



CITY OF SYRACUSE, MAYOR SHARON F. OWENS
300 South State Street, Suite 700 Syracuse, NY 13202

Department of Neighborhood and Business Development
 Jake Dishaw, Zoning Administrator
 Office of Zoning Administration – P: (315)448-8640 E: Zoning@syr.gov

<u>R-2026-5</u>	<i>Staff Report – March 16th, 2026</i>
<i>Application Type:</i>	Resubdivision
<i>Project Address:</i>	348 Elm St. (Tax ID: 029.-15-47.2) 346 Elm St. (Tax ID: 029.-15-47.1)
<i>Summary of Proposed Action:</i>	The applicant intends to combine two lots into one new lot to meet the side setback requirements of the two-unit dwelling located at 348 Elm St. Total square footage of New Lot A: 20,168 SF
<i>Owner/Applicant</i>	Seth Ruthledge (Owner/Applicant)
<i>Existing Zone District:</i>	The two parcels involved in the resubdivision is located in the Low Density Residential (R2) Zone District.
<i>Surrounding Zone Districts:</i>	The neighboring properties to the east, west, south and north are located in the Low Density Residential (R2) Zone District.
<i>Companion Application(s)</i>	N/A
<i>Scope of Work:</i>	The applicant proposes dividing one vacant lot into new separate lots to build future housing of a single-unit dwelling on each newly separated lot.
<i>Facts on Project & Staff Analysis:</i>	<p><u>Dimensional Standards</u></p> <ul style="list-style-type: none"> - The proposed resubdivided lot meet the Dimensional Standards of the R2 Zone District pursuant to the Syracuse Zoning Ordinance Art. 2 Sec.2.3 B - The lot area requirement for the residential use type of “Two-Unit Detached Dwelling” in the R2 Zone District is 6,000 SF, and the proposed lot 20,168 SF thus conforming for the current land use. - The lot width of 348 Elm St. is currently 33 FT, and is nonconforming. The proposed lot width is 99 FT, which would create one conforming lot. - The current side setback of the structure at 346 Elm St. is 2.7 FT where 4 FT is required, this resubdivision will allow the side setback to become conforming. <p><u>Facts on Project</u></p> <ul style="list-style-type: none"> - The land use of “Two-Unit Detached Dwelling” is permitted by right in the R2 Zone District. - 346 Elm St. has sat as vacant land for more than 20 years. - The property owner is currently being cited by Codes due to reconstructed with side porch area without permits, which is currently being pursued in court and is the reason the property owner is applying for this resubdivision, as the building code and the SZO require a side setback of 4 feet of the principal structure, the reconstructed porch is currently only 2.7 FT away from the side setback. - This resubdivision would fix all the nonconformities currently on the property. - The property owner is currently renting both units at 348 Elm St, and the property is on the Rental Registry. - The driveway on the property is currently located on both 348 and 346 Elm St., and this resubdivision would allow the driveway used for the tenants of 348 Elm St. to be located on one lot. - According to the Onondaga County Planning Agency’s confirmation letter, the new 9-1-1 street address for lot A will be 348 Elm Street.
<i>Staff Recommendation:</i>	Staff recommend approving this project.
<i>Recommended Conditions if Approved:</i>	1. Applicant shall successfully file the resubdivision map of R-2026-5 in the Onondaga County Clerk's office within 62 days of resubdivision approval.

