

**City of Oneida
Planning Commission Zoning Board of Appeals
Special Meeting Agenda
City Hall, 109 N. Main Street – Common Council Chambers
May 13, 2025
6:00 P.M.**

Call to Order

Roll Call

Approval of the Meeting Minutes

Item #1 –Area Variance for 110’ of height, Conditional Use Permit for a Wind Energy Conversion System (WECS) and Site Plan Review located at 0 Brewer Road, PIN# 46-2-42.3, zoned Ag by New Leaf Energy file#2023-008, 009.

Planning: No comments.

Public Hearing- Motion to Close

The Planning might consider acknowledging, the receipt of the letter dated April 10, 2025, submitted by Brandon Smith, a representative of New Leaf Energy, where Mr. Smith formally withdraws the application from consideration.

Item #2 – Area Variance for 11’ from the northern property boundary for the construction of a pool for a property located at 344 Seneca Street, PIN# 38.31-1-76, zoned R-2, by Larry Coulthart file#2025- 004.

Planning: The property is on a corner lot with two road frontages. The property owner must comply with two front yards, and therefore must setback the pool by at least 25’ from Earl Ave. The application notes a 6’ fence is being constructed to encase the backyard and the pool. This is compliant with Oneida City Code 159-4 regarding Fences for outdoor pools.

239 Review- Not required

SEQRA – The PCZBA should consider declaring this action to be a Type II that requires no further review.

Public Hearing- Motion to Open

Public Hearing- Motion to Close

Determination of Area Variance Criteria Form- Chairman reads through the criteria and a board member makes a motion for each question with a reason.

That the application submitted by Larry Coulthart requesting an Area Variance of 11' from the northern property boundary to allow for the placement of a pool, located at 344 Seneca Street, Tax Map Number 38.31-1-76, Zoned R-2 is hereby approved with the following conditions:

1. That the applicant obtain all necessary building permits prior to construction.

Item #3 – Site Plan Modification to amend the completion date for the large-scale solar facility located at Upper Lenox Ave, Tax Map Number 45.-2-2.111, zoned A, by LSE Norma, LLC, file #2025-005.

Discussion with the applicant.

Planning – They are working on finalizing their financing, unsure if they will be able to finalize construction.

239 Review- The Planning Board considered in the June 13, 2023 meeting where a Negative Declaration was made. Therefore no further environmental review is required for the reduced/Amended Application

Having Considered the regulations pursuant to §143, the PCZBA might consider approving the drafted resolution with the following motion:

NOW, THEREFORE, BE IT RESOLVED by the CITY OF ONEIDA'S JOINT ZONING BOARD APPEALS/PLANNING COMMISSION, approves the Site Plan with the following conditions:

1. The completion deadline for construction of the Large-Scale Solar Energy System is hereby extended to **May 13, 2026.**
2. All previously approved site plan conditions, including those related to decommissioning, stormwater management, landscaping, screening, and security, remain in full force and effect.
3. The Applicant shall obtain any updated or renewed permits necessary due to the amended timeline, including but not limited to building permits, if applicable.

Item # 4 – Conditional Use Permit and Site Plan Review for a neighborhood retail services use located at 303 Main Street, PIN# 38.24-2-36, Zoned R-3 by Christine Zakris-Carpenter File # 2025-006.

Discussion with the Applicant.

Planning- The PCZBA must consider the neighborhood retail-use definition when determining whether or not to approve the conditional use permit application per 190-5:

“NEIGHBORHOOD RETAIL SERVICES

A limited retail or service business operating solely from the ground floor of a principal building with a footprint of no more than 2,500 square feet that provides goods and services primarily to its immediate neighborhood. Neighborhood retail establishments shall include grocery stores, personal care services, florists, pharmacies, bakeries and like businesses. Retail operating hours and deliveries will be limited to 6:00 a.m. to 10:00 p.m.”

The Parking requirement for Neighborhood Retail Services use per code is:
“1 for each 300 square feet of floor space devoted to retail or customer use”

The minimum number of required spaces per code is 6-7 parking spaces.

The Parking requirement for a multi-family residential use is:
“1 1/2 for each dwelling unit”

The minimum number of required spaces per code is 1-2 Spaces

239 Review- The 239 Review has been submitted to Madison County the response has not been received at time of packet circulation.

SEQRA – The PCZBA should consider declaring this action to be a Type II that requires no further review pursuant to § 617.5.

Public Hearing- Motion to Open

Public Hearing- Motion to Close

RESOLVED, that the Planning Board does grant such Conditional Use Permit subject to the following conditions:

1. The Applicant shall file the approval with Madison County within 62 days of this approval, as required by applicable regulations.
2. Proof of filing the Conditional Use Permit with the County shall be submitted to the City within 30 days of the filing.

The PCZBA might **consider granting Site Plan Approval with the following conditions:**

1. The applicant shall obtain all required permits and approvals, including building and sign permits, from the Department of Code Enforcement before commencing any construction or signage installation.
2. Any dumpsters, trash, recycling, or other refuse receptacles associated with the development shall be appropriately screened and covered.
3. Construction shall be completed within 1 year from the date of this approval.

Adjourn

**City of Oneida
Planning Commission Zoning Board of Appeals
Meeting Minutes
March 11, 2025**

The regular meeting of the Planning Commission Zoning Board of Appeals was held on Tuesday, March 11, 2025, at 6:00 p.m. in the Common Council Chambers at, City Hall, 109 N. Main St. Oneida, NY.

The meeting was called to order at 6:00 pm by Chairman Perry Tooker.

PRESENT: Perry Tooker
Todd Schaal
Barbara Henderson
Dave Scholl
Kipp Hicks

ABSENT: Pat Thorpe

ALSO PRESENT:

- Rebecca Lennon, PCZBA Secretary/City Assessor
- Brian Burkle, Fire Marshal

RESOLVED, that the Tuesday, January 14, 2025, PCZBA meeting minutes are hereby approved with amendments.

Moved by Kipp Hicks

Seconded by Dave Scholl

Aves: 5

Nays: 0

Item #1 –Conditional Use Permit for a restaurant use, Use Variance for climate-controlled self-service storage facility, and Site Plan Review located at 130 Broad Street, PIN# 30.79-1-16, zoned DC by Alex Schaal and David Stirpe file#2025-002.

Todd Schaal Recused himself and stepped away from the dais.

Both applicants were in attendance.

There was a brief discussion regarding the proposal and the process of conveyance.

Alex Schaal spoke further about the proposed project from the January meeting. Dave Stirpe spoke more regarding the restaurant use. The applicants clarified that no splitting of the property will occur.

Alex Schaal went through the site plan again. Identified the uses. He spoke to the outdoor patio, but there are no plans for the outdoor patio, they were removed. There was a brief discussion about the GML report. There was a discussion about the parking requirements, and that the Planning Board has the authority to vary the requirement. The applicant clarified that they have worked a parking agreement with the post office.

There was a discussion about the hours of operation. The applicant said operations for the restaurant was from 3pm to 10pm, the storage facility would be accessible through a key fob 24/7. There was a question about toxic and flammable items. They would be regulated through the lease agreements. The Fire Marshall asked if there would be any outlets. Alex Schaal clarified that there would only be overhead lighting, no outlets. Is there any concerned with the shared uses? How is separation distinguished. Alex Schaal conveyed that there is a shared wall with no access between the two uses.

The Fire Marshall had a quick conversation about the fire separation and the building materials to get a two hour fire separation. Will there be designated storage unit parking? The applicant stated that they did not anticipate high volume of parking. The applicant stated that a storage facility with 80 units would have 4 visits or less on a national average. They anticipate two or less in a week. The applicant explained that they secured 20 additional spots from the bank. With those spots, they will ultimately be short 3 spots, because of the kitchen, bar and private areas. They anticipate the overall occupancy would be 150 people.

There was a discussion about fire exits and clearing emergency exits during winter. Some doors should not be declared emergency exits, so they don't have to be cleared. There was a discussion about signage and lighting plans. They will replace the existing lighting. Once the signage is ready, they will submit new plans when they are ready to finalize their signage. The applicant explained that there would be significant lighting. No new lighting poles will be added according to the applicant. There is a Knox Box on the building. The applicant explained that they will add a knox box for the restaurant use. They will review further. Two keys in one box are reasonable. There was a discussion about the sign regulations and the sign board. The Fire Marshall clarified that the sign-board is gone .

239 Review-

Conditional Use Permit for the Restaurant: The applicant provided a site plan that includes an outdoor patio seating area. The city does not have zoning regulations to guide outdoor seating. However, it may be useful to find out more about how the applicant plans to set up the patio area, since the building is located on frequently used downtown roads.

The restaurant will have no county-wide impact, and we are sending the application back for local review.

Conditional Use Permit for the Self Service Storage Use: The applicant is requesting site plan approval and the granting of a use variance for an interior storage facility at 130 Broad Street. The restaurant is allowed by conditional use and will be applied for separately. Although this application is only looking at the storage facility, it is imperative that the City looks at both of the uses together and their respective impacts on parking, ingress/egress etc.

The site plan shows exterior building renovations. However, what will the site plan be for the interior of the building to accommodate 70 storage units? What will the size of the units be? The applicant also mentioned that there will be a security system but did not elaborate further as to what that will entail.

Use variances have strict criteria to meet approval, and we wonder if there is a less onerous solution. For example, light industrial parcels are nearby on Farrier Ave. The City's land use schedule allows for a restaurant, and storage facility as conditional uses.

The site plan and use variance will have no county-wide impact, and we are sending the application back for local review.

RESOLVED, that the PCZBA declares Lead Agency and classifies the action as Unlisted.

Moved by Kipp Hicks

Seconded by Barbara Henderson

Ayes: 4

Nays: 0

Motion Carried

The PCZBA discussed and reviewed Part I, Part 2, and Part 3 of the Short EAF, and made a determination.

RESOLVED, that the PCZBA issues a Negative Declaration under SEQRA.

Moved by Kipp Hicks

Seconded by Barbara Henderson

Ayes: 4

Nays: 0

Motion Carried

Public Hearing: Open @ 6:38 pm

Moved by: Kipp Hicks

Seconded by: Barbara Henderson

Aye: 4

Nay: 0

No Comment

Public Hearing: Closed at 6:40 pm

Moved by: Dave Scholl

Seconded by: Barbara Henderson

Aye: 5

Nay: 0

The PCZBA Reviewed the Use Variance Criteria as it applies to self-service storage use. Alex Schaal read through a list of reasons responding to the criteria. Davide Stirpe explained the difficulty in marketing the building. The applicant provided there response to the four Use Variance criteria, which as reviewed and considered by the board. There was a discussion regarding the use variance criteria, and the necessity of giving it a hard look. The board discussed if any neighbor statements have been returned. The applicant explained that there were no returns, but sent the documentation to neighbors via certified mail.

