



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>SP-2026-45</u>	Staff Report – August 10, 2026
Application Type:	Special Use Permit
Project Address:	658 Onondaga St W (Tax ID: 093.-02-35.2)
Summary of Proposed Action:	The property owner and applicant requesting permission to establish a business enterprise under the “Restaurant ≤1, 000 SF” land use type in a limited space of a vacant building. The subject property is within the Urban Neighborhood (MX-1) Zone District and “Restaurant ≤ 1,000 SF” is permitted by Special Use Permit. Any new tenants will be required by law to apply for a Special Use Permit for the proposed business, in order to establish their business enterprise and to receive their Certificate of Use business license. The applicant has not yet applied for a Certificate of Use business license. The proposed land use type is operated as a restaurant will occupy a portion of ground floor area in the vacant historic building. According to the applicant’s business plans: The restaurant intends to offer alcoholic beverages in conjunction with food services, while distinguishing with stand-alone drinking establishment, tavern, nightclub. All restaurant activities will occur within the existing building, and the applicant does not propose outdoor entertainment, outdoor cooking, or outdoor amplified music. At the time of this application, no restaurant tenant has been identified or selected. The applicant propose to pre-determinate the operation hour: Sunday through Thursday from 7 AM to 9 PM.; Friday and Saturday from 7 AM to 11 PM. There is one primary structure on the property, with 4,458 SF of lot coverage. The commercial restaurant tenant space to be occupied by the business makes up 888 SF of the ground floor area, including a kitchen, storage room and dining area of 6 tables. Lot size: 26,596 SF
Owner/Applicant	Robyn Barret, Syracuse Seven Properties LLC (Property Owner) Hilary Donohue (Architect/representative)
Existing Zone District:	Urban Neighborhood (MX-1) Zone District
Surrounding Zone Districts:	The neighboring properties to the north are Small Lot Residential (R3), to south, east, and west are in the Urban Neighborhood. (MX-1) Zone District.
Companion Application(s)	Minor Site Plan to establish the rest area of the building for “Office” land use type.
Scope of Work:	Establish a business governed and subsumed by the “ Restaurant ≤1, 000 SF” land use type of an existing building. Exterior Works: (1) install 9 outdoor off-street parking spaces. 4 for costumers consume the food on premises, and 5 for future office tenants. ; (2) install 2 bike racks (3) repair the exiting building façade, attic windows, roof and doors. (4) demolish the existing connected bridge attached to the adjacent building at 652 W

	Onondaga St. (5) provision landscaping buffer with combination of 6 feet chain link fence, grass and shrubs along the rear yard to cover the accessory parking lot. Interior Works: (1) interior renovation to establish kitchen area total 345 SF coolers, and 543 SF dining area with 6 tables for customer consumption on premises.
<i>Facts on Project:</i>	<u>Factors:</u> <u>Current Building Conditions</u> - The subject historic building is currently vacant; It has been vacant for more than 5 years <u>Existing Nonconformity</u> - The existing connector bridge on the eastern building side setback encroach the side setback attaching the building on adjacent parcel at 652 W Onondaga St. - Upon the proposal to remove the existing bridge, the remaining building will retain 3.9 FT side setback ,which will encroach 0.1 FT into the minimum 4 FT side setback. - The lot size of subject parcel 26,596 SF is over the maximum lot size requirement of 10,000 SF; However, the parcel has never been altered since it has been subdivided initiated by the City of Syracuse. thus, the parcel is a legal-nonconforming lot. <u>Setbacks, Lot Size, Lot Coverage & building Height</u> - The existing building contains 57.1 FT for front setbacks, and 153.125 FT rear setbacks. - The existing 2.5-story building including 2 full story and 1 attic level meet the minimum 2-story requirement for a commercial building in MX-1 Zone district. The building was originally built in 1882. - The proposed lot coverage with the existing building and driveway & parking pavement will occupy 18,617 (70%), evenly meets the maximum allowable lot coverage for commercial use types. <u>Use Specific Standards</u> - A special use permit shall be required for any live entertainment of amplified sound or music that is proposed to be associated with any Food and Beverage related use type within 300 feet of any residential zone district. The subject parcel is adjacent to multiple parcels under R2, R3 zone district; The applicant does not propose any live entertainment of using amplified sound or music for the restaurant. <u>Landscaping, Buffering, and Screening</u> - Screening of 6 ft chain link fence and landscaping (bush and grass) will be provided for the rear yard parking lot as buffer to residential district parcel at 209-11 Holland St. and 215 Holland St. <u>Local Land Use and Residential Compatibility</u> - Parking lot location/ setback. Limited tables The proposed land use is considered a moderate-intensity use with limited dinning area and sufficient parking spaces to

	accommodate the restaurant customer that is appropriate with the character and intent of the MX-1 neighborhood. <u>Off-Street Parking and Loading</u> - The proposal for 9 parking spaces meets the minimum parking spaces requirement (proposed restaurant and future offices) through qualifications of several parking reduction sections: 30% off for proximity to a nearby bus stop, 15% off for additional bike parking provision, 8 spaces are required upon reductions. <u>Historic Preservation</u> - While the subject parcel is a local designated parcel. The Syracuse Landmark Preservation Board (SLPB) is not required for the current proposal. (See attached Approval Comments from Preservation Planner) <u>Proposed Commercial Use Operation</u> - Pre-determinate the operation hour: Sunday through Thursday from 7 AM to 9 PM.; Friday and Saturday from 7 AM to 11 PM.
<i>Staff Analysis:</i>	<u>Special Use Permit Approval Criteria :</u> Consistency with the Intent of the Zoning Ordinance & Comprehensive Plan and Other City Policies The proposal supports the intent of the MX-1 Zone District by maintaining a pedestrian-friendly, transit-supportive mix of low- to medium-density residential and small-scale, low impact nonresidential uses on lots with green space, street trees, front porches, and sidewalks. The proposal aligns with the City’s Comprehensive Plan by promoting the reinvestment and adaptive reuse of an existing historic structure with an appropriate new land use. The project encourages commercial activity while preserving the existing 57 ft front setback and landscaped green space between the building and the public sidewalk, thereby maintaining the established streetscape and neighborhood character. Compliance with applicable Standards of the Zoning Ordinance and other municipal departments’ standards No new construction is proposed, and the existing structure complies with applicable zoning standards related to building height and setbacks. Any required permits and approvals from other municipal departments shall be obtained prior to operation. Compatibility with the Surrounding Area The proposed restaurant use will occupy partially an existing commercial building that has historically been vacant. The historic building has long history serving as a nonresidential use and remains as an established feature along the W Onondaga St. neighborhood. Compatible with the Development of the General Neighborhood and existing Land Uses The proposed use is compatible with the surrounding neighborhood and nearby land uses. The business will not include amplified music or late operating hours, which helps minimize potential impacts on the neighborhood.

	Impacts on Development of the Subject Property and the Use of Adjacent Land and Buildings The project does not propose additional construction as there will be no physical impact on the nearby properties. The reuse of the currently vacant building will support future low-scale commercial and mixed-use activity. Impacts on Pedestrian and Vehicular Traffic The proposed use is not expected to create significant adverse impacts on pedestrian or vehicular traffic. The existing site has direct access to the surrounding street network, which will not encroach existing pedestrian walkway, and the anticipated traffic generated by the proposed use is compatible with the capacity and function of the adjacent roadways on W Onondaga St. Minimization of Adverse Impact on Health, Safety, and Welfare With no change to the building footprint and adherence to building and zoning codes, the proposal of 9 parking spaces is unlikely to generate any adverse traffic impacts. Adequate Supporting Service Public transit (bus stop) is available at the intersection of Sheridan Pl and W Onondaga St. in 341 ft linear distance to the proposed restaurant. In addition, Syracuse Fire Station No.3 on Shuart Ave is located approximately a two-minute drive from the property .
Staff Recommendation:	Staff recommend approving the subject project.
Recommended conditions if approved:	1. The applicant shall comply with the general conditions for approval on the Special Use Permit 2. The applicant shall always possess a valid Certificate of Use issued by the City of Syracuse. 3. The business owner shall abide by the hours of operation that the Planning Commission decides upon. 4. No neon signage and decorative lighting shall be permitted on the windows or building façade. 5. All outside storage of junk, bottles, cartons, boxes, debris, and the like shall be restricted to appropriately screened enclosures not visible to the general public. 6. DPW comments : (1)incorporate an ADA complaint lead walk connecting the ROW/public sidewalk to a main entry. (2)Pedestrians walk ways must be kept physically separated from vehicular drive lanes and should also account for room for snow storage.
Zoning Procedural History:	- Z-2190 M1 Approved Green infrastructure adding to 652 & 658 W Onondaga St. - Z-2485 Approved Signages added to the buildings. - Z-2190 Approved Permit two principal buildings on one lot. - AS-74-022 Approved 2.5 ' x 8.5' off-premise sign
Summary of Zoning History:	Through previous Zoning approval Z-2190, the subject building has been established for workshop, referral and rehabilitation center for consolidated industries for the physically and mentally handicapped in 1978. It is unknown when such use has been paused, leading the building vacant until recent approval.
Code Enforcement History:	See attached code enforcement history.

