

City of Syracuse  
Office of Zoning Administration

**RESUBDIVISION / LOT ALTERATION APPLICATION**

City Hall Commons - Room 500 \* 201 E. Washington Street \* Syracuse, NY 13202-1426  
315-448-8640 \* [zoning@syr.gov](mailto:zoning@syr.gov) \* [www.syr.gov/Zoning.aspx](http://www.syr.gov/Zoning.aspx)

Office Use Filing Date: 10/13/2021 Case: R-21-52 Zoning District: RB 3 RAA

**REQUESTED** (Check applicable and provide the subdivision name, existing and proposed number of lots, and total area.)

	<u>Subdivision Name</u>	<u>Number of Lots</u>	<u>Total Area</u>
<input type="checkbox"/> Resubdivision:	<u>Create 3 new const. sites on S Salina St</u>	<u>3</u>	<u>47,542.95 sf</u>
<input type="checkbox"/> Lot Alteration:	<u></u>	<u></u>	<u>1.09 acres</u>

<u>TAX ASSESSMENT ADDRESS(ES)</u>	<u>TAX MAP ID(S)</u> (000.-00-00.0)	<u>OWNER(S)</u>	<u>DATE ACQUIRED</u>
1) <u>1623 Salina St S</u>	<u>84-3-39.1</u>	<u>GSPDC</u>	<u>09/26/2019</u>
2) <u>1631 Salina St S</u>	<u>84-3-38</u>	<u>GSPDC</u>	<u>07/02/2014</u>
3) <u>1641 Salina St S</u>	<u>84-3-37</u>	<u>GSPDC</u>	<u>09/03/2014</u>
4) <u></u>	<u></u>	<u></u>	<u></u>

As listed in the Department of Assessment property tax records at <http://syr.gov/Assessment.aspx> - 315-448-8280.

**COMPANION ZONING APPLICATION(S)** (List any related City Zoning applications, if applicable, e.g., Resubdivision, Special Permit, Project Site Review, etc.)

1)  2)  3)

**PROJECT CONSTRUCTION** (Check all that apply and briefly describe, as applicable.)

- Demolition (full and partial): Land will be sold to Home HeadQuarters who will build 3 new
- New Construction: owner-occupied two-family homes.
- Façade (Exterior) Alterations:
- Site Changes:

**PROJECT INFORMATION** (Briefly describe, as applicable.)

Project Name: Create 3 new construction sites on the 1600 block of S Salina St  
Current Land Use(s): Residential vacant land  
Proposed Land Use(s): Two-family residential  
Number of Dwelling Units: 6  
Days and Hours of Operation: N/A residential  
Number of Onsite Parking Spaces: 2 per property - total 6

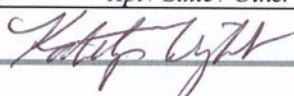
**PROJECT DESCRIPTION** (Provide a brief description of the project, including purpose or need.)

These three lots currently have 48', 68' and 84' of frontage, respectively. 200' total. The Land Bank proposes to divide them into three building sites with equal street frontage - 66 and 2/3 feet each. Once the resubdivision is approved, the land will be sold to Home HeadQuarters who will build three owner-occupied 2-family homes.

City of Syracuse Office of Zoning Administration

**PROPERTY OWNER(S) (required)**

As listed in Department of Assessment property tax records (<http://syrgov.net/Assessment.aspx> - 315-448-8280). If not listed as the owner, please provide proof of ownership, e.g., a copy of the deed. Attorney's signing on behalf of the owner must include a letter describing the legal arrangement. If the property owner is a Corporation or Organization, the person signing must provide member verification. **Contract purchasers, tenants, architects, engineers, contractors, etc. CANNOT sign on behalf of the owner.**

Katelyn	Wright	Executive Director	Greater Syracuse Land Bank		
<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Company</i>		
431 East Fayette St	Suite 375	Syracuse	NY	13202	<i>Phone:</i>
<i>Street Address</i>	<i>Apt / Suite / Other</i>	<i>City</i>	<i>St</i>	<i>Zip</i>	<i>Email:</i> 315-422-2301
* <i>Signature:</i> 			<i>Date:</i>		

<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Company</i>		
					<i>Phone:</i>
<i>Street Address</i>	<i>Apt / Suite / Other</i>	<i>City</i>	<i>St</i>	<i>Zip</i>	<i>Email:</i>
* <i>Signature:</i>			<i>Date:</i>		

