reviewed by the County Planning Board in case #Z-17-252, for 8-foot tall fencing was denied by the City; the requested area variance currently under review is an appeal to the 2017 Screening Device Waiver denial; and
- WHEREAS, the site is located at the intersection of Swansea Drive and Lea Lane, both city roads, in the Eastwood neighborhood of the City of Syracuse; the site is near the municipal boundary with the Town of Salina, situated between the Shop City shopping center and Grant Village Apartments and in close proximity to many residential properties; and
- WHEREAS, the submitted Proposed Fence Drawings show the southern half of the site contains an existing two-story building and parking lot with access to Swansea Drive; there is an existing concrete sidewalk along Swansea Drive; site improvements currently under construction include the addition of a one-story garage building and parking lot on the northern half of the property, concrete sidewalks along Lea Lane, and a new driveway onto Lea Lane; and
- WHEREAS, per the fence drawings and Area Variance Analysis, the proposed security/privacy fence will be constructed along the rear lot line and a portion of the southern lot line; a 20' section of the fence closest to Lea Lane will be 4' tall to maintain safe sight distances for pedestrian and vehicle traffic; the remainder, over 250', will be 8' in height; the fence drawings indicate the fence will be located at the bottom of a gully and a 6' tall fence, which is permitted by zoning, would not block sight lines between the site and adjacent parcel given the change in elevation; per the submitted Environmental Assessment Form (EAF) dated September 16, 2020, the fence is also intended to prevent cut through traffic between properties; and
- WHEREAS, per the local application, the apartment use has 4 dwelling units and 12 on-

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.net

site parking spaces; hours of operation are 24/7; and

WHEREAS, the building is served by public drinking water and wastewater and is located in the Metropolitan Wastewater Treatment Plant service area; no changes to the existing infrastructure are proposed; and

WHEREAS, per the Onondaga County Department of Water Environment Protection, the submitted project is located in an area designated as flow constrained or impacted by excessive wet weather flow or is tributary to a Combined Sewer Overflow (CSO); and

WHEREAS, the City of Syracuse is currently undertaking a comprehensive project to revise and modernize zoning in the City; per the ReZone Syracuse Proposed Zoning Map dated December 2019, the proposed zoning for this lot is Single-Family Residential (R-1), which would act to "provide for neighborhoods made up of primarily single-family detached homes" where "complimentary uses such as parks, open space, schools, assemblies, minor utilities, and accessory structures may also be allowed"; 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 Marty Masterpole and seconded by Marty Voss. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J.Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # Z-20-277

- 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 Manlius Planning Board at the request of John & Joanne Verone for the property located at 7376 Kirkville 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 Kirkville Road (Route 53), a county highway; and
- WHEREAS, the applicant is proposing to use a room in a single-family home for massage therapy on a 2-acre property in a Restricted Agricultural (RA) zoning district; and
- WHEREAS, the site is located along Kirkville Road, a county road, with surrounding residential land uses; aerial imagery shows the site is long and narrow with an existing house close to the Kirkville Road frontage and maintained lawn covering the front half of the site; the rear of the site appears to be wooded, with a tributary to Butternut Creek running east-west through the wooded area; there is an existing asphalt driveway onto Kirkville Road;
ADVISORY NOTE: per the Onondaga County Department of Transportation, all existing or proposed driveways on Kirkville Road must meet Department requirements; and
- WHEREAS, per the local application, the applicants are semi-retired, NYS licensed massage therapists requesting to use 120 sf of their house floor area for a massage therapy room; there will be no additional employees; an average of 2 customers per day are anticipated, with visits Monday through Saturday by appointment only; per the local application, there are 6 parking spaces available on-site and customer entrance will be at the rear of the house; and
- WHEREAS, per the submitted Environmental Assessment Form (EAF) dated September 8, 2018, the applicant intends to remodel a first floor room at the rear of the house for the accessory use; interior improvements include paint, new linoleum, and a new ceiling fan; and
- WHEREAS, per the Onondaga County Department of Finance Office of Real Property Services, the house is served by public drinking water and an individual septic system; no changes to the existing infrastructure are proposed; and
- WHEREAS, current FEMA Flood Insurance Rate Maps (FIRM) indicate that a portion of the rear wooded area is located within the 100-year floodplain, which may require elevation of structures and other mitigation; GIS mapping shows potential state wetlands at the rear of the site as well; the floodplain and wetlands appear to be associated with the creek on the site; and
- WHEREAS, the Onondaga County Hazard Mitigation Plan has identified flooding as one of five primary natural hazards of local concern, with the potential to cause extensive threat to property and safety; buildings within the floodplain can

negatively affect the free flow of nearby waterways and drainage, and building within a floodplain is therefore discouraged; and

WHEREAS, the project is within 2,000 feet of a site (ID: E734105) in the NYS Department of Environmental Conservation Environmental Site Remediation database (per EAF Mapper); 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 no trees will be removed as part of the proposed project; and

WHEREAS, the site is located over, or immediately adjoining, a principal aquifer (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 Marty Masterpole and seconded by Marty Voss. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J. Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # Z-20-278