**A RESOLUTION APPROVING USE VARIANCE FOR A SELF SERVICE STORAGE FACILITY
LOCATED AT 130 BROAD STREET, TAX MAP NUMBER 30.79-1-16, ZONED DC BY Alex Schaal,
FILE# 2025-002.**

WHEREAS, the City of Oneida Joint Zoning Board of Appeals/Planning Commission (hereinafter referred to as "the Board") has reviewed the application submitted by Alex Schaal for a Use Variance to allow a Self Service Storage Facility Use located at 130 Broad Street, Tax Map Number 30.79-1-16, zoned DC; and

WHEREAS, at the PCZBA meeting on January 14, 2025, the proposed Use Variance was introduced to the Board; and

WHEREAS, at the PCZBA meeting on March 11, 2025, the City of Oneida's Joint PCZBA declared itself the lead agency for the environmental review of the proposed project pursuant to the State Environmental Quality Review Act (SEQRA), classified the action as unlisted, and issued a negative declaration, determining that the project will not have a significant adverse impact on the environment; and

WHEREAS, a public hearing was held on March 11, 2025, allowing the public to express their opinions and concerns regarding the proposed use variances; and

WHEREAS, the Board determined that no GML 239 Referral was required; and

WHEREAS, in accordance with the resolutions passed by the Board addressing the applicant's satisfaction of the use variance criteria, the Board does hereby conclude that variance relief **cannot** realize a reasonable return, and that the lack of return **is not** substantial as demonstrated by competent financial evidence. The alleged hardship relating to the property in question **is** unique

and **does not** apply to a substantial portion of the district or neighborhood. The requested use variance, if granted, **will not** alter the essential character of the neighborhood; and the alleged hardship **has not** been self-created; and

WHEREAS, the Board does further determine that there be imposed certain conditions upon the approval of the use variances.

NOW, THEREFORE, BE IT RESOLVED by the City of Oneida Joint Zoning Board of Appeals/Planning Commission as follows:

That the application submitted by Alex Schaal for a Use Variance to allow a Self Service Storage Facility located at 130 Broad Street, Tax Map Number 30.79-1-16, zoned DC, is hereby approved, subject to the conditions outlined below:

CONDITIONS:

1. The Applicant will obtain all required permits and approvals, to include a building permit as deemed necessary by the Department of Code Enforcement.
2. The Use Variance for a personal self-storage facility cannot exceed the 59% illustrated in the approved site plan documents consisting of sheets C1; A1; A2 prepared by Mark Domenico Architects, PLLC, dated 1/29/25, located 130 Broad Street, Tax Map Number 30.79-1-16 .
3. Proof of approval of the Use Variance must be filed with the County within 62 days of this approval.
4. The Hours of Operation for the Personal self-storage facility shall be from 12 a.m.to 11:59 p.m. seven days a week.
5. The storage of any hazardous, toxic, and/or flammable material is strictly prohibited.
6. Proof of filing must be submitted to the Director of Planning and Development within 30 days of the filing with the County.
7. That the Director of Planning and Development is hereby authorized to take all necessary administrative actions to implement this approval.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

PASSED AND ADOPTED by the City of Oneida's Joint Zoning Board of Appeals/Planning Commission on this 11th day of March, 2025.

O. Perry Tooker, IV

Chairperson, Joint Zoning Board of Appeals/Planning Commission

Moved by: Kipp Hick

Seconded by: Barbara Henderson

Ayes: 4

Nays: 0

Motion Carried

Resolution Approving A Site Plan For A Storage Facility and Restaurant at 130 Broad Street, the Former Oneida Dispatch Building

WHEREAS, the applicant, Alex Schaal (hereinafter referred to as "the Applicant"), has submitted a site plan review application for a storage facility and restaurant use (hereinafter referred to as "the Project"), located at 130 Broad Street, Oneida, NY, to the City of Oneida (hereinafter referred to as "the City") Joint Zoning Board of Appeals/Planning Commission (hereinafter referred to as "the Planning Board"); and

WHEREAS, the Planning Board has carefully considered the New York State SEQR review, completed on February 11th, 2025, classified the proposed Action as an Unlisted Action and issued a Negative Declaration under SEQR based on the findings that no significant adverse environmental impacts are anticipated ; and

WHEREAS, the GML 239 Referral was determined to not be required;

WHEREAS, the Planning Board finds that the proposed development by the Applicant, is in compliance with the applicable development and zoning regulations and is consistent with the goals and objectives of the City Comprehensive Plan; and

WHEREAS, the Planning Board has determined that the proposed development can be approved with certain conditions to ensure compliance with the site plan review regulations pursuant to §143 and to mitigate potential impacts; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ONEIDA'S JOINT ZONING BOARD OF APPEALS/PLANNING COMMISSION, AS FOLLOWS:

Section 1: Approval of the Site Plan Review Application

Having considered the standards set forth in §143 of the City of Oneida Site Plan Review Regulations, the Planning Board hereby approves the following site plan documents consisting of sheets C1; A1; A2 prepared by Mark Domenico Architects, PLLC, dated XXX; prepared by the applicant, located 130 Broad Street, Tax Map Number 30.79-1-16, zoned DC, by Alex Schaal.

Section 2: Conditions of Approval

1. The applicant shall obtain all required permits and approvals, including building and sign permits, from the Department of Code Enforcement before commencing any construction or signage installation.
2. Any dumpsters, trash, recycling, or other refuse receptacles associated with the development shall be appropriately screened and covered.
3. Construction shall be completed within 1 year from the date of this approval.

BE IT FURTHER RESOLVED that the Planning Board authorizes the City Department of Planning and Development staff to work with the Applicant to ensure compliance with the approved conditions and to review and approve any minor modifications to the site plan that may arise during the implementation of the project.

BE IT FURTHER RESOLVED that the Director of Planning and Development is hereby directed to provide a copy of this resolution to the Applicant, and any other relevant agencies or departments involved in the review and approval process.

PASSED AND ADOPTED this 11th day of March, 2025.

O. Perry Tooker

Chairperson, Planning Board

Moved by: Kipp Hicks

Seconded by: Barbara Henderson

Ayes: 4

Nays: 0

Motion Carried

Item # 2 – Introduction of a Conditional Use Permit and Site Plan Review for a restaurant use located at 137 Lenox Ave, PIN# 30.80-1-17, Zoned DC by Rosalinda Purpura LLC File # 2025-003.

Todd Schaal returns to the dais

The applicant was in attendance.

There was a brief discussion about the documentation that was submitted. There was a discussion regarding the parking. Kipp Hicks argues that the onsite parking and street parking will meet the needs due to most of the business is carry out. The Chairman mentioned that the parking for the existing location was minimal and the business has functioned very well for 7 years.

239 Review: There is no countywide impact and returned for local determination.

Resolved, The PCZBA classified the proposed SEQRA Action as a Type II Action requiring no further action.

Moved by: Barbara Henderson

Seconded by: Todd Schaal

Aye: 5

Nay: 0

Public Hearing: Open @ 7:10 pm

Moved by: Dave Scholl

Seconded by: Todd Schaal

Aye: 5

Nay: 0

Joe Mongro (sp?), he commented that the project would benefit the owner and the city. He commented that the owner was concerned about the rules and regulations before moving forward.

Public Hearing: Closed at 7:12 pm

Moved by: Todd Schaal

Seconded by: Barbara Henderson

Aye: 5

Nay: 0

RESOLUTION CONDITIONAL USE PERMIT FOR 137 AVENUE, CITY OF ONEIDA

WHEREAS, the applicant, Rosalinda Purpura, LLC (hereinafter referred to as "the Applicant"), has submitted a site plan review and conditional use permit application for The Oneida (hereinafter referred to as "the Project"), located at 137 Lenox Avenue, Oneida, NY, which has completed the New York State SEQR (State Environmental Quality Review) at the regularly scheduled City of Oneida (hereinafter referred to as "the City") Joint Zoning Board of Appeals/Planning Commission (hereinafter referred to as "the Planning Board"); and

WHEREAS, the Planning Board has carefully undertaken its environmental review pursuant to the New York State SEQRA, completed on March 11, 2025, wherein it classified the proposed Action as a Type II Action under SEQR having concluded that no further action is required; and

WHEREAS, the Planning Board has reviewed the application, conducted public hearings completed on March 11, 2025, and considered the potential impacts and benefits of the proposed development; and

WHEREAS, the Applications were duly referred to the Madison County Planning Department pursuant to General Municipal Law Section 239 Referral, and which referral was returned for local determination; and

WHEREAS, the Planning Board finds that the proposed development by the Applicant, at 137 Lenox Avenue, Oneida, NY, is in compliance with the applicable zoning regulations and is consistent with the goals and objectives of the City's Comprehensive Plan; and

WHEREAS, the Planning Board has determined that the proposed development can be approved with certain conditions to ensure compliance with the zoning regulations and to mitigate potential impacts; and

WHEREAS, the Planning Board finds that the proposed project is in compliance with the applicable zoning regulations consistent with the considerations outlined in §190-28 of the Oneida City Code and subject to the conditions set forth herein;

NOW, THEREFORE, IT IS HEREBY:

RESOLVED,

having considered the standards set forth in §190-28(C) of the City of Oneida Zoning Regulations, the Planning Board hereby approves the issuance of a Conditional Use Permit to establish a restaurant use, located at 137 Lenox Avenue, Tax Map Number 30.80-1-17, zoned DC, by Rosalinda Purpura LLC; be it further

RESOLVED, that the Planning Board does grant such Conditional Use Permit subject to the following conditions:

1. Construction shall be completed within 1 year from the date of this approval.
2. The Applicant shall file the approval with Madison County within 62 days of this approval, as required by applicable regulations.

3. Proof of filing the Conditional Use Permit with the County shall be submitted to the Director of Planning and Development within 30 days of the filing.
4. Installation of a Knox box.

BE IT FURTHER RESOLVED that the Planning Board authorizes the City Department of Planning and Development staff to work with the Applicant to ensure compliance with the approved conditions and to review and approve any minor modifications to the site plan that may arise during the implementation of the project.