<i>Zoning Violations:</i>	The proposed lot has no zoning violations.
<i>Property Characteristics:</i>	The subject property is an irregularly shaped parcel lot with a size of 26,596 SF (0.61 acres). The property has one street frontages, with 92.5 of southern frontage along W Onondaga St.; The northern property line borders 205-07, 209-11 and 215 Holland St. for 118.9 FT. The eastern property line borders 652 W Onondaga St. with 264 FT.; The western property line borders 664 W Onondaga St. with 290.38 FT.
<i>SEQR Determination:</i>	Pursuant to the 6 NYCRR §617.5(c)(18), the proposal described in the Short Environmental Assessment Form dated 6/8/2026, is a Type II Action.
<i>Onondaga County Planning Board Referral:</i>	The proposal does not meet the referral criteria for Onondaga County Planning Board pursuant to GML §239-l, m and n

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

- Special Use Permit Application
- Short Environmental Assessment Form Part 1
- Elevation Plan (Sheet A3-6): 658 W Onondaga St, Syracuse NY 13204. Front Elevation ; Drawn By: Hilary LM Donohue, City Link Architecture, Dated 6/8/2026; Scale: as noted
- Floor Plan (Sheet A1-2): 658 W Onondaga St, Syracuse NY 13204. First Floor Plan/Second Floor Plan .; Drawn By: Hilary LM Donohue, City Link Architecture, Dated 6/8/2026; Scale: as noted
- Floor Plan (Site-1): 658 W Onondaga St, Syracuse NY 13204; Drawn By: Hilary LM Donohue, City Link Architecture, Dated 6/8/2026; Scale: as noted
- Property Survey: “Location Survey: Location Survey on part -1 Lot 28 A Block #331-Syracuse Map #5691307 Riegel St.; Known As No.658 W Onondaga City of Syracuse, County of Onondaga, State of New York, New York State licensed surveyor: Michael J. McCully; Scale 1”=30’; Date:4/24/2024

Attachments:

Special Use Permit Application

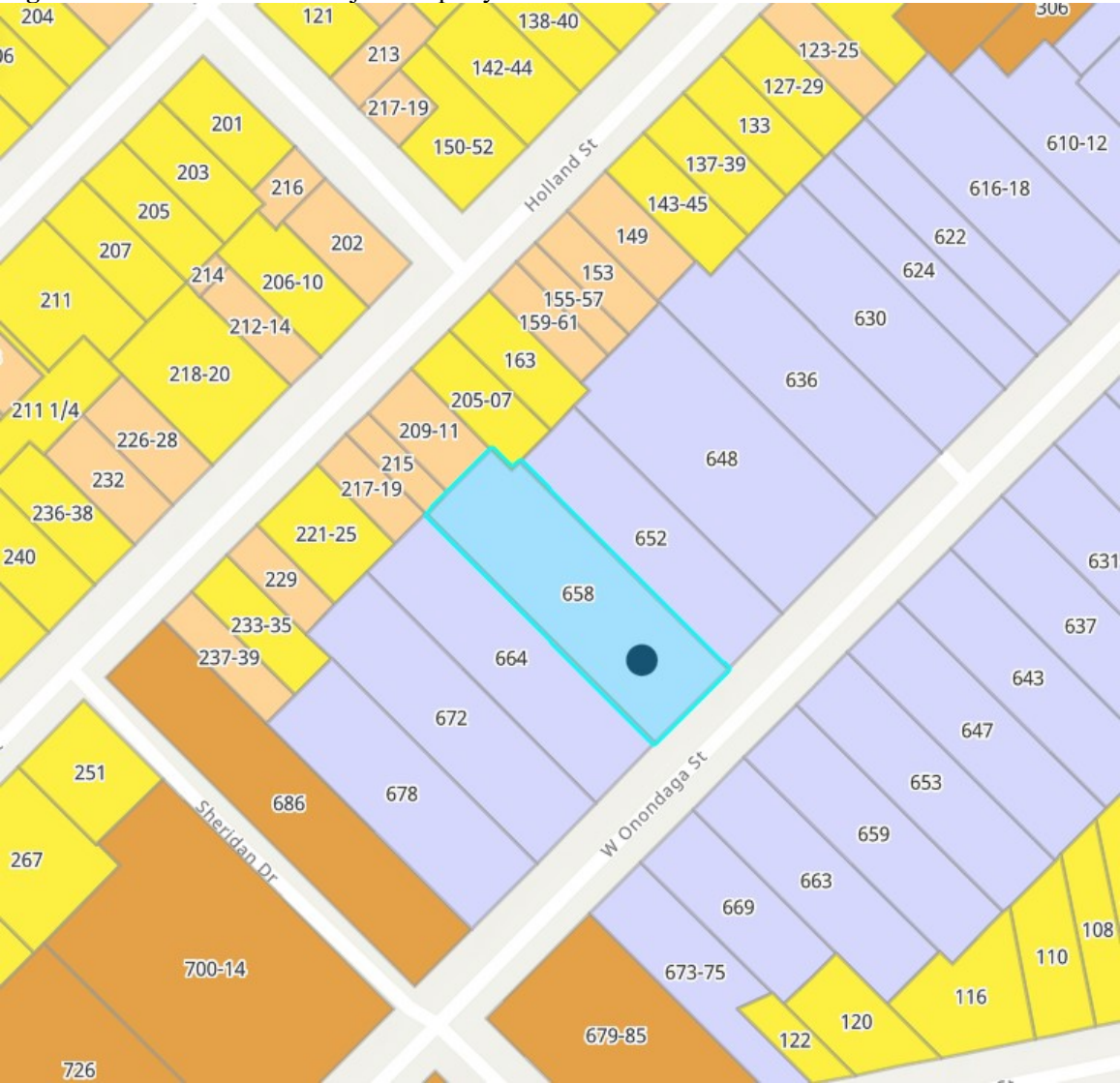
Short Environmental Assessment Form Part 2 & Part 3

Code Enforcement History

Camino 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.



ON THIS SITE, **APPLICATION SP-2026-45** IS A SPECIAL USE PERMIT APPLICATION TO ESTABLISH A "RESTAURANT $\leq$ 1,000 SQ FT" LAND USE TYPE. 658 W ONONDAGA ST. IS OWNED BY ROBYN BARRETT OF SYRACUSE SEVEN PROPERTIES LLC AND IS LOCATED IN THE URBAN NEIGHBORHOOD (MX-1) ZONE DISTRICT. THIS MATTER WILL BE DISCUSSED AT A CITY PLANNING COMMISSION MEETING ON AUGUST 10TH, 2026, AT 6:00 P.M. IN THE COMMON COUNCIL CHAMBERS, CITY HALL, SYRACUSE, NEW YORK.

7/31/2026 4:24 PM



Office of Zoning Administration

CITY OF SYRACUSE, MAYOR SHARON F. OWENS

Jacob R. Dishaw
Zoning Administrator

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Land Use & Zoning
Attorney

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Noah Garcia
Zoning Planner II

Rebeca Baker
Zoning Planner I

Masihullah Omry
Zoning Planner II

Samuel Prescott
Zoning Planner I

Hillary Suzuki
Zoning Administrator
Specialist

Robyn Barret
Syracuse Seven Properties LLC
1235 Hotel Cir S
Ste D San Diego, CA 92108
7/14/2026

CC. Hilary Donohue
City Link Architecture
408 Otisco St
Syracuse, NY 13204

Re: Application Completeness for City Planning Commission for 658 W Onondaga St.

Dear Robyn,

On 7/14/2026, Nate Pan determined the proposed project SP-2026-45 at 658 W Onondaga St. to be **complete**.

The proposed project will be sent to all involved agencies for review. Once all reviewers from City Departments complete their review and all concerns have been addressed, the proposed project will be scheduled for the next available City Planning Commission (CPC) meeting for a public hearing. No evidence, except items specifically required by the Board or offered for a reconsideration or modification, shall be accepted after a hearing is closed for public comment or testimony.

All landowners and applicants shall appear in person at the hearing, or by a properly authorized representative or agent. An authorized agent who is thoroughly familiar with all aspects of the appeal and who is able to testify as to all issues may appear if he or she holds a properly signed and executed document showing that they have authority to proceed on behalf of the landowner or applicant. Proof of signed and executed document must be submitted to Nate Pan at least six (6) business days before the public hearing and must be notarized. Failure to have representation appear before the City Planning Commission two consecutive meetings will result in your project proposal to be denied. Any updates to deliverables (such as site plan, changes in proposed work etc.) must be submitted to Nate Pan at least six (6) business days before the date of the hearing.

If the proposed project is held open for another public hearing and/or meeting to resolve any outstanding concerns, updated plans or any other requested documents shall be submitted to Zoning Administration staff NO FEWER than six (6) days prior to the hearing. Failure to submit by this deadline shall cause the item to be removed from the next meeting agenda.

GROWTH. DIVERSITY. OPPORTUNITY FOR ALL.

Office of Zoning Administration 300 South State Street, Suite 700 Syracuse, NY 13202

Office 315 448 8640 zoning@syr.gov www.syr.gov

Your Submission Details

Submission Number:

SP-2026-45

Status:

Application Completeness Check

Message:

Applicant Name:

Hilary Donohue

Primary Location:

658 ONONDAGA ST W, 13204

Primary APN:

093.-02-35.2

Submission Type:

Zoning Applications > Special Use Permit

Last Updated:

July 14, 2026

Submission URL:

<https://app.oncamino.com/syracuseny/dashboard/submissions/794624/guide>

Contact the agency for more help



(315) 448-8600



zoning@syr.gov zwu@syr.gov hpan@syr.gov ngarcia@syr.gov
adillon@syr.gov



300 South State St.,
Syracuse

① Getting Started

☐ Welcome to the City of Syracuse's Online Application Portal

Step is Completed By: Applicant



Welcome to the City of Syracuse's Online Application Portal.

As part of the application portal, we will inform you of your application and submittal requirements, fees, and renewal cadences.

If you'd like to visit us in person to drop off your application and fees, you can submit it to:

City of Syracuse, Central Permit Office

One Park Place

300 South State St.

Syracuse, NY 13202

② Apply for a Permit

☒ Special Use Permit Application and Review Process

Group: Zoning

Step is Completed By: Applicant

Questions and Answers

1

Have you already had a pre-conference meeting with the City regarding this application?

Yes

No

2

Are you the property owner?

Yes

No

3

Is signage being proposed with this application?

Yes

No

4

Does this application include proposals for new construction, additions, or change of use?

