

Other Business

May 27th, 2025

3S-25-05

Three-Mile Limit Subdivision Review-Town of Dewitt

Kirkwood Office Park Resubdivision

Lot Line Adjustment of Two Lots

Pursuant to the City of Syracuse Three-Mile Limit Review Ordinance, the applicant is submitting this request to adjust the lot lines of two existing lots located at 812 Franklin Park Drive and 820 Franklin Park Drive.

- Dimensions of New Lots

New Lot 1A: 1.478 Acres/ 64,396 SF

New Lot 2A: 1.122 Acres/ 48,873 SF

- The Town of Dewitt Planning Board determined no significant environmental impact and approved the Subdivision plan on March 18, 2025.
- The application included a Subdivision map “Final Resubdivision of Lot Nos 1 & 2 Kirkwood Office Park, Part of Farm Lot No. 31, Town of Dewitt, Onondaga County, New York; the map is with the scale of 1” = 30’, Drawn by State of New York Licensed Land Surveyor Patrick Reynolds of Ianuzi & Romans Land Surveying PC.
- The Subdivision map was reviewed by the City of Syracuse Department of Engineering, Onondaga County Health Department, and Onondaga County Planning Agency, Onondaga County Planning Board.

City of Syracuse
Office of Zoning Administration

THREE MILE LIMIT SUBDIVISION REVIEW

One Park Place, 300 S State St, Suite 700, Syracuse, NY 13202
315-448-8640 * zoning@syr.gov * www.syr.gov.net/Zoning.aspx

Office Use Filing Date:

Case:

	<u>TAX ASSESSMENT ADDRESS(ES)</u>	<u>TAX MAP ID(S)</u> (000.-00-00.0)	<u>ACRES</u>
1)	812 Franklin Park Drive, East Syracuse, 13057	039.-09-01.1	1.7
2)	820 Franklin Park Drive, East Syracuse, 13057	039.-09-01.3	0.9
3)			
4)			
5)			
6)			
7)			
8)			
9)			
10)			

As listed in the *Municipal Assessment property tax records*.

PROJECT INFORMATION

Municipality:	Town of Dewitt
Subdivision Name:	Kirkwood Office Park – Re-subdivision of Lots 1 & 2
Number of Proposed Lots:	2
Existing/Proposed Land Use(s):	Vacant / Commercial
Number of Dwelling Units:	0
Local Approval(s):	<input type="checkbox"/> Preliminary Date: <input checked="" type="checkbox"/> Final Date: 3/18/2025

PROJECT DESCRIPTION (Combining/Dividing/Realigning X Lot(s) into Y New Lot(s))

(Provide a brief description of the project, including if it is a residential or commercial project.)

The project consists of the construction of two 7,000 square foot office buildings at 812 and 820 Franklin Park Drive. Other site improvements include the construction of parking areas, access drive to Franklin Park Drive, sidewalks, waste enclosure, electric, sanitary and water utility connections, stormwater management facilities and landscaping.

LEGEND:

- ☆ LS indicates light stand
- indicates utility pole, anchor & overhead lines
- IFF indicates iron pipe found 5/2024
- MON. indicates monument to be set
- indicates bollard
- indicates sign
- indicates storm culvert
- indicates gas main, gas valve & gas line marker
- indicates water main, water valve & hydrant
- indicates storm sewer, catch basin & manhole
- indicates sanitary sewer, sewer vent & manhole
- indicates underground telephone line, manhole & box
- indicates underground electric line & manhole
- indicates underground television cable & box
- ⊙ indicates 6" diameter monitoring well (typical)
- ⊙ indicates grease trap manhole
- ⊙ indicates manhole
- indicates boundary line
- indicates adjacent parcel line
- indicates old/original parcel line
- indicates easement line
- indicates centerline road

VARIANCE REQUESTED:

Variance Relief is sought for § 192-100(3) to allow for a zero (0) foot landscape buffer

NOTE:

This map amends Lot Nos. 1 & 2 Kirkwood Office Park as shown on a map of said tract made by Alfred N. Ianuzi, Jr. and filed in the Onondaga County Clerk's Office February 15, 1990 as Map No. 7248 into Lot Nos. 1A & 2A.