<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Company</i>		
					<i>Phone:</i>
<i>Street Address</i>	<i>Apt / Suite / Other</i>	<i>City</i>	<i>St</i>	<i>Zip</i>	<i>Email:</i>
* <i>Signature:</i>			<i>Date:</i>		

<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Company</i>		
					<i>Phone:</i>
<i>Street Address</i>	<i>Apt / Suite / Other</i>	<i>City</i>	<i>St</i>	<i>Zip</i>	<i>Email:</i>
* <i>Signature:</i>			<i>Date:</i>		

**\* OWNER SIGNATURE DECLARATION**

I understand that false statements made herein are punishable as a Class A Misdemeanor, pursuant to section 210.45 of the Penal Law of the State of New York. I declare that, subject to the penalties of perjury, any statements made on this application and any attachments are the truth and to the best of my knowledge correct. I also understand that any false statements and/or attachments presented knowingly in connection with this application will be considered null and void.

**APPLICANT(S) (if applicable)**

Katelyn	Wright	Executive Director	Greater Syracuse Land Bank		
<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Company</i>		
					<i>Phone:</i>
<i>Street Address</i>	<i>Apt / Suite / Other</i>	<i>City</i>	<i>St</i>	<i>Zip</i>	<i>Email:</i>
<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Company</i>		
					<i>Phone:</i>
<i>Street Address</i>	<i>Apt / Suite / Other</i>	<i>City</i>	<i>St</i>	<i>Zip</i>	<i>Email:</i>

**REPRESENTATIVE(S)/CONTACT(S) (if applicable)**

<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Company</i>		
					<i>Phone:</i>
<i>Street Address</i>	<i>Apt / Suite / Other</i>	<i>City</i>	<i>St</i>	<i>Zip</i>	<i>Email:</i>
<i>First Name</i>	<i>Last Name</i>	<i>Title</i>	<i>Company</i>		
					<i>Phone:</i>
<i>Street Address</i>	<i>Apt / Suite / Other</i>	<i>City</i>	<i>St</i>	<i>Zip</i>	<i>Email:</i>

**Resubdivision / Lot Alteration Application**  
**INSTRUCTIONS AND REQUIRED SUBMITTALS**

**Incomplete applications will not be processed.**

Applications together with the required submittals listed below must be submitted in **HARD COPY, SINGLE-SIDE** and **NOT BOUND**, to the City of Syracuse Office of Zoning Administration, City Hall Commons – Room 500, 201 East Washington St., Syracuse, NY 13202. E-mailed submissions will not be processed.

Please submit **ONE (1) COPY** of the following:

- APPLICATION** – filled out completely, dated, and **signed by property owner as instructed.**
- STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQR) Short Environmental Assessment Form (SEAF) - Part One** - filled out to the best of your ability, dated, and signed by preparer..
- APPLICATION FEE** – \$0.

Please submit **FIVE (5) FULL-SIZE AND TO-SCALE** paper maps for review purposes, and **ONE (1) REDUCED (11X17" or smaller)** paper map for copying, of the following:

- RESUDIVISION/LOT ALTERATION MAP** (per the Syracuse-Onondaga County Guide 11-17-2011)
  - No larger than 36"x 44"
  - Five Signature Blocks (County Health Department, and City Planning Commission, Assessment, Finance, Engineering)
  - Tract name (cannot be Farm Lot or Military Lot)
  - Farm/Military Lot and/or block numbers
  - Municipality
  - Address (to be verified by Syracuse-Onondaga County Planning Agency Address Administration Certification)
  - Scale, Date, North arrow
  - Certificate of Licensed Land Surveyor: "We (or I) hereby certify that this is an accurate subdivision plat prepared by us (or me) on (date). This subdivision plat meets the current standards stated in the NYSAPLS Code of Practice for Land Surveys pertaining to All Boundary/Title Surveys. The subdivision boundary closure is (boundary closure precision). This map is not valid without the original seal of the surveyor."
  - Each new lot will have a definite designation number or letter per the new map.
  - Each amended lot will have a definite designation per the new map to avoid confusion with the original lot designation as shown on a previous subdivision map (e.g. Lot 10 becomes Lot 10A).
  - Existing parcels or lots to be added to or subtracted from will have a definite designation per the new map depicting all necessary conveyances.
  - Each line or curve of all new or amended lots must clearly show all necessary geometry.
  - Shorelines will have a tie line with geometry for closure.
  - The map shall have absolutely no disclaimers preventing the use of said map as a legal descriptor for any new or amended lot or lots shown.
  - All amended maps or resubdivision maps must recite which existing map # they are amending & clearly describe which lots or areas are being amended & why.
- AS BUILT PROPERTY SURVEY(S)** of all involved properties illustrating boundaries, easements, and current conditions including structures, fencing, parking surface, and retaining walls if not illustrated on the Resubdivision or Lot Alteration Map (**signed and stamped by a licensed surveyor**).
- SITE PLAN(S)** illustrating site alterations and post project conditions that are/will be different from the As Built Property Survey or Resubdivision / Lot Alteration Map:
  1. **Zoning Schedule** (density, setbacks, structure / parking surface coverage, screening, onsite parking, etc.)
  2. **demolitions** and **post demolition** conditions
  3. **structures, facilities, utilities and drainage**
  4. **parking areas** including surface type, dimensioned spaces, number of spaces, traffic patterns, and coverage
  5. **loading** dock and delivery areas
  6. **dumpsters** and/or trash receptacles
  7. **landscaping** including type, height, and number of plantings
  8. **screening/fencing** including type and height for parking, dumpsters, and site
  9. **lighting** including structure heights and luminaries wattage
  10. **ground signs**
  11. **STREET rights-of-way** conditions, existing and proposed, including curb cuts, driveways, sidewalks, and plantings
  12. **ENROACHMENTS**, existing or proposed, into the City rights-of-way including stairs, signs, and awning

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

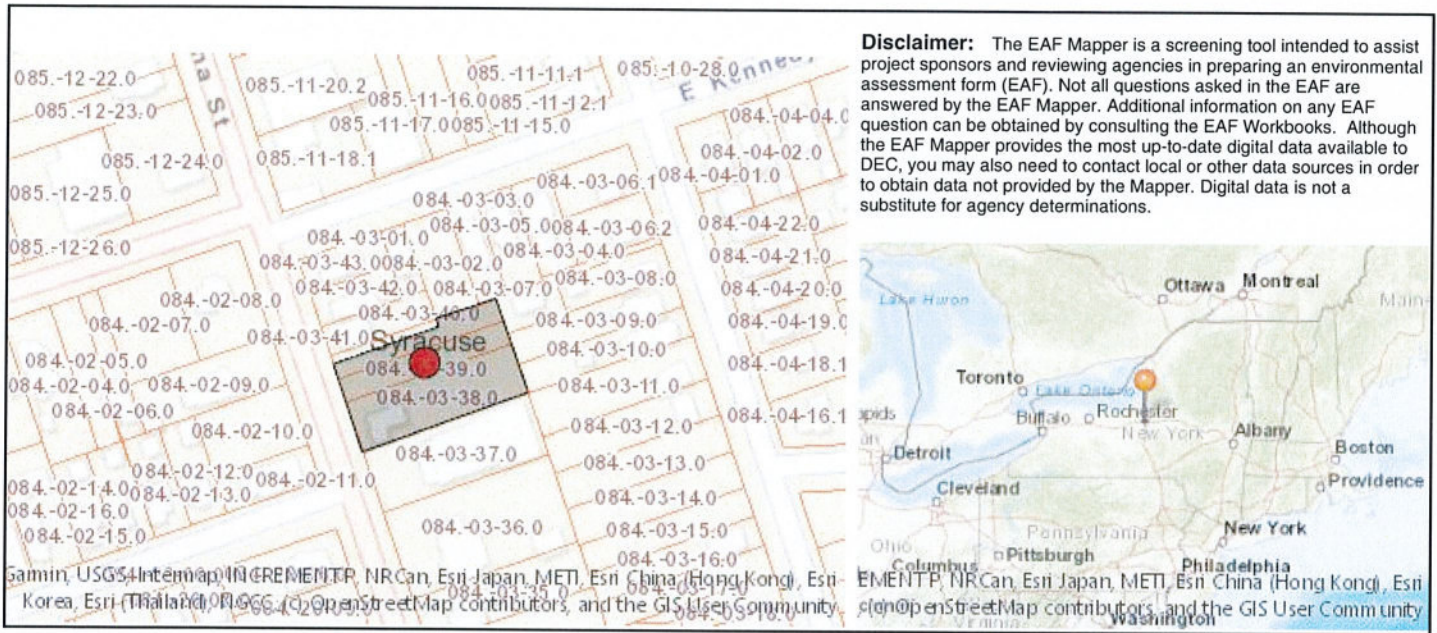
**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available.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

