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

SP-2026-57	***Staff Report – November 2, 2026***
Application Type:	Special Use Permit
Project Address:	717 Kirkpatrick Street (Tax ID: 007.-23-14.0)
Summary of Proposed Action:	The applicant is requesting a Special Use Permit to maintain and formally establish a "Neighborhood Market" land use type that has existed at the site for over 10 years. The property is located in the MX-2 Zone District. The proposal involves no new construction or changes of land use. The business is *Royal Grocery, LLC*. The proposed hours are 7am to 12am. Total site area: 0.0661 Acres / 2,880 SF
Owner/Applicant	Wasel Alharbi (Owner and Applicant)
Existing Zone District:	Neighborhood Center (MX-2) Zone District
Surrounding Zone Districts:	North: R2 – Low Density Residential South: MX-2 – Neighborhood Center Mixed Use East: MX-1 – Urban Neighborhood Mixed Use West: MX-2 – Neighborhood Center Mixed Use
Companion Application(s)	N/A
CPTED Compliances:	A formal CPTED has not been performed, but participation and compliance will be a condition of approval. Zoning Staff Preliminary Review • **Transparency:** The applicant shall reduce window coverings to comply with the Zoning Ordinance requirement of 30% transparency on street-facing façade (specifically Kirkpatrick St), which aligns with general CPTED recommendations to improve lines of sight. • **Surveillance:** Security cameras are present and must remain operational 24/7 both inside and outside. • **Lighting:** Exterior lighting is visible and should be maintained to ensure functionality.
Scope of Work:	Exterior work: 1. Document and establish a "Neighborhood Market" land use type that has existed for 10 years. 2. Moved icebox out of the Right-of-Way (ROW) – completed during application process. 3. Screening of the dumpster – completed during the application process, however the City Planning Commission should review the provided photo and determine acceptability of the solution. 4. Apply for and obtain encroachment permits for steps in the ROW. Interior work: 1. No interior work is proposed.

Facts on Project:

Facts on Project

Existing Conditions

- The site currently features a two-story frame structure which has a small third-story on the East side of the building.
- The site features an existing paved parking area.
- Paving between Kirkpatrick and 1st North St and the structure, two concrete steps that encroach into the public Right-of-Way on the Kirkpatrick side and on the 1st North side of the structure.
- In the south-west corner of the structure is an enclosed porch.
- The structure is documented as having 2 commercial units and 3 residential units. The subject commercial unit is on the east side of the building off Kirkpatrick St. 1 commercial unit is in the center of the building off of 1st North St and is currently a barber shop. All three residential units have doors on 1st Norst St on the northern side of the structure.
- A legal projecting sign is affixed to the structure in the north-east corner of the structure.

Proposed Commercial Use Operation

- The business will continue to operate as a "Neighborhood Market".
- The 2nd floor of the building holds dwelling units.

Nonconformities

- The lot width is only 32', which falls below the minimum requirement of 50', constituting a legal nonconformity. No expansion of the use or nonconformity is proposed.

Dimensional Standards

- **Setbacks:** Front: 0.1' (0' required), Side: 2.5' (0' required), Side (corner): 3.0' (0' required), Rear: 16.6' (0' required for mixed-use).
- **Building Height/Stories:** 2-story frame building, vaulted attic.
- **Lot Coverage:** Total paved/structural coverage is 2,589.3 SF (90%), which is below at the 90% maximum allowance. No additional nonnatural coverage is permitted on this site.

Use Specific Standards

- The proposed project is classified as a Retail Sales, "Neighborhood Market" land use type. Pursuant to Section 3.3C(9) of the Syracuse Zoning Ordinance, this use type requires a Certificate of Use Business License from the City of Syracuse; which the applicant will be required to obtain one after the approval of this SUP.
- No drive-through or drop-off windows are permitted for this use.

Local Land Use and Residential Compatibility

- The proposed Neighborhood Market is compatible with the surrounding neighborhood and nearby businesses. The use will be consistent with the character of the area and will not adversely impact neighboring properties.

Off-Street Parking and Loading

- The lot size is under the 5,000 SF minimum threshold; therefore the property is exempt from minimum off-street parking requirements.
- The owner has an agreement with 714 Kirkpatrick to allow employee parking, and one space is available on the west side of the structure.

Landscaping, Buffering, and Screening

- The dumpster has been relocated to the North-West corner, out of the ROW, and a screening device has been built. The Planning Commission should evaluate the included photos and determine sufficiency.
- City Forestry requests between the sidewalk and the building be returned to green space to ameliorate temperatures and allow for tree planting.

Site, Building Design, and Exterior Lighting

- Current plans do not include any site changes.
- Exterior lighting is present.

Signage

- The projecting sign in the north-east corner of the structure was permitted in 2012 by permit number: 07832 and has remained since approval.

Historic Preservation

- This property is not on the City's Historic Properties list and does not require review by the Landmark Preservation Board.

Additional Standards, Building Placement, and Transparency

- The existing building placement is already established; however, the current windows are obstructed by items and signs and do not meet the transparency requirements. The applicant has expressed their intent to remove the window obstructions to comply with CPTED recommendations and Zoning requirements.

Staff Analysis:

Special Use Permit Approval Criteria

Consistency with the Intent of the Zoning Ordinance & Comprehensive Plan and Other City Policies

The application seeks to document and formally establish a long-standing "Neighborhood Market" land use type that has provided groceries to the community for over 10 years. The use aligns with the MX-2 Zone District's intent to accommodate neighborhood-serving retail.

Compatibility with the Surrounding Area

The proposal involves no change in land use or new construction. The operation is compatible with the existing built environment and the mixed-use character of the surrounding MX-1 and MX-2 parcels.

Compatible with the development of the general neighborhood and existing land

	uses The business relies heavily on street parking and existing pedestrian infrastructure, including ADA-compliant sidewalks on both Kirkpatrick St. and 1st North St. Because there is no change in use or expansion, traffic impacts are expected to remain at present levels. **Impacts on traffic** The business relies heavily on street parking and existing pedestrian infrastructure, including ADA-compliant sidewalks on both Kirkpatrick St. and 1st North St. Because there is no change in use or expansion, traffic impacts are expected to remain at present levels. **Minimization of Adverse Impact on Health, Safety, and Welfare** Adverse impacts have been minimized by removing the icebox and refuse from the public ROW, and by providing screening for the relocated dumpster. **Adequate Supporting Service** There are multiple bus stops adjacent to the property providing sufficient public transportation options. In addition, Syracuse Fire Station No. 2 on Lodi St. is located approximately a three-minute drive from the property.
Staff Recommendation:	**Staff recommend approving this project.**
Recommend 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 shall comply with all local, county, state, and federal regulations for controlled goods and services offered at the Neighborhood Market. 4. The business owner shall abide by the hours of operation that the Planning Commission decides upon. 5. The applicant shall reduce the paved surface between the sidewalk and the 717 Kirkpatrick structure in compliance with City Forestry. 6. The applicant shall cooperate with the Syracuse Police Department on a Crime Prevention Through Environmental Design (CPTED) survey when contacted. 7. All trash dumpsters must be located closer to the waste-generating structure (717 Kirkpatrick) than neighboring properties and must remain screened from public Right-of-Way view. 8. The applicant must apply for and obtain an encroachment agreement for the existing masonry steps encroaching into the Kirkpatrick and First North Street Rights-of-Way 9. The ADA curb ramp at the corner of Kirkpatrick and 1st North must be kept free and clear of debris at all times.

