

Other Business

September 29th, 2025

3S-25-14

Three-Mile Limit Subdivision Review-Town of Onondaga Old Towne Estates Subdivision Phase 2 Division of One Lot into Fifteen New Lots

Pursuant to the City of Syracuse Three-Mile Limit Review Ordinance, the applicant is submitting this request to divide one lot located at 124 Belnapp Drive into fifteen new lots.

- Dimensions of New Lots

New Lot 10: 1.65 Acres/71,877 SF

New Lot 11: 2.35 Acres/102,500 SF

New Lot 12: 0.57 Acres/24,684 SF

New Lot 13: 0.46 Acres/ 20,000 SF

New Lot 14: 0.46 Acres/ 20,000 SF

New Lot 15: 0.46 Acres/ 20,000 SF

New Lot 16: 0.54 Acres/ 23,550 SF

New Lot 56: 0.46 Acres/ 20,000 SF

New Lot 57: 0.55 Acres/24,152 SF

New Lot 58: 0.70 Acres/ 30,729 SF

New Lot 59: 0.55 Acres/ 24,075 SF

New Lot 60: 0.50 Acres/22,000 SF

New Lot 61: 0.50 Acres/ 22,000 SF

New Lot 62: 0.50 Acres/ 22,000 SF

New Lot 63: 0.59 Acres/ 25,574 SF

- The Town of Onondaga Planning Board determined no significant environmental impact and approved the Subdivision plan on September 10, 2025.
- The application included a Subdivision map “Final Plan, Old Towne Estates, Section No. 2, Part of Farm Lot Nos. 144 &145

Town of Onondaga, Onondaga County, New York; the map is with the scale of 1" = 60', Drawn by Ianuzi & Romans Land Surveying P.C. Dated 1/30/2023.

- 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.net](mailto: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)	124 BELNAPP DRIVE, TOWN OF ONONDAGA	48.-01-04.1	12.277
2)			
3)			
4)			
5)			
6)			
7)			
8)			
9)			
10)			

As listed in the Municipal Assessment property tax records.

PROJECT INFORMATION

Municipality: TOWN OF ONONDAGA

Subdivision Name: _____

Number of Proposed Lots: OLD TOWNE SECTION No. 2 (15 LOTS)

Existing/Proposed Land Use(s): EXISTING SINGLE FAMILY RESIDENTIAL

Number of Dwelling Units: _____

Local Approval(s): Preliminary Date: _____ Final Date: 01-30-2023

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.)

NEXT SECTION OF OLD TOWNE ESTATES. THIS IS A SINGLE-FAMILY RESIDENTIAL SUBDIVISION THAT INCLUDES THE CREATION OF 15 NEW SINGLE FAMILY RESIDENTIAL LOTS. THESE LOTS ARE ALL THE SAME AS SHOWN ON THE PREVIOUSLY APPROVED PRELIMINARY PLAN.

PROPERTY OWNER(S) (required)

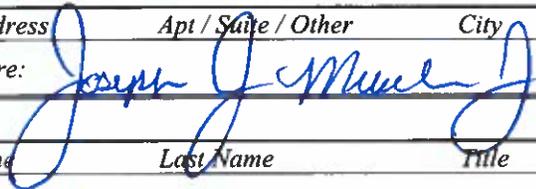
As listed in the Town's Department of Assessment property tax records.

JOE MUELLER OWNER OLD TOWN ESTATES, LLC

First Name Last Name Title Company

5146 JAMESVILLE RD JAMESVILLE NY 13078 Phone: 315-952-6089

Street Address Apt / Suite / Other City St Zip Email: jmueller@jktobin.com

* Signature:  Date: 9/11/2025

First Name Last Name Title Company

Phone:

Street Address Apt / Suite / Other City St Zip Email:

* Signature: Date:

First Name Last Name Title Company

Phone:

Street Address Apt / Suite / Other City St Zip Email:

* Signature: Date:

First Name Last Name Title Company

Phone:

Street Address Apt / Suite / Other City St Zip Email:

* Signature: Date:

First Name Last Name Title Company

Phone:

Street Address Apt / Suite / Other City St Zip Email:

* Signature: Date:

*** 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) N/A

First Name Last Name Title Company

Phone:

Street Address Apt / Suite / Other City St Zip Email:

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

TIM COYER LAND SURVEYOR IANUZI & ROMANS LAND SURVEYING, P.C.