- 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 Onondaga Town Board at the request of Town of Onondaga 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. A of 2020 to amend Chapter 285, titled "Zoning" of the Code of the Town of Onondaga with respect to minimum lot area within One-Family Residential District, R-2 and One Family Residential District, R-3; and
- WHEREAS, the proposed local law will revise the minimum lot area requirements for lots in the R-2 and R-3 zoning districts that are not served by both public water supply and public sanitary sewer; for such lots, a minimum lot area of 2 acres will be required where previously no regulation was specified; and
- WHEREAS, per the Town Zoning Code, lots with both public water supply and public sanitary sewer are currently required to be a minimum of 12,000 square feet in area in the R-2 and R-3 zoning districts; this regulation will remain as is; and
- WHEREAS, the submitted Town of Onondaga Town Board Resolution dated September 21, 2020 notes "Revising the Zoning Law to include a two (2) acre minimum lot area for lots located in the R-2 and R-3 Zoning Districts that are not serviced by both a public water supply and public sanitary sewer will accommodate compliance with New York State Department of Health Regulations" and "will not remove the obligation of an owner and/or developer from obtaining the necessary approvals from the Onondaga County Department of Health, if and when development of a lot is pursued"; and
- WHEREAS, per the Town Zoning Map, the R-2 district is currently confined to an area of unimproved lands north of Split Rock Quarry, some of which is owned by the NYS Department of Transportation, and a mix of developed and open land in a small area in the eastern portion of the Town; the R-3 district includes Nedrow and portions of the Southwood neighborhood; and
- WHEREAS, in the Town's other residential zoning districts, One-Family Residential (R-1) and Residential and Country (R-C), the minimum lot area for lots with both public water supply and public sanitary sewer is 20,000 square feet, and 2 acres for all other lots; the R-1 district covers most existing residential development, and remaining open land within the County Sanitary District boundary; R-C covers much of the remaining rural area of the town; 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 Marty Masterpole and seconded by Marty Voss. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J. Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # Z-20-279

- 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 Amerco Real Estate Company for the property located at 8015 Oswego Road; and
- WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review approval of site plans and the site is located within 500 feet of Oswego Road (Route 57), a county highway; and
- WHEREAS, the applicant is proposing to install 6 pre-fabricated storage units on a northern portion of a 48.24-acre parcel in a Regional Commercial (RC-1) zoning district; and
- WHEREAS, in 2018, the Board offered no position with comment for a special permit referral (Z-18-44) to allow motor vehicle rentals for U-Haul at the Shops at Seneca Mall shopping plaza, advising coordination with the Onondaga County Department of Transportation on traffic data requirements; in 2019, the Board offered no position with comment for a site plan referral (Z-19-31) to construct a vehicle preparation drive, vehicle access with an overhead door, and two prefabricated storage unit buildings for U-Haul; the site plan referral (Z-20-279) currently under review is an amendment to the site plan approved in 2019; and
- WHEREAS, the site is located along Oswego Road, a county road, in the Town of Clay; the site contains an existing shopping plaza, the Shops at Seneca Mall, and is part of the Route 57 commercial corridor; the primary land use across Oswego Road is single-family residential; and
- WHEREAS, the submitted Existing Conditions Plan dated December 31, 2018 shows an existing shopping plaza composed of multiple single-story, attached buildings situated near the center of the site and a large parking lot serving the shopping plaza at the front of the buildings; a forested area is shown to cover the rear half of the parcel; the site has additional frontage on Gettman Road, a public right-of-way at the front of the site with two access points onto Oswego Road; and
- WHEREAS, aerial imagery dated May 2020 shows two existing self-storage structures located in the front parking lot; the applicant is proposing to relocate the structures to a grassed area, roughly 0.6 acres in size, at the northern limits of the site; four additional self-storage units will be constructed for a total of 2,500 sf of storage space and 40 units; a letter from a representative for the applicant to the Town, dated September 22, 2020, indicates the grassed area was previously developed and paved, and topped with soil; the topsoil will be stripped down to the gravel surface and new gravel will be established for use of this portion of the site; the submitted Overall Landscaping Plan shows landscaping, including street trees, along Oswego Road; and
- WHEREAS, per aerial imagery, the grassed area has an existing curb cut on Oswego Road

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.net

that is paved only within the county right-of-way; presumably, this is the remnant of a previous driveway; the submitted Overall Site Plan dated September 22, 2020 shows an asphalt driveway at this location; the self-storage area will also connect to the shopping plaza's parking lot, allowing access through the remainder of the site; per the submitted Environmental Assessment Form (EAF) dated September 22, 2020, there will be minor lighting upgrades to the existing building frontage; the project will re-use existing on-site lighting fixtures; and

WHEREAS, per the Existing Conditions Plan, the site also contains two existing, full access driveways onto Oswego Road, one of which occurs at the signalized intersection with Pine Hollow Drive, a local road serving residential neighborhoods across Oswego Road; additional site access comes from a third driveway to the south on Oswego Road that occurs on an adjacent lot under common ownership and also serves two parcels at the front of the site, containing a church and a fast food restaurant;
ADVISORY NOTE: per the Onondaga County Department of Transportation, all existing or proposed driveways onto Oswego Road must meet Department requirements; and

WHEREAS, per the Existing Conditions Plan, there is a 10' wide drainage easement that runs along the front of the building and crosses the western half of the parking lot in two places; the proposed site improvements do not appear to encroach on the drainage easement; and