	2. Applicant shall apply for a retroactive building permit for side porch reconstruction.
Zoning Procedural History:	- No Zoning History Available
Summary of Zoning History:	N/A
Code Enforcement History:	See attached code enforcement history.
Zoning Violations:	The proposed lot has no zoning violations.
Summary of Changes:	This is not a continued application.
Property Characteristics:	<p><u>Existing Lot</u></p> <p>348 Elm St. The subject property at 348 Elm St. is a regularly shaped rectangle parcel with a lot size of 6,728.7 SF (0.16 Acres). The property has one street frontage with 33 FT of frontage along Elm St. The southern property line borders 346 Elm St. for 203.9 FT. The eastern property line borders 175 and 171 Matther St. for 33 FT. The northern property line borders 350 Elm St. for 203.9 FT. The property is improved by a 2-story frame house and part of an asphalt driveway.</p> <p>346 Elm St. The subject property at 346 Elm St. is a regularly shaped rectangle parcel with a lot size of 13,457.4 SF(0.28 Acres). The property is one street frontage with 66 FT of frontage along Elm St. The southern property line borders 344 Elm St. for 203.9 FT. The eastern property line borders 171 and 163 Matther St. for 66 FT. The northern property line borders 348 Elm St. for 203.9 FT. The property is improved by part of an asphalt driveway.</p> <p><u>Proposed Lots</u></p> <p>348 Elm St. The proposed new lot at 348 Elm St. will be a regularly shaped parcel with a lot size of 20,168 SF (0.463 Acres). The property will have one street frontage with 99 FT of frontage along Elm St. The southern property line will border 344 Elm St. for 203.9 FT. The eastern property line will border 175, 171 and 163 Matther St. for 99 FT. The northern property line will border 350 Elm St. for 203.9 FT. There will be no site changes.</p>
SEQR Determination:	Pursuant to the 6 NYCRR §617.2(al), the proposal is an Unlisted Action.
Onondaga County Planning Board Referral:	Pursuant to GML §239-1, m and n, the proposal does not meet the criteria to be reviewed by the Onondaga County Planning Board.

Application Submittals: The application submitted the following in support of the proposed project:

- Resubdivision application
- Short Environmental Assessment Form Part 1
- “Proposed Resubdivision on Part of Farm Lot No. 227 Now Part of Block No. 486, City of Syracuse, County

R-2026-5

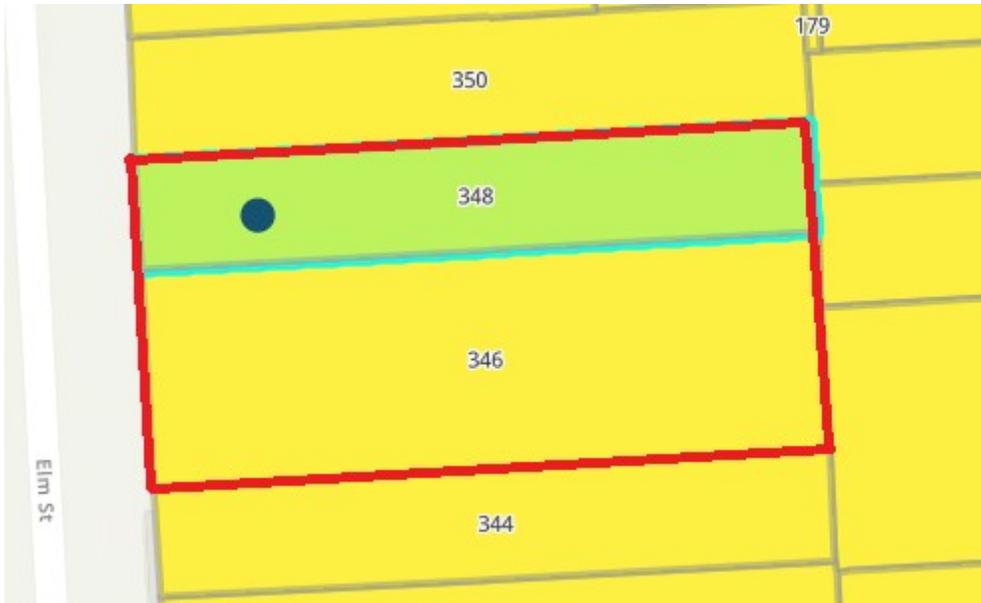
of Onondaga, State of New York. Drawn by Lehr Land Surveying PLLC Dated 1/23/2026. Scale As Noted.

