

City of Syracuse Zoning Administration
Application for SPECIAL PERMIT Review by the Planning Commission
City Hall Commons * Room 101 * 201 E. Washington Street * Syracuse, NY 13202-1426 * 315-448-8640

For Office Use: Filing Date: Case Number: Zoning District:
 NEW SPECIAL PERMIT MODIFICATION OF EXISTING SPECIAL PERMIT

LIST ALL ADDRESSES INVOLVED IN YOUR PROJECT:

TAX MAP SECTION, BLOCK, and LOT information from Assessment Department (call 448-8280)
Section: Block: Lot:

- This APPLICATION is for a:**
- Restaurant (this also includes uses such as Bars, Taverns, Coffee Shops, Night Clubs)
 - Gasoline Service Station
 - Car Wash Facility
 - Care Home
 - Parking Lot or Parking Garage
 - Transitional Parking Area
 - Offices of Religious and Educational Institutions
 - Bed and Breakfast
 - Other Special Permit Uses (describe)

PLEASE DESCRIBE ALL ASPECTS OF YOUR PROJECT IN DETAIL:

Replacement of existing asphalt wearing course and striping (17,185 SF/.39 acres) as indicated
on the attached Site Plan C-101. New asphalt will be the same thickness and cover exactly the same
area as the existing. Striping will match the existing striping.

PROPERTY OWNER INFORMATION:

Name(s):

Mailing Address:

Zip: Daytime phone: Extension:

E-mail:

APPLICANT INFORMATION:

(Copy of contract to purchase must be included with application)

Contract Purchaser(s) Tenant Co-Applicant Other (please state):

Name(s):

Mailing Address:

Zip: Home phone: Day Phone:

E-mail:

REPRESENTATIVE INFORMATION:

(Only if involved in this application)

Attorney Architect Contractor Other

Name(s):

Mailing Address:

Zip: Telephone: E-mail:

DESCRIPTION OF OPERATION:

Days of week open:

Hours of operation:

Maximum number of employees on premises at one time:

Number of off-street parking available (site plan required to indicate location):

Other uses currently on the property: FIRST FLOOR:

SECOND FLOOR: OTHER FLOORS:

Indicate types and uses of other structures on the property if any (i.e. garage, storage building, etc.):

SIGNAGE INFORMATION:

Size and location of all existing AND proposed signage (use additional sheet if necessary)

A sign plan is required, see attachment

Size	Location	Type	(Wall, Ground, Projecting, Window)
<input 7'-0"="" type="text" value="3'-4" x=""/>	<input type="text" value="South wall @ 2nd floor"/>	<input type="text" value="Wall"/>	<input type="text" value="(Sign A)"/>
<input 9'-0"="" type="text" value="1'-0" x=""/>	<input type="text" value="South entry canopy"/>	<input type="text" value="Wall"/>	<input type="text" value="(Sign B)"/>
<input 2'-7"="" type="text" value="1'-7" x=""/>	<input type="text" value="Near James St sidewalk"/>	<input type="text" value="Ground"/>	<input type="text" value="(Sign C)"/>
<input 2'-7"="" type="text" value="1'-7" x=""/>	<input type="text" value="Near James St sidewalk"/>	<input type="text" value="Ground"/>	<input type="text" value="(Sign D)"/>

SPECIAL PERMIT FUNCTIONS: (Check all that apply)

- Dining room Bar Service Drive-thru
- Entertainment Stage DJ Booth
- Light Duty auto repair Heavy Duty auto repair
- Car Wash Facility New Auto Sales Used Auto Sales

**Required submittals for
a Special Permit Review**

(Before an application can be considered complete, the following **must** be provided)

A title block with author, date, scale, and address of subject property must be on ALL plans listed below including property surveys. Three full sized and one 11x17 copy of ALL plans must be submitted with application.

When submitting the necessary plans listed below, the applicant must show with graphic representation, all information, drawn to scale and in a manner that can be correctly interpreted to any person viewing the case file without additional staff explanation.

- APPLICATION** (completed, dated, and signed by property owner)
- PROPERTY SURVEY(s)** of all properties involved in the project (Must be current and drawn to scale and signed by a licensed surveyor) **We cannot accept a survey that has been reduced, faxed or scanned.**
- SITE PLAN** (Does not have to be drawn by a licensed architect but needs to be labeled, dated, and scaled)
 - a) Location of existing or proposed building
 - b) Location and dimensioned areas to be used for parking, including type of parking surface, curb cuts and all driveways
 - c) Location and dimensioned areas of landscaping indicating type, height, and number of plantings
 - d) Location of dumpsters and/or trash receptacles indicating type of screening to be installed
 - e) Proposed overall site screening and landscaping
 - f) Location, type, and height of fencing
 - g) Proposed lighting location, height, and wattage of luminaries
 - h) Location of loading dock/areas
 - i) Location and dimensioned areas to be used by delivery vehicles
 - j) Location of all signage
- FLOOR PLANS** (Plans do not have to be drawn by a licensed architect but need to be drawn to scale and labeled with dimensions.) **If any floor plans are not drawn to scale and/or do not include the following they WILL NOT be accepted.**

Commercial Layouts

- a) Customer areas
- b) Employee areas
- c) Storage areas and restrooms
- d) Office space
- e) Counters/tables/chairs/booths
- f) Stages/Dance Floors/DJ Booths
- g) Shelving/display areas
- h) All kitchen equipment
- i) Coolers/freezers/etc.
- j) Vending machines/amusement games/etc.

Residential Layouts

- a) Bedrooms
- b) Common areas (living room, kitchen, dining room)
- c) Bathrooms, hallways and closets

- STATE ENVIRONMENTAL QUALITY REVIEW ACT ASSESSMENT FORM** –Part one filled out completely and signed by Applicant or Owner.

PLANS REVIEW FORM – Must be submitted to, and signed by Department of Code Enforcement – City Hall Commons, Permit Desk, Room 101 (see attached form).

EXTERIOR ELEVATIONS -Must be drawn to scale, labeled with dimensions, and include material notes on the elevations). **Schematic, photo shop, or color renderings will NOT be accepted.**

- a) Exterior Elevations with all dimensions clearly indicated for all exterior elements
- b) Building materials and colors. Please include THREE sets of color catalogue cuts or manufacturer's reference that can be photocopied (**not life size samples or real materials**). Elevation drawings must indicate materials, color, and location of each.

Please note that we are not making any changes to the existing building exterior. Photos of the existing building are attached.