BE IT FURTHER RESOLVED that the Director of Planning and Development is hereby directed to provide a copy of this resolution to the Applicant, and any other relevant agencies or departments involved in the review and approval process.

PASSED AND ADOPTED this 11th day of March, 2025.

O. Perry Tooker, IV
Chairperson, Planning Board

Moved by: Kipp Hicks

Seconded by: Barbara Henderson

Ayes:5

Nays:0

Motion Carried

RESOLVED, that there being no further business to be brought before the PCZBA, the meeting is hereby adjourned.

Moved by Todd Schaal

Seconded by Barbara Henderson

Ayes: 5

Nays: 0

MOTION CARRIED

Adjourn at 7:18 pm

DRAFT



CITY OF ONEIDA
DEPARTMENT OF PLANNING AND DEVELOPMENT



109 North Main Street
Oneida, New York 13421
Tel.: 315-363-7467
Fax: 315-363-2572

RECEIVED

APR 15 2025

APPLICATION FOR AN AREA VARIANCE

The appeal concerns property at the following address:

344 Seneca St. Oneida N.Y.

Zone R2 Ward 3

Tax Map # 38.31-1-76

Applicant:

Name: Larry Coughart

Address: 344 Seneca St.
Oneida N.Y. 13421

Phone: 315-762-8584

FOR OFFICE USE:

Application Number: _____

Date of Public Hearing: _____

Date Received by Planning: _____

Date of Final Action: _____

Action Filing Date: _____

☐ Approved ☐ Denied

Signature: [Signature]

Date: 4/15/25

Email: LCoughart66@gmail.com

If the property on which the Area Variance is being requested is not owned by the applicant, the applicant must submit a statement by the property owner authorizing the applicant to appeal on his/her behalf.

The applicant's appeal from a decision of the Code Enforcement Officer concerns the following:

- ☒ Denial of an Application for a Permit (attach to Application)
- ☐ Denial of an Application for a Certificate of Occupancy (attach to Application)
- ☐ Denial of an Application for a Certificate of Compliance (attach to Application)

Date of Code Enforcement Officer's Decision: 4/14/25

Proposed Activity: Pool & Deck Above Ground

Type and size of variance requested: Set Back Request

Reason for variance: Corner lot Variance < 25 ft.
requesting 14 ft. from prop. line

Describe the character of the neighborhood: Normal

Area Variance Fee: **\$100** Please make a check payable to the City of Oneida

Pool Permit

4/2/25
Ready
for
Review

DATE RECEIVED: 4/2/25

ADDRESS 344 Seneca

Circle info that's missing -----Call date /notes

CE 200

INSURANCE

yes _____

DRAWINGS

yes _____

MATERIAL LIST

yes _____

PROJECT COST

yes

DESCRIPTION OF WORK ETC.

yes _____

Additional notes _____

REVIEW DATE : 4/14/26

CITY OF ONEIDA
CODE ENFORCEMENT DEPARTMENT

BOB BURNETT
Director of Codes

JAMES ACKERMAN
Code Enforcement Officer



109 North Main Street
Oneida, New York 13421

TEL 315-363-8460
FAX: 315-363-9558

jackerman@oneidacityny.gov

Date:

3/31/25

Building permit application

Permit#

Applicants name, address, and phone number:

Larry Coulthart
344 Seneca St
Oneida NY

315-762-8584

Applicant is (check one or more): ☒ Owner () Agent () Contractor () Architect/Engineer () Other

Owner's name, address, phone number:

as above

Contractor's name, address, and phone number:

Cannon Pools + Spas
5216 West Taft Rd. North Syracuse NY

Are wages being paid for performance of work: () Yes ☒ No

If yes, attach worker's compensation and disability benefits form or CE-200 exemption form.

Project address:

344 Seneca St.
Oneida NY

SBL / Parcel #: 38.31-1-76 City Zoning: R2 Current principal use: Residential

Will the work being done constitute a change in the principal use of the premises? () Yes ☒ No

Is this work subject to certain variances granted by the PZBA? () Yes ☒ No If yes attach to application.

Is this permit issued subject to a conditional use permit issued by the PZBA? () Yes ☒ No If yes attach to application.

Water supply: ☒ Municipal water supply () New well () Existing well

Wastewater: ☒ Municipal sewer () Septic system (if applicable, attach Health Department approval)

Flood plain: This Site () is ☒ is not within a flood plain.

Wetland: This Site () is ☒ is not in a designated wetland.

Oneida Codes Department
109 N. Main St.
Oneida NY 13421

City of Oneida

Building permit application

Permit # _____

Nature of work -- check all that apply: ☒ Residential ☐ Commercial
☐ New building ☐ Addition ☐ Alteration ☐ Change of use ☐ Demolition
☒ Pool ☒ Misc. (describe): Deck
☐ Residential electric only ☐ Residential plumbing repair only ☐ Commercial plumbing repair only
☐ Certificate of Occupancy ☐ Certificate of Compliance

Please give a brief description of work to be performed:

Intall new Above ground Pool 15'x30' Oval
New Deck Around Pool 32'x16'

Estimated cost of project: \$ 20,000

NYS Occupancy classification:

NYS Construction type:

Sprinkler system: ☐ Yes ☒ No

Office Use Only

Permit cost calculations Minimum permit fee: \$25.

Residential electric only (\$25)	\$	_____
Residential plumbing repair only (\$50)	\$	_____
Commercial plumbing repair only (\$150)	\$	_____
Construction: sqft- <u>353.25</u> x <u>.20</u> - <u>pool</u>	\$	<u>70.65</u>
Construction: sqft- <u>512 ft</u> x <u>.30</u> <u>deck</u>	\$	<u>153.60</u>
Certificate of Occupancy/Compliance:	\$	<u>25.00</u>
NYS Truss fee (\$50)	\$	_____
Sewer permit (\$100)	\$	_____
Misc. _____	\$	_____
Misc. _____	\$	_____

Make checks payable to : City of Oneida

Total \$ 249.25

City of Oneida
Building permit inspection schedule

Oneida Codes Department
109 N. Main St.
Oneida NY 13421
Permit #

Date: _____ Permit Number: _____ Expiration Date: _____

Issued to: Cannon Pool & Spas

Permitting: Install 15x30 oval pool (above gr.)
and 32'x16' Deck

At: 344 Seneca -

Notes/Special Instructions:

DO NOT PROCEED PAST THESE POINTS UNTIL INSPECTED BY CITY INSPECTOR

Pre-site visit	Initial	Date	Plumbing rough in	Initial	Date
Footing prep pre-pour			Plumbing final		
Foundation/post pre-backfill			HVAC rough in		
Slab prep pre-pour			HVAC final		
Framing			Fire safety		
Trusses			Energy compliance		
Truss symbol			Air sealing Blower door test		
Electric Rough in			Duct sealing Pressure test		
Electric final					
3 rd party inspection reports					
Special inspections			Final inspection		

Permission is hereby granted to proceed with the work as set forth in the approved plans and specs on file in the City of Oneida Codes Office. **No changes** are to be made without prior approval from the Codes Department and an amendment to the original approved plans.



Code Enforcement Officer

CITY OF ONEIDA
OFFICE OF CODE ENFORCEMENT

BOB BURNETT
Director of Codes

JAY ACKERMAN
Code Enforcement Officer



109 North Main Street
Oneida, New York 13421
Tel.: (315) 363-8460
Fax: (315) 363-9558
JAckerman@oneidacity.com

BUILDING PERMIT WORK DESCRIPTION

PROPERTY ADDRESS 344 Seneca St. Oneida NY
OWNER/CONTRACTOR Larry Coulthart / Cannon Pools & Spas
EXPLAIN WORK BEING DONE Install 15' x 30' Above ground Pool + New 32' x 16' Deck
FOOTING SIZE _____
FOUNDATION _____
FLOOR FRAMING 2x10 pressure treated lumber
WALL FRAMING _____
CEILING/ROOF FRAMING _____
WALL SHEATHING _____
ROOF SHEATHING _____
INSULATION: FOUNDATION _____ FLOOR _____ WALL _____ CEILING _____
OF WINDOWS _____ SIZE _____ HEADER _____
OF DOORS _____ SIZE _____ HEADER _____
ROOF FINISH _____
EXTERIOR FINISH _____
TRIM FINISH _____
ELECTRICAL 3-20 amp Circuits CONTRACTOR _____
PLUMBING _____

Site Plan Drawing»

*See sample for instructions

See Attached

Please include:

- North arrow and scale
- Lot lines
- Existing and proposed buildings, dimensions and distances from lot lines
- Existing and proposed driveways and parking areas
- Existing and proposed roads
- Wetlands and buffer area
- Streams and flood plains
- Steep (unbuildable) slopes
- Existing and proposed water supply and sewage disposal facilities

Additional drawings may be attached if needed.



4852 State Route 365, Oneida, NY 13421
Phone (315) 361-1108 • Fax (315) 361-1367
www.cannonpools.com

PROPOSAL

August 3rd, 2024

To: Larry & Traci Coulthart
344 Seneca St.
Oneida, NY 13421
(315) 762-8584
Lcoultha66@gmail.com

Description: Supply & install a 15' x 30' x 54" Oval Above-Ground Swimming Pool
Heavy Duty All Print Unibead 25-gauge liner.
Resin Ladder (choice of A-Frame or Deck to pool)
Wide-track Automatic Surface Skimmer
Filtration System (choice of Cartridge or Sand)
Leaf Net/Test Kit
Starter Chemicals/Thermometer
Manual Vacuum System (Head, Hose, Pole)
Backwash Hose
Winter Cover
Solar Blanket
Pool Alarm
Liner Saver & Cove Installed
Complete Operational Training (done at the Cannon East Store)

Pool as above: \$14,440

Pandora (all resin pool/salt friendly)

*all prices subject to local sales tax

Additional Options:

Smart Step w/mat (in lieu of ladder)	\$250
Biltmore Step w/mat (in lieu of ladder)	\$325
Space Saver Step w/mat (in lieu of ladder)	\$475
Natural or LP Gas Htr w/concrete slab	\$2,899
Heat Pump w/concrete slab & flow-switch	\$3,999
Autopilot Chlorsync w/salt	\$2,000 (only avail. w/ Pandora model)
Pool Sync wifi control	\$200

All of these pool accessories are "top-shelf" and you could not pay us more to upgrade any of them.
This does not include electrical connections, water to fill pool, permit, fence, or lawn restoration.
This assumes normal ground conditions & site to be within 12" of grade & can be dug w/std. equip.