Attachments:

- Resubdivision Application
- Short Environmental Assessment Form Part 1
- Code Enforcement History
- Comments from City Departments

Context Maps:

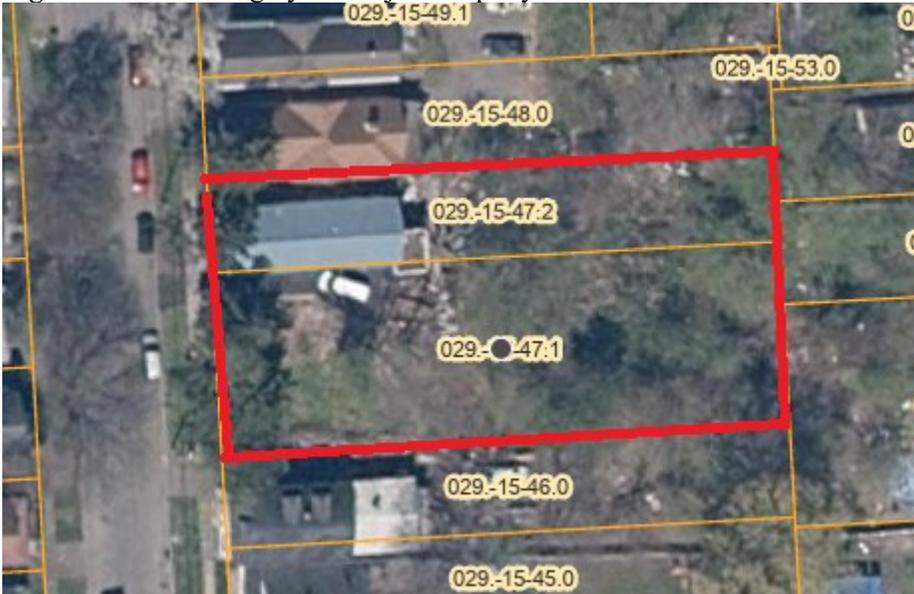
Figure 1: Zone District of Subject Property



Description: Figure 1 shows the current Zone District of the subject property.

Image Source: City of Syracuse Neighborhood and Business Development, Syracuse Zoning Map

Figure 2: Aerial Imagery of Subject Property



Description: Figure 2 shows satellite imagery of the subject property.

Image Source: Onondaga County GIS on the Web, <https://spatial.vhb.com/onondaga/>

11 Resubdivision/Lot Alteration Project Description

combining the two lots

12 Current Days and Hours of Operation

13 Proposed Land Use(s)

residential

14 Current Land Use(s)

residential

15 Please list all Tax Assessment Addresses, Tax Map IDs, Owners, and Date Acquired

348 Elm St Syracuse NY 13203 tax id: 029.-15-7.2 owner Elm House LLC, aquired 12-1-2023 346 Elm St Syracuse NY 13202 tax id : 029.-15-47.2 owner Elm House LLC aquired 12-1-2023

16 Resubdivision/Lot Alteration Project Name

348 Elm St

17 Total Area

0.483

18 Number of Lots

2.0

19 Subdivision Name

348 Elm St

20 Companion Zoning Applications (if applicable, list any related zoning applications)

21 Current Number of Dwelling Units

1.0

22 Authorized Agent Name

23 Nature and Extent of Site Plan Requested

combining the lots of 348 and 346 Elm St, Syracuse, NY 13203 into one lot.

24 Business/Project Name

Elm House LLC, Seth Rutledge -317-5097

Commercial Project Information

Variance Application



Office of Zoning Administration
One Park Place, 300 S State St,
Suite 700
Syracuse, NY 13202
Phone: (315) 448-8640
Email: zoning@syrgov.net

Owner/Owner's Agent Certification

By signing this application below, I, as the owner of the property under review give my endorsement of this application.