Yes

No

Data Fields

Special Use Permit

1

Criteria 1

Criteria 1 - Consistency with Applicable Regulations, the Syracuse Zoning Ordinance, the MX-1 District, and City Plans and Policies The proposed project is consistent with the Syracuse Zoning Ordinance, the intent and purpose of the MX-1 Mixed-Use Neighborhood District, the City's Comprehensive Plan, and the goals of ReZone Syracuse. The property at 658 West Onondaga Street is improved with an existing historic mansion that has most recently been utilized as office space. The proposal involves the adaptive reuse of a limited portion of the first floor, consisting of less than 1,000 square feet, as a small restaurant while maintaining office occupancy throughout the remainder of the first floor and the entire second floor. The proposed restaurant use is specifically sized to comply with the requirements applicable to the MX-1 District and does not involve expansion of the building footprint or substantial alteration of the site's established development pattern. The project advances the purpose of the Syracuse Zoning Ordinance by promoting the productive reuse of an existing building, encouraging investment in the City's built environment, and supporting a compatible mix of commercial uses within an established neighborhood setting. The proposal introduces a neighborhood-serving restaurant use while retaining the property's existing office function, creating a balanced mixed-use arrangement consistent with the intent of the MX-1 District. The project is also consistent with the objectives of the City's Comprehensive Plan and ReZone Syracuse initiative, which encourage reinvestment in existing neighborhoods, support walkable commercial corridors, foster small business development, and promote the preservation and continued use of architecturally and historically significant structures. Although historic tax credits are not being pursued, the continued occupancy and investment in this National Register-eligible building contributes to its long-term preservation and stewardship. The proposed use strengthens the West Onondaga Street corridor by providing an amenity that serves nearby residents, employees, and visitors while utilizing existing infrastructure and public services. The project represents context-sensitive development that maintains neighborhood character, supports economic activity, and contributes to the continued revitalization of the surrounding area. Accordingly, the proposed Special Use Permit is consistent with applicable zoning regulations, the intent and purpose of the MX-1 Mixed-Use Neighborhood District, and the broader planning goals and policies of the City of Syracuse. The project's reliance on existing transit service, bicycle accommodations, and available on-street parking is consistent with Syracuse's policy objectives of reducing automobile dependence and supporting walkable mixed-use corridors.

2

Criteria 2

Criteria 2 – Compliance with Applicable Standards The proposed project complies with the applicable requirements of the Syracuse Zoning Ordinance governing restaurant uses within the MX-1 Mixed-Use Neighborhood District. The proposed restaurant occupies less than 1,000 square feet, consistent with the dimensional limitations applicable to the district. The remainder of the building will continue to operate as office space, maintaining the property's existing commercial character. The project consists primarily of an interior renovation and partial change of occupancy within an existing structure. All required permits and approvals will be obtained prior to occupancy, and the project will comply with applicable Building Code, Fire Code, Health Department, accessibility, and life-safety requirements. Any required reviews by the Syracuse Fire Department, City Codes Enforcement Division, Onondaga County Health Department, and other agencies having jurisdiction will be completed as part of the permitting process.

3

Criteria 3

Criteria 3 – Compatibility with Surrounding Area The proposal is compatible with the surrounding neighborhood because it reuses an existing building without significantly altering its appearance, massing, scale, or relationship to the street. The historic mansion has long served as a nonresidential use and remains an established feature along West Onondaga Street. The proposed restaurant is limited in size and will operate within the existing building envelope. No substantial exterior modifications are proposed. The project preserves the architectural character of the structure and maintains compatibility with the mixed residential, office, institutional, and commercial uses that characterize the surrounding corridor. The proposal therefore conforms to the existing character and development pattern of the neighborhood.

4

Criteria 4

Criteria 4 – Compatibility with Existing and Future Development The proposed use will not impede development or redevelopment within the surrounding neighborhood. Rather, the project represents continued investment in an existing property and supports the productive reuse of a historically significant structure. The small-scale restaurant use complements nearby residential, office, institutional, and commercial activities by providing a neighborhood-serving amenity while maintaining the building's existing office use. The proposal does not involve demolition, expansion, or alterations that would adversely affect nearby properties or neighborhood character. Because the project preserves and reactivates a building that is eligible for listing on the National Register of Historic Places, it contributes positively to the preservation of the area's architectural and cultural resources. The project will not adversely impact any nearby properties possessing historic, architectural, or cultural significance.

5

Criteria 5

Criteria 5 – Traffic, Access, and Circulation The proposed restaurant is limited in scale and is not expected to generate traffic volumes that would adversely affect the surrounding street network. The site has historically functioned as a destination for office users and visitors and will continue to do so under the proposed mixed-use arrangement. The property currently provides nine off-street parking spaces, and no reduction in parking is proposed as part of this project. While the combined office and restaurant occupancies would ordinarily generate a higher parking requirement under the Syracuse Zoning Ordinance, the site qualifies for applicable parking reductions due to its urban location, proximity to public transit service, provision of bicycle parking facilities, and the availability of on-street public parking in the immediate vicinity. These factors reduce reliance on private automobiles and are consistent with the City's objectives of encouraging multimodal transportation and efficient utilization of existing infrastructure. Existing access points, driveways, and circulation patterns will remain unchanged. No modifications to ingress or egress are proposed, and the project will continue to utilize established access routes that have historically served the property. The proposal will not interfere with pedestrian circulation along adjacent public sidewalks or rights-of-way. Emergency vehicle access to the building will remain unchanged and adequate. Existing driveways and circulation areas provide sufficient access for fire, police, and emergency medical services. Snow storage will continue to occur within existing designated areas on the site and will not obstruct parking areas, pedestrian routes, or emergency access. West Onondaga Street functions as an established urban corridor accommodating vehicular, pedestrian, bicycle, and transit activity. Given the modest size of the proposed restaurant, the continued office use of the building, and the availability of multimodal transportation options, the project will not create unsafe traffic conditions or adversely affect the orderly movement of vehicles or pedestrians.

6

Criteria 6

Criteria 6 – Health, Safety, and Welfare The project will not create adverse impacts on the health, safety, or welfare of the surrounding neighborhood. The proposed restaurant is limited in size and will operate within an existing building designed for commercial occupancy. All activities will be conducted in compliance with applicable health, building, fire, and safety regulations. The project does not create hazardous conditions, excessive noise, vibration, smoke, glare, or other nuisances. No new alleyways or site conditions that could encourage illegal parking, dumping, or fire hazards are proposed. The continued occupancy and maintenance of the property will contribute positively to neighborhood stability and public safety.

7

Criteria 7

Criteria 7 – Impact on Adjacent Properties The proposal will not hinder the development or use of adjacent properties. No changes are proposed to the building height, setbacks, site layout, or overall intensity of development that would negatively affect neighboring properties. Because the project involves the adaptive reuse of an existing building, the visual character of the site will remain substantially unchanged. The continued maintenance and investment in the property are expected to support surrounding property values and reinforce ongoing revitalization efforts along the West Onondaga Street corridor.

8 Criteria 8

Criteria 8 – Adequacy of Supporting Services The property is served by existing public infrastructure and municipal services adequate to support the proposed use. Water, sanitary sewer, stormwater, electric, telecommunications, police protection, fire protection, and emergency medical services are currently available to the site and have historically supported commercial occupancy of the building. The proposed restaurant occupies only a small portion of the first floor and does not create demand beyond the capacity of existing public services and utilities. The project therefore has adequate supporting governmental and utility services necessary to accommodate the proposed mixed-use operation.

General Project Information

1 Nature and Extent of Special Use Requested

Requesting special use permit for occupancy: Restaurant under 1,000sf in MX-1. Proposed Restaurant Operations The applicant proposes the establishment of a small-scale restaurant occupying less than 1,000 square feet within the first floor of the existing building at 658 West Onondaga Street. At the time of this application, a restaurant operator has not yet been selected. This operational description is intended to establish the parameters under which any future restaurant tenant would operate. The restaurant is anticipated to function as a neighborhood-serving food and beverage establishment intended to serve nearby residents, employees, and visitors. The restaurant may offer alcoholic beverages in conjunction with food service and subject to all applicable licensing requirements of the New York State Liquor Authority. Seating capacity and occupancy will be limited by the size of the tenant space and all applicable building, fire, health, and accessibility regulations. Proposed hours of operation are anticipated to be no earlier than 7:00 a.m. and no later than 9:00 p.m. Sunday through Thursday and no later than 11:00 p.m. on Friday and Saturday evenings. The restaurant is intended to operate as a dining establishment and is not proposed as a stand-alone drinking establishment, tavern, nightclub, or entertainment venue. All restaurant activities will occur within the existing building. No outdoor entertainment, outdoor cooking, or outdoor amplified music is proposed as part of this application. Any future modifications involving such activities would require separate review and approval as applicable. Deliveries, refuse collection, and routine service activities will occur during normal business hours and utilize existing site access and circulation patterns. Existing off-street parking facilities serving the property will remain available for employees and patrons. The restaurant will operate in compliance with all applicable requirements of the Syracuse Zoning Ordinance, New York State Uniform Fire Prevention and Building Code, Onondaga County Health Department regulations, New York State Liquor Authority requirements, and all other applicable local, state, and federal regulations.

2 Has the owner obtained a certificate of use?

No

3 Proposed Number of Dwelling Units (if applicable)

0.0

4 Current Number of Dwelling Units (if applicable)

0.0

5 Proposed Zoning Primary Land Use Type (Refer to Syracuse Zoning Ordinance)

Mixed Use Development

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

Minor Site Plan Review

7 Proposed Onsite Parking

9

8 Current Onsite Parking

9

9 Proposed Hours of Operation

Opening times: TBD, Closing times: Sun-Thurs ending at 9pm, Friday and Saturday ending at 11pm.

10 Current Hours of Operation

9-5 M-F

11 Proposed Use of the Property

Offices and Restaurant under 1,000sf

12 Current Use of the Property

Offices

13 Lot Size (sq ft)

26596

14 Business/Project Name

658 W Onondaga St



408 Otisco Street
Syracuse, NY 13204
978-761-0571
hilarylmdonohue@gmail.com

Special Use Permit Narrative

658 W Onondaga St
Syracuse, NY 13204

Proposed Restaurant Operations

The applicant proposes the establishment of a small-scale restaurant occupying less than 1,000 square feet within the first floor of the existing building at 658 West Onondaga Street. At the time of this application, a restaurant operator has not yet been selected. This operational description is intended to establish the parameters under which any future restaurant tenant would operate.