SP-2026-57

Zoning Procedural History:	- SP-13-21 | Establish a pizza oven and counter w/in a grocery store. | Withdrawn
Summary of Zoning History:	The property was zoned BA from 1927 until the 2023 ReZone. It has historically operated as a legal, mixed-use property containing three apartments and two businesses (formerly documented as barber shop and grocery store) without on-site cooking. A Certificate of Compliance was issued in 2009 and again in 2013.
Code Enforcement History:	See attached Code Enforcement History for 717 Kirkpatrick.
Zoning Violations:	The proposed lot has one zoning violation for illegal land use, which is the purpose of this Special Use Permit to rectify.
Summary of Changes:	This is not a continued application.
Property Characteristics:	**Existing property characteristics** The subject property is a 2,880 SF lot located at the corner of Kirkpatrick Street and First North Street. It features 32.0 feet of frontage on Kirkpatrick Street and 90.0 feet of frontage on First North Street. The parcel contains a two-story frame building that occupies the majority of the lot.
SEQR Determination:	Pursuant to the 6 NYCRR §617.5c) (18) and the SEAF dated 7/20/2025, determined to be a TYPE II action.
Onondaga County Planning Board Referral:	The proposal does not meet the referral criteria for Onondaga County Planning Board pursuant to GML §239-l, m and n

SP-2026-57

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

- Special Use Permit Application, SP-2026-57
- Short Environmental Assessment Form Part 1 (Wasel Alharbi, 07/20/2026)
- Location Survey on Part of Lot 16, Block# 85, 717 Kirkpatrick Street (R.J. Lighton Sr. Land Surveying, 07-10-09, Revised Sept. 24, 2013)
- Owner/Owner's Agent Certification (Wasel Alharbi, 07/21/2026)
- Site photos, interior and exterior
- Interior Floor Plans
- Marked survey with dumpster relocation and steps requiring an encroachment highlighted

Attachments:

Special Use Application from Camino
Special Use Permit Application Form (Camino)
CPC Completeness Letter
Posted Notice
Owner/Agent Certification
Property Survey & Floor Plan
Survey with Dumpster and Encroaching Steps Marked
Site Photos, Interior and Exterior
Short Environmental Assessment Form
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

Zone District: MX-2 – Neighborhood Center

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/

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Your Submission Details

Submission Number:
SP-2026-57

Status:
Scheduling and Notice of City Planning Comission Public Hearings

Message:

Scheduling for November 2 City Planning Commission meeting.

Applicant Name:
Wasel Alharbi

Applicant Email:
[redacted]

Primary Location:
717 KIRKPATRICK ST & FIRST NO, 13208

Primary APN:
007.-23-14.0

Submission Type:
Zoning Applications > Special Use Permit

Last Updated:
October 28, 2026

Submission URL:
https://app.oncamino.com/syracuseny/dashboard/submissions/828287/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

Pre-Application Conference is Required for Variance

INTERNAL USE ONLY

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**

The purpose of this Special Use Permit application is to formally document the Neighborhood Market that has existed here as is for over 10 years in the MX-2 Zone District. The proposal includes no change of use or construction.

2 **Criteria 2**

The purpose of this Special Use Permit application is to formally document the Neighborhood Market that has existed here as is for over 10 years in the MX-2 Zone District. The proposal includes no change of use or construction.

3 **Criteria 3**

The purpose of this Special Use Permit application is to formally document the Neighborhood Market that has existed here as is for over 10 years in the MX-2 Zone District. The proposal includes no change of use or construction.

4 **Criteria 4**

The purpose of this Special Use Permit application is to formally document the Neighborhood Market that has existed here as is for over 10 years in the MX-2 Zone District. The proposal includes no change of use or construction.

5 **Criteria 5**

There is ADA compliant sidewalk on both sides of store on Kirkpatrick St & 1st North St for pedestrians. Odd/Even parking on both Kirkpatrick St & 1st North Street for safe parking. No parking in the front set back. Fire Hydrant exists on corner of 1st North in a no parking zone for emergency services.

6 **Criteria 6**

The purpose of this Special Use Permit application is to formally document the Neighborhood Market that has existed here as is for over 10 years in the MX-2 Zone District. The proposal includes no change of land use. Business supplies fresh food/groceries to the neighborhood and accepts EBT as payment.

7 **Criteria 7**

The purpose of this Special Use Permit application is to formally document the Neighborhood Market that has existed here as is for over 10 years in the MX-2 Zone District. The proposal includes no change of use or construction.

8 **Criteria 8**

Business holds all necessary New York State licenses/permits to operate. Business has held good a Certificate of Use from the city of Syracuse since at least 2014 and passes Codes and fire inspection routinely. This store was grandfathered in under the city of Syracuse local tobacco retail license ordinance and has held good a Local Tobacco License since the ordinance was adopted. Business has not obtained any violations from NYS or Onondaga County, or from the city of Syracuse.

General Project Information

1 **Current Land Use(s)**

2 **Nature and Extent of Special Use Requested**

The purpose of this Special Use Permit application is to formally document the Neighborhood Market that has existed here as is for over 10 years.

3 **Has the owner obtained a certificate of use?**

Yes

4 **Proposed Number of Dwelling Units (if applicable)**

INTERNAL USE ONLY

5 **Current Number of Dwelling Units (if applicable)**

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

Proposal involves no change proposed on current Primary Land Use Type

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

none

8 **Proposed Onsite Parking**

none

9 **Current Onsite Parking**

street parking only

10 **Proposed Hours of Operation**

7am-12am Everyday

11 **Current Hours of Operation**

7am-12am Everyday

12 **Current Number of Dwelling Units**

13 **Proposed Number of Dwelling Units**

14 **Proposed Use of the Property**

Neighborhood Market

15 **Current Use of the Property**

Neighborhood Market

16 **Lot Size (sq ft)**

Not sure how to answer this

17 **Business/Project Name**

Royal Grocery, LLC.

Office of Zoning Administration

CITY OF SYRACUSE, MAYOR SHARON F. OWENS

Jacob R. Dishaw
Zoning Administrator

Noah Garcia
Director of Zoning

Haohui Pan
Assistant Director of Zoning

Conor Rourke
Land Use & Zoning Attorney

Masihullah Omary
Zoning Planner II

Rebeca Baker
Zoning Planner I

Samuel Prescott
Zoning Planner I

Hillary Suzuki
Zoning Administrative Specialist

Wasel Alharbi
8238 Cedarcrest Circle
Liverpool, NY 13090

10/16/2026

Re: Application Completeness for City Planning Commission for 717 Kirkpatrick

Dear Wasel Alharbi,

On October 16, 2026, Samuel Prescott determined the proposed project SP-2026-57 at 717 Kirkpatrick Street 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 Samuel Prescott 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 Samuel Prescott 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.


