

Minutes of the Meeting of the
City of Syracuse Planning Commission
City Hall, Syracuse, New York
01/12/2026

Summary of cases discussed:

R-25-62
3S-25-21

Attendance

Commission Members Present

Mr. Steven Kulick, Chairman Yes
Mr. Barry Lentz Yes
Mr. Walter Bowler Yes
Ms. Kathy Murphy Yes

Staff Present

Mr. Jake Dishaw Yes
Ms. Meira Hertzberg Yes
Mr. Nate Pan Yes
Ms. Amber Dillon No
Mr. Zhitong Wu Yes
Mr. Noah Garcia No

I. Meeting called to order at 6:00 pm.

Meeting is called to order by Commr. Kulick.

II. Approval of Minutes

Approval of the minutes of December 15th, 2025, City Planning Commission Meeting

Commr. Bowler motioned to approve the minutes. Commr. Lentz seconded the motion and inquired if resubdivision application R-25-59 should be heard during this meeting or if an adjustment to the previous meeting minutes be made for the approved application as the easement came in the next day. R-25-59 was approved with a 30-day condition that the easement be completed.

Hertzberg stated that since the condition has since been satisfied, neither is necessary.

Motion to approve the minutes passed unanimously.

III. Public hearings

A. New Business

R-25-62

Resubdivision

920-22 Willis Ave. & Essex St.
Gary Schuer (Owner/Applicant)
Barclay Damon LLP (Representative)
R1 Zone District

Heather Lamendola with Barclay Damon LLP spoke on behalf of Gary Schuer and approached the stand to request a resubdivision of Schuer's property into two new lots. Zoning research shows that the property has always existed in its current configuration with two residential structures on the lot which were built in the late 1890s prior to zoning regulations coming into effect. Schuer's family has owned the property since the 1970s and now wishes to sell one of the residential structures which requires dividing the structure between two lots. The current resubdivision map has been worked to fit lot size, frontage, and setbacks in respect to the Syracuse Zoning Administration.

Commr. Lentz mentioned the presence of non-conformities which are not a problem as there has been continued residency. The driveway and fence non-conformities will be addressed. There is a concern regarding a comment from finance mentioning unpaid taxes from January and April of 2025.

Ms. Lamendola said the taxes will be paid before signing the final maps.

Commr. Kulick inquired about the possible presence of a bald eagle on the site which was mentioned on the Environmental Form.

Ms. Lamendola replied that the box was checked automatically by Environmental Assessment Form Mapper system. No bald eagle is identified on site.

Commr. Kulick opened the public comment period. None spoke in favor or opposition.

Commr. Kulick closed the public comment period and turned attention to the SEQR review.

Ms. Hertzberg asked if all commission members had the opportunity to read part one and two of EAF provided to them prior to meeting to which all stated yes and inquired if anyone believes there will be any moderate to large impact due to the requested action. All commission members stated no. Having determined no moderate to large impacts Hertzberg recommends that the commission make a negative declaration.

Commr. Lentz made a motion to issue a negative SEQR declaration. Commr. Bowler seconded.

Motion passed unanimously.

Commr. Kulick asked if there is a motion for action the application.

Commr. Lentz made a motion to approve the application with three special conditions:

1. The applicant shall successfully file the resubdivision map to the Onondaga County Clerk's Office within 62 days of approval.
2. The two asphalt driveways in front of properties shall be removed as shown on the resubdivision map to prevent illegal front setback parking.
3. The encroaching fence shall be removed.

Commr. Bowler seconded the motion

Motion passed unanimously.

B. Other Business

3S-25-21

Three Mile Limit
4885 Buxton Dr. and 4822 Cedarvale Rd.
Leonard & Regina Montreal (Owner/Applicant)
Town of Onondaga

Land Surveyor Glenn Mihall, who represents the applicant, took the stand to inquire about application questions or concerns. The commission members had no questions about the project.

Commr. Kulick confirmed that City Engineering has signed off on this application.

Commr. Lentz made a motion to approve application as presented. Commr. Bowler seconded the motion.

Motion passed unanimously.

IV: Adjourn

Commr. Kulick motioned for adjournment.

Commr. Lentz made a motion to adjourn.

Commr. Murphy seconded.

The motion passed unanimously.

Adjourned at 6:15 PM