NOTE:

Lot Nos. 1A & 2A are subject to a proposed reciprocal easement for ingress/egress, parking & drainage to be filed once site plan approval is granted.

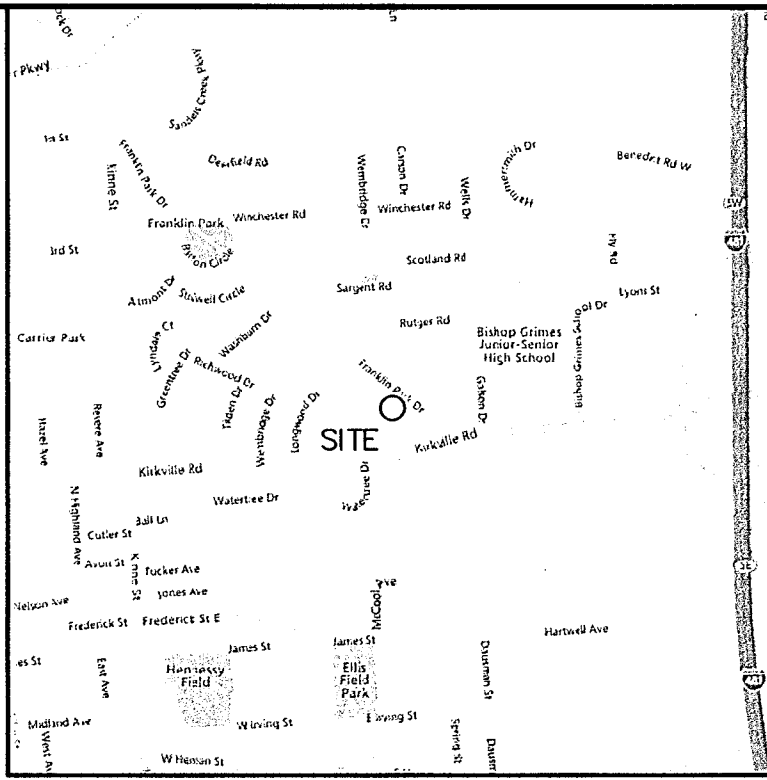
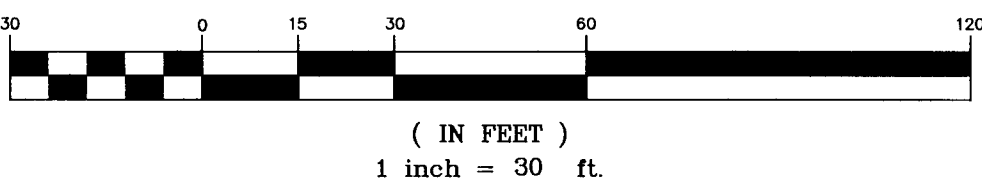
NOTES:

Total area: 2.60± acres.
Total number of lots: 2 existing, 2 proposed
Present Zone: Residential District (R-2)
Location of underground utilities taken by field measurement where practicable, otherwise taken from various other sources and are approximate only.
The premises shown hereon is within Zone "X" (Areas determined to be outside the 0.2% annual chance floodplain.) according to Federal Emergency Management Agency National Flood Insurance Program Flood Insurance Rate Map Community Panel No. 36067C0229F, Effective date: November 4, 2016.
Tax Map Nos. 39.-09-01.1 & 01.3

RESIDENTIAL R-2 DISTRICTS

LOT AREA AND YARD REGULATIONS		REQUIRED		PROPOSED	
				LOT 1	LOT 2
Minimum lot width (with public sewer and water available)		80'		175'	271'
Minimum lot area (with public sewer and water available)		9,600 sq.ft.		48,873± sq.ft.	64,396± sq.ft.
Maximum building coverage		25%			
Maximum lot coverage		50%			
Minimum front yard		Each lot shall have a front yard of 35 feet, except that if there are principal structures fronting on the same street within 300 feet of either or both of the side lines of the lot, the minimum front yard depth shall be equal to the average of the setbacks of the nearest of such structures on each side or to the average of such setback and 35 feet if there is such a structure only on one side, but not less than 25 feet in any case.			
Side yard		Each lot shall have two side yards with a total of not less than 25 feet, neither one of which may be less than nine feet in width.			
Rear yard		Each lot shall have a rear yard not less than 40 feet in depth.			
Height		(1) Dwellings shall not exceed 30 feet in height. (2) Accessory structures shall not exceed 10 feet in height to the eave			