The restaurant is anticipated to function as a neighborhood-serving food and beverage establishment intended to serve nearby residents, employees, and visitors. The restaurant may offer alcoholic beverages in conjunction with food service and subject to all applicable licensing requirements of the New York State Liquor Authority. Seating capacity and occupancy will be limited by the size of the tenant space and all applicable building, fire, health, and accessibility regulations.

Proposed hours of operation are anticipated to be no earlier than 7:00 a.m. and no later than 9:00 p.m. Sunday through Thursday and no later than 11:00 p.m. on Friday and Saturday evenings.

The restaurant is intended to operate as a dining establishment and is not proposed as a stand-alone drinking establishment, tavern, nightclub, or entertainment venue.

All restaurant activities will occur within the existing building. No outdoor entertainment, outdoor cooking, or outdoor amplified music is proposed as part of this application. Any future modifications involving such activities would require separate review and approval as applicable.

Deliveries, refuse collection, and routine service activities will occur during normal business hours and utilize existing site access and circulation patterns. Existing off-street parking facilities serving the property will remain available for employees and patrons.

The restaurant will operate in compliance with all applicable requirements of the Syracuse Zoning Ordinance, New York State Uniform Fire Prevention and Building Code, Onondaga County Health Department regulations, New York State Liquor Authority requirements, and all other applicable local, state, and federal regulations.

Criteria 1 - Consistency with Applicable Regulations, the Syracuse Zoning Ordinance, the MX-1 District, and City Plans and Policies

The proposed project is consistent with the Syracuse Zoning Ordinance, the intent and purpose of the MX-1 Mixed-Use Neighborhood District, the City's Comprehensive Plan, and the goals of ReZone Syracuse.

The property at 658 West Onondaga Street is improved with an existing historic mansion that has most recently been utilized as office space. The proposal involves the adaptive reuse of a limited portion of the first floor, consisting of less than 1,000 square feet, as a small restaurant while maintaining office occupancy throughout the remainder of the first floor and the entire second floor. The proposed restaurant use is specifically sized to comply with the requirements applicable to the MX-1 District and does not involve expansion of the building footprint or substantial alteration of the site's established development pattern.

The project advances the purpose of the Syracuse Zoning Ordinance by promoting the productive reuse of an existing building, encouraging investment in the City's built environment, and supporting a compatible mix of commercial uses within an established neighborhood setting. The proposal introduces a neighborhood-serving restaurant use while retaining the property's existing office function, creating a balanced mixed-use arrangement consistent with the intent of the MX-1 District.

The project is also consistent with the objectives of the City's Comprehensive Plan and ReZone Syracuse initiative, which encourage reinvestment in existing neighborhoods, support walkable commercial corridors, foster small business development, and promote the preservation and continued use of architecturally and historically significant structures. Although historic tax credits are not being pursued, the continued occupancy and investment in this National Register-eligible building contributes to its long-term preservation and stewardship.

The proposed use strengthens the West Onondaga Street corridor by providing an amenity that serves nearby residents, employees, and visitors while utilizing existing infrastructure and public services. The project represents context-sensitive development that maintains neighborhood character, supports economic activity, and contributes to the continued revitalization of the surrounding area.

Accordingly, the proposed Special Use Permit is consistent with applicable zoning regulations, the intent and purpose of the MX-1 Mixed-Use Neighborhood District, and the broader planning goals and policies of the City of Syracuse.

The project's reliance on existing transit service, bicycle accommodations, and available on-street parking is consistent with Syracuse's policy objectives of reducing automobile dependence and supporting walkable mixed-use corridors.

Criteria 2 – Compliance with Applicable Standards

The proposed project complies with the applicable requirements of the Syracuse Zoning Ordinance governing restaurant uses within the MX-1 Mixed-Use Neighborhood District. The proposed restaurant occupies less than 1,000 square feet, consistent with the dimensional limitations applicable to the district. The remainder of the building will continue to operate as office space, maintaining the property's existing commercial character.

The project consists primarily of an interior renovation and partial change of occupancy within an existing structure. All required permits and approvals will be obtained prior to occupancy, and the project will comply with applicable Building Code, Fire Code, Health Department, accessibility, and life-safety requirements. Any required

reviews by the Syracuse Fire Department, City Codes Enforcement Division, Onondaga County Health Department, and other agencies having jurisdiction will be completed as part of the permitting process.

Criteria 3 – Compatibility with Surrounding Area

The proposal is compatible with the surrounding neighborhood because it reuses an existing building without significantly altering its appearance, massing, scale, or relationship to the street. The historic mansion has long served as a nonresidential use and remains an established feature along West Onondaga Street.

The proposed restaurant is limited in size and will operate within the existing building envelope. No substantial exterior modifications are proposed. The project preserves the architectural character of the structure and maintains compatibility with the mixed residential, office, institutional, and commercial uses that characterize the surrounding corridor. The proposal therefore conforms to the existing character and development pattern of the neighborhood.

Criteria 4 – Compatibility with Existing and Future Development

The proposed use will not impede development or redevelopment within the surrounding neighborhood. Rather, the project represents continued investment in an existing property and supports the productive reuse of a historically significant structure.

The small-scale restaurant use complements nearby residential, office, institutional, and commercial activities by providing a neighborhood-serving amenity while maintaining the building's existing office use. The proposal does not involve demolition, expansion, or alterations that would adversely affect nearby properties or neighborhood character.

Because the project preserves and reactivates a building that is eligible for listing on the National Register of Historic Places, it contributes positively to the preservation of the area's architectural and cultural resources. The project will not adversely impact any nearby properties possessing historic, architectural, or cultural significance.

Criteria 5 – Traffic, Access, and Circulation

The proposed restaurant is limited in scale and is not expected to generate traffic volumes that would adversely affect the surrounding street network. The site has historically functioned as a destination for office users and visitors and will continue to do so under the proposed mixed-use arrangement.

The property currently provides nine off-street parking spaces, and no reduction in parking is proposed as part of this project. While the combined office and restaurant occupancies would ordinarily generate a higher parking requirement under the Syracuse Zoning Ordinance, the site qualifies for applicable parking reductions due to its urban location, proximity to public transit service, provision of bicycle parking facilities, and the availability of on-street public parking in the immediate vicinity. These factors reduce reliance on private automobiles and are consistent with the City's objectives of encouraging multimodal transportation and efficient utilization of existing infrastructure.

Existing access points, driveways, and circulation patterns will remain unchanged. No modifications to ingress or egress are proposed, and the project will continue to utilize established access routes that have historically served the property. The proposal will not interfere with pedestrian circulation along adjacent public sidewalks or rights-of-way.

Emergency vehicle access to the building will remain unchanged and adequate. Existing driveways and circulation areas provide sufficient access for fire, police, and emergency medical services. Snow storage will continue to occur within existing designated areas on the site and will not obstruct parking areas, pedestrian routes, or emergency access.

West Onondaga Street functions as an established urban corridor accommodating vehicular, pedestrian, bicycle, and transit activity. Given the modest size of the proposed restaurant, the continued office use of the building, and the availability of multimodal transportation options, the project will not create unsafe traffic conditions or adversely affect the orderly movement of vehicles or pedestrians.

Criteria 6 – Health, Safety, and Welfare

The project will not create adverse impacts on the health, safety, or welfare of the surrounding neighborhood. The proposed restaurant is limited in size and will operate within an existing building designed for commercial occupancy.

All activities will be conducted in compliance with applicable health, building, fire, and safety regulations. The project does not create hazardous conditions, excessive noise, vibration, smoke, glare, or other nuisances. No new alleyways or site conditions that could encourage illegal parking, dumping, or fire hazards are proposed.

The continued occupancy and maintenance of the property will contribute positively to neighborhood stability and public safety.

Criteria 7 – Impact on Adjacent Properties

The proposal will not hinder the development or use of adjacent properties. No changes are proposed to the building height, setbacks, site layout, or overall intensity of development that would negatively affect neighboring properties.

Because the project involves the adaptive reuse of an existing building, the visual character of the site will remain substantially unchanged. The continued maintenance and investment in the property are expected to support surrounding property values and reinforce ongoing revitalization efforts along the West Onondaga Street corridor.

Criteria 8 – Adequacy of Supporting Services

The property is served by existing public infrastructure and municipal services adequate to support the proposed use. Water, sanitary sewer, stormwater, electric, telecommunications, police protection, fire protection, and emergency medical services are currently available to the site and have historically supported commercial occupancy of the building.

The proposed restaurant occupies only a small portion of the first floor and does not create demand beyond the capacity of existing public services and utilities. The project therefore has adequate supporting governmental and utility services necessary to accommodate the proposed mixed-use operation.

Additional information requested 7/22/26:

Restaurant Use

A restaurant operator has not yet been selected, and a restaurant name has therefore not been established or registered. The applicant is seeking approval for a restaurant use within the parameters described below so that a future tenant may occupy the space without requiring additional land use approvals, provided the use remains consistent with the approved Special Use Permit.

The proposed restaurant will occupy less than 1,000 square feet on the first floor of the existing building and is intended to function as a neighborhood-serving dining establishment. The space is envisioned to accommodate a café, bistro, wine bar, or similar full-service or limited-service restaurant where food service is the primary use. Alcoholic beverages may be served in conjunction with food service, subject to all applicable New York State Liquor Authority licensing requirements.

Because a tenant has not yet been selected, a specific menu has not been established. The anticipated operation is intended to provide a range of prepared food and beverages serving nearby residents, employees, and visitors in a manner consistent with the neighborhood-oriented character of the MX-1 District.

Proposed operating hours are anticipated to be no earlier than 7:00 a.m. and no later than 9:00 p.m. Sunday through Thursday, and no later than 11:00 p.m. on Friday and Saturday evenings.

The restaurant is anticipated to provide indoor seating only. The final seating capacity will be established during tenant fit-out and will comply with all applicable Building Code, Fire Code, Health Department, and accessibility requirements. The provided first floor plan currently shows a seating capacity of 24 guests. Limited takeout service may be offered as an accessory component of the restaurant operation. Delivery services may also be accommodated through conventional restaurant delivery platforms; however, the restaurant is not intended to function as a primary takeout or delivery facility. No drive-through service is proposed.