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

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: Create 3 new construction sites on the 1600 block of S Salina St			
Project Location (describe, and attach a location map): 1623, 1631, 1623, and 1631 South Salina Street between Kennedy St E and Borden Ave			
Brief Description of Proposed Action: The three existing lots have 48', 68' and 84' of frontage, respectively. 200' total. This resubdivision will create three new construction sites that have equal frontage of 66.67' each. Once approved, the land will be sold to Home HeadQuarters who will construct three new two-family dwellings under Mayor Walsh's Resurgent Neighborhoods Initiative.			
Name of Applicant or Sponsor: Greater Syracuse Property Development Cp.		Telephone: 315-422-2301 ext 11 E-Mail: kwright@syracuselandsbank.org	
Address: 431 East Fayette St.			
City/PO: Syracuse		State: NY	Zip Code: 13202
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ 1.09 acres b. Total acreage to be physically disturbed? _____ 0 acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 1.09 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
5. <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

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





Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National or State Register of Historic Places or State Eligible Sites]	Yes
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	No



September 20, 2021

Office of Zoning Administration  
City Hall Commons, Room 211  
201 E. Washington Street  
Syracuse, NY 13202  
Attn: Jeff Harrop

Re: Resubdivision/Lot Alteration – 1623, 1631, and 1641 S. Salina St.

Dear Jeff,

Enclosed please an application for a lot alteration at 1623, 1631, and 1641 South Salina St. These three lots currently have 48', 68,' and 84' of frontage, respectively; 200' total. This resubdivision will create three new-construction sites with equal frontage of 66.67' each. Once approved, the land will be sold to Home HeadQuarters, Inc. who will construct a two-family dwelling on each as part of Mayor Walsh's Resurgent Neighborhoods Initiative. These homes will be sold to owner-occupants who will benefit from an income-generating rental unit.

The 66' lot width is consistent with many other lots in the historic district and Home HeadQuarters planned two-family homes for these sites, to achieve massing and size consistent with other detached, wood-frame homes in the historic district, which are larger than the single-family homes that Home HeadQuarters is constructing elsewhere for RNI. Please see that attached map depicting lot sizes in the district. The architectural designs are sensitive to the character of this historic district and they will obtain a Certificate of Appropriateness from the Landmark Preservation Board where details and finishes may be further refined. We are excited about the transformative impact this new development will have in this neighborhood.