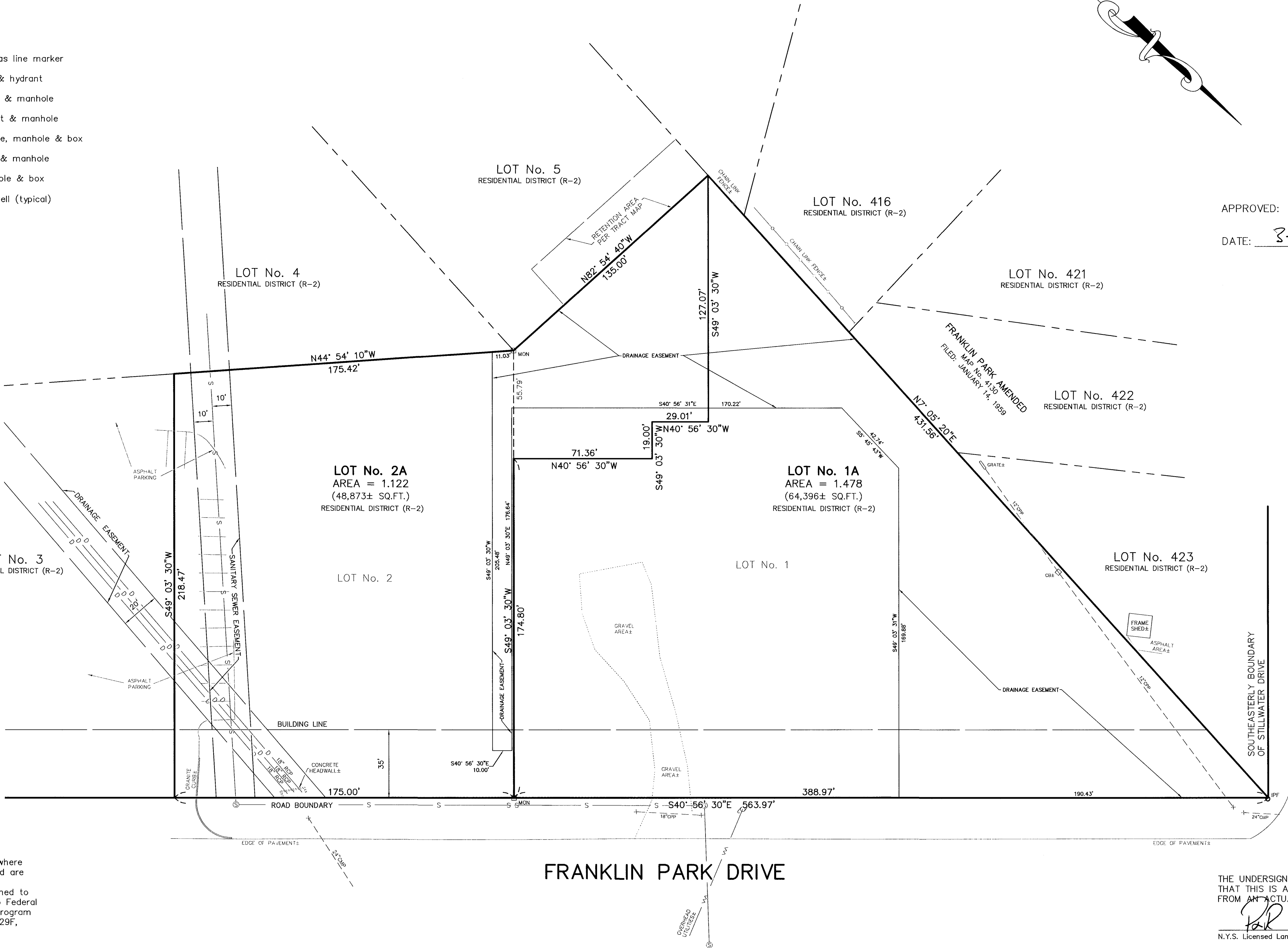
GRAPHIC SCALE



LOCATION PLAN
Scale: 1" = 2000'