First Name Last Name Title Company

5251 WITZ DR N. SYRACUSE NY 13212 Phone: 315-457-7200

Street Address Apt / Suite / Other City St Zip Email: TIM.COYER@ROMANS

PC.COM

THREE MILE LIMIT SUBDIVISION REVIEW

INSTRUCTIONS AND REQUIRED SUBMITTALS

Incomplete forms will not be processed.

The form, together with the required submittals listed below must be submitted in **HARD COPY, SINGLE-SIDED,** and **NOT BOUND** to the City of Syracuse Office of Zoning Administration, **One Park Place, 300 S State St, Suite 700, Syracuse, NY 13202.**

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

- FORM** – filled out completely, dated, and **signed by property owner(s) as instructed.**
- APPROVAL RESOLUTION, LETTER, or SURVEY MAP** signed by the Town.
- SWPPP** - when required by NYSDEC regulations and if the proposed subdivision is tributary to a watershed within the City of Syracuse.
- SUBDIVISION MAP APPROVED BY the TOWN** (per the Syracuse-Onondaga County Guide 11-17-2011). Please submit **TWO (2) FULL-SIZED, SCALED** paper maps, and **ONE (1) REDUCED** (11X17” or smaller) paper map.

THREE MILE LIMIT SUBDIVISION REVIEW

REVIEW PROCEDURES

Three Mile Limit Subdivision applications are reviewed by the City Planning Commission at a regularly scheduled meeting, which are held every three weeks on Monday's at 6:00 p.m. in the Common Council Chambers on the third floor of City Hall, unless otherwise noted. The annual meeting schedule is posted at http://www.syr.gov.net/Planning_Commission.aspx.

Three Mile Limit Review forms are considered complete when all required submittals have been received by Zoning staff. The form and required submittals will then be referred from the Office of Zoning Administration to the City of Syracuse Department of Engineering for their review and comment.

Once an application is complete and comments returned from the Department of Engineering, the proposal is placed on the next available City Planning Commission meeting agenda as a New Business Item.

The application will be presented by staff. The applicant or their representative do not need to attend the meeting, however applicants may attend. A decision will typically be rendered on the same day, but occasionally the decision will be delayed pending additional information and/or further consideration. Once a decision is made by the City Planning Commission, the final resolution /decision will be mailed to the applicant and their representative.

THREE MILE LIMIT SUBDIVISION REVIEW

MAP FILING PROCEDURES

The **APPLICANT** must **FILE** the **APPROVED SUBDIVISION MAP**, together with the **ORIGINAL** Syracuse-Onondaga County Planning Agency **LETTER OF COMPLIANCE**, with the **ONONDAGA COUNTY CLERK**.

Prior to filing the approved subdivision map with the Onondaga County Clerk, the **APPLICANT** must **SUBMIT** the **APPROVED SUBDIVISION MAP** to the City of Syracuse Office of Zoning Administration and the City of Syracuse Engineer **FOR SIGNATURE** in addition to any and all municipal signatures.

A) OBTAIN REQUIRED MAP SIGNATURES (ENDORSEMENTS)