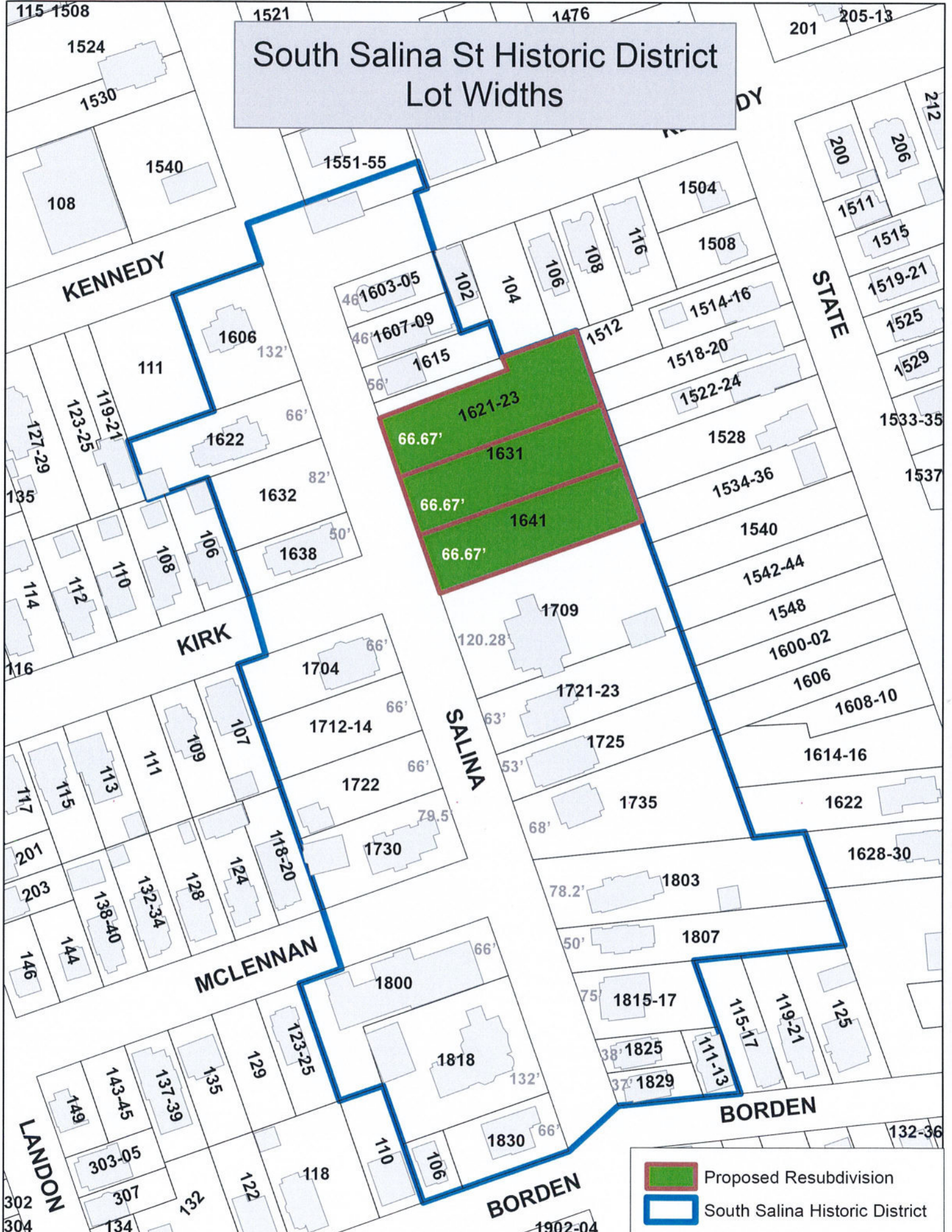
Please let me know if you require any additional information or documentation to facilitate your review of our applications.