EXTERIOR SIGNAGE DRAWINGS (Photos may be used to show location)

- a) Type (ground/wall/window/projecting)
- b) Size (exact dimensions including height from grade to top of sign example)
- c) Location(s) – (see attached sign plan sample)
 - i. Exact placement must be included for ground signs – measurements from structure to sign location and distance from sign to property line. (not sidewalk)
 - ii. For wall signs, the distance from the top of sign to roofline , from ground to bottom of sign and measurement from side of building to the side of the sign– see attached

Please note that we are not making any changes to the existing signage. Photos are attached; locations and sizes are noted on the site plan.

SPECIFICATIONS (include specs for exterior surface materials, awnings, windows, doors, etc.)

Please note that we are not making any changes to the existing building exterior (or interior). Photos of the existing building are attached.

PHOTOGRAPHS - (COLOR 35mm or digital) of existing structures and project site. (MUST BE LABELED WITH ADDRESS OF SUBJECT SITE.)

JUSTIFICATION OF WAIVERS – In a short summary, note why waivers are requested in this special permit application. For example: Additional signage (more than allowed), parking requirements (less than needed) etc.

Signage is existing and consists of:

- a) **Sign A: An internally illuminated, 24 SF, wall-mounted sign at the 2nd floor level; this is necessary for vehicular traffic.**
- b) **Sign B: A non-illuminated, 9 SF, wall-mounted sign on the entrance canopy; this is necessary for pedestrian traffic.**
- c) **Signs C & D: Both are non-illuminated, 4 SF, single sided, ground signs with top of sign at 4' above grade, located near the James Street sidewalk; these are both for pedestrian wayfinding (to direct people to the proper entrance). The size of the Helio Health logo on each sign is approximately 27 sq. inches or .19 SF.**

Please see Part C, Section IV, Articles 1 and 2 for the applicable regulations pertaining to each Special Permit use.

Special Permit Reviews by the City Planning Commission may require additional action by the Syracuse Common Council.

SCHOPFER ARCHITECTS LLP
 1111 James Street
 Syracuse, NY 13203
 (315) 474-6501
 FAX (315) 474-1922

LETTER OF TRANSMITTAL

Date	November 9, 2018	JOB NO.	1716
Attention:	Jeff Harrop/Zoning		
RE:	847 James Street Special Permit Application		

TO: **Central Permit Office**
 Department of Code Enforcement
 City of Syracuse
 201 East Washington Street
 Syracuse, NY 13202

WE ARE SENDING YOU Attached Under separate cover via _____ the following items:

Shop drawings Prints Plans Samples Specifications

Copy of letter Change order _____

COPIES	DATE	NO.	DESCRIPTION
1	11/6/18	---	Special Permit Application (Modification to Existing Permit)
4	10/19/18	---	Stamped and Signed Survey by RJ Lighton Sr. (3 @ 18x24; 1@11x17)
4	11/5/18	C-1	Stamped and Signed Site Plan (3 @ 24x36; 1@11x17)
4	11/5/18	A-101	Floor Plan (3 @ 24x36; 1@11x17)
1	11/1/18	C-1	Short Environmental Assessment Form, Part 1 (EAF)
1	---	---	Plans Review Form
1 set	---	---	Site and Building Photos
1	---	C-2	Photo Key Plan

THESE ARE TRANSMITTED as checked below:

For approval Approved as submitted Resubmit _____ copies for approval

For your use Approved as noted Submit _____ copies for distribution

As requested Returned for corrections Return _____ corrected prints

For review and comment _____

FOR BIDS DUE _____ Year _____ PRINTS RETURNED AFTER LOAN TO US

REMARKS: **Please contact me if you have any questions**

COPY TO: Connie Lickstein, Helio Health (2 sets)

SIGNED: Robert J Seigart, AIA, LEED A.P.

PLANS REVIEW FORM

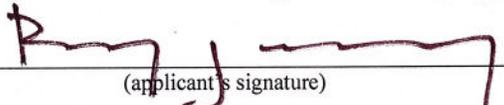
This form is to be signed by the person who reviews the submitted plans at the Division of Code Enforcement, 201 E. Washington Street. Room 101. This signed form must accompany any applications for variances, special permits, site plan reviews, or other similar zoning reviews that are to be filed by the applicant with the Syracuse Zoning Office, City Hall Commons, Room 211, 201 East Washington Street., Syracuse, NY 13202.

We, the Division of Code Enforcement, have received two sets of plans from **Schopfer Architects LLP/Robert J Seigart** on 11/9/18 :
(applicant) (date)

one set which we have reviewed, and one set for transmittal to the Fire Prevention Bureau for its review.

(Division of Code Enforcement Signature)

I, the applicant, certify that the plans submitted to the Division of Code Enforcement are the same as the set being filed with my application.



(applicant's signature)

APPLICANT PLEASE NOTE: Approval of your application by the Board of Zoning Appeals, the City Planning Commission, or the Common Council does not relieve you or your agents from compliance with any other regulatory or licensing provisions applicable thereto by the properly constituted federal, state, county, or city authorities, including the issuance of permits by the Division of Code Enforcement.