ON this Site SP 2026-57 is Special Use
Permit APPLICATION TO ESTABLISH A
NEIGHBORHOOD MARKET. THE PROPERTY
OWNED BY WASEL ALHABBI AND IS in the
NEIGHBORHOOD CENTER ZONE DISTRICT. THIS
MATTER WILL BE DISCUSSED AT A PLANNING
COMMISSION MEETING ON MONDAY NOVEMBER
2, 2026 AT 6 P.M. IN THE COMMON COUNCIL
CHAMBERS, CITY HALL SYRACUSE NY for more
SPEED LIMIT
30

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

Owner/Owner's Agent Certification

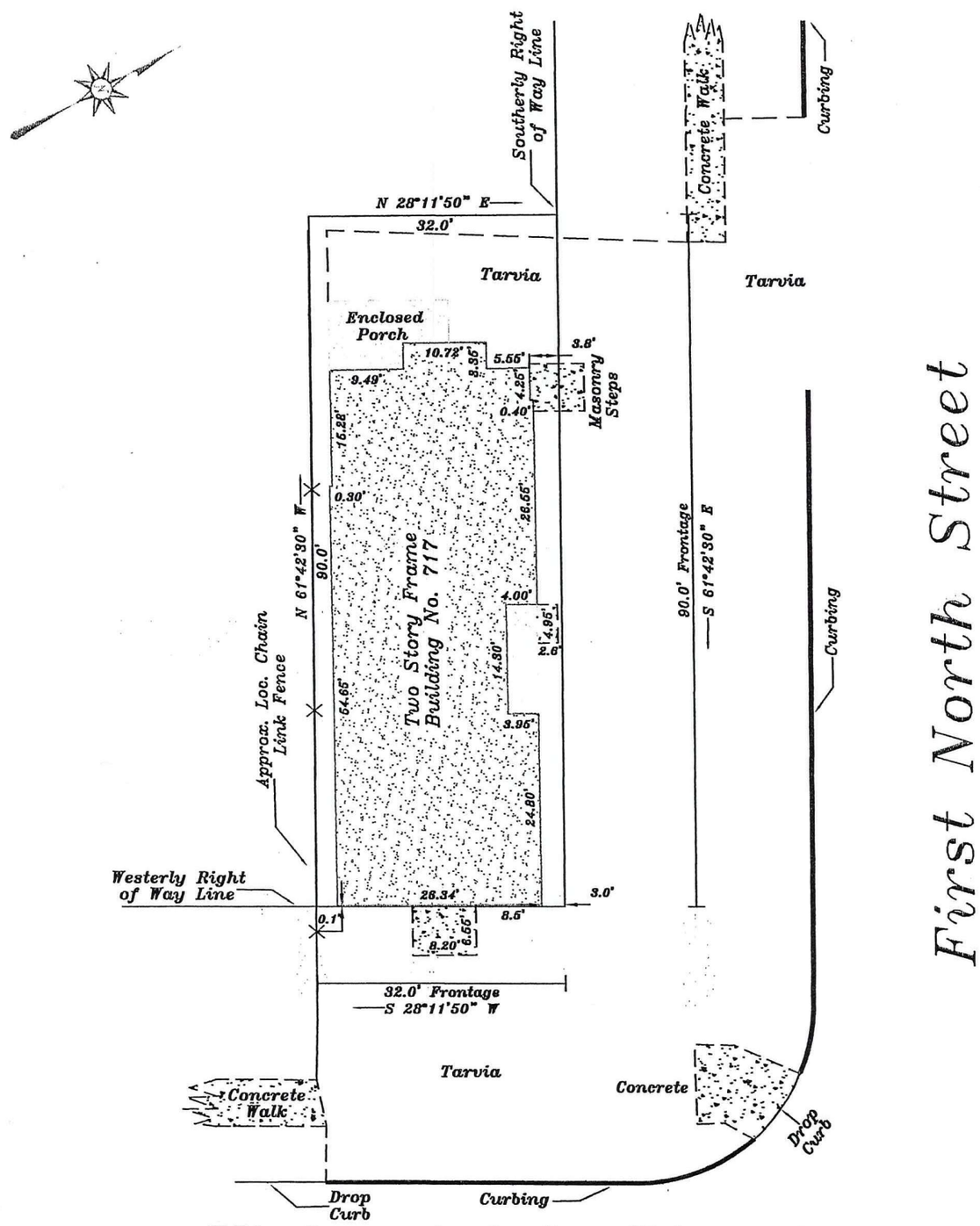
By signing this application below, I, as the owner of, or the agent of the owner, of the property under review give my endorsement of this application.

Print owner's name: Wasel Alharbi	
Signature: Wasel Alharbi	Date: 07/21/2026
Mailing address: 8238 Cedarcrest Circle Liverpool, NY 13090	
Phone: [redacted]	Email: [redacted]
Print applicant's name: Wasel Alharbi	
Signature: Wasel Alharbi	Date: 07/21/2026
Mailing address: 8238 Cedarcrest Circle Liverpool, NY 13090	
Phone: [redacted]	Email: [redacted]
Print authorized representative's name (if applicable):	
Signature:	Date: 07/21/2026
Mailing address:	
Phone:	Email:

The names, addresses, and signatures of all owners of the property are required. Please attach additional sheets as needed. Faxed or photocopied signatures will not be accepted.

PLEASE NOTE:

- **If the property owner is a corporation, the person who signed on behalf of the corporation shall print his/her name as well and provide the Articles of Organization.**
- **If a property owner designates an authorized agent as a legal representative to provide signature(s) on required submittals on his/her behalf, or apply for the application on his/her behalf, or to present the project at the City Planning Commission on his/her behalf, please provide the executed power of attorney form(s) for each representative.**
- **Incomplete forms or missing supplementary documentation are unacceptable and will result in the application being deemed incomplete. Incomplete applications will not be reviewed by the Office of Zoning Administration until all required materials are submitted.**



R.J. LIGHTON SR. LAND SURVEYING
886 E. Brighton Ave. Syracuse, New York 13205
phone: (315) 492-2493

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

R.J. Lighton Sr. NYSLS 45373

M.J. McCully NYSLS 50696

STATE OF NEW YORK — R.J. LIGHTON — 45373 — LICENSED LAND SURVEYOR

9.24.2013

Location Survey on Part of Lot# 16, Block# 85 – Former Village of Salina.