Print owner's name: Seth Rutledge

Signature: *Seth Rutledge*

Date: 01/11/2026

Mailing address: 165 E Enfield Ctr Rd, Ithaca, NY 14850

Print authorized agent's name:

Date:

Signature:

Mailing address:

The names, addresses, and signatures of all owners of the property are required. Please attach additional sheets as needed. **If a property owner designates an authorized agent as a legal representative to apply on their behalf or to present the project at the City Planning Commission, please attach an executed power of attorney.** Faxed or photocopied signatures will not be accepted.

Only survey maps with the Land Surveyor's embossed seal are genuine true and correct copies of the surveyor's original work and opinion.

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.

Certifications indicated hereon shall apply only to the persons for whom this survey was performed and on their behalf to the title insurance company governing agency and lending institution and to the assignees of the lending institution and/or subsequent owners.

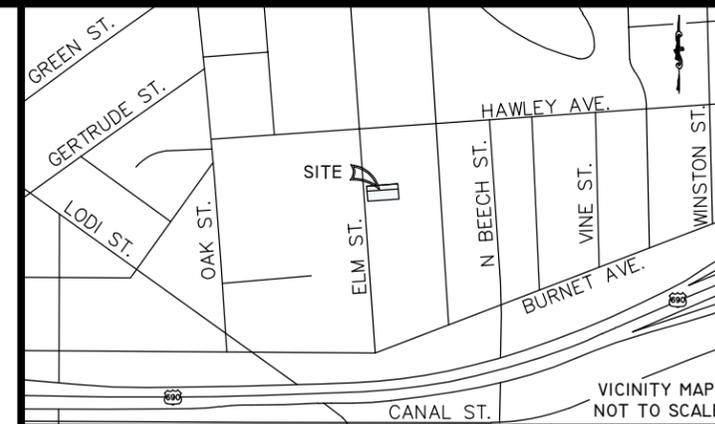
This map may not be used in connection with a "Survey Affidavit" or similar document, statement or mechanism to obtain insurance for any subsequent or future grantees.

Survey prepared without the benefit of an abstract.

Location surveys do not include the staking of the property corners except as shown.

Due to severe weather and snow conditions, some physical features and appurtenances may have been concealed and therefore not shown.