Short Environmental Assessment Form

Part 1 - Project Information

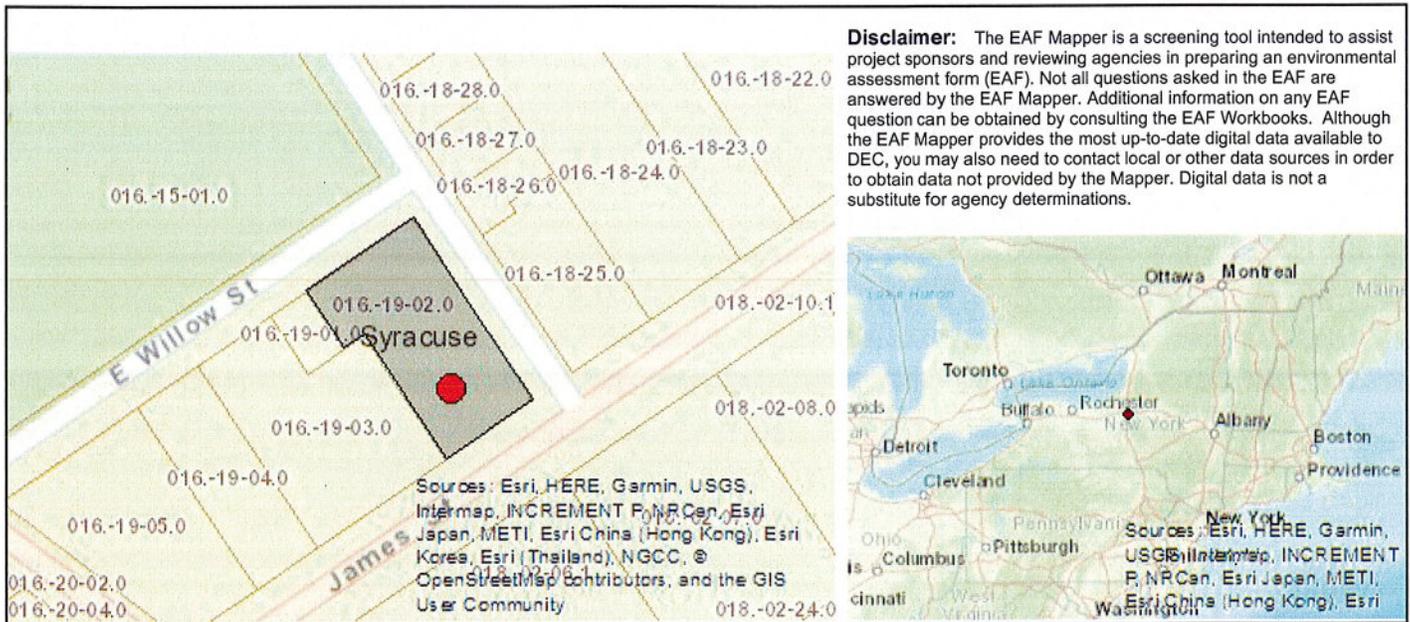
Instructions for Completing

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: Pavement Replacement Project			
Project Location (describe, and attach a location map): 847 James Street, Syracuse, NY 13203			
Brief Description of Proposed Action: Replacement of all of the existing asphalt wearing course and striping (17,185 SF/.39 acres), as indicated on the Site Plan C-101. The wearing course is old and deteriorated and is in need of replacement.			
Name of Applicant or Sponsor: Schopfer Architects LLP/Robert J Seigart AIA, LEED AP		Telephone: (315) 474-6501 E-Mail: rseigart@schopfer.com	
Address: 1111 James Street			
City/PO: Syracuse		State: New York	Zip Code: 13203
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: City of Syracuse: Revision to (the existing) Special Permit			YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ .84 acres			
b. Total acreage to be physically disturbed? _____ .39 acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ .84 acres			
4. Check all land uses that occur on, adjoining and near the proposed action. <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input checked="" type="checkbox"/> Parkland			

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p>		
<p>Applicant/sponsor name: Robert J Seigart AIA, LEED AP</p>		<p>Date: 11/1/18</p>
<p>Signature: </p>	<p>Digitally signed by Robert J Seigart DN: cn=Robert J Seigart, o=Schopfer Architects, ou, email=rseigart@schopfer.com, c=US Date: 2018.11.01 17:14:29 -04'00'</p>	



Part 1 / Question 7 [Critical Environmental Area]	No
Part 1 / Question 12a [National Register of Historic Places]	No
Part 1 / Question 12b [Archeological Sites]	No
Part 1 / Question 13a [Wetlands or Other Regulated Waterbodies]	No
Part 1 / Question 15 [Threatened or Endangered Animal]	No
Part 1 / Question 16 [100 Year Flood Plain]	No
Part 1 / Question 20 [Remediation Site]	No