WHEREAS, the site is served by public drinking water and sewers and is located in the Wetzel Road Wastewater Treatment Plant service area; per the referral notice, no changes to the existing infrastructure are proposed; a 20' wide sanitary sewer easement is shown at the front of the site along Oswego Road; per the Onondaga County Department of Water Environment Protection, there is a county-owned trunk sewer along this stretch of Oswego Road;
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, GIS mapping shows the rear of the site may be encumbered by state and federal wetlands; per the EAF Mapper, the state wetland area is part of a much larger wetland (BRE-19) which is over 400 acres in size; and

WHEREAS, the current FEMA Flood Insurance Rate Maps (FIRM) indicate that the rear, forested portion of the site is located within the 100-year floodplain, which may require elevation of structures and other mitigation; the Onondaga County Hazard Mitigation Plan has identified flooding as one of five primary natural hazards of local concern, with the potential to cause extensive threat to property and safety; buildings within the floodplain can negatively affect the free flow of nearby waterways and drainage, and building within a floodplain is therefore discouraged; and

WHEREAS, the New York State Department of Environmental Conservation (NYS DEC) Environmental Assessment Form (EAF) Mapper indicates that the site is located over, or immediately adjoining, primary and principal aquifers; and

WHEREAS, per the EAF Mapper, the site of the proposed action may contain a species of animal (Indiana bat, Northern long-eared bat, bald eagle), or associated habitats, listed by the state or federal government as threatened or endangered; impacts to bat species are often associated with tree clearing and

from the submitted plans it appears that no wooded areas on site will be removed; 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. Per the Onondaga County Department of Transportation, use of the existing remnant driveway will not be permitted. All access must come from the existing driveways serving the shopping plaza. Additional improvements to existing driveways, including updating signage, will be required to further meet Department requirements. The municipality must ensure the project plans are revised to eliminate the existing and proposed driveway prior to, or as a condition of, municipal approval.
2. The Town 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 Board also offers the following comments:

1. The Board discourages placement of storage structures along a prominent retail frontage, and conversion of vacant land to gravel surface, particularly on a parcel where acres of underutilized, paved surfaces currently exist. The applicant is encouraged to explore other on-site locations for the proposed structures, to improve compatibility with neighboring uses, retain greenspace and pervious areas, and retain the site for future development.
2. Every municipal review provides the opportunity to improve community appearance, site design and functionality. The applicant is further encouraged to improve the appearance and stormwater function of the expansive parking lot, through addition of pedestrian accommodations and addition of frontage landscaping, landscaped refuge islands and other green infrastructure elements.

The motion was made by Marty Voss and seconded by David Skeval. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J.Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # Z-20-280

- 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 Clay Town Board at the request of NJJP Holdings, LLC / Liverpool Village Animal Hospital Wellness Center for the property located at 7270 Buckley 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 the site is located within 500 feet of Buckley Road (Route 161), a county highway, and a farm operation located in a NYS Agricultural District; and
- WHEREAS, the applicant is proposing a zone change of a 0.9-acre parcel from Neighborhood Office (O-1) to Highway Commercial (HC-1) to allow for a veterinary clinic; and
- WHEREAS, the site is located along Buckley Road, a county road, just north of the intersection with West Taft Road, also a county road; surrounding land uses are primarily retail and medical offices, including Chuck Hafner's Garden Center west across Buckley Road; the garden center parcel is enrolled in NYS Agricultural District 3; and
- WHEREAS, per the Town Zoning Code, the current Neighborhood Office (O-1) zoning district permits office buildings, private parks/playgrounds, and instructional facilities upon site plan approval and medical offices and day-care centers upon special permit approval; and
- WHEREAS, per the Town Zoning Code, the proposed Highway Commercial (HC-1) zoning district would permit retail uses, personal service uses, office buildings, bank/credit unions, indoor theaters, shopping centers, public self-storage facilities, medical offices, outdoor retail sales and service uses, day-care centers, and instructional facilities upon site plan approval and hospitals/clinics, nursing home/assisted living facilities, and secondary uses upon special permit approval from the Planning Board; the Town Board can issue special permit approval for emergency vehicle stations, restaurants, automobile car wash facilities, motor vehicle service, sales, or rental uses, drive-in services, hotels/motels, veterinary care facilities, and indoor recreation in the HC-1 zoning district; and
- WHEREAS, per the Town Zoning Code, veterinary care facilities are also permitted in the Residential Agricultural (RA-100) zoning district with Town Board special permit approval and in the Regional Commercial (RC-1) zoning district with site plan approval; and
- WHEREAS, the submitted survey map dated July 6, 2020 shows the site contains an existing one-story building, formerly a pediatrics office, with an asphalt parking lot (37 spaces) on the side of the building; there is an existing asphalt driveway onto Buckley Road;

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

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.net

existing or proposed driveways on Buckley Road must meet Department requirements; and

WHEREAS, the proposed zone change is intended to allow for a veterinary clinic on the site, Liverpool Village Animal Hospital Wellness Center; per the local application, no boarding, daycare or grooming services will be offered; no additional information regarding site plan improvements or future development for the new use was included with the referral; and

WHEREAS, the site does not appear to meet the minimum lot area (80,000 sf) and minimum lot width (200 feet) requirements of the HC-1 zoning district; and

WHEREAS, the site is currently served by public drinking water and sewers and is located in the Oak Orchard Wastewater Treatment Plant and Davis Road Pump Station service areas; no changes to the existing infrastructure are proposed; and

WHEREAS, per the Onondaga County Department of Water Environment Protection, the submitted project is located in an area designated as flow constrained or impacted by excessive wet weather flow or is tributary to a Combined Sewer Overflow (CSO);

ADVISORY NOTE: per the Onondaga County Department of Water Environment Protection, the applicant is advised to develop a 1 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer if the proposed use will exceed previous flows in excess of one sewer unit over prior uses; 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 Town is encouraged to consider the addition of veterinary clinics to less intense zoning districts, such as Neighborhood Office (O-1), as an alternative to rezoning of the site, to avoid future uses of the site that may be incompatible in scale and character with surrounding land uses.