Guaranteed Outside Costs:

-Water to fill pool (use city/town/village water when available)

Experience. The Cannon Difference.

Designed by:
Drawn by: J. Arghia
Reviewed by: E. Snyder
Date: July 9, 1999

City of Oneida
Building permit application

Oneida Codes Department
109 N. Main Street
Oneida NY 13421

Permit#: _____

PLEASE READ THOROUGHLY BEFORE SIGNING APPLICATION

No construction is to commence without first obtaining the appropriate building permit(s).

Prior to any excavating contact Dig Safely New York 800-962-7962 or www.digsafelyny.com

I understand that NYS Department of Labor Industrial Code Rule requires an asbestos survey and proper abatement (if applicable) prior to commencement of work.

No changes or alterations to the approved submitted plans shall be made without prior approval from the City of Oneida Codes Department.

The returned set of stamped approved plans/drawings shall be kept on the construction site for use by City Official(s).

All permits must be prominently displayed to be seen from the street.

I understand that all permits will come with a schedule of inspections. **Do not** cover any work that needs to be inspected without a sign off from the Inspecting City Official(s). **Uninspected portions of the project shall be uncovered so Official(s) can perform the necessary inspection.** There may be inspections from different departments of the city with various Inspectors please plan accordingly to avoid unnecessary delays.

I understand that by signing this application I give authority to City Inspectors to enter premises by appointment to inspect the property in performance of their official duties. A minimum of at least **24-48 hours** is required to get on the schedule for inspections, we will do our best to accommodate calls for inspections but cannot guarantee a time without prior notice.

All submissions shall comply with NYS Building Codes and Energy Conservation Codes.

No building, structure, addition, or any portion of, that is subject to a building permit shall not be occupied without a certificate of occupancy or certificate of compliance.

If Construction has not started Building Permits will expire in 6 months / Demo Permits will expire in 3 months

Declaration: I declare that the statements made in this application (including information on the accompanying documents and plans) have been examined by me and, to the best of my knowledge and belief, are true and correct. By signing this application, I acknowledge that I understand and agree to the terms of this application.

PERMIT APPLICANT: _____ DATE: 3/31/25
(Circle: Property owner, Manager, Agent/Representative, Contractor)

Approved _____
Disapproved _____
Code Enforcement Officer _____ DATE: 4/14/25

Reason for Disapproval City code 190-13 A 2 side or rear yard only

Earl Avenue

CITY

Area
Area: 0 Square Feet
Perimeter: 121.9 Feet

344 SENECA ST

Area
Area: 8.9 Square Feet
Perimeter: 149.5 Feet

348 SENECA ST

CITY OF ONEIDA

APPROVED ELECTRICAL INSPECTION AGENCIES

The Inspector, LLC Camden NY

Timothy Willsey - Direct Line: (315) 247-9162

Steve Glessing - Cell: (315) 240-1575

Robert Mutton - Direct Line: (315) 271-7206

Dave Moore - Direct Line: (315) 523-2696

ATLANTIC-INLAND, INC. (NEW YORK)

Michael Miers (315) 843-5155 – (315)723-0684

Rick Kersey (315) 532-0110

MAIN OFFICE: 997 McLean Rd. Cortland, NY 13045 607-753-7118

COMMONWEALTH ELECTRICAL INSPECTION SERVICE, INC

Brian Fenner- North Syracuse 315-440-4070

Dick McCarthy. Rome NY 315-534-0077

Keith Townsend Rome NY 315-337-2098

Central New York Electrical Inspection Service LLC.

Larry Kinney Bridgeport NY 315-633-0027

Upstate Electrical Inspection Agency N. Syracuse, NY 13212

Scott Bellows (315) 949-4400

Aaron Bellows (315) 960-2654

Jerry Bellows (315)-420-1396

Michael Bellows (315)-420-1395



**Workers'
Compensation
Board**

CERTIFICATE OF NYS WORKERS' COMPENSATION INSURANCE COVERAGE

1a. Legal Name & Address of Insured (use street address only) Cannon Recreation Corp. 5210 W. Taft Rd. N Syracuse, NY 13212 <i>Work Location of Insured (Only required if coverage is specifically limited to certain locations in New York State, i.e., a Wrap-Up Policy)</i>	1b. Business Telephone Number of Insured 315-458-3150 1c. NYS Unemployment Insurance Employer Registration Number of Insured 1d. Federal Employer Identification Number of Insured or Social Security Number 161143925
2. Name and Address of Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder) City of Oneida 109 North Main St Oneida, NY 13421	3a. Name of Insurance Carrier Continental Casualty Co 3b. Policy Number of Entity Listed in Box "1a" WC6020513870 3c. Policy effective period 11/01/2024 to 11/01/2025 3d. The Proprietor, Partners or Executive Officers are <input checked="" type="checkbox"/> included. (Only check box if all partners/officers included) <input type="checkbox"/> all excluded or certain partners/officers excluded.

This certifies that the insurance carrier indicated above in box "3" insures the business referenced above in box "1a" for workers' compensation under the New York State Workers' Compensation Law. **(To use this form, New York (NY) must be listed under Item 3A on the INFORMATION PAGE of the workers' compensation insurance policy).** The Insurance Carrier or its licensed agent will send this Certificate of Insurance to the entity listed above as the certificate holder in box "2".

Will the carrier notify the certificate holder within 10 days of a policy being cancelled for non-payment of premium or within 30 days if cancelled for any other reason or if the insured is otherwise eliminated from the coverage indicated on this certificate prior to the end of the policy effective period? ☐ YES ☒ NO


This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This certificate may be used as evidence of a Workers' Compensation contract of insurance only while the underlying policy is in effect.

Please Note: Upon cancellation of the workers' compensation policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Workers' Compensation Coverage or other authorized proof that the business is complying with the mandatory coverage requirements of the New York State Workers' Compensation Law.

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has the coverage as depicted on this form.

Approved by: Pierre Morissau
(Print name of authorized representative or licensed agent of insurance carrier)

Approved by:  1/16/2025
(Date)

Title: Chief Executive Officer

Telephone Number of authorized representative or licensed agent of insurance carrier: 680-207-6402

Please Note: Only insurance carriers and their licensed agents are authorized to issue Form C-105.2. Insurance brokers are NOT authorized to issue it.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/16/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER OneGroup NY, Inc. 706 N. Clinton Street Syracuse NY 13204		CONTACT NAME: Kristi LaFave, CISRElite PCIA PHONE (A/C, No, Ext): 680-207-6402 FAX (A/C, No): E-MAIL: klafave@onegroup.com ADDRESS: klafave@onegroup.com	
INSURED Cannon Recreation Corp. 5210 W. Taft Rd. N Syracuse NY 13212		INSURER(S) AFFORDING COVERAGE INSURER A: Continental Insurance Company INSURER B: Continental Casualty Co INSURER C: STANDARD SECURITY LIFE INSURANCE CO OF INSURER D: INSURER E: INSURER F:	
		NAIC # 35289 20443 69078	

COVERAGES

CERTIFICATE NUMBER: 304547373

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		6020513867	11/1/2024	11/1/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		6043562090	11/1/2024	11/1/2025	EACH OCCURRENCE \$2,000,000 AGGREGATE \$2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	WC6020513870	11/1/2024	11/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	New York State Disability		R14885-000	1/1/2025	1/1/2026	Statutory

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**City of Oneida
109 North Main St
Oneida NY 13421

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

AGENCY CUSTOMER ID: CANPO1

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY OneGroup NY, Inc.		NAMED INSURED Cannon Recreation Corp.	
POLICY NUMBER		5210 W Taft Rd	
CARRIER	NAIC CODE	N Syracuse, NY 13212	
		EFFECTIVE DATE	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM.

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY

Coverage applies per the following form(s):

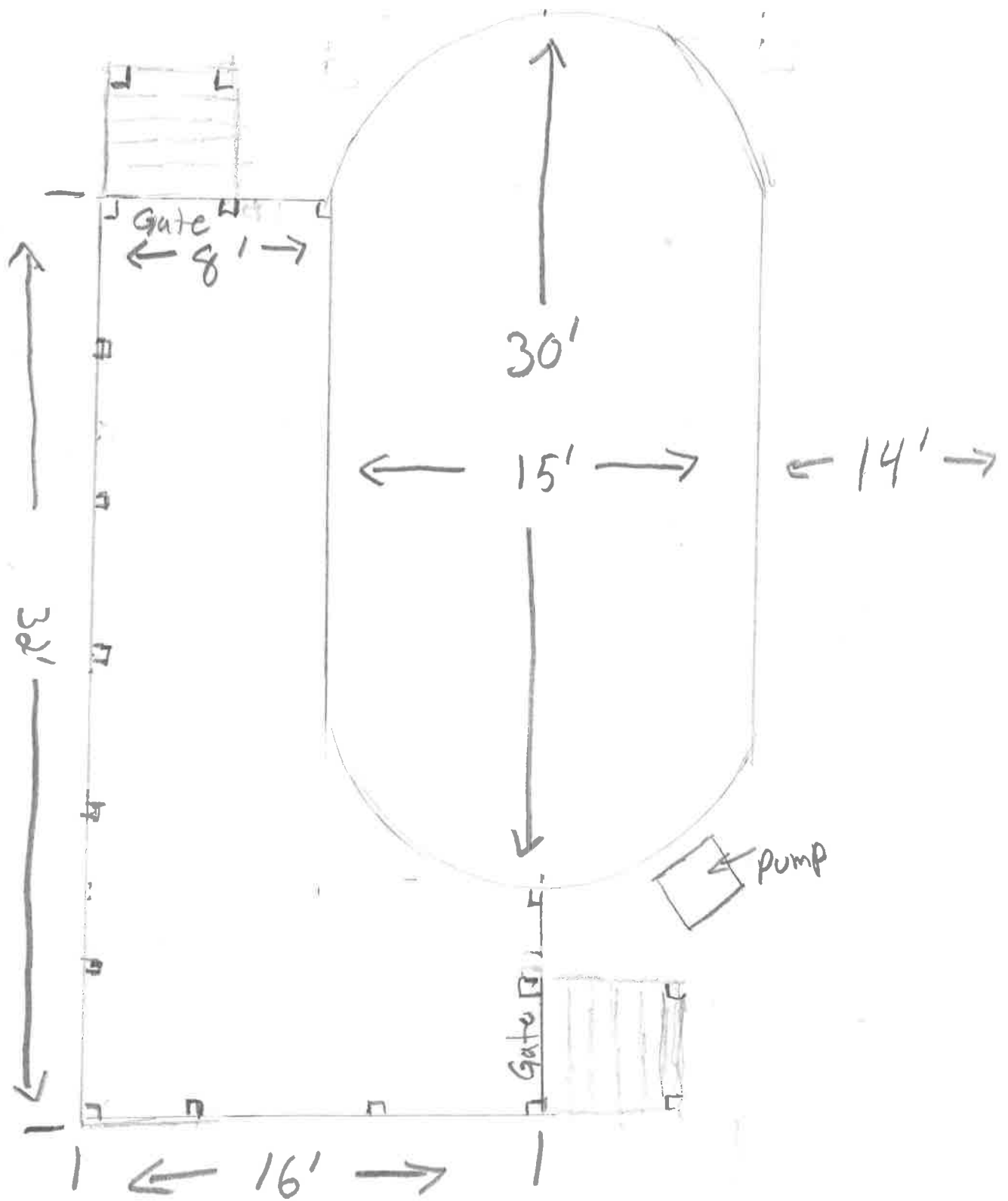
General Liability:

G-134802-C (11/04) - Noncontractor's Additional Insured Endorsement

G-18652-JNY (07/12) - Contractor's General Liability Extension Endorsement - New York

Umbrella:

CNA75504XX (03-2015) Paramount Excess and Umbrella Liability Policy





Workers Compensation Board - Approved/Issued

1 message

New York Business Express <noreply.businessexpress@mailag.cx.usg.oraclecloud.com>

Sun, Apr 6, 2025 at 11:42 AM

To: lcoultha66@gmail.com

Dear Lawrence Coulthart,
Thank you for doing business in New York.

Congratulations! Your CE-200, Certificate of Attestation of Exemption from Workers' Compensation and/or Disability and Paid Family Leave Benefits Insurance, has been approved. Please click on the link to access the certificate. If your exemption was requested for a government agency whose application is not submitted through NYBE you will need to print, sign, date and submit the document to the permit/license issuing agency.

Entity Name: Lawrence K COULTHART

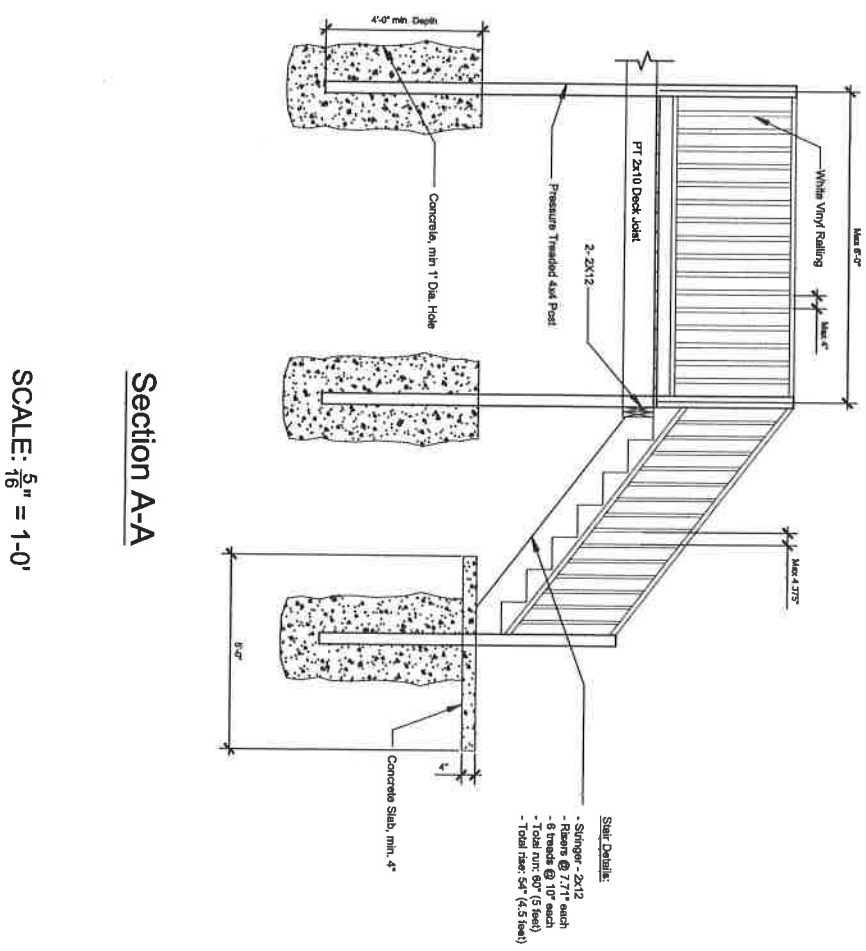
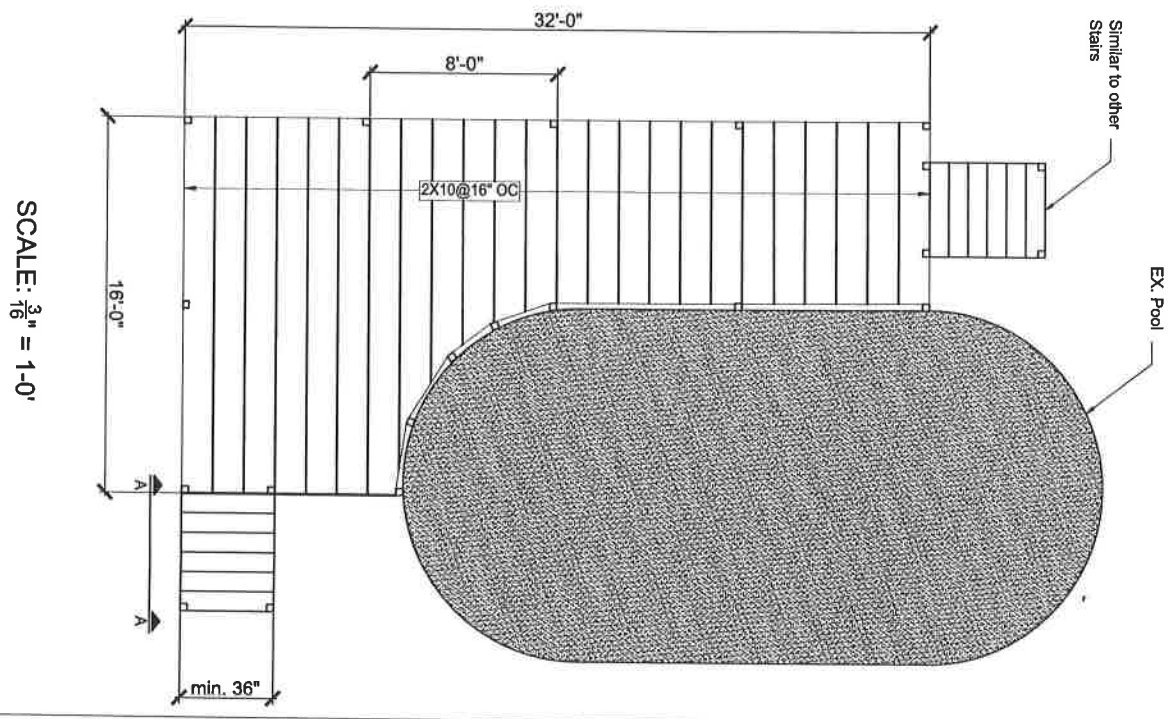
Application ID: WCBCE200-2025-024117

You can always visit the **Recent Activity** section of your dashboard to check the status of your application(s) and to view or print your application(s)/certificate(s).

Thank you for using the New York Business Express portal.



** This is an automatically generated email. Do not reply to this email. You will not receive a response. **



LARRY COULTHART

344 SENECA ST.
ONEIDA, NY A3421

Project

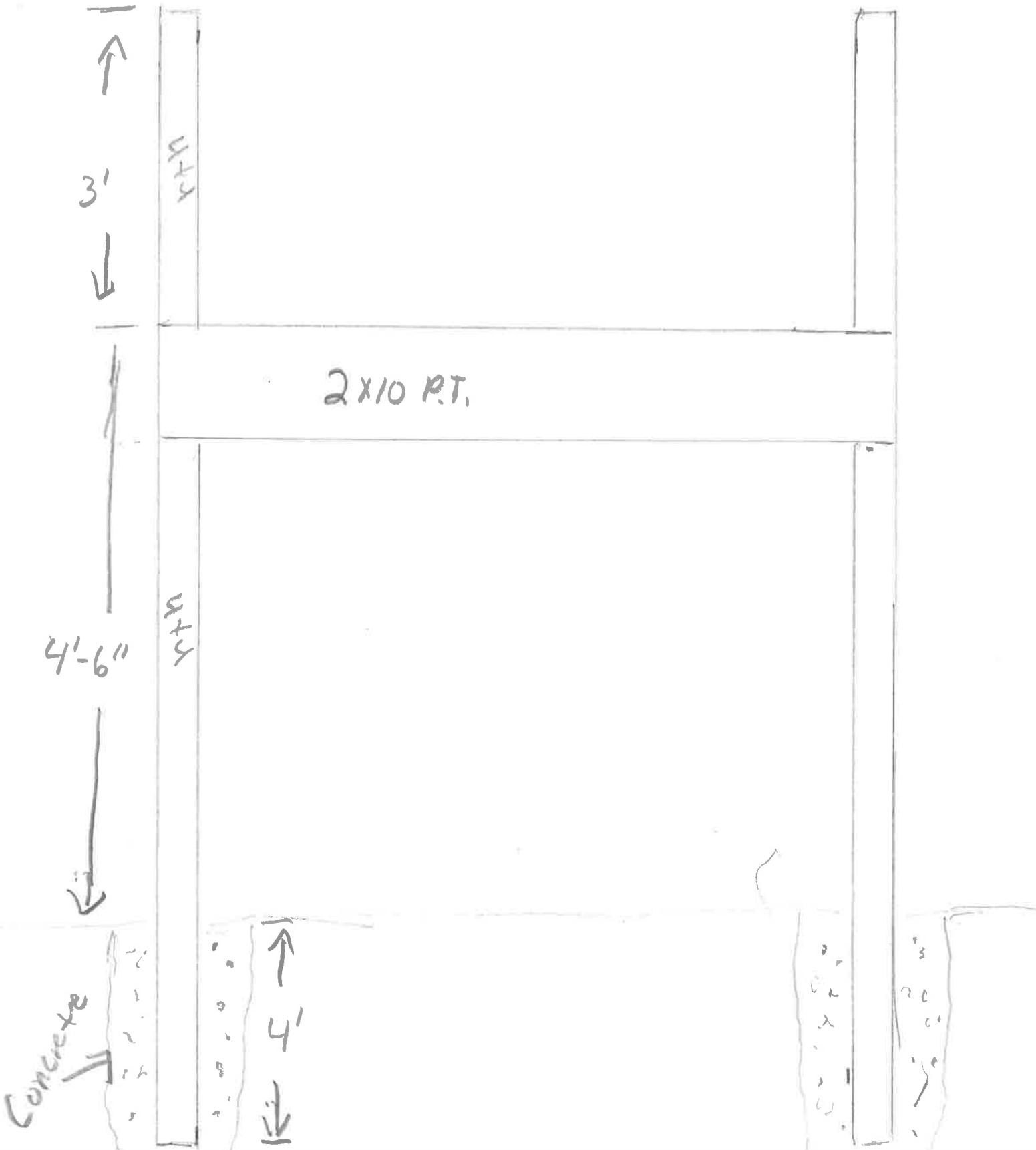
NEW PORCH

DATE: 4/9/25

SCALE:

A - 1

1 OF 1



Materials For Deck

- 24 - 2x10x8' P.T.
- 20 - 2x10x16' P.T.
- 12 - 4x4x10' P.T.
- 10 - 4x4x8' P.T.
- 6 - 2x12x8' P.T.
- 20 Bags Concrete mix
- 60 - 5/4x6x16' Decking
- 10 - 6' Composite Railing
- 14 - 4x4 Composite Stairs
- 4 - Composite Stair Rail

CONNECTEXPLORER



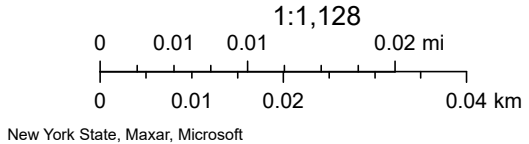
map: Auto (Mosaic) Mar 2024 - May 2024 03/30/2024 - 05/02/2024

344 Seneca Street



April 15, 2025

- Address Points
- 2024 Tax Parcels
- Roads



A RESOLUTION APPROVING AN AREA VARIANCE FOR 11' FROM THE NORTHERN PROPERTY BOUNDARY FOR THE CONSTRUCTION OF A POOL LOCATED AT 344 SENECA STREET, TAX MAP NUMBER 38.31-1-76, ZONED R-2, BY LARRY COULTHART, FILE# 2025-004.

WHEREAS, the City of Oneida Joint Zoning Board of Appeals/Planning Commission (hereinafter referred to as "the Board") has reviewed the application submitted by Larry Coulthart for the property located at 344 Seneca Street, Tax Map Number 38.31-1-76, zoned R-2; and

WHEREAS, the subject property is a corner lot and must comply with two front yard setbacks, requiring a 25' setback from Earl Ave per zoning requirements; and

WHEREAS, the applicant has requested an 11' area variance from the northern property boundary to construct a pool; and

WHEREAS, the application includes the installation of a 6' fence to enclose the backyard and the pool, which complies with City Code §159-4 regarding fences for outdoor pools; and

WHEREAS, the State Environmental Quality Review (SEQR) process was completed, and the Board classified the action as a Type II action requiring no further review pursuant to §617.5; and

WHEREAS, a public hearing was held on May 13, 2025, allowing the public to express their opinions and concerns regarding the proposed area variance; and

WHEREAS, the Board determined that no GML 239 Referral was required; and

WHEREAS, in accordance with the resolutions passed by the Board addressing the applicant's satisfaction of the area variance criteria, the Board does hereby conclude that variance relief **will not** produce an undesirable change in the character of the neighborhood and **will not** be a detriment to nearby properties. Variance relief **will not** have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district. Neighbors **did not** express any opposition to the variance. The variance sought **is not** determined to be substantial. There **is no** feasible method to achieve the benefit the applicant wishes to obtain, other than a variance. The benefit to the applicant does outweigh any detriment to the neighborhood or community because of granting the variance relief as documented in the Area Variance Checklist in Attachment A; and

WHEREAS, the Board does further determine that the following conditions be imposed upon approval of the area variance:

NOW, THEREFORE, BE IT RESOLVED by the City of Oneida Joint Zoning Board of Appeals/Planning Commission as follows:

That the application submitted by Larry Coulthart requesting an Area Variance of 11' from the northern property boundary to allow for the placement of a pool, located at 344 Seneca Street, Tax Map Number 38.31-1-76, Zoned R-2 is hereby approved with the following conditions:

1. That the applicant obtain all necessary building permits prior to construction.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

PASSED AND ADOPTED by the City of Oneida's Joint Zoning Board of Appeals/Planning Commission on this [insert date of adoption].

O. Perry Tooker IV

Chairperson, Joint Zoning Board of Appeals/Planning Commission

Moved by:

Seconded by:

Ayes:

Nays:

Motion Carried/Denied

CITY OF ONEIDA
DEPARTMENT OF PLANNING AND DEVELOPMENT



109 North Main Street
Oneida, New York 13421
Tel.: 315-363-7467
Fax: 315-363-2572

COMBINED PLANNING COMMISSION ZONING BOARD OF APPEALS
COVER SHEET

Fee Schedule (please make checks payable to City of Oneida)

<input type="checkbox"/> Site Plan Review– 1,000 sq ft or less	\$100
<input type="checkbox"/> Site Plan Review– 1,001 to 5,000 sq ft	\$150
<input type="checkbox"/> Site Plan Review– 5,001 to 10,000 sq ft	\$350
<input type="checkbox"/> Site Plan Review– 10,001 sq ft or larger	\$1,100
<input type="checkbox"/> Conditional Use Permit	\$150
<input checked="" type="checkbox"/> Site Plan Modification	\$100
<input type="checkbox"/> Area Variance	\$100
<input type="checkbox"/> Use Variance	\$200
<input type="checkbox"/> Zoning Amendment	\$200

FOR OFFICE USE:

Application Number: _____
Date of Fee Collection: _____
Date of Public Hearing: _____
Date Received by Planning: _____
Date of Final Action: _____
Action Filing Date: _____

Location of property Upper Lennox Avenue, Oneida, NY 13421

Zone A Ward 2 Tax Map # 45.-2-2.111

Property Owner (If Different):

Address: 18 North Main St, 2nd Floor
City/State/Zip Code: West Hartford, CT 06107
Phone: 203-626-2330
Email: jmacel@lodestarenergy.com

Applicant:

Address: 18 North Main St, 2nd Floor
City/State/Zip Code: West Hartford, CT 06107
Phone: 203-626-2330
Email: jmacel@lodestarenergy.com

DocuSigned by:
Jeffrey J. Macel
4/24/2025
Signature of Owner Date

DocuSigned by:
Jeffrey J. Macel
4/24/2025
Signature of Applicant Date

Jeffrey Macel - South Court Street Holdings LLC
Print Name of Owner

Jeffrey Macel - LSE Norma LLC
Print Applicant Name

Description of Proposal (Attach additional pages if necessary):

LSE Norma LLC is requesting to extend the Site Plan approval granted to the project on November 22, 2024 for an additional year.

Explain why your proposal is in harmony with the character of the area, and will not have a negative impact on other persons or properties in the area (attach additional pages if necessary):
The project plans to begin construction this year, and best efforts have been made to progress the project to be construction ready. National Grid requires an additional 8 months to complete their upgrades.

Date Modified 4/19/2023

CITY OF ONEIDA
DEPARTMENT OF PLANNING AND DEVELOPMENT



109 North Main Street
Oneida, New York 13421
Tel.: 315-363-7467
Fax: 315-363-2572

**APPLICATION FOR SITE PLAN
MODIFICATION**

Name of Proposed Development:

LSE Norma LLC - South Court Street Solar

Location of Site:

Upper Lennox Avenue, Oneida, NY 13421

Tax Map Number: 45.-2-2.111

Current Zoning Classification: A

Ward: 2

FOR OFFICE USE:

Application Number: _____

Date of Public Hearing: _____

Date Received by Planning: _____

Date of Final Action _____

Action Filing Date _____

☐ Approved ☐ Denied

Applicant:

Name: Jeffrey Macel - LSE Norma LLC

Address: 18 North Main St, 2nd Floor
West Hartford, CT 06107

Phone: 203-626-2330

Email: jmacel@lodestarenergy.com

DocuSigned by:

Jeffrey J. Macel

4/24/2025

Signature of the Applicant

Date

Plans Prepared By:

Name: Nicholas Vamvas - Labella Associates

Address: 300 State Street, Suite 201
Rochester, NY 14614

Phone: 518-542-7457

Email: nvamvas@labellapc.com

Owner (if different):

Name: Jeffrey Macel - South Court Street Holdings LLC

Address: 18 North Main St, 2nd Floor
West Hartford, CT 06107

Phone: 203-626-2330

Date of Site Plan Approval: November 22, 2024

DocuSigned by:

Jeffrey J. Macel

4/24/2025

Signature of the Owner

Date

Modification Requested:

We respectfully request an extension of the site plan approval for our community solar project due to ongoing delays associated with utility coordination and right-of-way acquisition. We are nearly finished completing the process with National Grid to finalize the power line easement.

National Grid requires 8 months to complete their power line upgrades after the easement is finalized, so we are requesting an extension to account for National Grid to mechanically complete their upgrades.

Site Plan Mod Fee: \$100 Please make a check payable to the City of Oneida

Date Modified 4/19/23

Page 1 of 3

City, County, State, and Federal Permits Needed (list type and department/agency):

Site Plan Approval - City of Oneida Joint Zoning Board of Appeals/Planning Commission, SEQR Negative Declaration -
NYSDEC, Driveway Permit - Village of Wampsville Planning Board, Madison County 239M-referral
Highway Work Permit - Madison County DPW, GP-0-20-001 - NYSDEC, OPRHP Consultation

Total Site Area (Square feet or acres): 21 acres

Anticipated Construction Time: 8 months

Will Development be Staged? Yes

Current Condition of Site (buildings, vacant, etc.):

Vacant Farmland

Current Land Use of Site (agricultural, commercial, undeveloped, etc.): agricultural

Estimated Cost of Proposed Improvements: \$ 4,780,625.00

Anticipated Increase in Residents, Employees, Customers/clients, etc.: 1

Describe proposed use, including primary and secondary uses, ground floor area, height, and the number of stories per building. For residential structures, include a number of dwelling units by size (# bdrms), and number of parking spaces. For non-residential structures, include total floor area and total sales area, number of parking spaces. Use a separate sheet if needed.