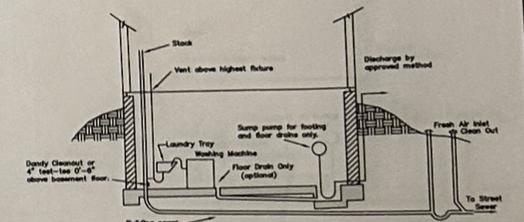
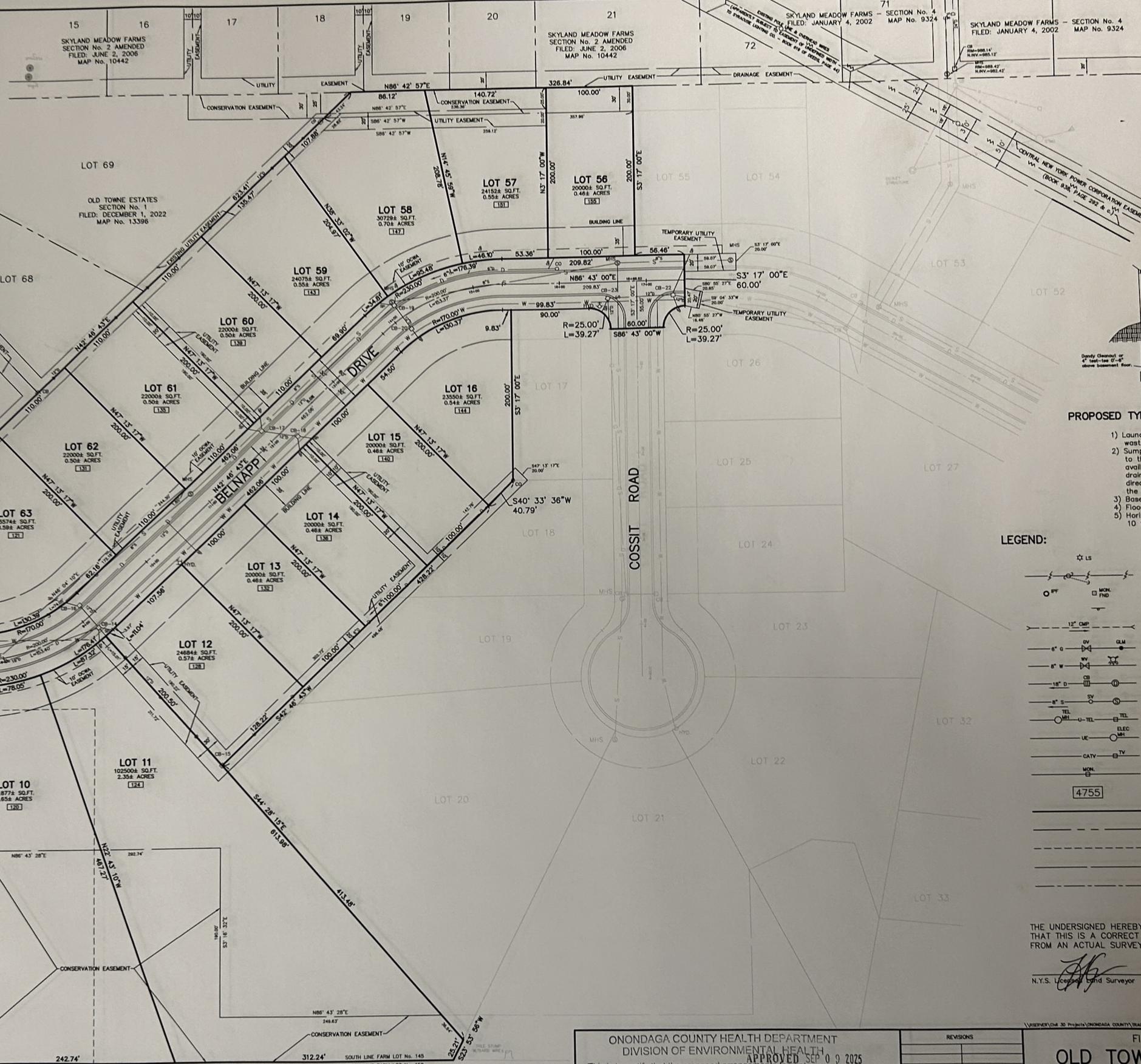
- 1. Local Municipal Signature(s)**
- 2. Onondaga County Bureau of Public Health Engineering (sewer and water) – 315-435-6600**
Onondaga County Health Department, John H. Mulroy Civic Center, 12th Floor, Syracuse, NY 13202
- 3. City Planning Commission / City of Syracuse Office of Zoning Administration – 315-448-8640**
One Park Place, 300 S State St, Suite 700, Syracuse, NY 13202
 - Contact the Syracuse Zoning Office to make an appointment.
 - Bring the **FILING MAP** and two **PAPER MAPS** to the appointment.
 - The Zoning Office signs and returns the **FILING MAP** to the applicant
 - The Zoning Office will keep the two **PAPER MAPS**.
- 4. City of Syracuse Department of Engineering (bearings, utilities, easements, etc.) – 315-448-8424**
City Hall, 233 East Washington Street, Room 401, Syracuse, NY 13202
 - Engineering receives the **FILING MAP**.
 - Engineering reviews and signs the **FILING MAP**.
 - **Engineering contacts applicant to make arrangements to pick up the signed FILING MAP.**