The motion was made by James Corbett and seconded by David Skeval. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J. Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # Z-20-281

- 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 Clay Town Board at the request of Sonbyrne Sales, Inc. / Byrne Dairy for the property located at 7426, 7434 & 7440 Morgan 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 the site is located within 500 feet of Morgan Road (Route 46), a county highway; and
- WHEREAS, the applicant is proposing a zone change of 4 parcels totaling 6.95 acres from Industrial (I-1) to Limited Use for Gasoline Services (LuC-1) to allow for construction of a retail store, car wash and fueling facility; and
- WHEREAS, in 2019, the Board recommended modification of a site plan referral (Z-19-325) to construct a 15,000 sf industrial/warehouse/manufacturing facility for Clayscapes Pottery, Inc. on two of the subject parcels, citing removal of the remnant driveways on Morgan Road and coordination with the Onondaga County Department of Transportation regarding drainage plans; and
- WHEREAS, the site is located at the intersection of Morgan Road, a county road, and Steelway Boulevard North, a local road, in the Town's Woodard Industrial Park; surrounding land uses are primarily industrial with a number of apartment complexes occurring to the west of the site; and
- WHEREAS, the submitted survey map dated March 8, 2017 shows the majority of the site (more than 6 acres) is vacant except for an old foundation area, shed, and two remnant driveways onto Morgan Road; there is a drainage way on the northern half of the site and pockets of existing tree cover and dense vegetation; the vacant, triangular-shaped parcel contains a "Blanket Utility Easement Over Parcel"; the site's two smaller parcels are single-family residential lots with frontage on Morgan Road; each residential lot contains an existing house and a driveway; the northern house is currently vacant and under the same ownership as the two vacant parcels; the southern house is occupied and also includes a home occupation (dog groomer); and
- WHEREAS, per the Town Zoning Code, the current Industrial (I-1) zoning district permits office buildings (15,000 sf or larger), exhibit halls, public self-storage facilities, wholesale, warehouses, manufacturing, emergency service stations, and cropland uses subject to site plan approval and accessory exterior activities of the permitted site plan uses and contractor's service yards subject to special permit approval from the Planning Board; the Town Board can issue special permit approval for trucking terminals, outdoor furnaces, motor vehicle rental, commercial nursery, commercial greenhouse, motor vehicle sales (limited) and storage, hospitals/clinics, and animal care/training facilities; and
- WHEREAS, per the Town Zoning Code, the proposed Limited Use District for Gasoline

1100 Civic Center, 421 Montgomery Street, Syracuse, NY 13202 (315) 435-2611, Fax (315) 435-2439

E-mail Address: countyplanning@ongov.net

Services (LuC-1) zoning district would permit gasoline service stations and related accessory uses subject to site plan approval from the Planning Board and drive-in service and motor vehicle sales subject to special permit approval from the Town Board; and

WHEREAS, the proposed zone change is intended to allow for a Byrne Dairy retail store, car wash, and fueling facility on the site; per the submitted Byrne Dairy – Morgan Road Project Narrative, the store and carwash will operate 24 hours a day, 365 days a year and employ in excess of (25) employees; and

WHEREAS, the submitted Preliminary Site Plan dated Sept. 2020 shows the proposed convenience store building (4,692 sf) will be oriented towards Morgan Road with a 160' x 24' freestanding fuel canopy and pumps at the front of the building, a 62' x 24' freestanding diesel fuel canopy and pumps at the rear, and a 2-bay car wash building to the south; vehicle parking is shown at the front and sides of the convenience store (30 spaces); there will be 6 parking spaces for vacuum stations adjacent to the car wash and 8 spaces for tractor trailer parking near the diesel fuel canopy; there are three proposed full access, 30' wide driveways, two on Morgan Road and one on Steelway Boulevard;

ADVISORY NOTE: the proposed driveways onto Morgan Road require highway access and work permits from the Onondaga County Department of Transportation and will be subject to the availability of sight distance; and

WHEREAS, per the Preliminary Site Plan, proposed lighting will include 30 recessed canopy lights and 5 building-mounted wall packs (9' mounting height); proposed signage is shown to include a freestanding LED sign (25 sf, 15' high), to be located at the Morgan Road/Steelway Boulevard intersection, and two building signs (49 sf each); there will be 8 canopy graphics, each 12 sf in size; and

WHEREAS, per the submitted Environmental Assessment Form (EAF) dated September 28, 2020, 5.25 acres of the site will be disturbed by the proposed project; per the Preliminary Site Plan, there are two proposed stormwater management areas, one along the southern lot line and one adjacent to the Steelway Boulevard driveway;