847 JAMES ST. PHOTO 1



847 JAMES ST. PHOTO 2



847 JAMES ST. PHOTO 3



847 JAMES ST. PHOTO 4



847 JAMES ST. PHOTO 5



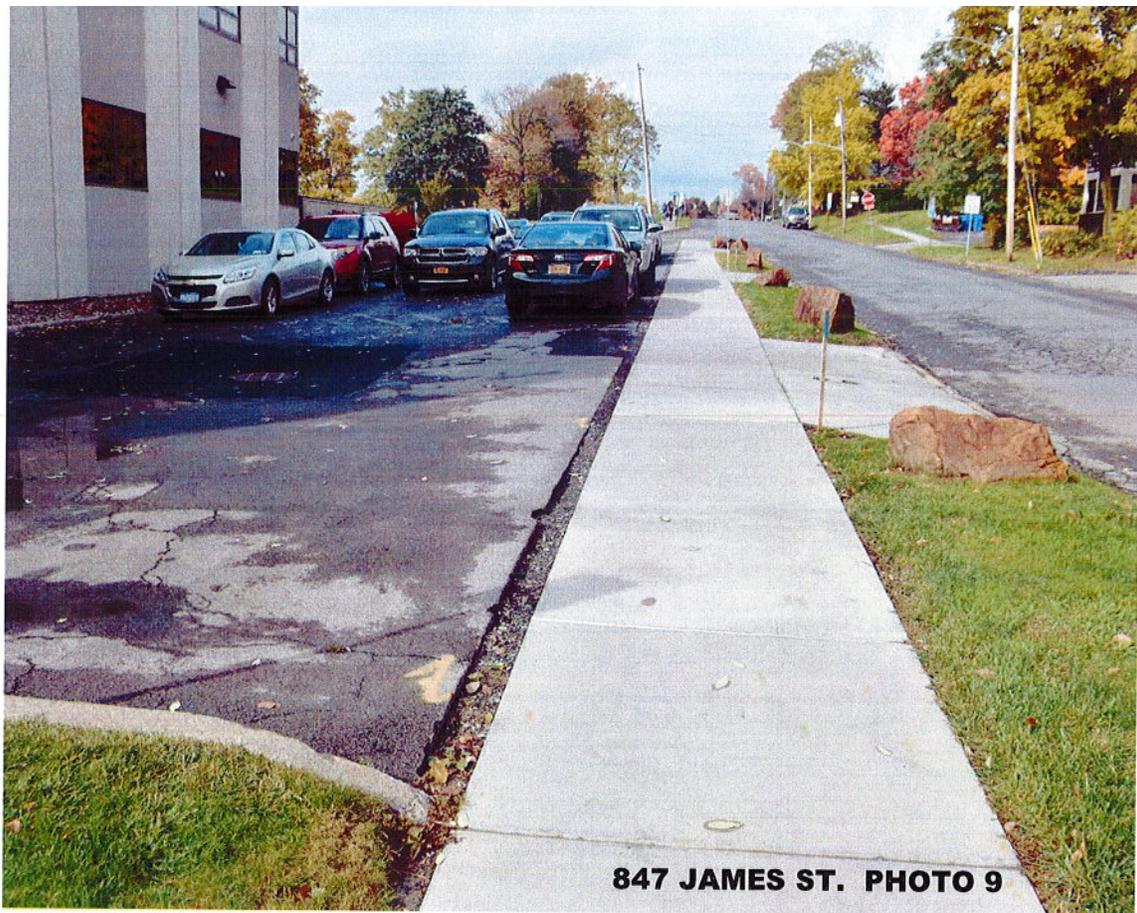
847 JAMES ST. PHOTO 6



847 JAMES ST. PHOTO 7



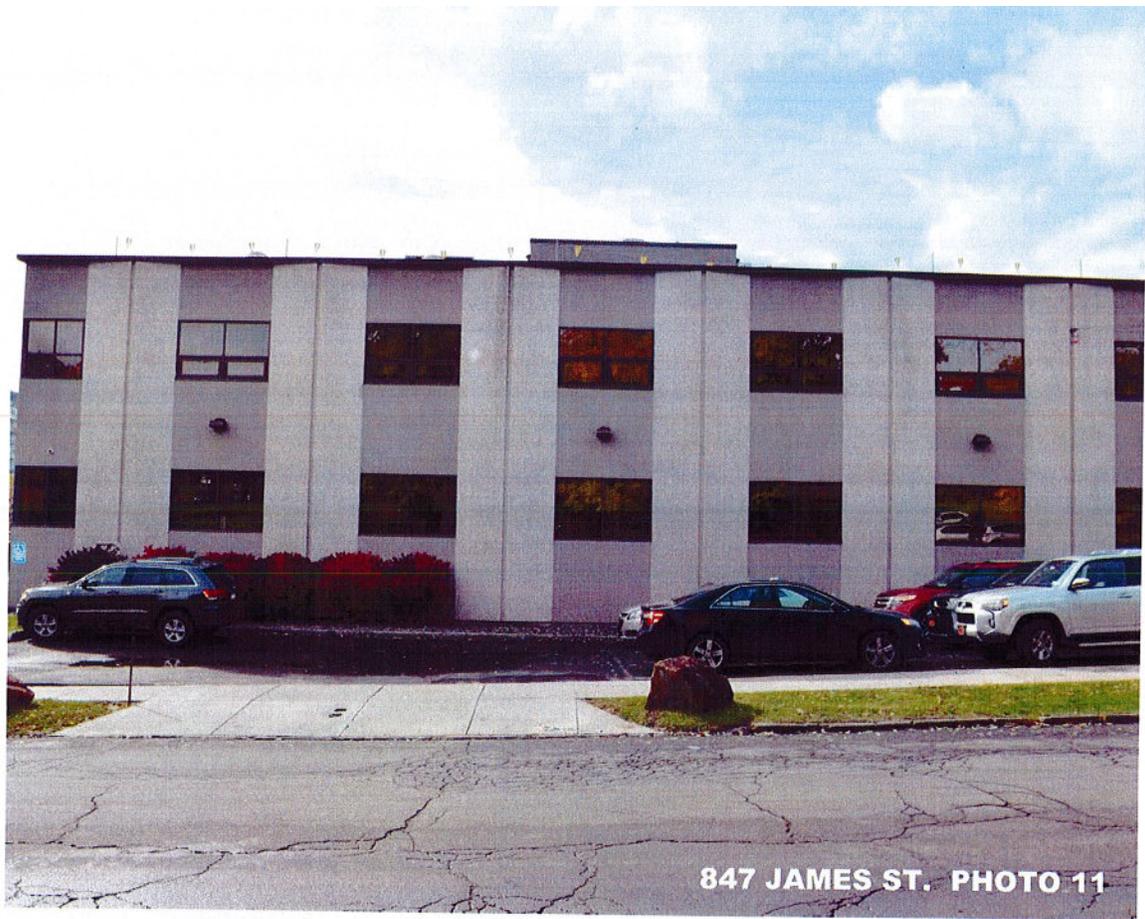
847 JAMES ST. PHOTO 8



847 JAMES ST. PHOTO 9



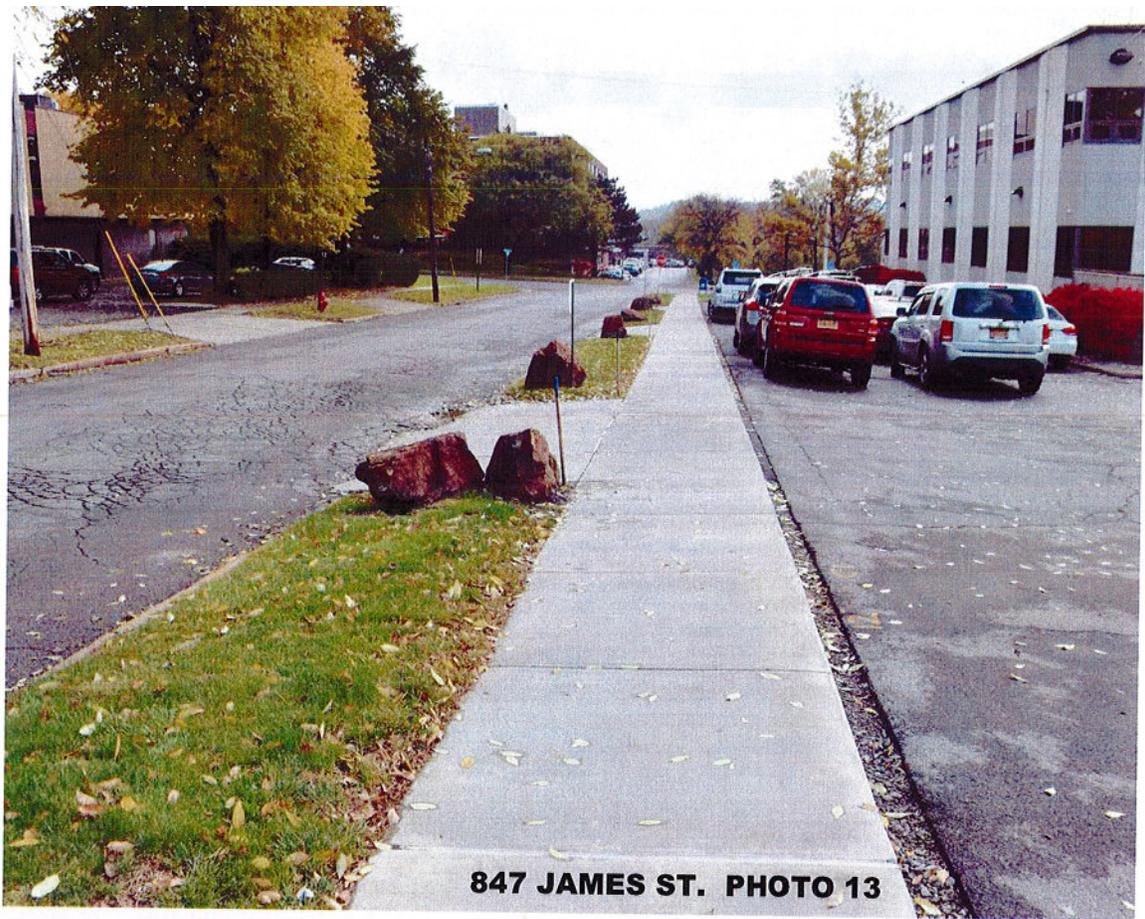
847 JAMES ST. PHOTO 10



847 JAMES ST. PHOTO 11



847 JAMES ST. PHOTO 12



847 JAMES ST. PHOTO 13



847 JAMES ST. PHOTO 14



847 JAMES ST. PHOTO 15



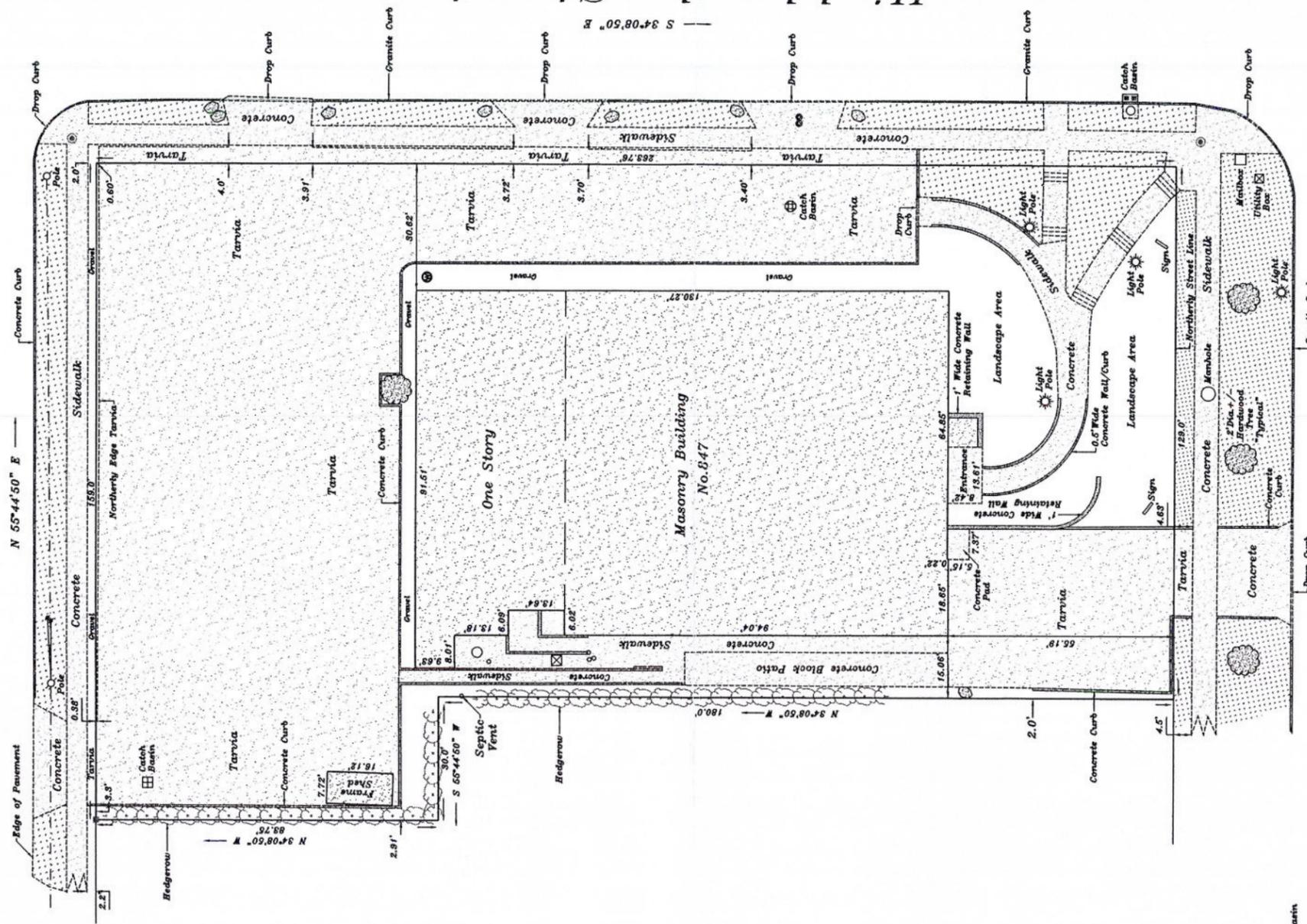
847 JAMES ST. PHOTO 16



847 JAMES ST. PHOTO 17

East Willow Street

Open - 66' Wide



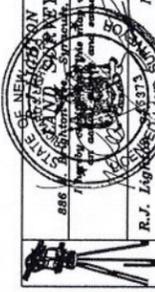
James Street

Open - 99' Wide

LEGEND

- These standard symbols may be found in the drawing.
- ☐ Indicates Catch Basin
 - ⊕ Indicates Catch Basin
 - ⊗ Indicates Catch Basin
 - ⊠ Indicates UNUSU Access Cover
 - ⊙ Indicates Hardwood Tree
 - ⊛ Indicates Large Ornamental Rock
 - ⊚ Indicates Light Pole
 - ⊞ Indicates Stone Monument
 - ⊚ Indicates City Monument
 - ⊙ Indicates Utility Pole
 - ⊙ Indicates Pole Anchor
 - ⊙ Indicates Septic Vent / Cleanout
 - ⊙ Indicates Manhole

- 1.) The locations of underground utilities shown hereon were compiled from observable surface evidence the actual locations are subject to field excavation.
- 2.) This survey is subject to and all subsurface conditions, improvements, if any, as well as any apparent encroachments within and/or adjacent to the platted parcel.