OWNER:
ELM HOUSE LLC
346 & 348 ELM STREET, SYRACUSE, NY 13203
S/B/L: 029.-15-47/47.1
INSTRUMENT No. 2023-00038086

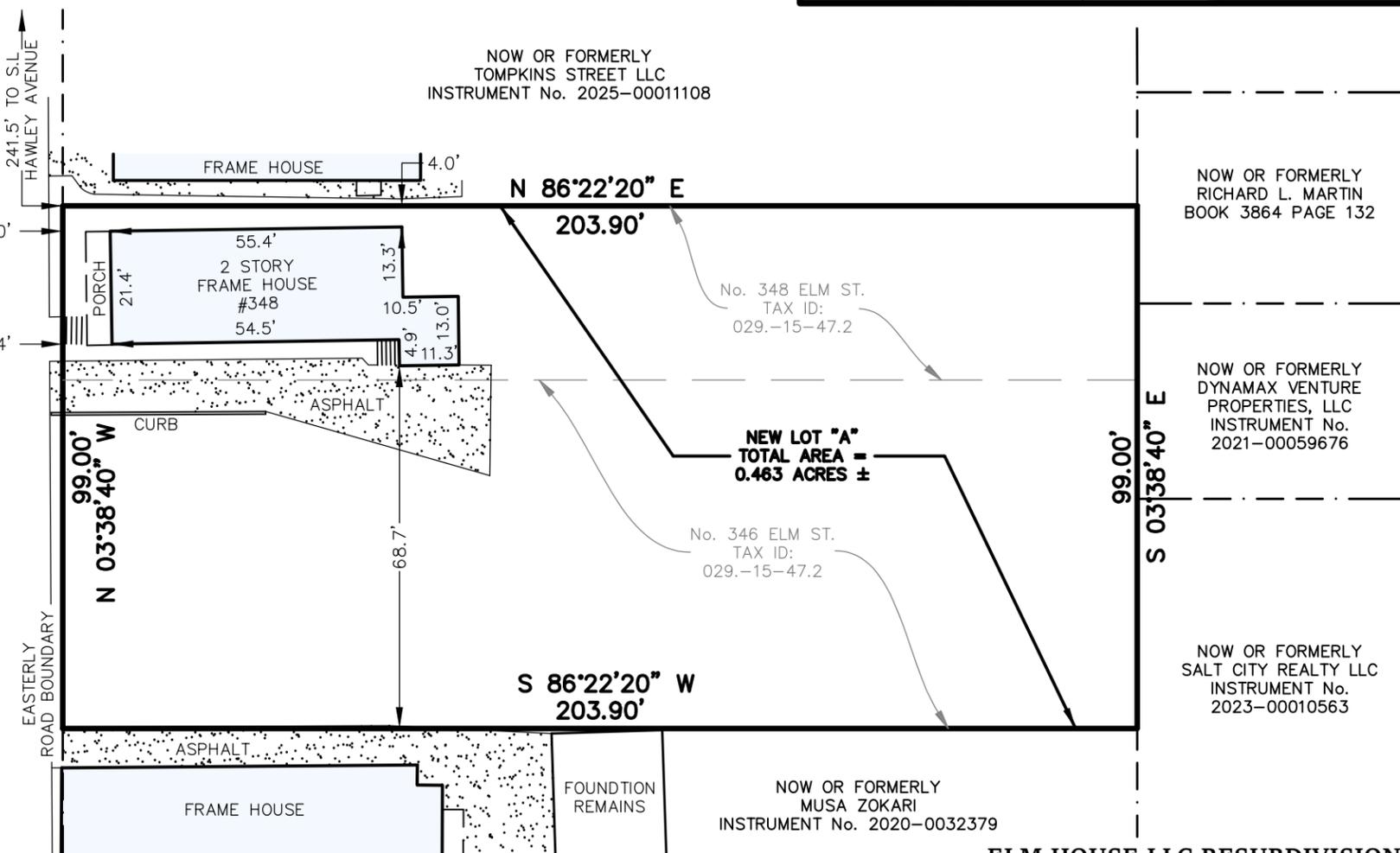


APPROVALS



ELM STREET

66' WIDE
 PUBLIC RIGHT-OF-WAY



**ELM HOUSE LLC RESUBDIVISION
 PRELIMINARY PLAN**

LEHR

LAND SURVEYORS D.P.C.



94-01-87
 116 SALINA STREET- SUITE 6
 LIVERPOOL, NEW YORK 13088
 315-451-3333
 info@lehrlandsurveyors.com

I HEREBY CERTIFY THAT THIS IS AN
 ACCURATE MAP MADE FROM AN ACTUAL SURVEY.

LICENSED LAND SURVEYOR

DOUGLAS R. LEHR NYSLS 49223

RESUBDIVISION ON PART OF FARM LOT No. 227, NOW PART OF BLOCK
 No. 486, CITY OF SYRACUSE, INTO NEW LOT "A"

KNOWN AS No.346-348 ELM STREET, CITY OF SYRACUSE,
 COUNTY OF ONONDAGA, NEW YORK

FIELD DATE: 29 DECEMBER 2025	MAP DATE: 10 JANUARY 2026	SCALE: 1"=30'	DRAWN BY: GCH
---------------------------------	------------------------------	------------------	------------------

REVISIONS: REV: 01/23/2026	DRAWING No. 13-E-08-25K
----------------------------	----------------------------

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.