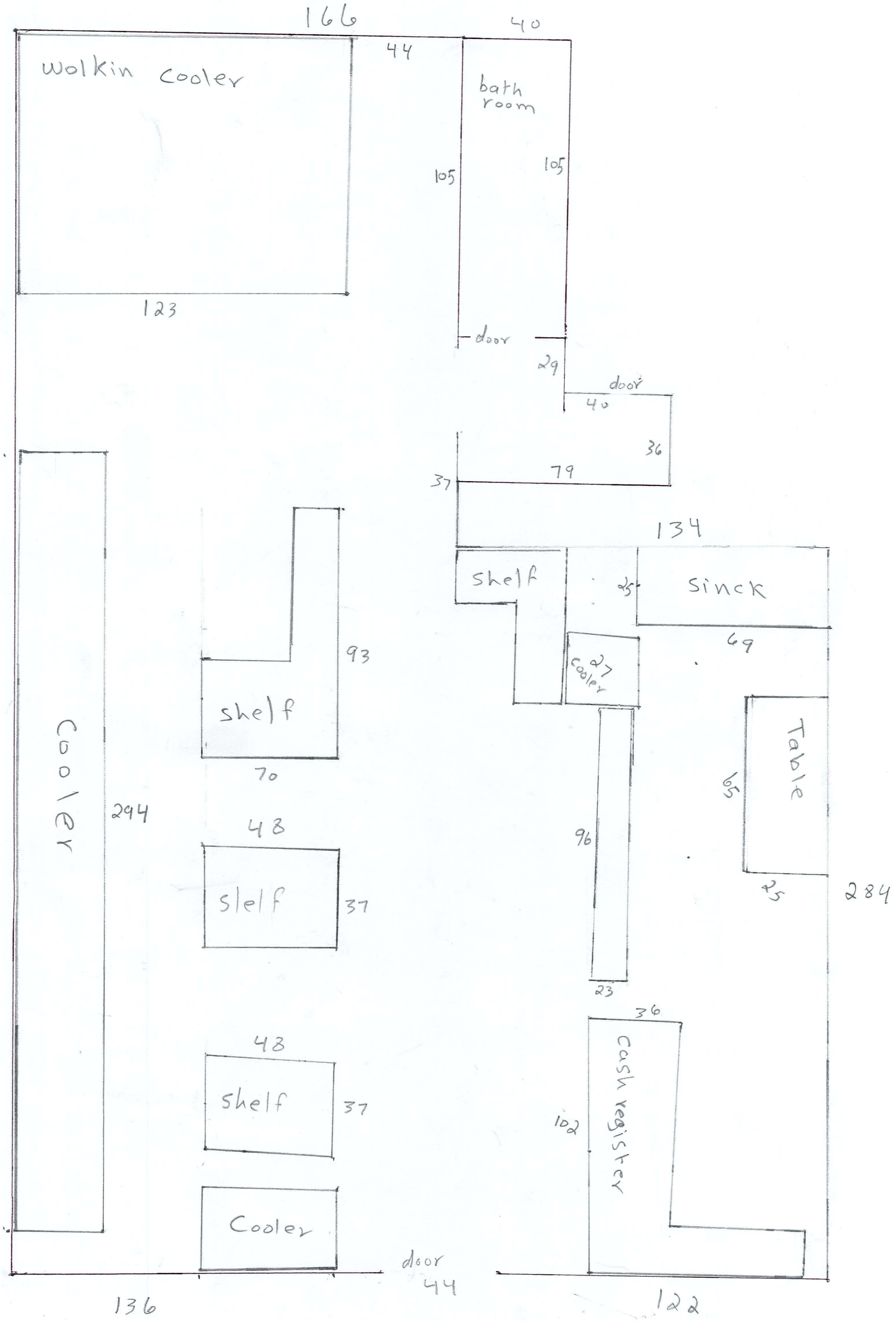
Known as No. 717 Kirkpatrick Street, City of Syracuse, County of Onondaga, State of New York.

Drawn by: MJM | Scale: 1"= 20' | Date: 07-10-09

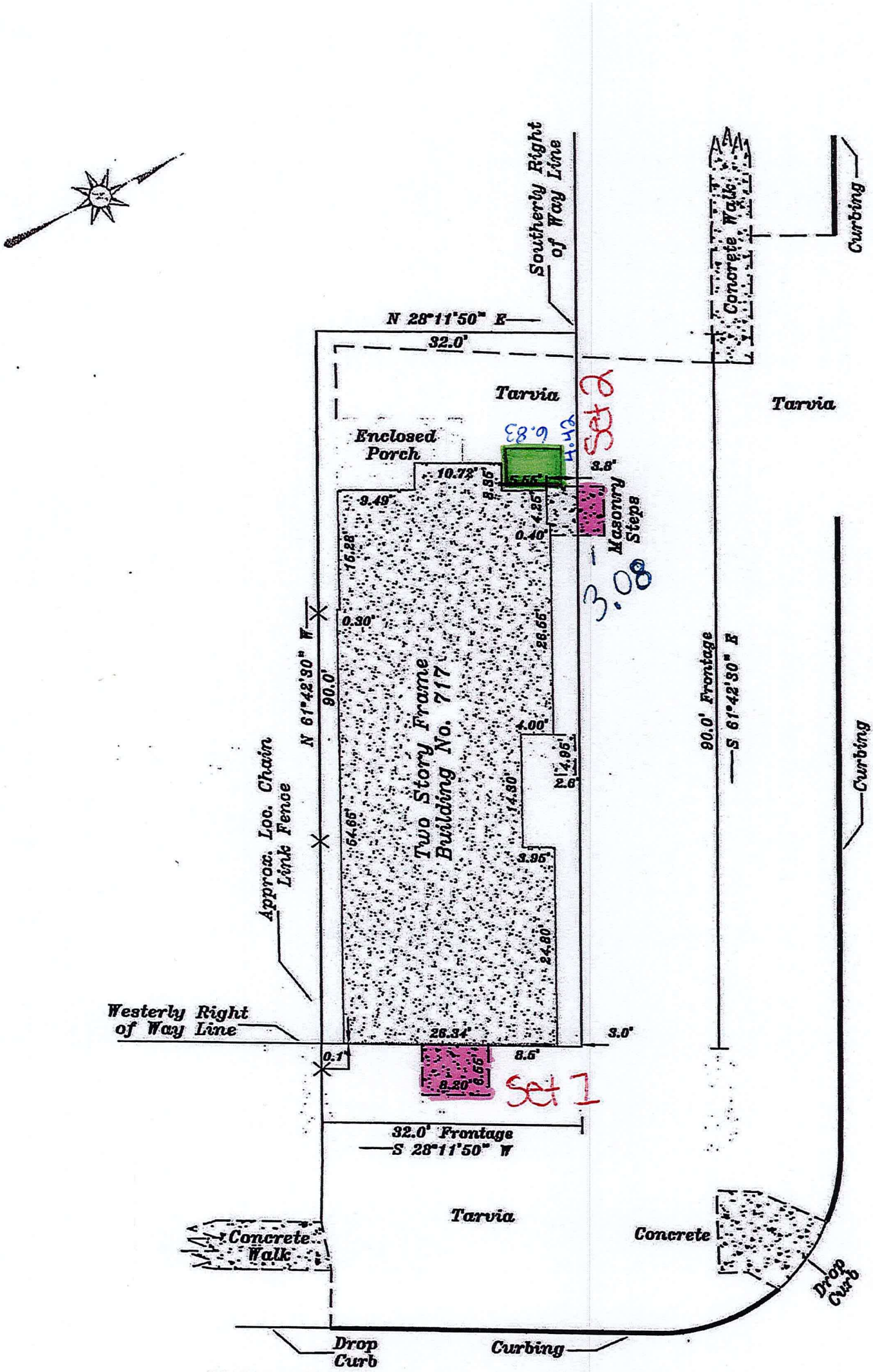
Revisions: Sept.24, 2013

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 inked 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 2013, R.J.Lighton Sr. Land Surveying, all rights reserved.