ADVISORY NOTES: per the Onondaga County Department of Transportation, additional stormwater runoff into the county's drainage system is prohibited; any project that cumulatively disturbs one acre or more of land must be covered under the NYS SPDES Permit, and 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, the site has access to public drinking water and sewers and is located in the Wetzel Road Wastewater Treatment Plant service area; new connections to the drinking water and sewer infrastructure would be required as part of the development;

ADVISORY NOTES: prior to the next phase of the project, the applicant is advised to contact OCWA's Engineering Department to determine the activities and structures permitted within OCWA easements/right-of-ways, 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; the Onondaga County Department of Water Environment Protection asks that the applicant contact the Department's Flow Control office early in the planning process to determine sewer availability and capacity; and

WHEREAS, the project is within 2,000 feet of a site (ID: 734071) in the NYS Department of Environmental Conservation Environmental Site Remediation database (per EAF Mapper); 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 the Preliminary Site Plan 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 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:

Should the municipality approve the proposed zone change, the Board offers the following comments for the next phase of development:

1. The Town is encouraged to consider the following as part of site plan review: maximizing value of the site by consolidating development into a smaller footprint on the site and allowing for additional future development on remaining lands, relocating the buildings closer to the road frontages to improve aesthetics and pedestrian access to the site, and situating stormwater infrastructure at the rear of the development with landscape buffering. Landscaping along both frontages is also encouraged to improve the aesthetics of the site.

2. Per the Onondaga County Department of Transportation, the existing curb cuts on Morgan Road must be removed. Any work within the county right-of-way is subject to a work permit from the Department. The applicant is advised to continue coordinating with the Department regarding access plans and additional requirements, including review of the Stormwater Pollution Prevention Plan (SWPPP), traffic data, and lighting plan for the project.

3. The Town and applicant are advised to clarify the ownership of the easement on TM #105.-01-11.1 and obtain any necessary permissions for work within the easement.

The motion was made by James Corbett and seconded by David Skeval. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J.Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # Z-20-282

- 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 Rocklyn Commercial, LLC for the property located at West Taft Road and Wintersweet Drive; 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 West Taft Road (Route 48), a county highway; and
- WHEREAS, the applicant is proposing construction of a 3,500 sf urgent care facility with associated site improvements on a 1.479-acre portion of an 8.13-acre parcel in a Planned Development (PDD) zoning district; and
- WHEREAS, the Board recently recommended modification of a special permit referral (Z-20-155) associated with this project; in 2015, the Board offered no position with comment for a text amendment referral (Z-15-431) to amend the Inverness Gardens Planned Development District (PDD), which includes the subject parcel; the Board previously offered no position with comment on a site plan referral to construct a Mavis Discount Tire store on the subject lot (Z-15-250) and a site plan referral for an adjacent commercial building (Simon Agency) in the PDD (Z-14-226), commenting on drainage, access, water, and wastewater, and encouraging a strategy for site layout, parking, and access for the entire Inverness Gardens development; the Board previously offered no position with comment for a zone change referral (Z-09-185) and recommended modification of a subdivision referral (S-09-89) to create the PDD; and
- WHEREAS, the vacant site is located at the intersection of Wintersweet Drive, a local road, and West Taft Road, a county road, with residential neighborhoods north across West Taft Road and south across Wintersweet Drive; other surrounding land uses including medical offices, professional offices, and a grocery store; and
- WHEREAS, the submitted Site and Utility Plan dated September 23, 2020 shows the project area will occupy the 1.479 acres of land on the eastern side of the parcel, which fronts West Taft Road to the north and Wintersweet Drive to the east and south; the local application indicates the project area will be subdivided from the larger 8.1-acre parcel in the future; the proposed building (3,500 sf) is shown to be surrounded on three sides by asphalt, with parking (45 spaces total) along both road frontages; a dumpster enclosure will be located at the southwest corner of the building; there are two proposed driveways, each on Wintersweet Drive, and a proposed monument sign near the intersection of the two roads;
- ADVISORY NOTE: per the Onondaga County Department of Transportation, all access to the site must come from Wintersweet Drive as shown; no access to

West Taft Road will be permitted; and

WHEREAS, the submitted Project Plan approved October 12, 2016, which was included with the special permit referral (Z-20-155), shows the Inverness Gardens PDD to include 17 two-unit townhouses and 44 detached single-family houses on the southern half of the district and 65,500 sf of commercial space, divided among multiple buildings, with parking and an interior road network on the northern half of the district; the residential portion of the PDD appears to be mostly built out, while the commercial portion is still mostly vacant; the Site and Utility Plan shows a 24' wide future interior connector road as part of the urgent care project, which would access one of the proposed driveways and serve the adjacent undeveloped lands on the remainder of the 8.1-acre parcel, presumably to allow for continued development; and

WHEREAS, per the Statement of Development and Use, normal operating hours for the WellNow Urgent Care will be 8am to 8pm, with possible extended hours from 7am to 11pm; the number of employees on-site will generally be between 4 and 8 at any given time; and

WHEREAS, per the submitted Lighting Plan, proposed site lighting will include 5 pole-mounted LED light fixtures (22' mounting height) situated around the parking areas and access, and 3 building-mounted LED wall packs (15' mounting height); and