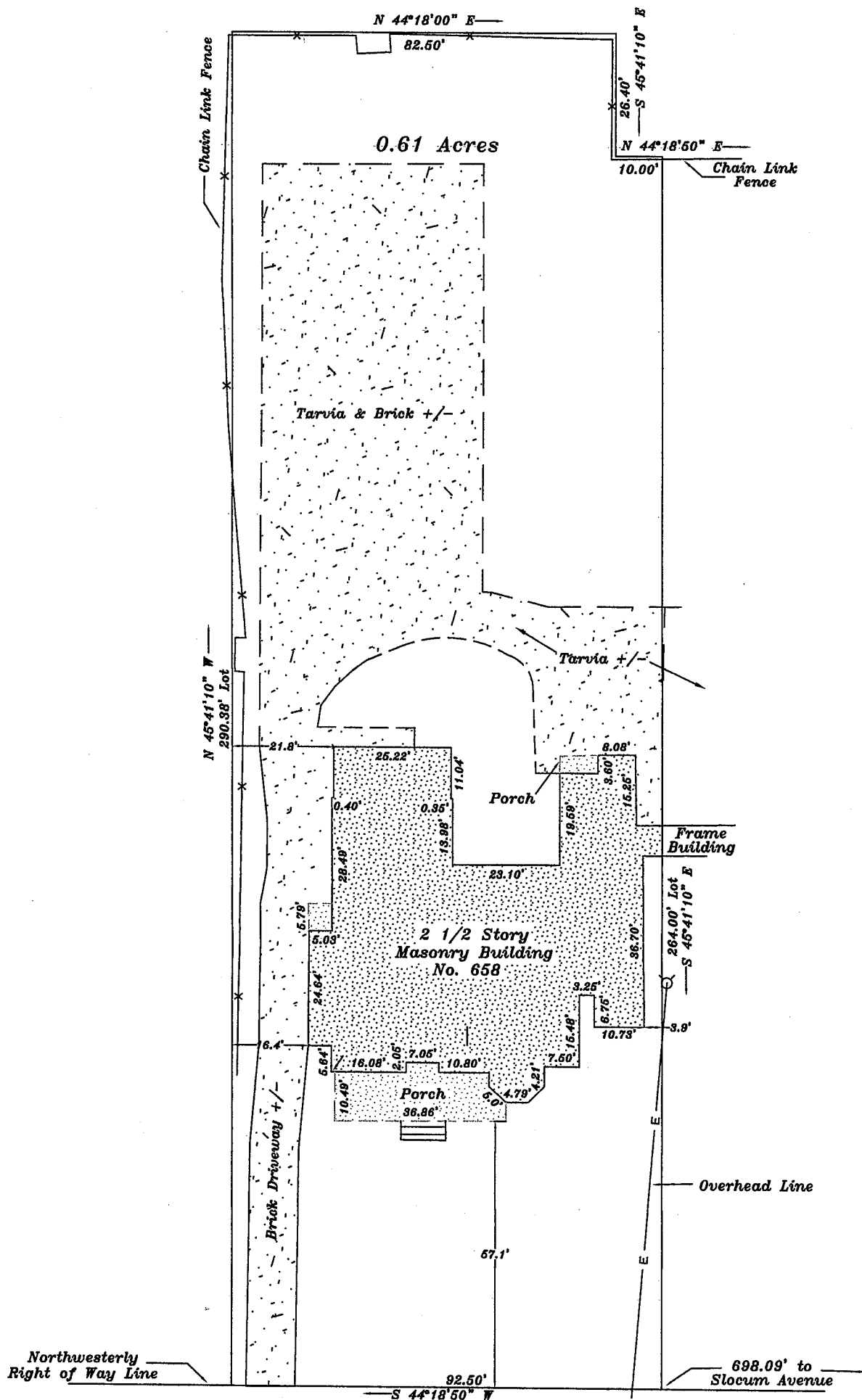
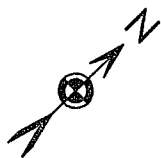
No outdoor entertainment, outdoor amplified music, or outdoor cooking is proposed. Any future outdoor dining or other site modifications would be subject to any approvals required by the City.

Office Use

The remainder of the first floor and the entire second floor will continue to be occupied as professional office space. At this time, specific office tenants have not been identified. The applicant intends to market the space for professional office uses that are permitted within the MX-1 District, such as business, administrative, consulting, design, legal, financial, or similar office uses.

The continued office occupancy will maintain the property's long-established commercial function while complementing the proposed restaurant use. Office operations are anticipated to occur primarily during normal weekday business hours and will utilize the existing parking, building access, and site circulation.

The proposed combination of office and neighborhood-scale restaurant uses is consistent with the mixed-use character envisioned by the MX-1 District and will support continued investment in this historic property while serving both building occupants and the surrounding community.



Date of Fieldwork: 04-22-24
Tax Id#: 093-02-35.2
Deed: N/A
Abstract: Not Provided

Michael J. McCully
Land Surveying PLLC

5875 Fieldstone Drive
Casenovia New York 13035
Phone : (315) 440-5096

I hereby certify that this map was made from
an actual survey and same is correct.

M.J. McCully

NYSLLS 50696



Location Survey on Part of Lot
28A, Block# 331 - Syracuse.
Map# 5691.

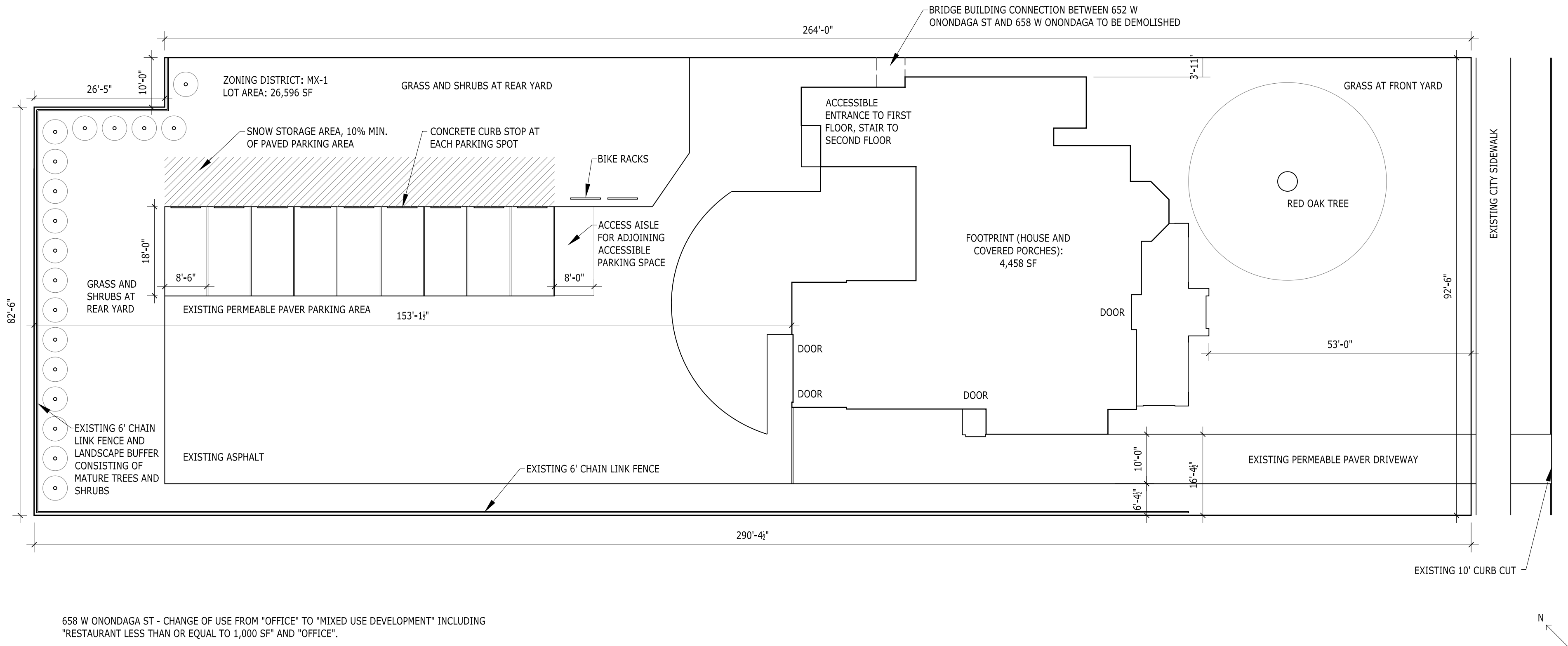
Known as No. 658 West Onondaga
Street, City of Syracuse, County
of Onondaga, State of New York.

Drawn by: MJM

Scale: 1" = 30'

Date(s): 07-26-15 04-24-24

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 linked seal or his embossed seal shall be considered to be valid true copies. Certifications shall run only to the person or entities for whom the survey is prepared and are not transferable to subsequent persons or entities. Copyright 2024, Michael J. McCully Land Surveying, all rights reserved.



658 W ONONDAGA ST - CHANGE OF USE FROM "OFFICE" TO "MIXED USE DEVELOPMENT" INCLUDING "RESTAURANT LESS THAN OR EQUAL TO 1,000 SF" AND "OFFICE".