APPROVED: **OLIVA MANAGEMENT, LLC**
6724 Thompson Rd. Syracuse, NY 13211

DATE: 3-7-25 BY: [Signature] Owner & Developer



THE UNDERSIGNED HEREBY CERTIFIES THAT THIS IS A CORRECT MAP MADE FROM AN ACTUAL SURVEY.

[Signature]
N.Y.S. Licensed Land Surveyor

Subject to any statement of facts on accurate and up to date abstract of title will show.
Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of section 7209, sub-division 2, of the New York State Education Law.

ONONDAGA COUNTY HEALTH DEPARTMENT

REVISIONS

LOT AREA	01-06-2025
COMMENTS	01-27-2025
COMMENTS	03-07-2025

FINAL PLAN
RESUBDIVISION OF
LOT Nos. 1 & 2
KIRKWOOD OFFICE PARK
PART OF FARM LOT No. 31
TOWN OF DEWITT
ONONDAGA COUNTY, NEW YORK

IANUZI & ROMANS
LAND SURVEYING, P.C.
5251 WITZ DRIVE
NORTH SYRACUSE, NY 13212
PHONE: (315) 457-7200
FAX: (315) 457-9251
EMAIL: mail@romanspc.com

DATE: NOVEMBER 15, 2024
SCALE: 1" = 30'
FILE No.: 408.007

SHEET No.
F.B. No. 590

MINUTES OF A SPECIAL MEETING OF
THE PLANNING BOARD OF THE TOWN OF DEWITT

March 18, 2025

A special meeting of the Planning Board of the Town of DeWitt, New York was held at the Town Offices, 5400 Butternut Drive, DeWitt, New York, on March 18, 2025. The meeting was also accessed remotely through Zoom technology and in accordance with New York Open Meetings Law.

There were present:

Randy Arnold

Leif Kallquist

Kathy Kotz

Kevin Porter

Nathan Brown (by Zoom)

There was a quorum of the members of the Planning Board present at Town Hall. Also present were Julie Mickle for the Office of Planning and Zoning, Ilana Cantrell, Director of Planning and Zoning, Doug Miller, Town Engineer, Mark Parrish, Planning Board Engineer, Jamie L. Sutphen Attorney for Planning Board. Leif Kallquist was Chairperson of the meeting and Jamie L. Sutphen acted as Secretary.

The meeting opened at 8:30 am upon motion by Leif Kallquist, seconded by Ms. Kotz. All members voted in favor.

The matters before the Board are as follows:

Subdivision Lot Line Adjustment (PB 777-25)

820 & 812 Franklin Park Dr.

Tax Map numbers: 039.-09-01.3 & 039.-09-01.1, PB-777-25

and

Site Plan Approval: Franklin Office Park Building 1

812 Franklin Park Dr.

Tax Map number 039.-09-01.1, PB -731-24

and

Site Plan Approval: Franklin Office Park Building 2 **820 Franklin Park Dr.**

Tax Map number: 039.-09-01.2 PB -732-24

Present for the Applicant: Steve Olivia and Scott Freeman.

There was significant discussion regarding the screening of the use from the residential properties to the west. Fencing vs. landscaping, berm etc. The property at 120 Stillwater is triangular and the improvements on the residential parcel very close to the property line; and the drainage improvements are very close to the property line. Conditions for the resolution were discussed regarding the requirements for buffering with the neighborhood uses.

Mr. Kallquist made a motion to accept the following resolution, which was seconded by Mr. Porter and carried unanimously.

RESOLUTION:

This is a resolution of the Planning Board of the Town of DeWitt relative to Subdivision and Site Plans for the Premises at 820 and 812 Franklin Park Drive (“Premises”)

Background:

The Premises herein are located in an R-2 zoning district, however, the property was issued a use variance by the Zoning Board of Appeals May 21, 1984 to allow for the office use now presented for Site Plan approval. That use variance runs with the land, so the Site Plan and Subdivision requests herein are considered in light of the intended office use.