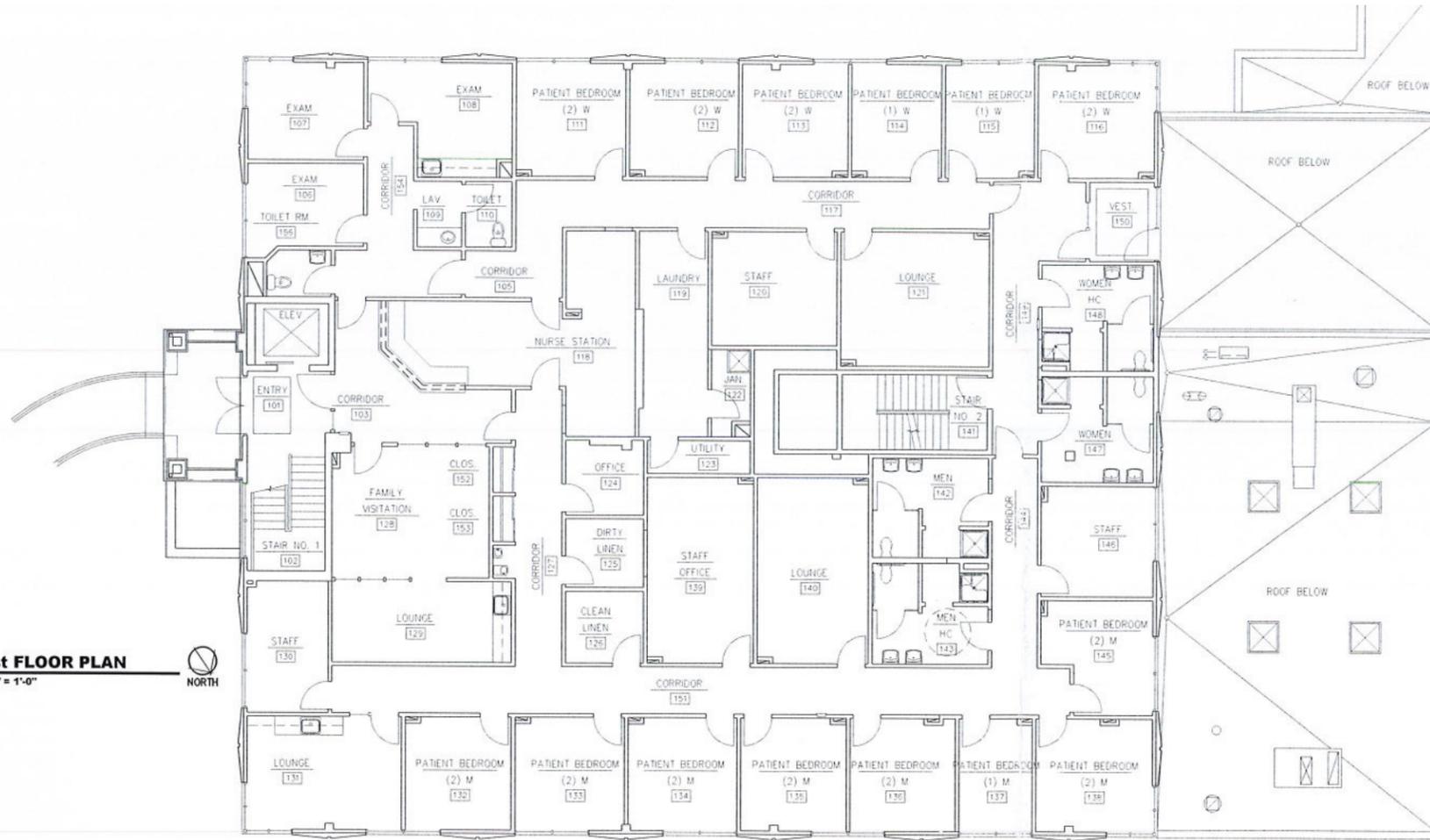


Location: Survey on Lot No. 44, Block No. 283
 Replat of Block No. 44, City of Syracuse
 Map #4798
 Known as No. 847 James Street, City of
 Syracuse, County of Onondaga, State of
 New York.
 Drawn by: JRL Scale: 1"=20' Date: 10-19-18
 Revisions:

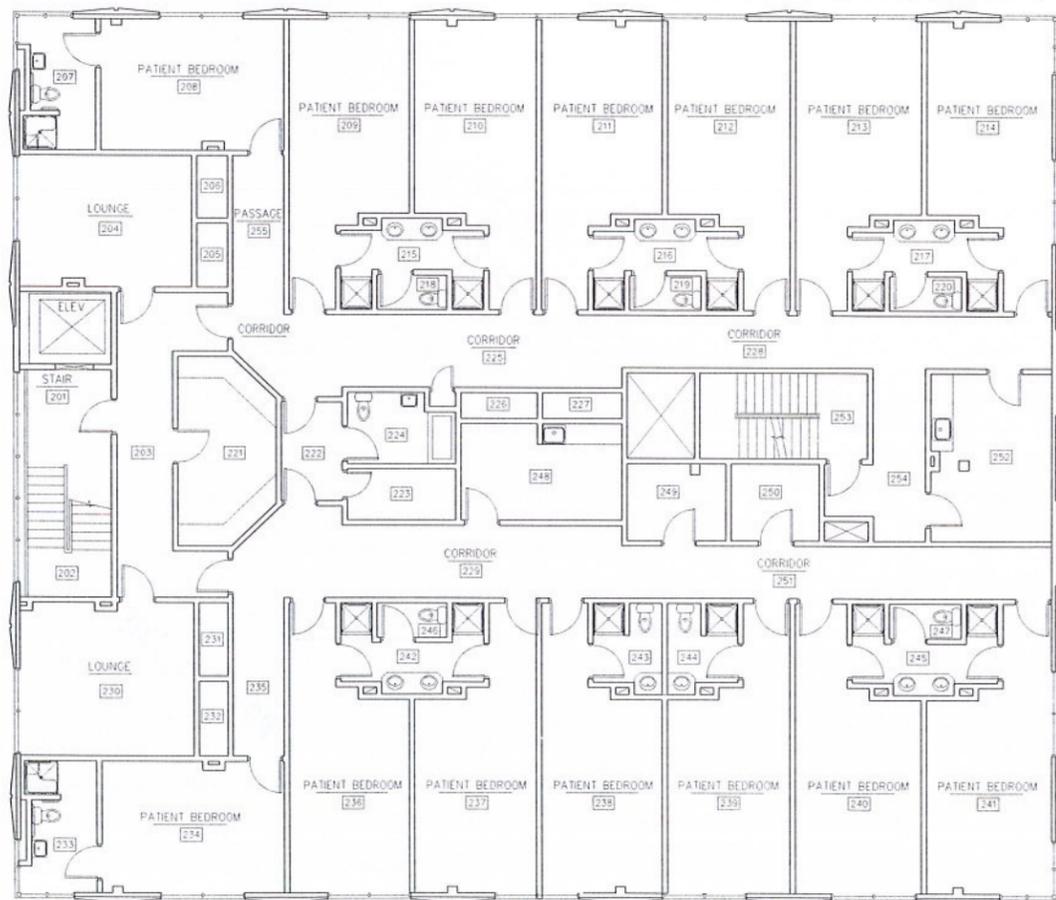
Highland Street

Open - 60' Wide

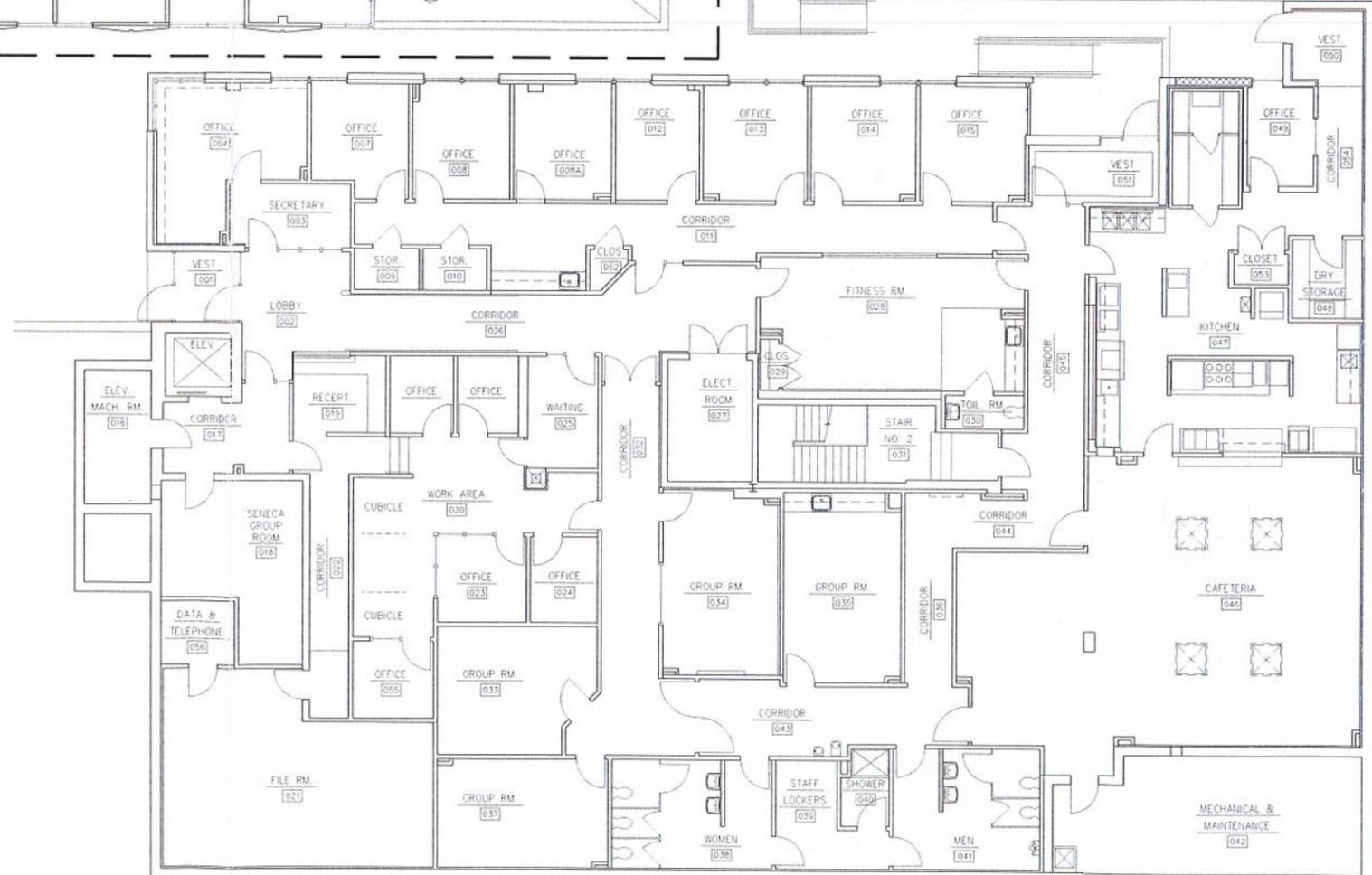
1 1st FLOOR PLAN
1/8" = 1'-0"



2 2nd FLOOR PLAN
1/16" = 1'-0"



G GROUND FLOOR PLAN
1/16" = 1'-0"



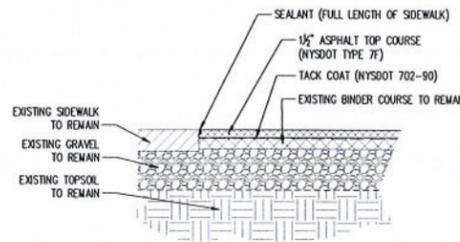
**HELIO HEALTH
INPATIENT TREATMENT PROGRAM**
847 JAMES STREET
SYRACUSE, NY 13203

CONTRACTOR:
THE ARCHITECT SHALL BE RESPONSIBLE FOR THE DESIGN AND SHALL RETAIN ALL COMMON LAW RIGHTS, INCLUDING THE COPYRIGHT.
DRAWING ALTERATION:
IT IS A VIOLATION OF LAW FOR ANY PERSON TO REPRODUCE OR TRANSMIT THIS DOCUMENT IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT. TO THE EXTENT PERMITTED BY LAW, THE ARCHITECT SHALL NOT BE LIABLE FOR ANY SUCH VIOLATION.
A-101

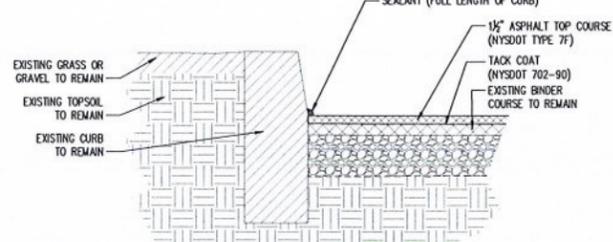
Schopfer Architects LLP
315-474-6501
FAX 315-474-1922
1111 JAMES ST.
SYRACUSE, NY 13203

Drawn by: JMN	Checked by: RJS
Date: 11/5/18	Scale: AS NOTED
Revisions:	
Number:	Date:
By:	
Sheet Title: FLOOR PLANS	
Sheet No: A-101	
Job No: 1716	

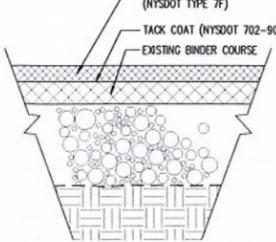
6 ASPHALT DETAIL @ EXISTING SIDEWALK
3/4"=1'-0"