MX-1 URBAN NEIGHBORHOOD ZONE DISTRICT

"MIXED USE DEVELOPMENT" PERMITTED BY RIGHT IN MX-1
"RESTAURANT LESS THAN OR EQUAL TO 1,000 SF" PERMITTED WITH SPECIAL USE PERMIT IN MX-1
"OFFICE" PERMITTED BY RIGHT IN MX-1

SETBACKS:
FRONT REQUIRED: 20', ACTUAL: 53'-0"
SIDE REQUIRED: 4', ACTUAL: 3'-11" NORTH SIDE, 16'-4-1/2" SOUTH SIDE
REAR REQUIRED: 15% OF LOT DEPTH (44'), ACTUAL: 153'

LOT COVERAGE: 70% (18,617 SF)
HOUSE AND COVERED PORCHES FOOTPRINT: 4,458 SF
PAVED AREA INCLUDING DRIVEWAY AND PERMEABLE PAVER PARKING SPOTS IN BACK YARD: 8,597 SF
TOTAL ACTUAL COVERAGE: 13,055 SF

REQUIRED OFF-STREET PARKING SPACES:
RESTAURANT LESS THAN OR EQUAL TO 1,000 SF: 1 SPACE PER 250SF = 4 SPACES
OFFICE, OVER 1,000 SF: 1 SPACE PER 500 SF = 12 SPACES
ACTUAL: 9 EXISTING PARKING SPOTS
PARKING REDUCTIONS - ON-STREET PARKING AVAILABLE
PROXIMITY TO TRANSIT - WITHIN 1,000' OF A BUS STOP, REDUCE REQUIRED PARKING BY 30% (4.8 SPOTS)
BICYCLE PARKING - EXCEED REQUIRED BIKE PARKING BY 50%, REDUCE REQUIRED PARKING BY 15% (2.4 SPOTS)



 CITY LINK ARCHITECTURE 408 Otisco Street Syracuse NY, 13204	Architect	Hilary LM Donohue	Drawing	Site Plan	Property	658 W Onondaga St Syracuse, NY 13204	Site - 1
	Architect phone	978-761-0571	Client	Syracuse Seven Properties	Gate	6.8.2026	
	Architect email	hilarylmdonohue@gmail.com	Scale	1/16" = 1' - 0"			



658 WEST ONONDAGA STREET
FRONT ELEVATION

PHASE ONE

ROOFING

STRIP ALL PORTIONS OF ROOF CURRENTLY COVERED IN 3-TAB SHINGLES
INSTALL NEW SHEATHING WHERE NECESSARY
INSTALL NEW ARCHITECTURAL SHINGLES
SHINGLES TO BE IKO "DYNASTY" LINE, COLOR TO BE "MONACO RED"

WOOD SIDING AND TRIM

AT WOOD SIDED GABLE ENDS AND THIRD STORY OF TURRET, REPLACE ANY
ROTTED WOOD COMPONENTS WITH NEW TO MATCH EXISTING

ATTIC WINDOWS

EXISTING WOOD WINDOWS TO BE REPAIRED



658 WEST ONONDAGA STREET
SOUTH WEST ELEVATION

PHASE ONE

ROOFING

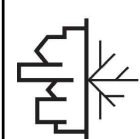
STRIP ALL PORTIONS OF ROOF CURRENTLY COVERED IN 3-TAB SHINGLES
INSTALL NEW SHEATHING WHERE NECESSARY
INSTALL NEW ARCHITECTURAL SHINGLES
SHINGLES TO BE IKO "DYNASTY" LINE, COLOR TO BE "MONACO RED"

WOOD SIDING AND TRIM

AT WOOD SIDED GABLE ENDS AND THIRD STORY OF TURRET, REPLACE ANY
ROTTED WOOD COMPONENTS WITH NEW TO MATCH EXISTING

ATTIC WINDOWS

EXISTING WOOD WINDOWS TO BE REPAIRED

	658 W Onondaga St Syracuse, NY 13204		A - 4
	South West Elevation	Syracuse Seven Properties	6.8.2026
	Hilary LM Donohue	978-761-0571	3/16" = 1' - 0"
	408 Otisco Street Syracuse NY, 13204	hilarylmdonohue@gmail.com	



658 WEST ONONDAGA STREET
BACK ELEVATION

PHASE ONE

ROOFING

STRIP ALL PORTIONS OF ROOF CURRENTLY COVERED IN 3-TAB SHINGLES
INSTALL NEW SHEATHING WHERE NECESSARY
INSTALL NEW ARCHITECTURAL SHINGLES
SHINGLES TO BE IKO "DYNASTY" LINE, COLOR TO BE "MONACO RED"

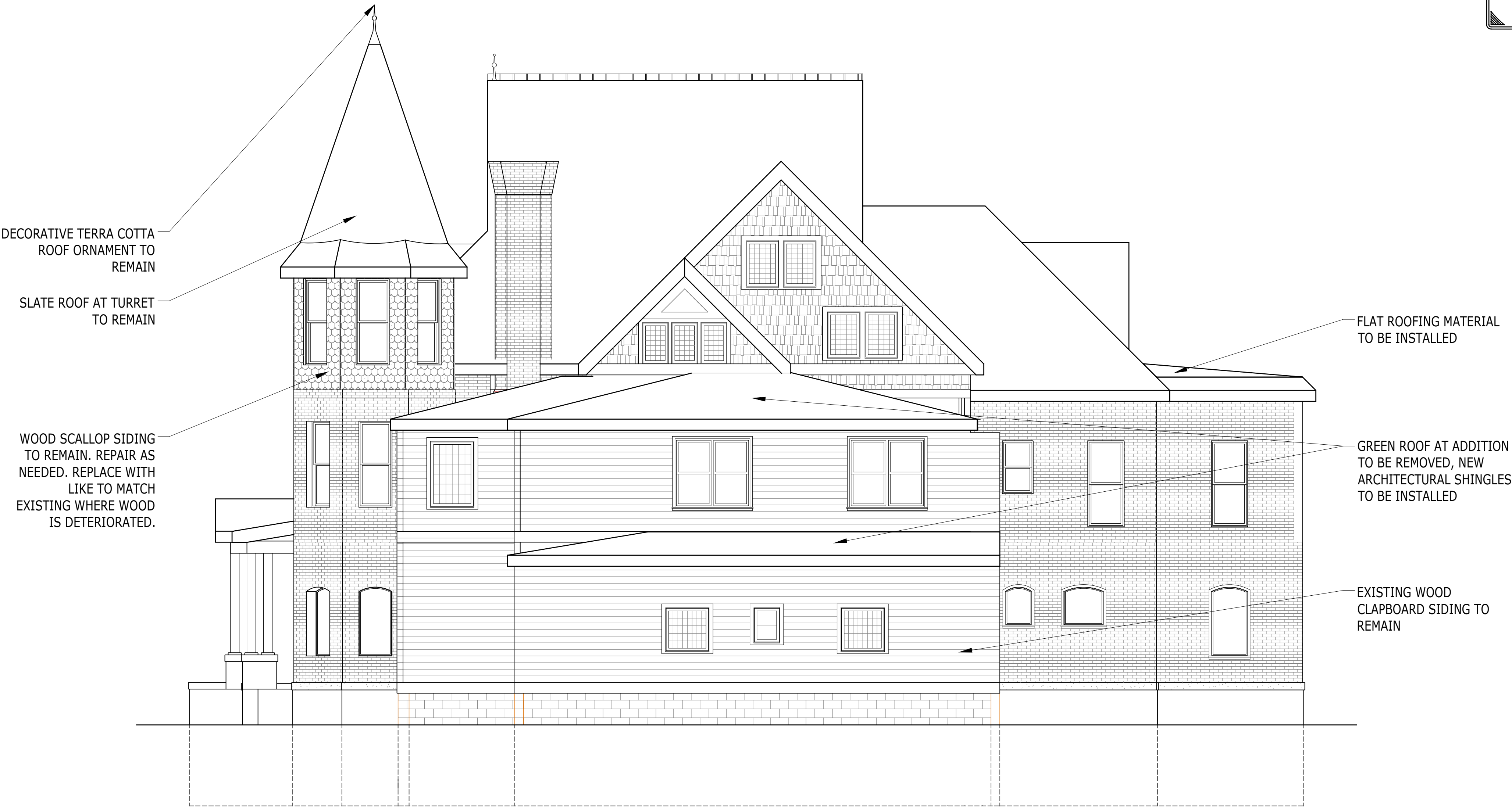
WOOD SIDING AND TRIM

AT WOOD SIDED GABLE ENDS AND THIRD STORY OF TURRET, REPLACE ANY
ROTTED WOOD COMPONENTS WITH NEW TO MATCH EXISTING

ATTIC WINDOWS

EXISTING WOOD WINDOWS TO BE REPAIRED

 CITY LINK ARCHITECTURE		408 Otisco Street Syracuse NY, 13204		
architect	Hilary LM Donohue	drawing	6.8.2026	
architect phone	978-761-0571	client	Syracuse Seven Properties	
architect email	hilarylmdonohue@gmail.com	scale	3/16" = 1' - 0"	
architect address	658 W Onondaga St Syracuse, NY 13204		sheet	A - 5



658 WEST ONONDAGA STREET
NORTH EAST ELEVATION

PHASE ONE

ROOFING

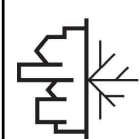
STRIP ALL PORTIONS OF ROOF CURRENTLY COVERED IN 3-TAB SHINGLES
INSTALL NEW SHEATHING WHERE NECESSARY
INSTALL NEW ARCHITECTURAL SHINGLES
SHINGLES TO BE IKO "DYNASTY" LINE, COLOR TO BE "MONACO RED"