B) FILE THE APPROVED SUBDIVISION MAP WITH THE ONONDAGA COUNTY CLERK'S OFFICE together with an **ORIGINAL LETTER OF COMPLIANCE** from the Syracuse-Onondaga County Planning Agency (315-435-2611).

- Onondaga County Court House, 401 Montgomery Street, Room 200, Syracuse, NY 13202 – 315-435-2226

NOTES:

Total area: 12.277± acres
 Total number of lots: 15
 Present Zone: R-1 Residential District.
 Pavement widths shown are without gutters.
 Location of underground utilities taken by field measurement where practicable, otherwise taken from various 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. 36067c0331f, effective date: November 4, 2016.
 Part of Tax Map No. 48-01-04.1.
 A minimum of 25' separation between driveways and temporary turn-a-rounds.
 A minimum of 10' separation between driveways and catch basins & sanitary manholes.
 Sump pump discharge pipe shall be connected directly to the storm sewer system at the roadway or a stormwater management area.
 Sump pump discharge pipe shall not be directed toward any public street or drainage swales & under-drains.
 The lot areas are calculated to the road right of way limit.
 Sump pump connections for future Lot Nos. 17, 26 and 55 to be installed in this section.



PROPOSED TYPICAL LAYOUT FOR WET SEWER CONNECTION

- 1) Laundry waste must be solidly connected to a soil or waste stack.
- 2) Sump pump discharge pipes shall be connected directly to the storm sewer system where storm sewers are available; otherwise they shall be directed to rear yard drainage swales. Sump pump discharge shall not be directed toward the street without written permission of the town.
- 3) Basement floor to be pitched toward floor drain or sump.
- 4) Floor drain is optional.
- 5) Horizontal separation between sewer and water lateral - 10 feet minimum.

LEGEND:

- ☆ LS indicates light stand
- indicates utility pole, anchor & overhead lines
- I.P. / □ MON. FND indicates iron pipe and/or monument found
- 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 monument to be set
- 4755 indicates street address
- indicates boundary line
- indicates adjacent parcel line
- indicates old/original parcel line
- indicates easement line
- indicates centerline road

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

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

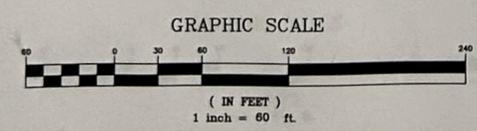
Subject to any statement of facts an accurate and up to date abstract of title will show.
 Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of section 7209, sub-division 2, of the New York State Education Law.

SUMP PUMP CONNECTIONS

LOT NUMBER	DISCHARGE LOCATION
10	CB-13
11	CB-14
12	CB-14
13	12" HDPE
14	CB-18
15	CB-18
16	CB-20
FUTURE 17	CB-23
FUTURE 26	CB-22
FUTURE 55	CB-22
56	8" PVC
57	8" PVC
58	CB-19
59	CB-19
60	CB-17
61	CB-17
62	12" HDPE
63	CB-16

BULK REGULATIONS

PRESENT ZONE:	R-1
Minimum Lot Width	100 feet
Maximum Lot Coverage	25%
Minimum Front Yard Setback	35 feet
Minimum Side Yard Setback	20 feet
Minimum Rear Yard Setback	50 feet
Maximum Height of Structure	35 feet
Minimum Lot Area	20,000 sq. ft.