WHEREAS, the submitted Environmental Assessment Form (EAF) dated September 21, 2020 indicates 1.3 acres of the site will be disturbed by the proposed project, and stormwater discharges will be directed to stormwater management facilities discharging to the existing roadside ditch; the Site and Utility Plan shows a proposed stormwater bio-retention area at the rear of the building and a stormwater management area adjacent to the West Taft Road frontage; ADVISORY NOTES: per the Onondaga County Department of Transportation, additional stormwater runoff into the county's drainage system is prohibited; any project that cumulatively disturbs one acre or more of land must be covered under the NYS SPDES Permit, and 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, the site has access to public drinking water and sewers and is located in the Metropolitan Wastewater Treatment Plant and Ley Creek Pump Station service areas; new connections to the public drinking water and sewer infrastructure are proposed as part of the project; ADVISORY NOTE: the Onondaga County Department of Water Environment Protection asks that the applicant contact the Department's Flow Control office to determine sewer availability and capacity; and

WHEREAS, per the Onondaga County Department of Water Environment Protection, the submitted project is located in an area designated as flow constrained or impacted by excessive wet weather flow or is tributary to a Combined Sewer Overflow (CSO); ADVISORY NOTE: per the Onondaga County Department of Water Environment Protection, the applicant must develop a 1 gallon to 1 gallon sanitary flow offset plan/project in coordination with the municipal engineer; and

WHEREAS, a portion of the site is located in an Onondaga County Drainage District for Bloody Brook, which is maintained by the Department of Water Environment Protection in this area; the entirety of the project area is outside the Drainage

District boundary; 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); per the EAF, the remediation site, the “Miller-Duva site,” is south of the project area and is remediated/closed with continued monitoring; 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:

The Onondaga County Department of Transportation has determined that the applicant must contact the Department to discuss any required traffic data for the proposed project. To further meet Department requirements, the applicant must submit a copy of the Stormwater Pollution Prevention Plan and a lighting plan for Department 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 also offers the following comment:

The applicant is encouraged to consider a revised site plan that situates the building closer to the road front and locates parking and dumpster enclosures at the rear of the building. The Board encourages the applicant to include landscaping to help screen any parking that is visible for West Taft Road or Wintersweet Drive.

The motion was made by Marty Voss and seconded by David Skeval. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J.Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # Z-20-283

- 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 Manlius Town Board at the request of Town of Manlius for the property located ; and
- WHEREAS, General Municipal Law Section 239-m allows the County Planning Board to review the adoption or amendment of a zoning ordinance or local law; and
- WHEREAS, the applicant is proposing a Local Law modifying Chapter 155 of the Town of Manlius Code ("Zoning Code") adding a Transitional Business Zoning District and a table of primary uses permitted in the commercial zoning districts of the Town; and
- WHEREAS, per the local law, the "Town Board of the Town of Manlius, enacts the legislation herein to fulfil the purpose and intent of 1) comprehensively reviewing each of the zoning classifications relating to Commercial districts of the Town; 2) reviewing and clarifying the uses which are allowed in each zoning district of the Town; and 3) updating the Code to include uses that shall be permitted in each zoning district, including adding uses which were not known when the Zoning Code was enacted; 4) update definitions of uses"; per the local law, the Town Board authorized the "Planning Process Committee" in 2018 to "examine various issues relating to zoning and planning in the Town"; the committee included members of the Town Board, Town staff and council, Planning and Zoning Board members, and citizens; and
- WHEREAS, one of the proposed changes to the Zoning Code is to repeal Sections 155-13 Neighborhood Shopping Districts N-S, 155-14 Regional Shopping Districts RSD, 155-15 Commercial District A CA, 155-16 Commercial District B CB, and 155-17 Industrial Districts ID in their entirety and replace them; Section 155-12.2 Transitional Business Districts (TB) will be added to the Zoning Code, establishing a new zoning district in the Town; application of this new district is not specified; and
- WHEREAS, for each of the repealed/replaced zoning districts, the permitted uses will be extrapolated from the text sections of the code, and reorganized into a new table and appendix; this table will also include the permitted uses in the TB district; and
- WHEREAS, the proposed text for Section 155-12.2 Transitional Business Districts (TB) indicates the purpose and intent for the TB district is "to permit the development of low-impact profession, retail, personal service and business establishments in convenient proximity to residential neighborhoods while minimizing the impact such uses may have on adjacent residential neighborhoods"; drive-through, outdoor sales, and outdoor storage, as primary or accessory uses, will be prohibited in the TB district; land uses permitted in the TB district will include: specialty retail shops, barbershops, nail salons,

beauty parlors, shoe repair, instruction and tutoring services, personal training/yoga/karate/music studio, professional offices, banking offices, finance, insurance, real estate, legal, medical, dental, governmental, casual and fine dining restaurants, religious establishments, parks and trails, artist studio, food/beverage manufacturing, woodworker, and greenhouses; and

WHEREAS, additional regulations in the TB district include: maximum lot area (10 acres), maximum total building footprint (10,000 sf), maximum lot coverage (70%), and minimum yard setback (100') and minimum landscaped buffer (30') where property abuts a property zoned residential or restricted agricultural; service areas, such as loading, delivery, and garbage areas, must be at least 100' from any adjoining property line of a property zoned residential or restricted agricultural, and require screening; all signage is subject to site plan review by the Planning Board; freestanding signs are restricted to a maximum width of 8' and a maximum height of 7.5'; and