Part 1 – Project and Sponsor Information			
Elm House LLC, Seth Rutledge -317-5097			
Name of Action or Project: 348 Elm St			
Project Location (describe, and attach a location map): 348 ELM ST, 13203			
Brief Description of Proposed Action: combining the lots of 348 and 346 Elm St, Syracuse, NY 13203 into one lot.			
Name of Applicant or Sponsor: Seth Rutledge		[REDACTED]	
Address: 165 E Enfield Ctr Rd		[REDACTED]	
City/PO: Ithaca	State: NY	Zip Code: 13203	
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 checked="" type="checkbox"/>	YES <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:		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		0463 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?		0463 acres	
4. Check all land uses that occur on, are adjoining or near the proposed action: <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 <input type="checkbox"/>	YES <input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input checked="" type="checkbox"/>	YES <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? 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?	NO <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	YES <input 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? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
a. Will storm water discharges flow to adjacent properties?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: <u>Seth Rutledge</u> Date: <u>01/11/2026</u> Signature: <u><i>seth rutledge</i></u> Title: <u>Owner</u>		

Project:	R-2026-5
Date:	3/13/2026

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Project:	R-2026-5
Date:	3/16/2026

Short Environmental Assessment Form Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input checked="" type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
City of Syracuse Planning Commission	3/16/2026
Name of Lead Agency	Date
Steven Kulick	Chairperson
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT FORM

City of Syracuse

Parcel History

01/01/1900 - 03/09/2026

Tax Map #: 029.-15-47.1

Owners: ELM HOUSE LLC

Zoning: R2

Address	Date	Transaction	Transaction Type	Status	Description
346 Elm St	10/18/19	Completed Complaint	Tree Inspect/Problem Req	Completed	2019-27333 Vacant lot at 346 elm st has an ash that has partially fallen and the other part is leaning on my house at 344 elm

City of Syracuse
Parcel History
 01/01/1900 - 03/09/2026
 Tax Map #: 029.-15-47.2
 Owners: ELM HOUSE LLC
 Zoning: R2

Address	Date	Transaction	Transaction Type	Status	Description
348 Elm St	11/27/12	Violation	SPCC - Section 27-31 (c) Structural members	Closed	
348 Elm St	07/07/14	Violation	SPCC - Section 27-116 (E) - Vacant Property Registry	Closed	
348 Elm St	08/13/15	Completed Complaint	Vacant House	Completed	2015-22684 vacant house open to entry and trash everywhere per the caller
348 Elm St	09/22/15	Completed Complaint	Illegal Trash Set Out	Completed	2015-26169 illegal set out- all summer its been there
348 Elm St	05/29/16	Completed Complaint	Repair ManHoleCover/Grate	Completed	2016-16194 mab hole cover dispatched to Wayne howard via cell James 440-9560
348 Elm St	06/12/17	Completed Complaint	Illegal Trash Set Out	Completed	2017-07714 illegal trash set out
348 Elm St	07/06/17	Violation	2015 IPMC Section 304.2 Protective Treatment	Closed	
348 Elm St	07/06/17	Violation	2015 IPMC Section 304.7 Roofing	Closed	
348 Elm St	07/06/17	Violation	2015 IPMC Section 304.8 Trim	Closed	
348 Elm St	07/06/17	Violation	2015 IMPC - 304.1.1 - Unsafe Conditions	Closed	
348 Elm St	07/06/17	Violation	2015 IMPC - 304.10 - Stairways, Decks, Porches and Balconies	Closed	
348 Elm St	12/26/17	Completed Complaint	Property Maintenance- Ext	Completed	2015-22963
348 Elm St	12/26/17	Completed Complaint	Property Maintenance- Ext	Completed	2012-26164 Vacant House
348 Elm St	08/29/18	Permit Application	Res. Remodel/Chg Occ	Issued	35361 Roof & interior renovation ****Amended 5/2/2019
348 Elm St	11/28/18	Completed Complaint	Demolition	Completed	D2018-0015 Start Legal Demo Process
348 Elm St	01/23/19	Completed Complaint	Illegal Trash Set Out	Completed	2019-00710 code violation (cd)