APPROVED: **TOWN OF ONONDAGA PLANNING BOARD**
 DATE: 9/10/25 BY: *[Signature]* Chairman
 APPROVED: **OLD TOWN ESTATES, LLC**
 DATE: 9/10/25 BY: *[Signature]* Owner & Developer

SKYLAND MEADOW FARMS, Inc.
 REPUTED OWNER
 (BOOK 4854 OF DEEDS, PAGE 896)

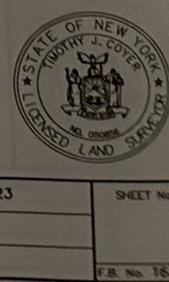
SYRACUSE PLANNING COMMISSION
 CITY OF SYRACUSE DEPT. OF ENGINEERING
 COMMISSIONER OF HEALTH
 DIRECTOR OF ENVIRONMENTAL HEALTH
 Reviewed by: *[Signature]* P.E.
 Bureau of Public Health Engineering

ONONDAGA COUNTY HEALTH DEPARTMENT
 DIVISION OF ENVIRONMENTAL HEALTH
 APPROVED SEP 09 2025
 This is to certify that the proposed arrangements for water supply and sewage disposal for this realty subdivision in accordance with plans on file in the office of the Onondaga County Health Department are hereby approved. Consent is hereby given to the filing of the map on which this endorsement appears in the office of the County Clerk in accordance with the provisions of the Onondaga County Sanitary Code. This approval is valid for a period of five years unless otherwise extended.

REVISIONS

NO.	DESCRIPTION

FINAL PLAN
OLD TOWNE ESTATES
 SECTION No. 2
 PART OF FARM LOT Nos. 144 & 145
 TOWN OF ONONDAGA
 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: JANUARY 30, 2023
 SCALE: 1" = 60'
 FILE No.: 854.071





OFFICE OF ZONING ADMINISTRATION
Ben Walsh, Mayor

To: City Of Syracuse
From: Amber Dillon, Zoning Planner
Date: 9/26/2025 11:33:35 AM
Re: Three-Mile Limit Review 3S-25-14
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@syrgov.net if you have any questions.

Approval	Status	Status Date	Reviewer	Comments
Eng Stormwater (SWPPP)-Zoning	Internal Review Complete	09/26/2025	Mirza Malkoc	<ul style="list-style-type: none"> Project site is located in the Onondaga Creek Basin. Contractor shall follow the approved SWPPP and site plans. No TCO or CO shall be given to the owner until the stormwater facility is installed as per the approved SWPPP and site plans. This is just a reminder that Sections 3-5 will require additional modeling, design and review by the City of Syracuse (as they drain to a future stormwater management area). Any future development for Sections/Phases 3 to 5 is subject to City review and approval before construction commences.
Eng Sewers- Zoning	Internal Review Complete	09/26/2025	Mirza Malkoc	No Comment
Eng. Mapping - Zoning	Conditionally Approved	09/17/2025	Ray Wills	<p>***9/17/25*** Updated</p> <p>Disregard previous concerns, the filed version with the county for sec 1, #13396 does include lots #8,9 & 64. Satisfying the concern of rogue parcels</p> <p>***9/17/25***</p> <p>While work should have no direct impact on Mapping Division assets.</p> <p>It should be noted, it does appear as though Phase 2 of the project does differ in the lot alignments and total lots included from what was reviewed in 2021, specifically Lots 8, 9 and 64, which were included in phase 2 in the preliminary review, and was signed off on by the City Engineer 11/30/22 those lot this current version are not</p>

in phase 2, but have been added to phase 1.

City Engineer - Zoning	Pending	09/10/2025		
Eng. Design & Cons. - Zoning	Conditionally Approved	09/26/2025	Mirza Malkoc	<ul style="list-style-type: none"> • Project site is located in the Onondaga Creek Basin. • Ok for re-subdivision for only Sections/Phases 1 & 2. Sections/Phases 3 to 5 are not approved by this 3-mile limit permit. • Contractor shall follow the approved SWPPP and site plans. No TCO or CO shall be given to the owner until the stormwater facility is installed as per the approved SWPPP and site plans. This is just a reminder that Sections 3-5 will require additional modeling, design and review by the City of Syracuse (as they drain to a future stormwater management area). • Any future development for Sections/Phases 3 to 5 is subject to City review and approval before construction commences.
Planning Commission	Pending	09/10/2025		