LSE Norma LLC (the "Applicant"), is seeking an extension of the Site Plan approval granted to the project on November 22, 2024 to develop a 4644 kWdc ground-mounted, single-axis tracker community solar PV project on a combined 94-acres at Upper Lenox Ave., City of Oneida, Madison Co., NY.

The project site is bisected by the municipal boundary between the Village of Wampsville and the City of Oneida, and is comprised of two adjacent project parcels. Tax parcel 45.5-1-7.1 is 31.9 acres and is located in the Village of Wampsville and tax parcel 45.-2-2.111 is 62.1 acres and is located in the City of Oneida. The project limits are 21 acres in size with the solar energy system occupying 14 acres within that limit.

The project's primary access will be off on South Court Street within the Village of Wampsville, and the project will interconnect to National Grid's 13.2kV distribution system on Upper Lennox Ave.

Continue to the next page for procedures->

Procedure for Requesting a Site Plan Modification

1. Applications for Site Plan Modification may be obtained from the Planning Department. When the application is completed and returned, it will be reviewed by the Madison County Planning Department, if required by law, then referred to the Joint Zoning Board of Appeals/Planning Commission for determination.
2. A copy of the tax map showing the property in question and adjoining owners must be submitted with the application. This will be provided by the Assessor's Office.
3. The application must be accompanied by a plan subject to the Site Plan Specifications outlined in Chapter 143.
4. 14 paper copies must be submitted to the Planning Director as well as 1 digital copy of each plan.
5. If the applicant is not the subject property owner, the property owner must sign the application.
6. The applicant must conduct a SEQR review, where the action is classified as Type I, Type II, or Unlisted. This must be completed before the application will be acted upon by the Joint Zoning Board of Appeals/Planning Commission and the Madison County Planning Department if required by law. Note: This may just require the original SEQR documentation to be submitted, whereupon the Board will make a determination regarding the status of SEQR.
7. Once a decision is reached the Joint Zoning Board of Appeals/Planning Commission will put it in writing.
8. If a person wants to challenge the decision of the Joint Zoning Board of Appeals/Planning Commission, an application can be made to the State Supreme Court for relief by a proceeding under Article 78 of the civil practice law and rules. This action must be taken within thirty (30) days of the decision.
9. The Joint Zoning Board of Appeals/Planning Commission meets on the second Tuesday of each month. Applications must be submitted 19 calendar days prior to the meeting.
10. Applicants SHOULD attend the Joint Zoning Board of Appeals/Planning Commission meeting.

*Do not submit informational only.

SURETY BOND

BOND NUMBER _____

KNOW ALL MEN BY THESE PRESENTS, that _____ as Principal, and [____], a corporation duly organized under the laws of the State of [____], as Surety, are held and firmly bound unto the _____, as Oblige in the sum of \$ _____ lawful money of the United States, for payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents, the liability of the Surety being limited to the penal sum of this bond regardless of the number of years the bond is in effect.

WHEREAS, the Principal has been granted approval by the _____ of the Oblige for the placement of a solar energy facility comprised of solar energy collection cells/panels and related facilities necessary to harness sunlight for energy generation and distribution and associated support structure, braces, racking, wiring and related interconnection equipment which approval sets forth the terms and conditions which govern the use of such solar energy facility and which approval is hereby specifically referred to and made part hereof as Amended Solar Energy Lease and Agreement With Grant of Easements (hereinafter called Agreement).

WHEREAS, Oblige requires the submission of a bond guaranteeing the removal or relocation of said solar facility located off of _____, and the restoration of such site following discontinuation of service, in accordance with the Agreement.

NOW THEREFORE, the condition of this obligation is such, that if the above bounden Principal shall perform in accordance with the aforesaid Oblige Approval and indemnify the Oblige against all loss caused by Principal's breach of any ordinance or agreement relating to maintenance, replacement, removal, relocation or abandonment of the solar facility, then this obligation shall be void, otherwise to remain in full force and effect unless cancelled as set forth below.

Whereas, the Oblige has agreed to accept this Bond, this Bond shall be effective for the definite period of _____ to _____.

THIS BOND shall automatically renew for successive one-year terms unless, at least forty-five (45) days prior to the next annual renewal date (which shall be _____ of each calendar year), the Surety delivers written notice to Principal and to Oblige, or Principal delivers written notice to Surety and Oblige, that the notice-sender seeks to modify the terms of, or cancel, this bond. Written notice is effective if delivered to, or sent by certified mail, postage prepaid, and deposited in the U.S. Mail, at least forty-five (45) days prior to the next annual renewal date addressed to the Principal or Surety, as the case may be, and to the Oblige requiring bond, as outlined in the notice section of this Bond, and is actually received by the Principal or Surety, as the case may be, and the Oblige at least thirty (30) days prior to the renewal date. Nothing herein shall affect any rights or liabilities which shall have accrued under this bond prior to the date of such termination. However, neither: (a) the Surety's decision to cancel, nor (b) the failure or inability of the Principal to file a replacement bond or other security in the event the Surety exercises its right to cancel this Bond, shall itself constitute a loss to the Oblige recoverable under this Bond or any extension thereof, but the obligation of the Principal (not Surety) remains in full force and effect for the full period of the Approval.

NOTICE:

Principal:

Surety:

Great Midwest Insurance Company

800 Gessner Road, Suite 600

Houston, TX 77024

Attn: Surety Claims Counsel

Obligee:

THIS BOND is signed, sealed, dated on the _____ day of _____, 2023. This Bond is effective the _____ day of _____, 2023.

Principal

By: _____

Great Midwest Insurance Company

By: _____

**PCZBA SITE PLAN MODIFICATION RESOLUTION TO AMEND COMPLETION DATE –
UPPER LENOX AVE LARGE SCALE SOLAR FACILITY**

WHEREAS, the Joint Zoning Board of Appeals/Planning Commission (hereinafter referred to as "the Planning Board") previously granted Site Plan Approval on November 7, 2022, for a Large-Scale Solar Energy System proposed by LSE Norma, LLC for the property located at Upper Lenox Ave, Tax Map Number 45.-2-2.111, Zoned A (Agricultural); and

WHEREAS, the Planning Board, as Lead Agency under the New York State Environmental Quality Review Act (SEQR), conducted a coordinated review and issued a Negative Declaration on June 13, 2023, having determined that the project would not result in significant adverse environmental impacts; and

WHEREAS, the Planning Board finds that the previously issued Negative Declaration remains valid and in full force and effect, and no further environmental review is required under SEQR; and

WHEREAS, the Applicant submitted an amended application to reduce the size of the Large-Scale Solar Energy System on July 29, 2024 (the "Amended Application"); and

WHEREAS, the Amended Application is the same in all respects and the System has simply been reduced from a 35 acre limit of development with the solar array occupying 25 acres to a 21 acre limit of development with the solar array occupying 14 acres, including a 10 acre reduction in tree clearing; and

WHEREAS, the GML 239 Referral was received on April 21, 2023, and it was returned for local determination and the GML 239 Referral on the Amended Application was received on August 9, 2024, and it was returned for local determination; and

WHEREAS, the Planning Board has reviewed the request and determined that the proposed amendment does not materially change the use, intensity, layout, or environmental impacts of the originally approved project; and

WHEREAS, the Planning Board finds the request to modify the completion date to be reasonable and consistent with the project's scope and timeline, and compliant with applicable zoning and site plan standards;

NOW, THEREFORE, BE IT RESOLVED, by the City of Oneida Joint Zoning Board of Appeals/Planning Commission:

That the application submitted by LSE Norma, LLC requesting a Site Plan Modification to amend the completion date for the previously approved Large-Scale Solar Energy System

located at Upper Lenox Ave, Tax Map Number 45.-2-2.111, Zoned A, is hereby approved, subject to the following conditions:

CONDITIONS:

1. The completion deadline for construction of the Large-Scale Solar Energy System is hereby extended to **May 13, 2026**.
2. All previously approved site plan conditions, including those related to decommissioning, stormwater management, landscaping, screening, and security, remain in full force and effect.
3. The Applicant shall obtain any updated or renewed permits necessary due to the amended timeline, including but not limited to building permits, if applicable.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately and shall be binding upon the Applicant, its successors, and assigns.

PASSED AND ADOPTED by the City of Oneida Joint Zoning Board of Appeals/Planning Commission on this 13th day of May, 2025.

O. Perry Tooker IV

Chairperson, City of Oneida Joint Zoning Board of Appeals/Planning Commission

Moved by:

Seconded by:

Ayes:

Nays:

MOTION CARRIED

CITY OF ONEIDA
DEPARTMENT OF PLANNING AND DEVELOPMENT



109 North Main Street
Oneida, New York 13421
Tel.: 315-363-7467
Fax: 315-363-2572

RECEIVED

APR 24 2025

COMBINED PLANNING COMMISSION ZONING BOARD OF APPEALS
COVER SHEET

Fee Schedule (please make checks payable to City of Oneida)

- | | |
|--|---------|
| <input type="checkbox"/> Site Plan Review— 1,000 sq ft or less | \$100 |
| <input checked="" type="checkbox"/> Site Plan Review— 1,001 to 5,000 sq ft | \$150 |
| <input type="checkbox"/> Site Plan Review— 5,001 to 10,000 sq ft | \$350 |
| <input type="checkbox"/> Site Plan Review— 10,001 sq ft or larger | \$1,100 |
| <input checked="" type="checkbox"/> Conditional Use Permit | \$150 |
| <input type="checkbox"/> Site Plan Modification | \$100 |
| <input type="checkbox"/> Area Variance | \$100 |
| <input type="checkbox"/> Use Variance | \$200 |
| <input type="checkbox"/> Zoning Amendment | \$200 |

FOR OFFICE USE:

Application Number: _____
Date of Fee Collection: 4-24-25
Date of Public Hearing: _____
Date Received by Planning: _____
Date of Final Action: _____
Action Filing Date: _____

Location of property 303 Main Street, Oneida, NY 13421

Zone R-3, Site Com Ward 4

Tax Map # 38.24-2-36

Property Owner (If Different):

Applicant: Chris Carpenter @ President / CEO
Rahab Refugee Ministries, Inc.