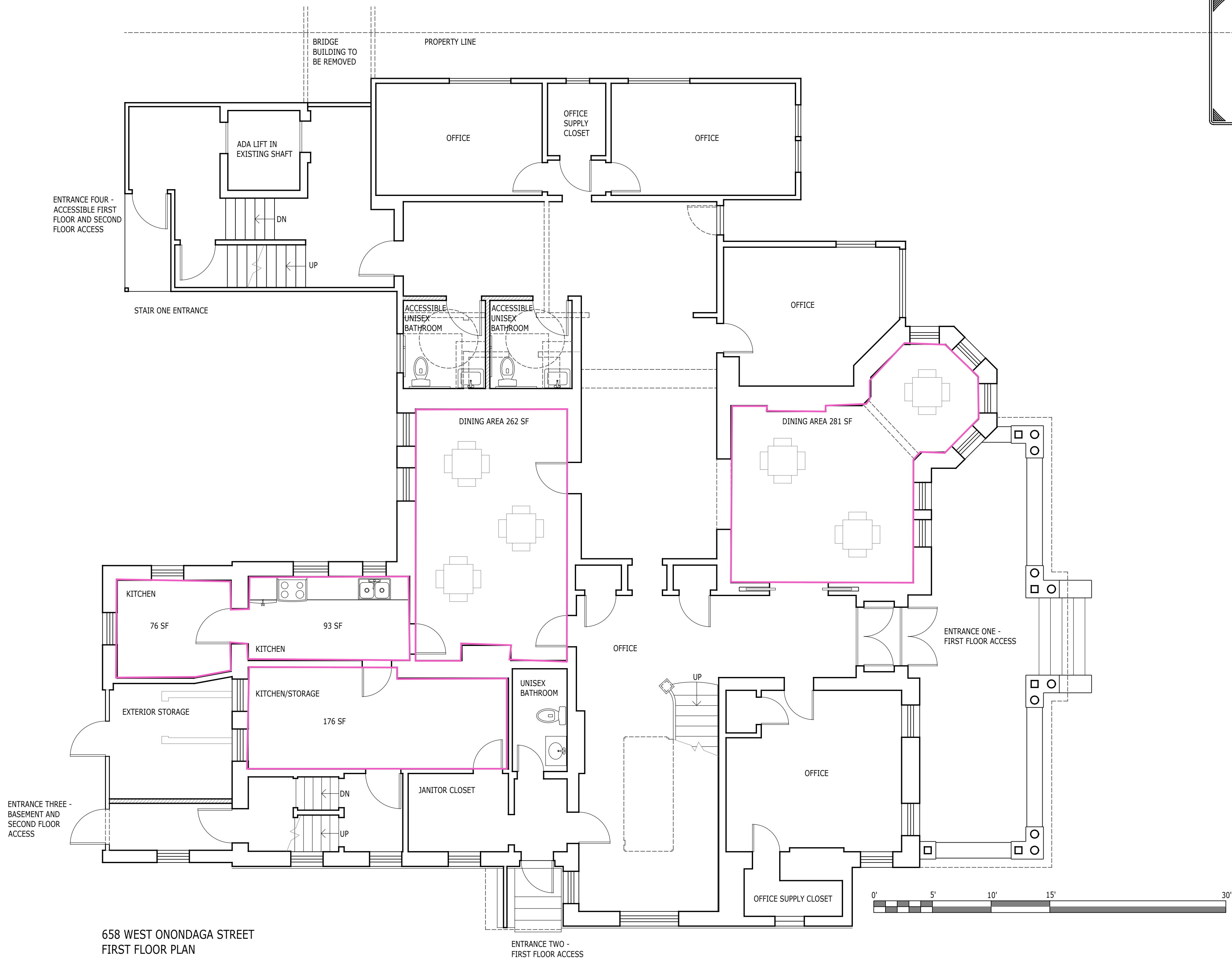
WOOD SIDING AND TRIM

AT WOOD SIDED GABLE ENDS AND THIRD STORY OF TURRET, REPLACE ANY
ROTTED WOOD COMPONENTS WITH NEW TO MATCH EXISTING

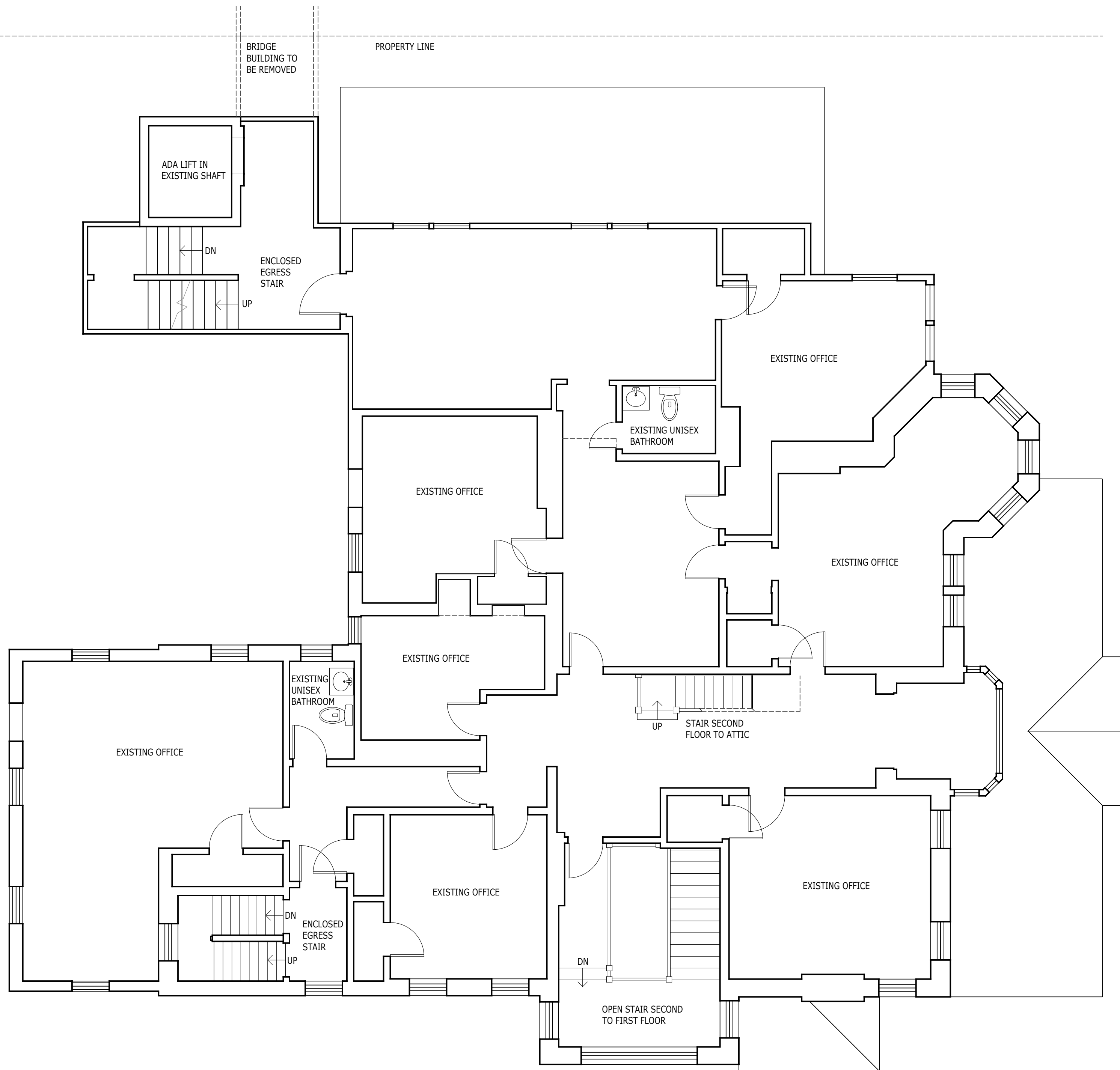
ATTIC WINDOWS

EXISTING WOOD WINDOWS TO BE REPAIRED

	658 W Onondaga St Syracuse, NY 13204		A - 6	
	North East Elevation	6.8.2026		
	Syracuse Seven Properties	3/16" = 1' - 0"		
	Hilary LM Donohue	978-761-0571	hilarylmdonohue@gmail.com	
architect	client	date	property	sheet
architect address	architect phone	architect email	client	property
408 Otisco Street Syracuse NY, 13204	978-761-0571	hilarylmdonohue@gmail.com	Syracuse Seven Properties	658 W Onondaga St Syracuse, NY 13204



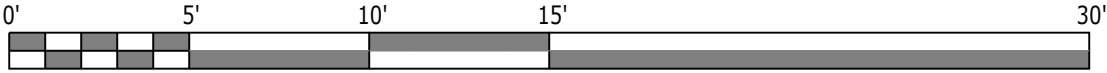
 CITY LINK ARCHITECTURE	Architect	Hilary LM Donohue	Draft First Floor Plan	Property	658 W Onondaga St Syracuse, NY 13204
	Architect phone	978-761-0571	Client	Syracuse Seven Properties	
	Architect email	hilarylmdonohue@gmail.com	Scale	3/16" = 1' - 0"	6.8.2026
	Architect address	408 Otisco Street Syracuse NY, 13204	Sheet	A - 1	