Sincerely,

Katelyn Wright  
Executive Director



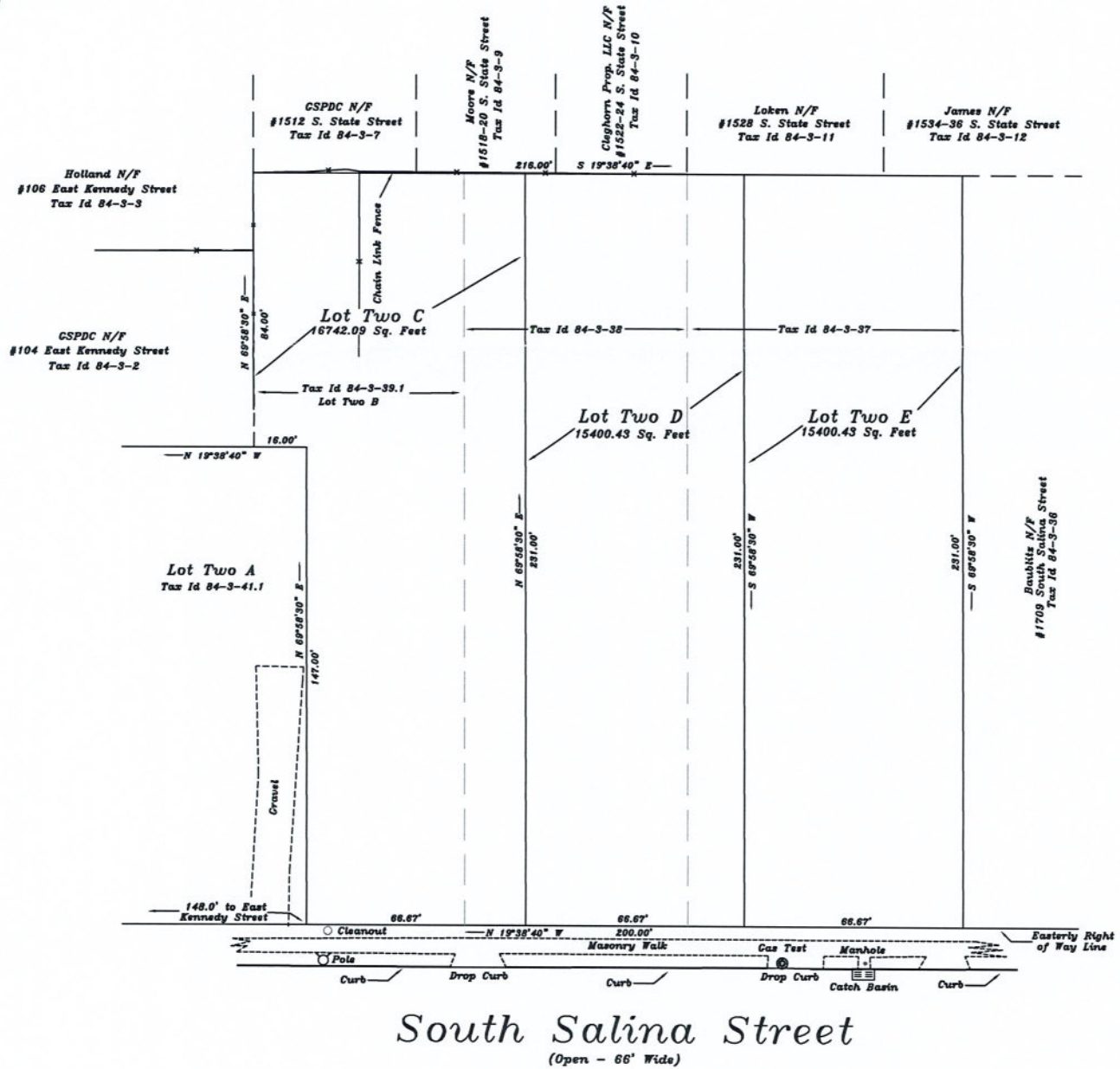
# South Salina St Historic District Lot Widths



- Proposed Resubdivision
- South Salina Historic District



Site Vicinity Locator  
(Not to Scale)



South Salina Street  
(Open - 66' Wide)