City of Syracuse
Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
348 Elm St	03/05/19	Permit Application	Electric	Issued	37150 Electric
348 Elm St	03/19/20	Violation	SGOC - Section 27-72 - Trash and debris junk and litter spc	Closed	
348 Elm St	04/24/20	Completed Permit	Electric	Certificate Issued	37150 Electric Certificate of Completion #37150
348 Elm St	05/06/20	Violation	SPCC - Section 27-72 (f) - Overgrowth	Closed	
348 Elm St	02/01/21	Closed Permit	Res. Remodel/Chg Occ	Canceled	35361 Roof & interior renovation ****Amended 5/2/2019
348 Elm St	04/21/21	Violation	SPCC - Section 27-72 (e) -Trash & Debris	Closed	
348 Elm St	04/21/21	Violation	SPCC - Section 27-72 (f) - Overgrowth	Closed	
348 Elm St	04/21/21	Violation	SPCC- Section 27-72 (h) - Hazardous Property Area	Closed	
348 Elm St	04/21/21	Violation	2020 PMCNYS - Section 304.7 - Roofs and Drainage	Closed	
348 Elm St	04/21/21	Violation	2020 PMCNYS - Section 304.13 - Window, skylight, and door frames	Closed	
348 Elm St	04/21/21	Violation	2020 PMCNYS - Section 304.15 - Doors	Closed	
348 Elm St	04/21/21	Violation	2020 PMCNYS - Section 304.12 - Handrails and guards	Closed	
348 Elm St	04/21/21	Violation	2020 PMCNYS - Section 304.2 - Protective Treatment	Closed	
348 Elm St	04/21/21	Violation	2020 PMCNYS - Section 304.4 - Structural Members	Closed	

City of Syracuse
Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
348 Elm St	04/26/22	Violation	2020 Property Maintenance Code of NYS Part 105.2	Closed	
348 Elm St	04/26/22	Violation	2020 Property Maintenance Code of NYS Part 105.2	Closed	
348 Elm St	04/27/22	Violation	SPCC-Sec. 27-133 Registration	Closed	
348 Elm St	06/06/22	Permit Application	Misc.(deck, fence,ramp)	Application Expired	46443 Metal Roof Install on a two family residential structure 2 story addition / interior remodel
348 Elm St	06/21/22	Completed Complaint	Rental Registry	Completed	2022-03346 Apply for a Rental Registry
348 Elm St	01/17/23	Completed Complaint	Vacant House	Admin-Closed	V2020-0035
348 Elm St	01/17/23	Completed Complaint	Vacant House	Admin-Closed	V2017-0369
348 Elm St	01/17/23	Completed Complaint	Property Maintenance-Ext	Admin-Closed	2022-03311 Working without permits on roof install, front & rear porch, interior renovations and electrical
348 Elm St	01/17/23	Violation	2020 FCNYS- - 105.2 - Building permits	Closed	
348 Elm St	01/17/23	Violation	2020 FCNYS- - 105.2 - Building permits	Closed	
348 Elm St	01/17/23	Violation	2020 FCNYS- - 105.2 - Building permits	Closed	
348 Elm St	01/17/23	Violation	2020 FCNYS - 108.3 - Unlawful structure	Closed	
348 Elm St	01/17/23	Violation	2020 PMCNYS - Section 107.1.3 - Structure Unfit for Human Occupancy	Closed	
348 Elm St	09/18/23	Violation	2020 PMCNYS - Section 304.10 Stairways, decks, porches, and balconies	Closed	
348 Elm St	09/18/23	Violation	SPCC - Section 27-72 (f) - Overgrowth	Closed	
348 Elm St	08/30/24	Completed Complaint	Property Maintenance-Ext	Completed	2023-06575 Stairs/ OG