WHEREAS, the proposed text for the TB, N-S and RSD zoning districts each includes a subsection titled Design Principles, in which "Applicants seeking permits or site plan approval for new construction and/or renovation within the [subject zoning district] must demonstrate to the satisfaction of the Planning Board that building and site designs: are consistent with the design principles which predominate among the existing building and structures within the zone and the surrounding area, including residential, and will consider the impact on the desirability of the immediate and surrounding area including residential" and "design principles to be addressed include, but are not limited to, the suitability of design and type of the proposed construction, including mass, height and line to be used in relation to the immediate and surrounding area including residential"; the amended text for the CA, CB, and ID zoning districts includes a subsection titled Design Principles, in which "architectural design is encouraged to respond to local history, topography and climate, as well as vernacular building practice"; and

WHEREAS, changes to the N-S district with the proposed local law include: 1) prohibiting outdoor storage as a primary or accessory use; 2) permitting a total maximum building footprint of 10,000 sf, where previously the district permitted 10,000 sf of floor space per acre; 3) limiting all structures in the N-S district to a total maximum lot coverage of 75% where previously there was no regulation; and 4) removing the Planning Board's authority to reduce setback requirements for services areas, such as loading, delivery, and garbage areas; and

WHEREAS, changes to the RSD district with the proposed local law include prohibiting outdoor storage as a primary or accessory use; and

WHEREAS, changes to the CA district with the proposed local law include adding a purpose and intent statement to read as follows: "This zoning classification is intended to include the commercial, retail and personal service uses permitted in Regional Shopping and Residential R-3 zones, subject to the same restrictions. Some additional permitted uses are also allowed. Site Plan Review shall include, but not be limited to lot coverage, parking, screening, lighting, noise, ingress/egress and the overall aesthetics of the proposed development"; and

WHEREAS, changes to the CB district with the proposed local law include adding a purpose and intent statement to read as follows: "This zoning classification is intended to include the uses permitted in Commercial A, subject to the same restrictions, and to add some additional permitted uses. Site Plan Review shall include, but not be limited to, lot coverage, parking, screening, lighting, noise,

ingress/egress and the overall aesthetics of the proposed development”; for commercial repair garages, automobile sales, parking lots, and drive-in retail fuel facilities, pumps must be set at least 100’ from the public street line or right-of-way line, where currently 20’ is required; and

WHEREAS, changes to the ID district with the proposed local law include prohibiting residential uses, uses related to “Congregate Services” or “Gathering Places,” and businesses that operate self-storage units, certain manufacturing, and industrial establishments and uses, except by special permit; and

WHEREAS, new definitions in the zoning code will include artisan, building footprint, business and professional offices, container storage, commercial storage, drive thru, junkyard, light manufacturing, lot coverage, outdoor display, outdoor sales, outdoor storage, people care services, personal service establishment, places of entertainment, public gathering places, restaurant, retail sales, self-storage indoor facility, self-storage outdoor facility, urgent care facility, vehicle & machinery outdoor storage & display, and vehicle storage; 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 Marty Masterpole and seconded by Marty Voss. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



J. Ryan McMahon II
COUNTY EXECUTIVE

Onondaga County Planning Board

RESOLUTION OF THE ONONDAGA COUNTY PLANNING BOARD

Meeting Date: October 14, 2020

OCPB Case # Z-20-284

- WHEREAS, the Onondaga County Planning Board, pursuant to General Municipal Law, Section 239 l, m and n, has considered and reviewed the referral for a SITE PLAN from the Town of DeWitt Planning Board at the request of Donald DeStefano for the property located at 6420 Deere 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 Route 298, a state highway; and
- WHEREAS, the applicant is proposing construction of a 30,000 sf warehouse and associated site improvements on a 3.46-acre parcel in an Industrial zoning district; and
- WHEREAS, in 2005, the Board recommended modification of a site plan referral (Z-05-72) to construct three buildings and associated parking and stormwater facilities for the Deere Road Warehouse Facilities project on the subject site, of which only phase one was completed; a site plan referral (Z-15-331) in 2015 sought re-approval of phase two of the project, which has since been completed; the site plan currently under review (Z-20-284) is to allow for phase three of the project; and
- WHEREAS, the site is a triangular-shaped lot located in an industrial area along State Route 298; there is a culvert for Sanders Creek, a classification C stream, which is channelized along the entire Route 298 frontage; and
- WHEREAS, the submitted Existing Conditions Plan dated June 15, 2020 shows the site also has frontage on Deere Road, a local road, and contains Building #1 (30,000 sf) with 72 front and side yard parking spaces and a side loading area (Phase 1) and Building #3 (15,000 sf) with 30 front and side yard parking spaces and a rear loading area (Phase 2); the eastern half of the site is intended for Phase 3 and appears to include a chainlink fence enclosure, to be removed and salvaged for reinstallation, and asphalt pavement that is contiguous with an adjacent parcel to the south; the site has two existing, full access driveways onto Deere Road; and
- WHEREAS, the submitted Layout Plan dated September 28, 2020 shows the proposed warehouse (30,000 sf) will be on the east side of Building #1; site improvements include asphalt pavement on two sides of the building for an 81-space parking lot and heavy duty asphalt on the south side of the building; a 50-space parking lot is shown on the remainder of the site for a potential future parking area; access to Phase 3 will come from the existing Deere Road driveways; the contiguous asphalt appears to be largely removed so access to the adjacent southern parcel will be reduced in width; and
- WHEREAS, the submitted Signage Plan shows Buildings #1 and 2 will each have three new tenant ID signs (10' x 40' each), one per suite, mounted on the south sides of the buildings; Building #3 will have two new tenant ID signs (10' x 40' each), one per suite, mounted on the east side of the building; a new post and