The Site Plan accommodates shared parking and a single shared access easement. The shared access and parking are desirable in this area as there are nearby residential uses. And, the overall site plan and lot configurations presented fit with the “office park” that was contemplated when the use variance was granted.

Zoning Board:

The ZBA granted variances on March 17, 2025 on each of the proposed subdivided lots to allow for zero landscape buffer on the side lines of each parcel as set forth herein: The required landscape buffer for the side lot lines on each lot is 10 feet pursuant to 192-100 B(3) of the Town Code (reference Design Guidelines).

Also, as to Lot 1 (812 Franklin Park Dr.), a zero side yard landscape buffer was granted on the east side of Lot 1 where the proposed shared parking crosses over onto Lot 2.

As to Lot 2 (820 Franklin Park Dr., a zero side yard landscape buffer was granted on the west side of Lot 2 where the proposed shared parking crosses over to Lot 1. Also, as to Lot 2 a zero landscape buffer was granted on the east side of the lot as there is an existing parking lot area on the site that appears to have been built in connection with development of office park property to the east of Lot 2b along Franklin Park Drive, but inadvertently built on Lot 2.

OCPB February 5, 2025:

This Board has reviewed the Onondaga County Planning Board referral resolution dated February 5, 2025 and the Board notes the following:

1. The applicant has provided all appropriate access easements and same are noted on the subdivision plan.
2. The applicant has provided an appropriate Stormwater Pollution Prevention Plan (SWPPP) which has been reviewed by the Planning Board engineer. Any mitigations that may be further determined by the County Department of Water Environment Protection are a condition of this approval.
3. The applicant is required to coordinate Franklin Park Drive access plans with the Onondaga County Department of Transportation and any mitigation that may be further determined by the department are a condition of this approval.

NYSDEC:

This Board finds that, in accordance with recent NYDEC guidelines, the applicant has provided an expert report with respect to potential wetlands on the property, and no actual or potential wetlands have been identified on or affecting the property. Accordingly, this site plan approval is made with the understanding that there are no NYS jurisdictional wetlands which would impact this site plan and may proceed in accordance with Town procedures, with any risk of same being that of the applicant. However, in the event the DEC should, after a full review, determine that the site plan will be impacted by jurisdictional wetlands, the applicant will need to return to the Planning Board for any site plan modifications that would be required.

Subdivision Approval

The Subdivision last dated 3/7/2025, map by Ianuzi & Romans Land Surveying, P.C. is approved with the following findings and conditions:

This is a Simple Division of land under the Code as no new lots are created; this involves a minor movement of lot lines.

The lot line movement better accommodates the preferred shared parking and easements contemplated for site plan approval for the office use contemplated and the lot line adjustment is minor.

Accordingly, and in light of the above, this Board waives public hearing requirement for subdivision as permitted by the Code where there are no new lots created and there is no public interest in this lot line adjustment.

This Board has reviewed the OCPB resolution and the findings as set forth above are incorporated by reference herein.

The SEAF of applicant dated 11/07/2024 has been reviewed and this Board issues a negative SEQRA declaration for the project, finding no significant adverse environmental impacts.

Applicant must file the subdivision map in the Onondaga County Clerk's Office in The Reciprocal Easement Agreement dated November 22, 2024 and provided to this Board and Planning Board Attorney must be revised to add the following paragraph. "This Agreement is made and given in partial satisfaction of the conditions of site plan/subdivision approval and subdivision approval granted by the Planning Board of the Town of Dewitt dated March 18, 2025 Accordingly, the Access Easement and Agreement herein shall inure to the benefit of the Town of Dewitt and may not be modified, amended or terminated without the written consent of the Town of DeWitt."

The final easement with revised language must be filed with the Onondaga County Clerk's Office simultaneously with the filing of the subdivision map.

Applicant must file the subdivision map in the Onondaga County Clerk's Office in accordance with the rules of Onondaga County and provide a copy of the stamped filed map with the Town of DeWitt Department of Planning and Zoning.

