



CITY OF ONEIDA
Department of Planning &
Development



SITE PLAN MODIFICATION ADDENDUM

City of Oneida – Chapter 190

This addendum is provided to clarify how the Site Plan Requirements Guide applies to site plan modifications.

1. Applicability

The full “Site Plan Requirements Guide” applies to site plan modifications; however, submission materials may be limited to those elements affected by the proposed change, as determined by the City.

2. Required Submission Materials

At a minimum, applicants must provide:

- revised site plan showing all proposed changes
- narrative describing the modification
- updated calculations and supporting plans for affected elements

3. Identification of Changes

Plans must clearly show:

- previously approved conditions
- proposed modifications
- revision dates
- a revision summary describing all changes



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4. When Full Plan Updates May Be Required

The City may require a full site plan submission when modifications involve:

- building expansion or footprint changes
- changes in use or intensity
- parking or circulation changes
- drainage or grading modifications
- utility changes
- impacts to adjacent properties

5. Determination of Review Type

The City will determine whether the modification is:

Minor (Administrative Review)

or

Major (PCZBA Review Required)

6. Compliance with Prior Approval

All modifications must remain consistent with:

- previously approved site plan
- conditions of approval
- applicable provisions of Chapter 190

7. Authority

This addendum is issued pursuant to the City's authority under Chapter 190 to review site plans and ensure continued compliance with zoning and approved development plans.