INTERIOR FLOOR PLAN PROVIDED BY APPLICANT



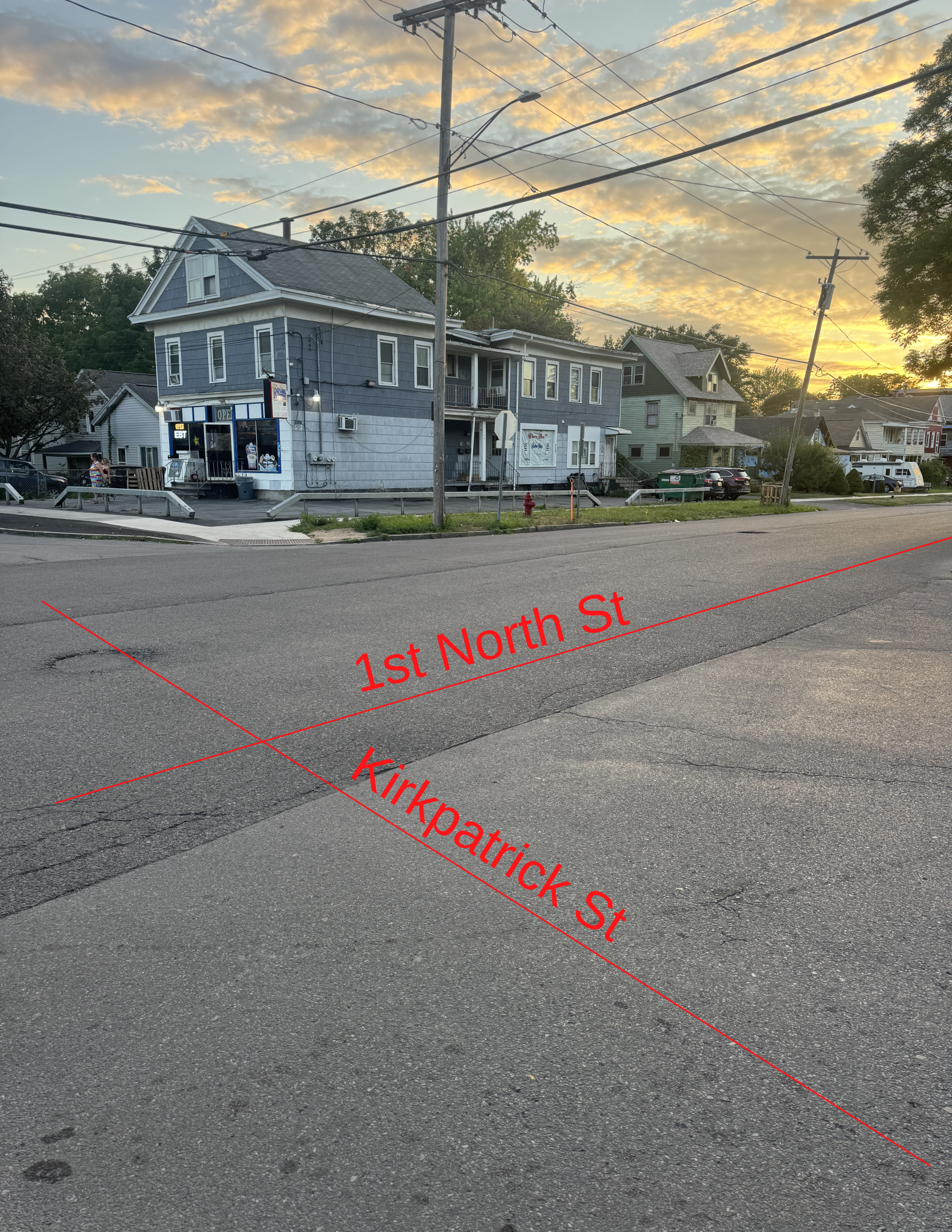
SITE CHANGES PLAN PROVIDED BY APPLICANT
GREEN - NEW DUMPSTER LOCATION
PINK - ENCROACHING STEPS



APPLICANT PROVIDED PHOTO OF RELOCATED ICE MACHINE




OPEN
EBT
OPEN
ROYAL GROCERIES
BEER • SODA •
ATM • DELI •
OPEN 7 DAYS
Kirkpatrick St


1st North St
Kirkpatrick St


1st North St
STOP


REZNOR
Takis
Skittles
Twix
Cool Zone


Real Ingredients. Real Ice Cream. Real Smiles.
Cool Zone


Ensure
Original
nutrition shake
Strength & Energy
Ensure
Original
nutrition shake
Strength & Energy
SALE of
arettes, cigars, chewing tobacco,
powdered tobacco, shisha
or other tobacco products,
erbal cigarettes, liquid nicotine,
ectronic cigarettes, rolling papers
or smoking paraphernalia,
persons UNDER 21 years of
ge is PROHIBITED BY LAW.
lk & dairy
Fresh Food
REZNOR


Natural ICE
Natty DADDY
STELLA ARTOIS
KEYSTONE ICE
ALWAYS SMOOTH.


milk & dairy
Fresh Food
Milano
DARK CHOCOLATE
COOKIES
nutella
16 PACK
Takis
Takis
Takis
Takis
M&M's
Skittles
Twix
WARNING: Cigar use whil pregnant can harm you and your baby.
$2.59


Takis
120 ORIGINAL
Slim Jim
Hannah's
RED HOT SAUSAGE
8:03
RAW
RAW
PEPSI
TOPS
WOODS
HONEY
BACKWOODS

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:
Royal Grocery, LLC.

Project Location (describe, and attach a location map):
717 Kirkpatrick Street

Brief Description of Proposed Action:
The purpose of this Special Use Permit application is to formally document the Neighborhood Market that has existed here as is for over 10 years in the MX-2 Zone District. The proposal includes no change of land use or construction.