All findings and conditions as set forth in this resolution are incorporated by reference in this subdivision approval.

Site Plan Approval

This Board approves combined Site Plan for 820 and 812 Franklin Park Drive last updated 3/17/2025 with the following findings and conditions:

The SEAF of applicant for 812 Franklin Park Drive date 5/1/2024 and for 820 Franklin Park Drive dated 5/1/2024 have been reviewed and this Board issues a negative SEQRA declaration for the project, finding no significant adverse environmental impacts.

Conditions:

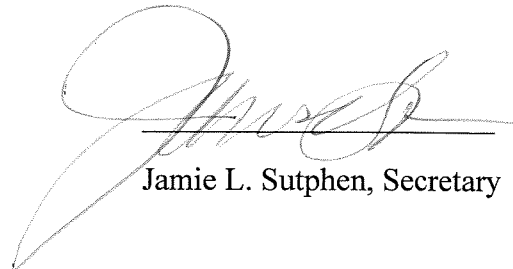
All findings and conditions heretofore set forth in this resolution are incorporated by reference herein.

The Subdivision Map must be filed with the Onondaga County Clerk's Office in accordance with this resolution. Building permits may be issued for Site Plan improvements in accordance with this Site Plan approval and any other applicable regulations for issuance of same, and with the condition that no Certificate of Occupancy will be issued until proof is provided to the Department of Planning and Zoning that the Subdivision map has been filed, as well as the easement document approved as part of Subdivision approval herein.

Pursuant to Section 192-100, the Design Guidelines Section (IV) and comments of the public at the Zoning Board of Appeals hearing, a condition of this approval is that a six foot wood fence/opaque, be installed along the westerly property line from the point of the corner of 120 Stillwater Drive and extending southerly to the back corner of the westerly property line. The fence design will be approved administratively by the department of Planning and Zoning, and added to the Site Plan herein approved. Landscaping along the property line 120 Stillwater on the berm is required. The plan shall be submitted by Thursday, March 20th. Consultation with the neighbor recommended prior to finalization of the plan. The Site Plan may be signed after final modification in accordance with the within.

This approval is made with the further condition that this approval is for plans and other submitted documents "Site Plan Documents" that have been signed by the Planning Board Chairperson and the applicant and that all of the work shown be completed by the applicant in order for a Certificate of Occupancy or Compliance to be issued. Any proposed changes, additions or deletions to the scope of work or materials from the Site Plan documents are NOT approved and are subject to further Site Plan Review pursuant to Town of DeWitt Code Section 192-122.

There being no further business before the Board, Mr. Porter made a motion seconded by Ms Kotz to adjourn, and the meeting adjourned at 8:55 am .



Jamie L. Sutphen, Secretary



OFFICE OF ZONING ADMINISTRATION
Ben Walsh, Mayor

To: City Of Syracuse

From: Amber Dillon, Zoning Planner

Date: 5/23/2025 10:53:18 AM

Re: Three-Mile Limit Review 3S-25-05
Three Mile Limit, ,

The Departments and/or Boards below have reviewed your application and provided the following comments for your information and action as appropriate.

Please modify the proposal as necessary to address the comments/recommendations. Upon receipt of any revisions and/or written justification to the Office of Zoning Administration, a Public Hearing will be scheduled.

Please contact the Zoning Office at (315) 448-8640 or Zoning@syr.gov if you have any questions.

Approval	Status	Status Date	Reviewer	Comments
Planning Commission	Pending	04/29/2025		
Eng. Design & Cons. - Zoning	Conditionally Approved	05/09/2025	Mirza Malkoc	<ul style="list-style-type: none">• Project site is located in the North Branch Ley Creek Watershed.• Ok for re-subdivision.
Eng Sewers- Zoning	Internal Review Complete	05/09/2025	Mirza Malkoc	No comment
Eng Stormwater (SWPPP)- Zoning	Internal Review Complete	05/09/2025	Mirza Malkoc	Proposed development shall follow all local & state regulations.
Eng. Mapping - Zoning	Approved	05/23/2025	Ray Wills	No direct impact on City GPS monumentation in the area.