658 WEST ONONDAGA STREET
SECOND FLOOR PLAN

EXISTING OFFICE SPACE, LEVEL 1 ALTERATIONS

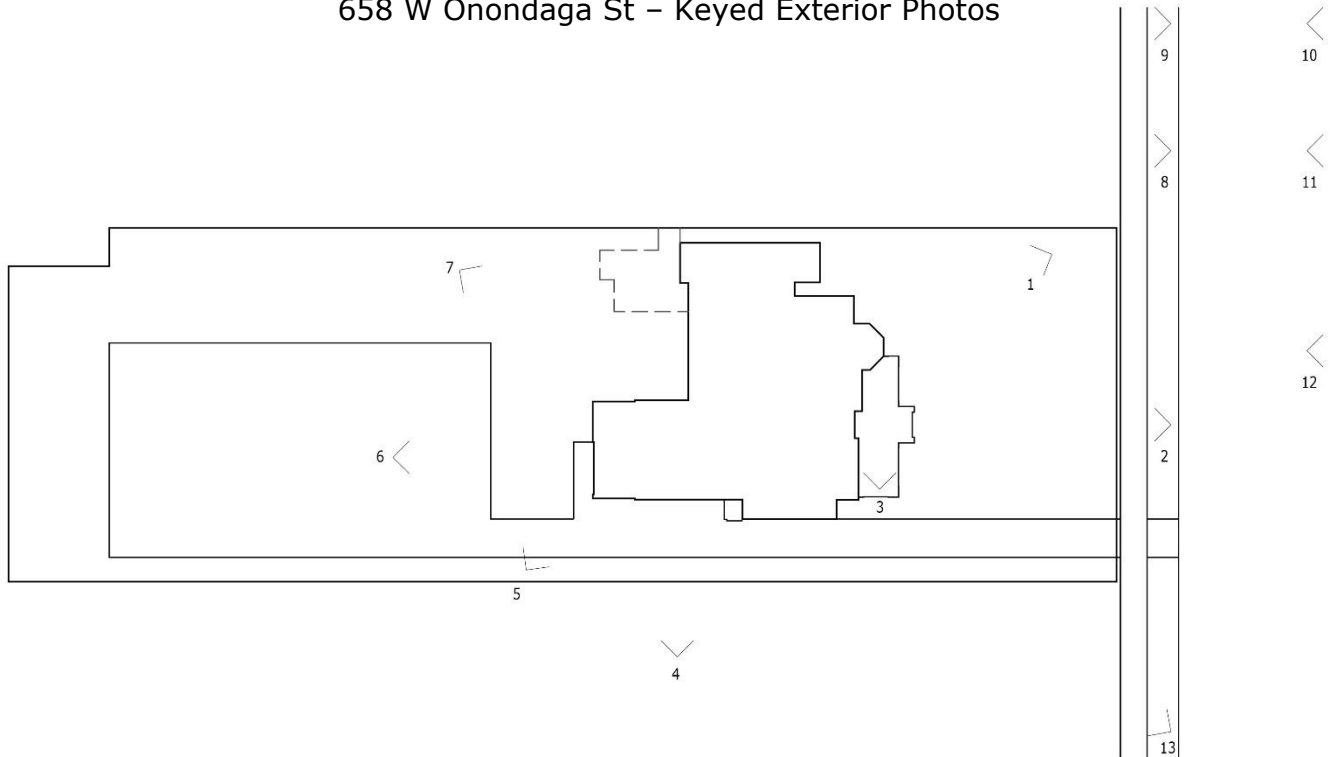
FLOOR AREA, GROSS: 3,235.8 SF
OFFICE SPACE OCCUPANT LOAD: 150 SF GROSS PER = 22 PEOPLE



408 Otisco Street
Syracuse, NY 13204
978-761-0571
hilarylmdonohue@gmail.com

6/8/2026

658 W Onondaga St – Keyed Exterior Photos



1



2



3



4



5



6



7



8



9 – 648 W Onondaga St



10



11 – 653 W Onondaga St



12 – 659 W Onondaga St



13 – 664 W Onondaga St

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			
Name of Action or Project: 658 W Onondaga St - Partial Change of Occupancy, Renovation			
Project Location (describe, and attach a location map): 658 W Onondaga St Syracuse, NY 13204			
Brief Description of Proposed Action: Partial change of occupancy - first floor will change from offices to a restaurant under 1,000sf. Second floor will remain offices. The entire building will be renovated.			
Name of Applicant or Sponsor: Hilary Donohue, Architect - City Link Architecture		Telephone:	
		E-Mail:	
Address: 408 Otisco St			
City/PO: Syracuse		State: NY	Zip Code: 13204
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 ☒
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: City of Syracuse Permit Office			YES ☒
3. a. Total acreage of the site of the proposed action? _____ .61 acres			
b. Total acreage to be physically disturbed? _____ .002 acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ .61 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action: ☒ Urban ☐ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☐ Residential (suburban) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other(Specify): ☐ Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	☐	☒	☐
b. Consistent with the adopted comprehensive plan?	☐	☒	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
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: _____	☒	☐	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	☒	☐	
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?	☐	☒	
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: _____ _____	☐	☒	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	☐	☒	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	☐	☒	
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	
	☐	☒	
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?	☒	☐	
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	
	☒	☐	
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: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: ☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional ☐ Wetland ☒ Urban ☐ 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
	☒	☐
16. Is the project site located in the 100-year flood plan?	NO	YES
	☒	☐
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?	☐	☐
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? 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
	☒	☐

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
	☒	☐

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
	☒	☐

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>Hilary Donohue</u> Date: <u>6/8/2026</u>		
Signature: <u></u> Title: <u>Architect/Owner</u>		

Project: SP-2026-45

Date: 8/6/2026

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?	☒	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☒	☐
3. Will the proposed action impair the character or quality of the existing community?	☒	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☒	☐
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?	☒	☐
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?	☒	☐
7. Will the proposed action impact existing:	☒	☐
a. public / private water supplies?	☒	☐
b. public / private wastewater treatment utilities?	☒	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☒	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☒	☐
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☒	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☒	☐

Project: SP-2026-45

Date: 8/10/2026

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.

☐ 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.	
☒ 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 Name of Lead Agency	08/10/2026 Date
Steven Kulick Print or Type Name of Responsible Officer in Lead Agency	Chairperson Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

City of Syracuse
Parcel History
 01/01/1900 - 06/03/2026
 Tax Map #: 093.-02-35.2
 Owners: Syr Seven Properties, LLC
 Zoning: MX-1

Address	Date	Transaction	Transaction Type	Status	Description
658 Onondaga St W	05/09/78	Project	Resubdivision	Approved	R-78-08 B COMBINE TWO LOTS INTO ONE NEW LOT Record added 9/15/2016 - LMW
658 Onondaga St W	05/09/78	Project	Multi-Building Review	Approved	Z-2190 B PERMIT TWO PRINCIPAL BUILDINGS ON ONE LOT Record added 9/15/2016 - LMW
658 Onondaga St W	10/05/92	Project	Zoning (Converted)	Approved	Z-2485 B MULTI-BUILDING REVIEW - SIGNAGE
658 Onondaga St W	01/30/12	Completed Complaint	Jet Lateral/Main	Completed	2012-02561 jet flush 7151
658 Onondaga St W	09/20/13	Completed Complaint	Yard Waste	Completed	2013-23092 yard waste wasn't picked up during august pick up...please pick up this time around
658 Onondaga St W	04/08/16	Permit Application	Site Work	Issued	23350 Replace the existing driveway & parking area, new landscaping.
658 Onondaga St W	06/02/16	Completed Complaint	Quad 4 ConstrDebrisPickUp	Completed	2016-14802 debris was skipped because cars were blocking it. can they go back and get it?
658 Onondaga St W	09/28/16	Project	Multi-Building Review	Approved	Z-2190 M1 Green Infrastructure- 658 & 652 W. Onondaga Street
658 Onondaga St W	09/27/17	Inspection	Inspector Notification	In Progress	
658 Onondaga St W	09/28/17	Permit Application	FPB Tank - Removal	Issued	30176 Remove (1) 1,000 gallon tank
658 Onondaga St W	10/04/17	Permit	FPB Tank - Removal	Open	30176 Remove (1) 1,000 gallon tank Expires 10/04/2018
658 Onondaga St W	10/05/17	Inspection	Inspector Notification	In Progress	
658 Onondaga St W	10/16/17	Inspection	Progress Inspection	In Progress	
658 Onondaga St W	11/01/17	Inspection	Fire Separations	<None>	
658 Onondaga St W	11/20/17	Inspection	Progress Inspection	No Progress	
658 Onondaga St W	11/29/17	Inspection	Progress Inspection	In Progress	
658 Onondaga St W	12/14/17	Permit Application	Electric	Issued	30977 Electrical
658 Onondaga St W	12/14/17	Inspection	Progress Inspection	In Progress	
658 Onondaga St W	12/15/17	Inspection	Inspector Notification	In Progress	
658 Onondaga St W	01/17/18	Inspection	Inspector Notification	In Progress	

City of Syracuse
Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
658 Onondaga St W	01/19/18	Inspection	Progress Inspection	Pass	
658 Onondaga St W	01/22/18	Completed Permit	Site Work	Certificate Issued	23350 Replace the existing driveway & parking area, new landscaping. Certificate of Completion #23350
658 Onondaga St W	02/22/18	Inspection	Inspector Notification	In Progress	
658 Onondaga St W	03/09/18	Inspection	Inspector Notification	In Progress	
658 Onondaga St W	04/10/18	Inspection	Inspector Notification	In Progress	
658 Onondaga St W	05/29/18	Inspection	Inspector Notification	In Progress	
658 Onondaga St W	11/27/18	Inspection	Progress Inspection	Pass	
658 Onondaga St W	06/17/19	Completed Permit	Electric	Completed - No	30977 Electrical Completed #30977
658 Onondaga St W	05/30/23	Inspection	Complaint Inspection	Fail	
658 Onondaga St W	05/30/23	Violation	SPCC - Section 27-72 (f) - Overgrowth	Closed	
658 Onondaga St W	06/06/23	Completed Complaint	Property Maintenance- Ext	Completed	2023-03690 Overgrowth
658 Onondaga St W	06/06/23	Inspection	Complaint Re-Inspection	Pass	
658 Onondaga St W	04/30/25	Inspection	Tickle Date (Follow Up)	Fail	
658 Onondaga St W	04/30/25	Violation	SPCC - Section 27-72 (f) - Overgrowth	Closed	
658 Onondaga St W	05/02/25	Completed Complaint	Property Maintenance- Ext	Completed	2025-03119 Overgrowth
658 Onondaga St W	05/02/25	Inspection	Tickle Date (Follow Up)	Pass	

OFFICE OF ZONING ADMINISTRATION

Sharon F. Owens, Mayor

SP-2026-45

Approval	Status	Reviewer	Comments
Zoning Planner	Waiting on Board	Nate Pan	No concerns, see Staff Report
Planning Commission	In Review		
DPW Transportation	Conditionally Approved	Mason	• Please incorporate an ADA complaint lead walk connecting the ROW/public sidewalk to a main entry. Pedestrians walk ways must be kept physically separated from vehicular drive lanes and should also account for room for snow storage. Please feel free to reach out if you have any questions on the above - 315/448-8519. Thank you.
Fire Permit Review	In review	George Cowburn	The Syracuse Fire Department has no objection to the proposed renovation and use of this structure as a restaurant, subject to provisions of all applicable NYS Uniform Fire and Building codes.

Landmark Preservation Board Review	Approved	Kate Auwaerter	No preservation concerns for the current Phase 1 of the project -- all exterior work is repair or replacement in-kind. Exterior alterations related to later phases of the project may require additional review, specifically when the bridge between 652 and 658 W. Onondaga Street is removed.
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