Name of Applicant or Sponsor:	Telephone: [redacted]
Wasel Alharbi	E-Mail: [redacted]

Address:
8238 Cedarcrest Circle

City/PO:	State:	Zip Code:
Liverpool	NY	13090

	NO	YES
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.	☑	☐
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:	☑	☐

3. a. Total acreage of the site of the proposed action? 0.0661 acres
   b. Total acreage to be physically disturbed? _____ acres
   c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 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

	NO	YES	N/A
5. Is the proposed action,			
a. A permitted use under the zoning regulations?	☐	☑	☐
b. Consistent with the adopted comprehensive plan?	☐	☑	☐

	NO	YES
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?		
If Yes, identify: _____	☑	☐

	NO	YES
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	YES
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	YES
10. Will the proposed action connect to an existing public/private water supply?		
If No, describe method for providing potable water: _____ _____	☐	☑

	NO	YES
11. Will the proposed action connect to existing wastewater utilities?		
If No, describe method for providing wastewater treatment: _____ _____	☐	☑

	NO	YES
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	YES
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: _____ _____ _____		

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

	NO	YES
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?	☑	☐
16. Is the project site located in the 100-year flood plan?	☑	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources?	☑	☐
If 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: _____		
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: _____		
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: _____		

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor/name: Wasel Alharbi Date: 07/20/2026

Signature: WaselAlharbi Title: Property Owner & Business Owner

PRINT FORM

Agency Use Only [If applicable]

Project: SP-2026-57

Date: 11/2/2026

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?	☑	☐

PRINT FORM

Agency Use Only [If applicable]

Project: SP-2026-57

Date: 11/2/2026

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	11/2/2026
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 - 10/28/2026
Tax Map #: 007.-23-14.0
Owners: Wasel Alharbi
Zoning: MX-2

Address	Date	Transaction	Transaction Type	Status	Description
717 Kirkpatrick St & First No	05/09/12	Violation	SPCC - Section 27-72 (f) - Overgrowth	Closed	
717 Kirkpatrick St & First No	05/09/12	Inspection	Complaint Inspection	Fail	
717 Kirkpatrick St & First No	05/16/12	Completed Complaint	Overgrowth: Private, Occ	Completed	2012-10184
717 Kirkpatrick St & First No	05/16/12	Inspection	Complaint Re-Inspection	Pass	
717 Kirkpatrick St & First No	08/06/12	Permit Application	Sign	Issued	07832 | Install 1 projecting sign on corner of building per the attached zoning approval. Seperate permits is required for electric.
717 Kirkpatrick St & First No	08/06/12	Completed Permit	Sign	Certificate Issued	07832 | Install 1 projecting sign on corner of building per the attached zoning approval. Seperate permits is required for electric. | Certificate of Completion #07832
717 Kirkpatrick St & First No	08/08/12	Inspection	Initial Inspection	In Progress	
717 Kirkpatrick St & First No	11/19/12	Completed Complaint	Trash/Debris-Private, Occ	Completed	2012-25593 | trash out in bags- animals getting into garbage @ First North Market
717 Kirkpatrick St & First No	11/19/12	Inspection	Complaint Inspection	Pass	
717 Kirkpatrick St & First No	03/29/13	Inspection	Progress Inspection	In Progress	
717 Kirkpatrick St & First No	04/23/13	Violation	2010 IMC - Section 605.1 - Installation	Closed	
717 Kirkpatrick St & First No	04/23/13	Inspection	Progress Inspection	N/A	
717 Kirkpatrick St & First No	04/29/13	Inspection	Complaint Re-Inspection	In Progress	
717 Kirkpatrick St & First No	05/02/13	Inspection	Final Inspection	In Progress	
717 Kirkpatrick St & First No	05/13/13	Inspection	Complaint Re-Inspection	No Progress	
717 Kirkpatrick St & First No	05/23/13	Inspection	Progress Inspection	No Progress	
717 Kirkpatrick St & First No	05/29/13	Inspection	Complaint Re-Inspection	No Progress	
717 Kirkpatrick St & First No	06/19/13	Inspection	Complaint Re-Inspection	No Progress	
717 Kirkpatrick St & First No	07/10/13	Inspection	Complaint Re-Inspection	No Progress	
717 Kirkpatrick St & First No	07/24/13	Inspection	Progress Inspection	Pass	
717 Kirkpatrick St & First No	09/27/13	Permit Application	Electric	Issued	12663 | Electric

City of Syracuse

Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
717 Kirkpatrick St & First No	09/27/13	Completed Permit	Electric	Certificate Issued	12663 | Electric | Certificate of Completion #12663
717 Kirkpatrick St & First No	10/07/13	Inspection	Complaint Inspection	Pass	
717 Kirkpatrick St & First No	10/08/13	Completed Complaint	Building W/O Permit	Completed	2013-08237 | no electric permit
717 Kirkpatrick St & First No	10/08/13	Periodic Inspection	C of C	CC - Valid/Cert	
717 Kirkpatrick St & First No	10/10/13	Inspection	Final Inspection	Pass	
717 Kirkpatrick St & First No	10/29/13	Project	SP - Other	Withdrawn	SP-13-21 | ESTABLISH A PIZZA OVEN AND COUNTER W/IN A GROCERY STORE
717 Kirkpatrick St & First No	06/30/14	Inspection	Complaint Inspection	Fail	
717 Kirkpatrick St & First No	06/30/14	Violation	SPCC - Section 27-72 (e) -Trash & Debris	Closed	
717 Kirkpatrick St & First No	07/07/14	Inspection	Complaint Re-Inspection	Fail	
717 Kirkpatrick St & First No	08/06/14	Completed Complaint	Trash/Debris-Private, Occ	Completed	2014-14713 | First North Market - trash is being piled up in the back of store on the First North side
717 Kirkpatrick St & First No	08/06/14	Inspection	Complaint Re-Inspection	Pass	
717 Kirkpatrick St & First No	09/23/14	Completed Complaint	Blue Bin: request new BB	Completed	2014-25667 | 3 bb
717 Kirkpatrick St & First No	09/24/14	Inspection	Complaint Inspection	Fail	
717 Kirkpatrick St & First No	09/24/14	Violation	2010 IMC - Section 307.2.1 - Rubbish storage facilities	Closed	
717 Kirkpatrick St & First No	10/02/14	Inspection	Complaint Re-Inspection	Fail	
717 Kirkpatrick St & First No	03/02/15	Inspection	Complaint Re-Inspection	Pass	
717 Kirkpatrick St & First No	03/04/15	Completed Complaint	Trash/Debris-Private, Occ	Completed	2014-26185 | Market has no dumpster or garbage cans, trash regularly thrown all over premises daily. Trash and debris and possible improper containerization
717 Kirkpatrick St & First No	06/12/15	Completed Complaint	Pot Holes in Road	Completed	2015-15341 | 3 large pot holes
717 Kirkpatrick St & First No	06/17/15	Completed Complaint	Trash/Debris-Private, Occ	Completed	2015-16019 | Store doesnt use garbage cans, piles up bags of trash on side of building, ends up in neighbors properties, alsoT&D in rear of building
717 Kirkpatrick St & First No	06/17/15	Inspection	Complaint Inspection	Pass	
717 Kirkpatrick St & First No	09/22/15	Completed Complaint	Blue Bin: request new BB	Completed	2015-26684 | 4 blue bins 4 units