panel wayfinding sign (96" tall and 42" wide) will be installed in a landscape island near the southernmost driveway on Deere Road; and

WHEREAS, per the submitted Environmental Assessment Form (EAF), 2.8 acres of the site will be disturbed by the proposed project; stormwater is collected in storm structures and directed into a hydrodynamic stormwater separator ultimately discharging into Sanders Creek where a storm sewer pipe connects to the culvert; the EAF notes that a SPDES permit was issued prior to phase one of the Deere Road Warehouse Facilities project;

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

WHEREAS, the site is served by public drinking water and sewers and is located in the Metropolitan Wastewater Treatment Plant service area; the new building will also be served by public drinking water and sewers; the Existing Conditions Plan shows a county-owned trunk sewer running east-west through the site with a 25' sanitary easement; existing and proposed parking areas appear to be over the trunk sewer and within the easement;

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 Onondaga County Department of Water Environment Protection, the submitted project is located in an area designated as flow constrained or impacted by excessive wet weather flow or is tributary to a Combined Sewer Overflow (CSO);

ADVISORY NOTES: the Onondaga County Department of Water Environment Protection asks that the applicant contact the Department's Flow Control office to determine sewer availability and capacity; per the Onondaga County Department of Water Environment Protection, 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; and

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

WHEREAS, the project is within 2,000 feet of multiple sites (IDs: C734113, 734070) in the NYS Department of Environmental Conservation Environmental Site Remediation database; per the EAF, site #C734113 is a Brownfield Cleanup Program site classified as N (no further action), and site #734070 is a State Superfund Program site classified as 04 (remediation complete, but monitoring ongoing); 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 Town 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.

2. The applicant must provide ITE Trip Generation traffic figures to the New York State Department of Transportation. To further meet Department requirements, the applicant must submit a copy of the Stormwater Pollution Prevention Plan (SWPPP) 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 also offers the following comment:

The Town is advised to ensure the SPDES permit previously issued does not require renewal or modification prior to approving the plans for this site. Projects within an Onondaga County Drainage District that require a Stormwater Pollution Prevention Plan (SWPPP) must submit a copy of the SWPPP to the Onondaga County Department of Water Environment Protection for review.

The motion was made by Marty Voss and seconded by David Skeval. The votes were recorded as follows: Daniel Cupoli - yes; James Corbett - yes; Marty Masterpole - yes; David Skeval - yes; Marty Voss - yes.



Onondaga County Planning Board

J. Ryan McMahon, II
County Executive

ONONDAGA COUNTY PLANNING BOARD 2021 CALENDAR

<u>FILE BY:</u>	<u>FOR MEETING ON:</u>	<u>FILE BY:</u>	<u>FOR MEETING ON:</u>
Friday, December 25, 2020	Wednesday, January 6, 2021	Friday, July 2, 2021	Wednesday, July 14, 2021
Friday, January 15, 2021	Wednesday, January 27, 2021	Friday, July 23, 2021	Wednesday, August 4, 2021
Friday, February 5, 2021	Wednesday, February 17, 2021	Friday, August 13, 2021	Wednesday, August 25, 2021
Friday, February 26, 2021	Wednesday, March 10, 2021	Friday, September 3, 2021	Wednesday, September 15, 2021
Friday, March 19, 2021	Wednesday, March 31, 2021	Friday, September 24, 2021	Wednesday, October 6, 2021
Friday, April 9, 2021	Wednesday, April 21, 2021	Friday, October 15, 2021	Wednesday, October 27, 2021
Friday, April 30, 2021	Wednesday, May 12, 2021	Friday, November 5, 2021	Wednesday, November 25, 2021
Friday, May 21, 2021	Wednesday, June 2, 2021	Friday, November 26, 2021	Wednesday, December 8, 2021
Friday, June 11, 2021	Wednesday, June 23, 2021	Friday, December 17, 2021	Wednesday, December 29, 2021

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

MEETINGS ARE HELD AT 11:00 A.M. AT THE
SYRACUSE-ONONDAGA COUNTY PLANNING AGENCY CONFERENCE ROOM
11TH FLOOR, JOHN H. MULROY CIVIC CENTER

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

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

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

Onondaga County Planning Board Members

Daniel Cupoli, Chair
Michael LaFlair
Marty Masterpole
David Skeval

James Corbett, Vice Chair
Jim Stelter
Marty Voss

9/25/20

John H. Mulroy Civic Center, 11th Floor
421 Montgomery Street, Syracuse, NY 13202
Phone: 315.435.2611 · Fax: 315.435.2439
Email: countyplanning@ongov.net · Website: ongov.net/planning/index.html