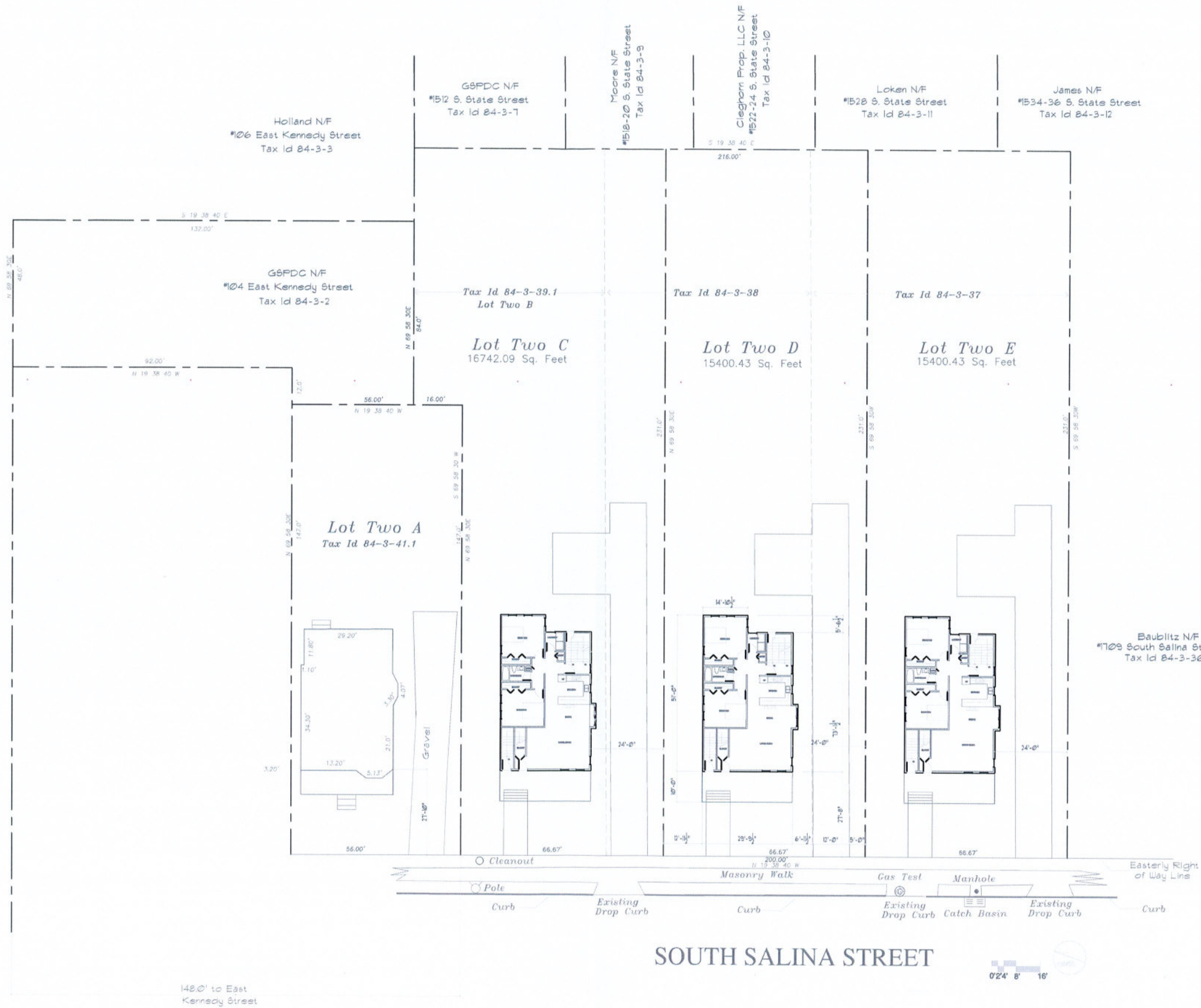
Approvals

**Notes/References:**  
 \*Survey prepared without the benefit of an up-to-date abstract of title.  
 \*Adjainer information obtained using ImageMate Online.  
 \*Buildings/Structures shown for informational purposes only.  
 \*Subject parcel(s) has access to public utilities.  
 \*Parcel(s) Owner : Greater Syracuse Property Development Corporation and Syracuse Model Neighborhood Corp.  
 \*Proposed Only\*

<p><b>Michael J. McCully</b>  <b>Land Surveying PLLC</b>        5875 Fieldstone Drive        Casanova, New York 13025        Phone : (315) 916-9234</p>		<p>Proposed Resubdivision on Part of Block 1017 - Syracuse. To be New Lots Two C, D and E.</p>
<p>I hereby certify that this map was made from an actual survey and same is correct.</p>		<p>Known as No.'s 1621-23, 1631-33, 1641-43, South Salina Street, City of Syracuse, County of Onondaga, State of New York.</p>
<p>M.J. McCully        NYSLS 50696</p>	<p>Drawn by: MJM Scale: 1" = 30'</p>	<p>Date(s): 09-03-21</p>

Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of Section 7209, Subdivision 2 of the New York State Education Law. Only copies from the original of this survey marked with an original of the land surveyor's inked seal or his embossed seal shall be considered to be valid true copies. Certifications shall run only to the person or entity for whom the survey is prepared and are not transferable to subsequent persons or entities. Copyright 2021, Michael J. McCully Land Surveying, all rights reserved.

EAST KENNEDY STREET



SOUTH SALINA STREET

Notes

CONTRACTOR TO VERIFY ALL DIMENSIONS IN FIELD. NOTIFY ARCHITECT OF ANY DISCREPANCIES IN WRITING.  
THE DRAWINGS AND THE RELATED DOCUMENTS SHALL REMAIN THE PROPERTY OF THE ARCHITECT AND SHALL BE USED IN CONNECTION WITH THE INDICATED PROJECT AT THE NOTED LOCATION ONLY.

WOLNIAK ARCHITECTS  
1610 JAMES STREET SYRACUSE, NEW YORK 13203  
315.472.7000 FAX / 315.472.7002

Project  
**1631 SOUTH SALINA STREET**  
SYRACUSE, NEW YORK

Project#	XXJXX
Revisions	15 Sept 2021
Scale	1/16" = 1'-0"
Date	16 Aug 2021

Title  
**PROPOSED SITE PLAN**

North  
Sheet  
**S.1**