City of Syracuse

Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
717 Kirkpatrick St & First No	10/19/15	Completed Complaint	Cert of Use - Food Store	Admin-Closed	CU2014-0339 | First North Market - New Owner CU2015-0069
717 Kirkpatrick St & First No	12/14/15	Completed Complaint	Trash/Debris-Private, Occ	Completed	2015-32827 | Trash and debris scattered around front of store
717 Kirkpatrick St & First No	12/14/15	Inspection	Complaint Inspection	N/A	
717 Kirkpatrick St & First No	01/15/16	Inspection	Codes - Licensing	Pass	
717 Kirkpatrick St & First No	01/15/16	Inspection	Codes Electric - Licensing	Pass	
717 Kirkpatrick St & First No	01/15/16	Inspection	Fire Prevention - Licensing	Pass	
717 Kirkpatrick St & First No	04/04/16	Completed Complaint	Complaint Reqst - General	Completed	2016-05812 | 2 weeks they have had an illegal set out..- supposed to have a dumpster as its a mom and pop store.. business trash- going on for months now- and trash is spreading out to other lawns- [redacted] He wants something done about this and wants a call from someone regarding this problem
717 Kirkpatrick St & First No	04/08/16	Completed Complaint	Illegal Trash Set Out	Completed	2016-07576 | Royal Groceries, 717 Kirkpatrick @ First North is not utilizing commercial trash and is putting out their garbage in front of the store weekly. The caller claims he did his research and they are supposed to have a dumpster for the store. The caller claims their trash is left on the side of the business for days and the animals get into it and the wind blows it all over. He is tired of picking up their garbage on his property and doesn't understand why they are allowed to put up their commercial trash weekly.
717 Kirkpatrick St & First No	04/26/16	Completed Complaint	Illegal Trash Set Out	Completed	2016-10036 | code violation
717 Kirkpatrick St & First No	05/05/16	Inspection	Complaint Inspection	Fail	
717 Kirkpatrick St & First No	05/05/16	Violation	SPCC - Section 27-72 (e) -Trash & Debris	Closed	
717 Kirkpatrick St & First No	05/16/16	Inspection	Complaint Re-Inspection	No Progress	
717 Kirkpatrick St & First No	05/25/16	Completed Complaint	Quad 4 ConstrDebrisPickUp	Completed	2016-12847 | quad 4
717 Kirkpatrick St & First No	06/01/16	Periodic Inspection	Smoke Certification	SC - Issued	

City of Syracuse

Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
717 Kirkpatrick St & First No	06/13/16	Completed Complaint	Trash/Debris-Private, Occ	Completed	2016-11006 | trash is piling up in the back of the property in bags no cans..
717 Kirkpatrick St & First No	06/13/16	Inspection	Complaint Re-Inspection	Pass	
717 Kirkpatrick St & First No	06/23/16	Completed Complaint	Illegal Trash Set Out	Completed	2016-17648 | CODE VIOLATION
717 Kirkpatrick St & First No	06/27/16	Completed Complaint	Bulk Household Items	Completed	2016-17913 | recliner
717 Kirkpatrick St & First No	06/29/16	Completed Complaint	Trash/Debris-Private, Occ	Completed	2016-18259 | Leaving trash out, going all over the neighborhood, they do not have a dumpster
717 Kirkpatrick St & First No	06/29/16	Inspection	Complaint Inspection	Pass	
717 Kirkpatrick St & First No	07/06/16	Completed Complaint	Illegal Trash Set Out	Completed	2016-16309 | illegal trash set out and is a complete mess.
717 Kirkpatrick St & First No	07/23/16	Completed Complaint	Sewer Back Up	Completed	2016-21177 | sewer back up--business--dispatched to Mike Shane Wasel [redacted]
717 Kirkpatrick St & First No	08/09/16	Inspection	Complaint Inspection	Fail	
717 Kirkpatrick St & First No	08/09/16	Violation	SPCC - Section 27-72 (e) -Trash & Debris	Closed	
717 Kirkpatrick St & First No	08/17/16	Completed Complaint	Trash/Debris-Private, Occ	Completed	2016-22558 | garbage cans are overflowing and trash is being blown all over
717 Kirkpatrick St & First No	08/17/16	Inspection	Complaint Re-Inspection	Pass	
717 Kirkpatrick St & First No	02/20/18	Completed Complaint	Sewer Back Up	Completed	2018-04197 | bu
717 Kirkpatrick St & First No	02/23/18	Inspection	Codes - Licensing	Pass	
717 Kirkpatrick St & First No	02/23/18	Inspection	Codes Electric - Licensing	Pass	
717 Kirkpatrick St & First No	02/23/18	Inspection	Fire Prevention - Licensing	Pass	
717 Kirkpatrick St & First No	06/21/19	Completed Complaint	Trash/Debris-Private, Occ	Completed	2019-17107 | caller: trash/debris around grocery store: Royal Grocery 717 Kirkpatrick St
717 Kirkpatrick St & First No	06/21/19	Inspection	Complaint Inspection	Pass	
717 Kirkpatrick St & First No	07/30/19	Complaint	Sidewalk Condition	Needs Review	2019-21075 | sidewalk in disrepair
717 Kirkpatrick St & First No	12/30/19	Inspection	Codes - Licensing	In Progress	
717 Kirkpatrick St & First No	12/30/19	Inspection	Codes Electric - Licensing	In Progress	
717 Kirkpatrick St & First No	12/30/19	Inspection	Fire Prevention - Licensing	In Progress	

City of Syracuse

Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
717 Kirkpatrick St & First No	01/06/20	Inspection	Fire Prevention - Licensing	In Progress	
717 Kirkpatrick St & First No	01/19/20	Completed Complaint	Cert of Use - Food Store	Certificate: Issued	CU2015-0069 | Royal Grocery - was CU2014-0339
717 Kirkpatrick St & First No	02/07/20	Inspection	Codes - Licensing	In Progress	
717 Kirkpatrick St & First No	02/07/20	Inspection	Codes Electric - Licensing	In Progress	
717 Kirkpatrick St & First No	02/10/20	Completed Complaint	Illegal Trash Set Out	Completed	2016-26420 | code violation
717 Kirkpatrick St & First No	02/13/20	Inspection	Fire Prevention - Licensing	In Progress	
717 Kirkpatrick St & First No	02/13/20	Inspection	Codes - Licensing	In Progress	
717 Kirkpatrick St & First No	02/13/20	Inspection	Codes Electric - Licensing	In Progress	
717 Kirkpatrick St & First No	02/26/20	Completed Complaint	Sewer Back Up	Completed	2021-04096 | SEWER B/U
717 Kirkpatrick St & First No	03/10/20	Inspection	Fire Prevention - Licensing	Pass	
717 Kirkpatrick St & First No	03/11/20	Inspection	Codes Electric - Licensing	Pass	
717 Kirkpatrick St & First No	03/12/20	Inspection	Codes - Licensing	Pass	
717 Kirkpatrick St & First No	09/22/20	Completed Complaint	Sidewalk Condition	Completed	2020-18073 | Royal Groceries at Corner of First North and Kirkpatrick; pavement over sidewalk; possible illegal curb cut and parking area [redacted] Location: 717 Kirkpatrick St, Syracuse, New York, 13208
717 Kirkpatrick St & First No	02/01/21	Completed Complaint	Smoke Alarm Certification	Completed	2021-02678
717 Kirkpatrick St & First No	08/26/21	Inspection	Complaint Inspection	Fail	
717 Kirkpatrick St & First No	08/26/21	Violation	SPCC - Section 27-72 (f) - Overgrowth	Closed	