5 ASPHALT DETAIL @ EXISTING CURB
3/4"=1'-0"



4 ASPHALT DETAIL
1-1/2"=1'-0"

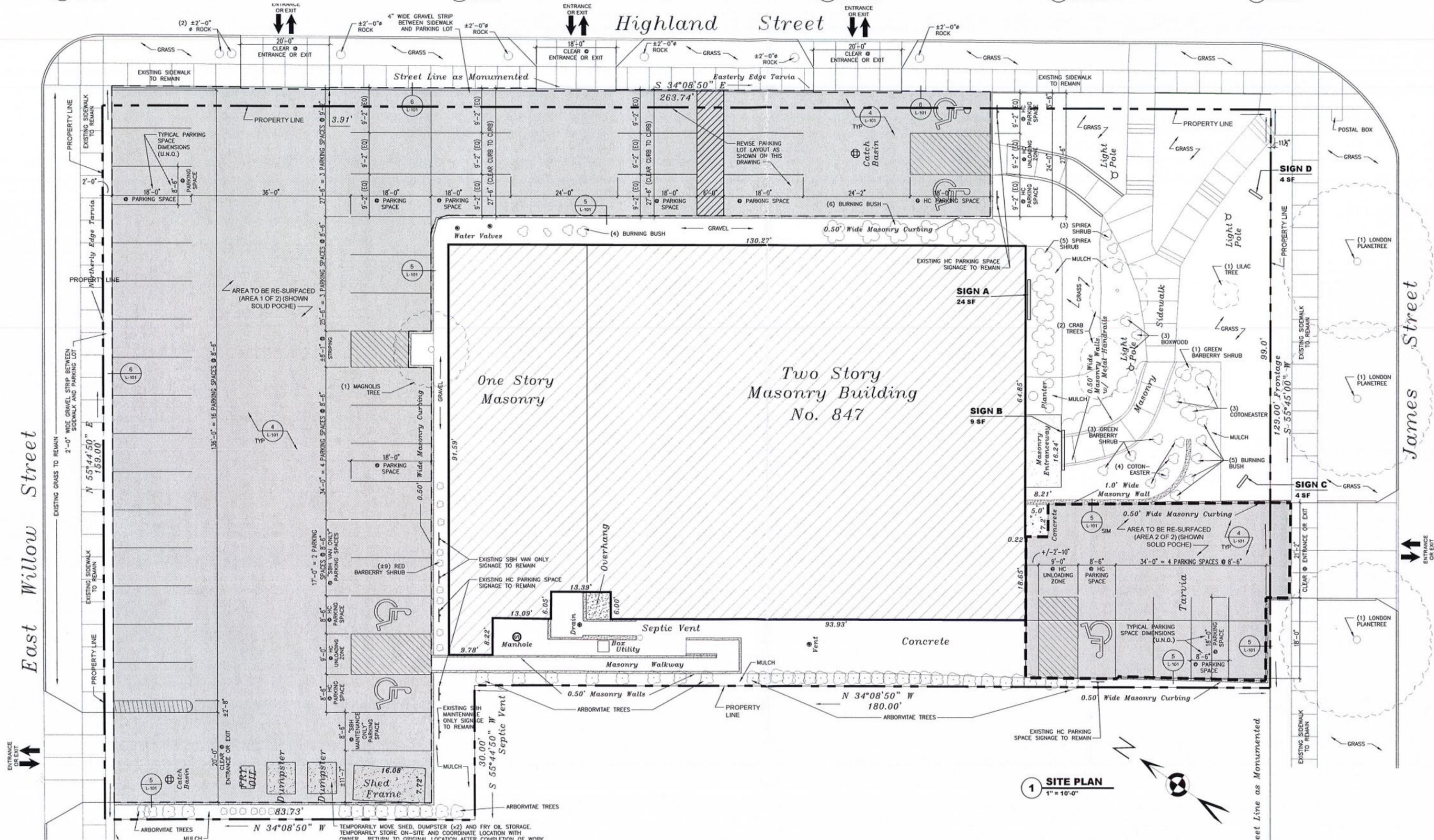


3 PARKING SUMMARY
NO SCALE

- 47 PARKING SPACES TOTAL
 - 39 SPACES AVAILABLE TO PUBLIC
 - 5 HC SPACES
 - 2 "SBH VAN ONLY" SPACES
 - 1 "SBH MAINTENANCE ONLY" SPACE
- MINIMUM PARKING SPACE SIZE
REQUIRED: 8'-6"W x 18'-0"L

2 GENERAL NOTES
NO SCALE

- FIELD PRIOR TO START OF PROJECT RELATED WORK. NOTIFY ARCHITECT OF DISCREPANCIES IN WRITING ASAP.
- THIS DRAWING BASED ON A 11/22/2011 SURVEY BY: R.J. LIGHTON SR - LAND SURVEYING, 886 E. BRIGHTON AVE, SYRACUSE, NY 13205, (315) 492-2493
- REMOVE TOP ASPHALT LAYER DOWN TO BINDER COURSE IN ENTIRE PARKING LOT. EXISTING BINDER COURSE TO REMAIN. EXTENT OF WORK IN TWO LOCATIONS OUTLINED (SHOWN WITH HEAVY DASHED LINE). PROVIDE NEW TACK COAT AND ASPHALT TOP COURSE PER DETAIL 4/C-101. PAINT PARKING SPACES PER SITE PLAN BELOW. MOST PARKING SPACES ARE TO BE APPROX IN SAME LOCATION (U.N.O.).
- ALL STRUCTURES AND PLANTING EXISTING TO REMAIN.



1 SITE PLAN
1"=10'-0"

**HELIO HEALTH
INPATIENT TREATMENT PROGRAM
ASPHALT REPLACEMENT**
847 JAMES STREET
SYRACUSE, NY 13203



ADDRESS:
THE ARCHITECT SHALL BE BOBBED
AND SHALL RETAIN ALL COMMON LAW
STATUTORY RIGHTS INCLUDING THE COPYRIGHT
IN THIS DOCUMENT.
DESIGNED BY:
IT IS A VIOLATION OF LAW FOR ANY
PERSON TO REPRODUCE OR TRANSMIT
THIS DOCUMENT IN ANY MANNER
WITHOUT THE WRITTEN CONSENT
OF THE ARCHITECT. TO
ALTER ANY ITEM ON THIS DOCUMENT
IN ANY MANNER.

Schopfer Architects LLP
1111 JAMES ST.
SYRACUSE, NY 13203
315-474-6501
FAX 315-474-1922

Drawn by: JMN	Checked by: RJS	
Date: 11/5/18	Scale: AS NOTED	
Revisions:		
No.	Date:	By:
1		
2		
3		

Sheet Title:
SITE PLAN
Sheet No:
C-1
Job No:
1716