City of Syracuse
Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
348 Elm St	08/30/24	Violation	SPCC - Section 27-72 (f) - Overgrowth	Closed	
348 Elm St	08/30/24	Violation	2020 PMCNYS - Section 403.5 - Clothes dryer exhaust	Closed	
348 Elm St	08/30/24	Violation	2020 PMCNYS - Section 605.1 - Installation	Closed	
348 Elm St	08/30/24	Violation	SPCC - Section 27-43 (a) - Mandatory smoke detectors	Closed	
348 Elm St	08/30/24	Violation	2020 PMCNYS - Section 304.13 - Window, skylight, and door frames	Closed	
348 Elm St	08/30/24	Violation	2020 PMCNYS - Section 305.4 - Stairs and Walking Surfaces	Closed	
348 Elm St	09/12/24	Periodic Inspection	Rental Registry	RR - Application	
348 Elm St	10/30/24	Violation	2020 PMCNYS - Section 702.3 - Locked doors	Closed	
348 Elm St	10/30/24	Violation	2020 PMCNYS - Section 602.3 - Heat supply	Closed	
348 Elm St	11/15/24	Violation	2020 PMCNYS - Section 107.1.3 - Structure Unfit for Human Occupancy	Closed	
348 Elm St	04/08/25	Completed Complaint	Property Maintenance- Int	Completed	2024-06590 No toilet OG TD
348 Elm St	06/12/25	Violation	SGOC - Section 54-5(D) - Lead Abatement and Control Dust Sample Violation	Closed	
348 Elm St	09/05/25	Completed Complaint	Property Maintenance- Ext	Admin-Closed	2023-00366 Building without a permit
348 Elm St	09/05/25	Complaint	Property Maintenance- Ext	Pursuing in Court	2025-07984 Building without permits

City of Syracuse
Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
348 Elm St	09/05/25	Violation	Section 105.2 Building Permits	Open	
348 Elm St	09/05/25	Violation	Section 105.2 Building Permits	Open	
348 Elm St	09/05/25	Violation	2020 FCNYS - 108.3 - Unlawful structure	Open	
348 Elm St	09/05/25	Violation	2020 PMCNYS - Section 107.1.3 - Structure Unfit for Human Occupancy	Open	
348 Elm St	09/05/25	Violation	SGOC - Section 54-5(C) - Lead Abatement and Control Dust-Lead Hazard Violation	Closed	
348 Elm St	11/05/25	Completed Complaint	Rental Registry	Completed	2025-02345

OFFICE OF ZONING ADMINISTRATION

Sharon F. Owens, Mayor

Resubdivision **R-2026-5**

Approval	Status	Reviewer	Comments
Zoning Planner	Waiting on Board	Amber Dillon	No concerns, see Staff Report
Planning Commission	3/16 CPC meeting		
Eng. Mapping-Zoning	Approved	Ray Wills	-The bearings shown on the REVISED AND UPDATED SURVEY(uploaded 1/23/26) for the streets in question AGREE with the Official City Records for the area. The Office of the City Engineer only verifies ROW bearings, not interior angles, bearings abutting neighboring properties or private easements. City Plat# 405
Engineering Design and Construction	Conditionally Approved	Mirza Malkoc	<ul style="list-style-type: none"> • No objection to re-subdivision. • Any future construction/development on these lots will be subject to the City plan review, approval and permitting process as applicable.
Engineering-SWPPP	Conditionally Approved	Mirza Malkoc	<ul style="list-style-type: none"> • No stormwater impacts regarding the re-subdivision request. • Site elevations for future construction shall be graded to prevent stormwater sheet flow to adjoining properties & to the City R.O.W.
Engineering Sewer	Conditionally Approved	Mirza Malkoc	<ul style="list-style-type: none"> • Sewer facilities are available. • Future construction on a new lot will require new lateral to main,
			<ul style="list-style-type: none"> construction may be subject to Onondaga County's 1:1 offset to be determined/administered by the City. Onondaga County Plumbing Control shall review and approve the plans as well. • All installation & restoration work to be done to City of Syracuse specifications & details.
Landmark Preservation	N/A		