City of Syracuse

Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
717 Kirkpatrick St & First No	09/02/21	Completed Complaint	Property Maintenance-Ext	Completed	2021-21415 | Overgrowth
717 Kirkpatrick St & First No	09/02/21	Inspection	Complaint Re-Inspection	Pass	
717 Kirkpatrick St & First No	03/14/22	Completed Complaint	Smoke Alarm Certification	Completed	2022-01306
717 Kirkpatrick St & First No	05/05/23	Completed Complaint	Smoke Alarm Certification	Completed	2023-02622
717 Kirkpatrick St & First No	02/22/24	Inspection	Codes - Licensing	No Progress	
717 Kirkpatrick St & First No	02/22/24	Inspection	Codes - Licensing	No Progress	
717 Kirkpatrick St & First No	02/22/24	Inspection	Codes Electric - Licensing	Pass	
717 Kirkpatrick St & First No	02/22/24	Inspection	Fire Prevention - Licensing	Pass	
717 Kirkpatrick St & First No	03/07/24	Inspection	Codes - Licensing	In Progress	
717 Kirkpatrick St & First No	03/07/24	Inspection	Fire Prevention - Licensing	In Progress	
717 Kirkpatrick St & First No	03/07/24	Inspection	Codes - Licensing	In Progress	
717 Kirkpatrick St & First No	03/07/24	Inspection	Codes Electric - Licensing	In Progress	
717 Kirkpatrick St & First No	03/07/24	Inspection	Fire Prevention - Licensing	Pass	
717 Kirkpatrick St & First No	03/18/24	Inspection	Codes - Licensing	Pass	
717 Kirkpatrick St & First No	03/18/24	Inspection	Codes - Licensing	Pass	
717 Kirkpatrick St & First No	03/18/24	Inspection	Codes Electric - Licensing	Pass	
717 Kirkpatrick St & First No	03/18/24	Inspection	Complaint Inspection	Pass	
717 Kirkpatrick St & First No	03/18/24	Inspection	Complaint Inspection	No Progress	
717 Kirkpatrick St & First No	04/09/24	Inspection	Complaint Inspection	Pass	
717 Kirkpatrick St & First No	04/09/24	Inspection	Complaint Inspection	Pass	
717 Kirkpatrick St & First No	04/15/24	Inspection	Complaint Inspection	Pass	
717 Kirkpatrick St & First No	08/08/24	Inspection	Complaint Inspection	Fail	

City of Syracuse

Parcel History

Address	Date	Transaction	Transaction Type	Status	Description
717 Kirkpatrick St & First No	08/08/24	Violation	SPCC 27-43 (e) (1)(2)(3)(4) Certification	Closed	
717 Kirkpatrick St & First No	08/26/24	Completed Complaint	Smoke Alarm Certification	Completed	2024-05350
717 Kirkpatrick St & First No	05/30/25	Inspection	Codes - Licensing	Pass	
717 Kirkpatrick St & First No	06/04/25	Completed Complaint	Tobacco License	Admin-Closed	TL-2024-0040 | Royal Grocery
717 Kirkpatrick St & First No	09/09/25	Completed Complaint	Smoke Alarm Certification	Completed	2025-07634 | Smoke Cert
717 Kirkpatrick St & First No	03/03/26	Completed Complaint	Tobacco License	Admin-Closed	TL-2024-0059 | Royal Grocery
717 Kirkpatrick St & First No	03/03/26	Completed Complaint	Cert of Use - Food Store	Admin-Closed	CU2024-0071 | Royal Grocery
717 Kirkpatrick St & First No	03/06/26	Complaint	Tobacco License	Certificate: Needs	TL-2026-0031 | Royal Grocery
717 Kirkpatrick St & First No	03/25/26	Complaint	Cert of Use - Food Store	Certificate: Needs	CU2026-0102 | Royal Grocery
717 Kirkpatrick St & First No	08/26/26	Completed Complaint	Cert of Use - Food Store	Admin-Closed	CU2024-0067 | Royal Grocery
717 Kirkpatrick St & First No	08/26/26	Completed Complaint	Tobacco License	Admin-Closed	TL-2025-0047 | Royal Grocery
717 Kirkpatrick St & First No	09/04/26	Inspection	Codes - Licensing	In Progress	
717 Kirkpatrick St & First No	09/04/26	Inspection	Codes - Licensing	Fail	
717 Kirkpatrick St & First No	09/04/26	Violation	2025 PMCNYS - Section 604.3 - Electrical System Hazards	Closed	
717 Kirkpatrick St & First No	09/04/26	Violation	2025 PMCNYS - Section 705.1 - Carbon Monoxide Alarms and Detectors	Closed	
717 Kirkpatrick St & First No	09/22/26	Inspection	Codes - Licensing	Pass	
717 Kirkpatrick St & First No	09/22/26	Inspection	Fire Prevention - Licensing	Pass	
717 Kirkpatrick St & First No	09/22/26	Inspection	Codes - Licensing	Pass	
717 Kirkpatrick St & First No	10/09/26	Inspection	Codes - Licensing	<None>	
717 Kirkpatrick St & First No	10/09/26	Inspection	Codes - Licensing	<None>	

OFFICE OF ZONING ADMINISTRATION

Sharon F. Owens, Mayor

SP-2026-57

Approval	Status	Reviewer	Comments
Zoning Planner	Waiting on Board	Samuel Prescott	See Staff Report
Planning Commission	In Review		
DPW Traffic Control	Approved	Charles Galfrancesco	
DPW Transportation	Conditionally Approved	Mason Molesso	Conditions of Approval: • Existing masonry steps shown on survey as encroaching into both Kirkpatrick and First North Street Rights-of-Way require encroachment agreements. Applicant to supply existing encroachments or obtain necessary permission. • Ice machine and piled refuse in the ROW is not permissible and is to be removed and noted on site plan materials - ADA curb ramp at corner of Kirkpatrick and 1st North to be kept free and clear of debris at all times • Dumpster is not permissible in the ROW, site plan must identify proper area on private property (meeting necessary Zoning requirements) for refuse containers
Engineering- SWPPP	Conditionally Approved	Mirza Malkoc	- No objection to the special use permit. This is just a reminder that cars are not allowed to be parked between the building and the curb. This is a safety concern and the applicant needs to make sure to install proper safety measures to

			prevent cars from parking between the building and the curb.
Parks and Forestry	Approved	Jeff Romano	Forestry requests to 'de-pave' the area within the ROW on the backside of the sidewalk(s). Reduction of asphalt will help ameliorate temperatures and allow space for shade trees to be planted. (1) tree along Kirkpatrick and (2) trees along 1st North St. Recommended species; Celtis, Carpinus
Engineering - Mapping Review	Conditionally Approved	Ray Willis	Work should have no impact on Mapping Division assets in the area. Do not deviate from the proposed work without prior written review and authorization from all reviewing departments. Encroachments should be obtained for the enroachments into both the Kirkpatrick and 1st North ROWs, if one has not been obtained already. Applying for an encroachment should be a condition of approval of any permits issued.
Engineering Design and Construction	Not Applicable		
DPW Sanitation and Sewers	Conditionally Approved	Vinny Esposito	Any plumbing work will require permits through WEP. plumbing control div.
Landmark Preservation	Not Required	Kate Auwaerter	Not NR Listed