Address: Troy Dumigan-Trustee

Address: P.O. Box 103

City/State/Zip Code: Oneida, NY 13421

City/State/Zip Code: Wampsville, NY 13163

Phone: unknown

Phone: 315-725-2273

Email: _____

Email: christine@rahabrefugeministries.com

See Letter

Signature of Owner

Date

Chris Zakra Carpenter

Signature of Applicant

Date

4-23-25

Print Name of Owner

Christine Zakra-Carpenter

Print Applicant Name

Description of Proposal (Attach additional pages if necessary):

Approval for "Lydia's Threads" a second hand clothing and house hold goods for community and a free community clothing room. The owner of store is a non profit

Explain why your proposal is in harmony with the character of the area, and will not have a negative impact on other persons or properties in the area (attach additional pages if necessary):

The exist building was a funeral home. The proposed project will benefit the community by helping people buy clothes and house hold goods at low cost and minister to those who have needs but can't buy.

Date Modified 4/19/2023

CITY OF ONEIDA
DEPARTMENT OF PLANNING AND DEVELOPMENT



109 North Main Street
Oneida, New York 13421
Tel.: 315-363-7467
Fax: 315-363-2572

**APPLICATION FOR A
CONDITIONAL USE PERMIT**

Name of Proposed Development: Lydia's Threads (Nonprofit)

Location of Site: 303 Main Street 1st Floor only
Oneida, NY 13421

Tax Map Number: 38-24-2-36

Current Zoning Classification: R-3, Site 1 Com.

Applicant:
Name: Chris Carpenter as President/Founder/CEO of Rahab Refuge Ministries
Address: P.O. Box 103 + Lydia Enterprise LLC - owner
Wampsville NY 13163
Phone: 315-725-2273

Owner (if different):
Name: The Frank M. Fiore Revocable Living Trust (Troy Purnigan - Trustee)
Address: Unknown Address
Phone: _____

Proposed Use(s) of Site: (Upscale Look at Low costs for the existing community)
1st Floor will be a 2nd hand clothing store named Lydia's
Threads operated by NonProfit Rahab Refuge Ministries. The clothing
and household goods store will also help people in need who may
have a hardship by giving free clothes out of a room called community closet
Plot Plan: attach a copy of the parcel showing the dimensions of the lot, buildings, and required setbacks. for free.

Chris Carpenter
Signature of Applicant

4-23-25
Date

FOR OFFICE USE:
Application Number: _____
Date of Public Hearing: _____
Date Received by Planning: _____
Date of Final Action: _____
Action Filing Date: _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied

Conditional Use Permit Fee: \$150 Please make a check payable to the City of Oneida

CITY OF ONEIDA
DEPARTMENT OF PLANNING AND DEVELOPMENT



109 North Main Street
Oneida, New York 13421
Tel.: 315-363-7467
Fax: 315-363-2572

APPLICATION FOR SITE PLAN REVIEW

Fee Schedule (please make checks payable to City of Oneida)

- | | |
|--|---------|
| <input type="checkbox"/> Site Plan Review- 1,000 sq ft or less | \$100 |
| <input checked="" type="checkbox"/> Site Plan Review- 1,001 to 5,000 sq ft | \$150 |
| <input type="checkbox"/> Site Plan Review- 5,001 to 10,000 sq ft | \$350 |
| <input type="checkbox"/> Site Plan Review- 10,001 sq ft or larger | \$1,100 |

FOR OFFICE USE:

Application Number: _____
Date of Public Hearing: _____
Date Received by Planning: _____
Date of Final Action: _____
Action Filing Date: _____
☐ Approved ☐ Denied

Name of Proposed Development:

Lydia's Threads (1st Floor only)

Location of Site: 303 Main Street

Tax Map Number: 38.24-2-36

Current Zoning Classification: R-3, Commercial **Ward:** 4

Applicant: Lydia Enterprise LLC

Name: Rahab Refugee Ministries

Address: P.O. Box 103
Wampsville, NY 13163

Phone: 315-853-6674

Email: Christine@rahabrefugeministries.com

Plans Prepared By:

Name: - SAME -

Address: _____

Phone: _____

Email: _____

Christine Caputo 4-23-25
Signature of the Applicant Date
owner/purchaser under contract

Owner (if different):

Name: The Frank M. Fiore Revocable Living Trust (Troy Dumigan)
Address: _____
(seller under contract) Trustee

Phone: _____

See Contract + Letter 4-23-25
Signature of the Owner Date

Proposed Use(s) of Site:

1st Floor will be a used clothing store operated by Non Profit - Rahab
Refuge Ministries called "Lydia's Threads". It will be a community store
selling quality clothing at low cost rates as well as household goods like

Date Modified 4/19/2023

small hard furniture and other family needs.
The second floor will be an apartment which is already
existing

City, County, State, and Federal Permits Needed (list type and department/agency):

city Bldg Permit only.

Total Site Area (Square feet or acres):

1900 feet on First Floor only

Anticipated Construction Time:

2-3 months

Will Development be Staged?

only need to do minor repairs, sheet rock
Back room and handicap Bathroom and handicap ramp plus
Inspection repairs.

Current Condition of Site (buildings, vacant, etc.):

Good needs Back room redone and Bathrooms.
The rest of old funeral home will be used as is
w/ electrical updates.

Current Land Use of Site (agricultural, commercial, undeveloped, etc.):

R-3, Site commercial

Estimated Cost of Proposed Improvements:

\$18,000 Approximately

Anticipated Increase in Residents, Employees, Customers/clients, etc.:

1-2 employees onsite, plus customers 1-10 MAX @ once (Less than existing
Funeral home.)

Describe proposed use, including primary and secondary uses, ground floor area, height,

number of stories per building. For residential structures, include number of dwelling units by size (# bdrms), number of parking spaces. For non-residential structures, include total floor area and total sales area, number of parking spaces. Use separate sheet if needed.

Continue to the next page for procedures->

April 23, 2025

This letter is given to Christine J. Zakris-Carpenter and Lydia Enterprise LLC as pending purchaser of 303 Main Street, Oneida, NY 13421 to go before to the City of Oneida, and their various departments, for approval to acquire various permits to operate "Lydia's Threads" on the first floor of 303 Main Street the building currently under a signed contract. Attached is a signed executed contract for said property.

Your expeditious cooperation and approval of these Permits and Site Plan Reviews are appreciated so both parties can close on the this property in a timely manner.

Sincerely,

 04/23/25

Troy Dumigan, Trustee of Frank M. Fiore of Revocable Living Trust

Phone:



Christine J. Zakris, Owner

Lydia Enterprise LLC

Christine J. Zakris, President/Founder of

Rahab Refuge Ministries - Operator of Lydia's Threads

**CITY OF ONEIDA
CODE ENFORCEMENT
DEPARTMENT**



BOB BURNETT

Director of Codes

JAMES ACKERMAN

Code Enforcement officer

109 N. Main Street
Oneida, NY 13421

TEL: (315) 363-8460
FAX: (315) 363-9558

bburnett@oneidacityny.gov
jackerman@oneidacityny.gov

UNAPPROVED

BUILDING PERMIT APPLICATION

Date: 4-23-25
Permit #: _____
Expiration Date: _____

APPLICANT INFORMATION

Applicant Name: Rahab Refuge Ministries (PBA) "Sydia's Threads"
Address: P.O. Box 103, Wampsville, NY 13163
Phone: 315-725-2273
Email: Christine@Rahabrefugeministries.com

Applicant is (check one or more):

☒ Owner ☐ Agent ☐ Contractor ☐ Architect/Engineer ☐ Other: President
of Non profit and founder/CEO

OWNER INFORMATION (If Different than Applicant)

Owner's Name: Christine J. Zakris-Carpenter
Address: 9449 Lewis Point Road
Phone: Canastota, NY 13032

CONTRACTOR INFORMATION (If Different than Applicant)

TT LLC

Contractor's Name:

TBD

Address:

Phone:

Are wages being paid for performance of work?

☒ Yes ☐ No

(If yes, attach worker's compensation and disability benefits form or CE-200 exemption form.)

PROPERTY DETAILS

Project Address:

303 Main Street, Oneida, NY 13421

SBL/Parcel #:

38.24-2-36

City Zoning:

R-3 (Commercial)

Current Principal Use:

Funeral Home / Residential and floor
1st.

- Will the work being done constitute a change in the principal use of the premises? ☒ Yes ☐ No
- Is this work subject to variances granted by the PZBA? ☐ Yes ☒ No (Attach approval to application.)
- Is this permit issued subject to a conditional use permit by the PZBA? ☒ Yes ☐ No (Attach approval to application.)

Water Supply:

☒ Municipal ☐ New Well ☐ Existing Well

Wastewater:

☒ Municipal Sewer ☐ Septic System (Attach Health

Department approval if applicable.)

Floodplain:

☐ Yes ☒ No

Designated Wetland:

☐ Yes ☒ No

NATURE OF WORK (Check all that apply):

- ☐ Residential ☐ Commercial
- ☐ New Building ☐ Addition ☐ Alteration ☒ Change of Use
- ☐ Demolition ☐ Pool ☐ Miscellaneous (Describe): _____
- ☐ Residential Electric Only ☐ Residential Plumbing Repair Only ☐ Commercial Plumbing Repair Only
- ☐ Certificate of Occupancy ☐ Certificate of Compliance

FINAL REMINDERS

- Do not cover any work without approval and sign-off from inspectors.
- Inspections must be scheduled with 24-48 hours' notice.

All permits except Demo permits are valid for 1 year , demo permits are issued 6 months

Permits expire after 6 months if construction has not started; demolition permits expire after 3 months.

BUILDING PERMIT CONDITIONS & DECLARATION

By signing this application, I declare that all statements made herein and on accompanying documents are true to the best of my knowledge and belief. I agree to comply with all NYS Building Codes and Energy Conservation Codes. I understand that all work must be inspected and approved by City Officials before continuing to the next phase.

I give City Inspectors permission to enter the premises for inspection purposes by appointment.

Signature:

Date:

Ch. Zedler Caputo, President / owner
4-23-25

(Circle: Property Owner, Manager, Agent/Representative, Contractor)

OFFICE USE ONLY

Approved: ☐ Yes ☒ No

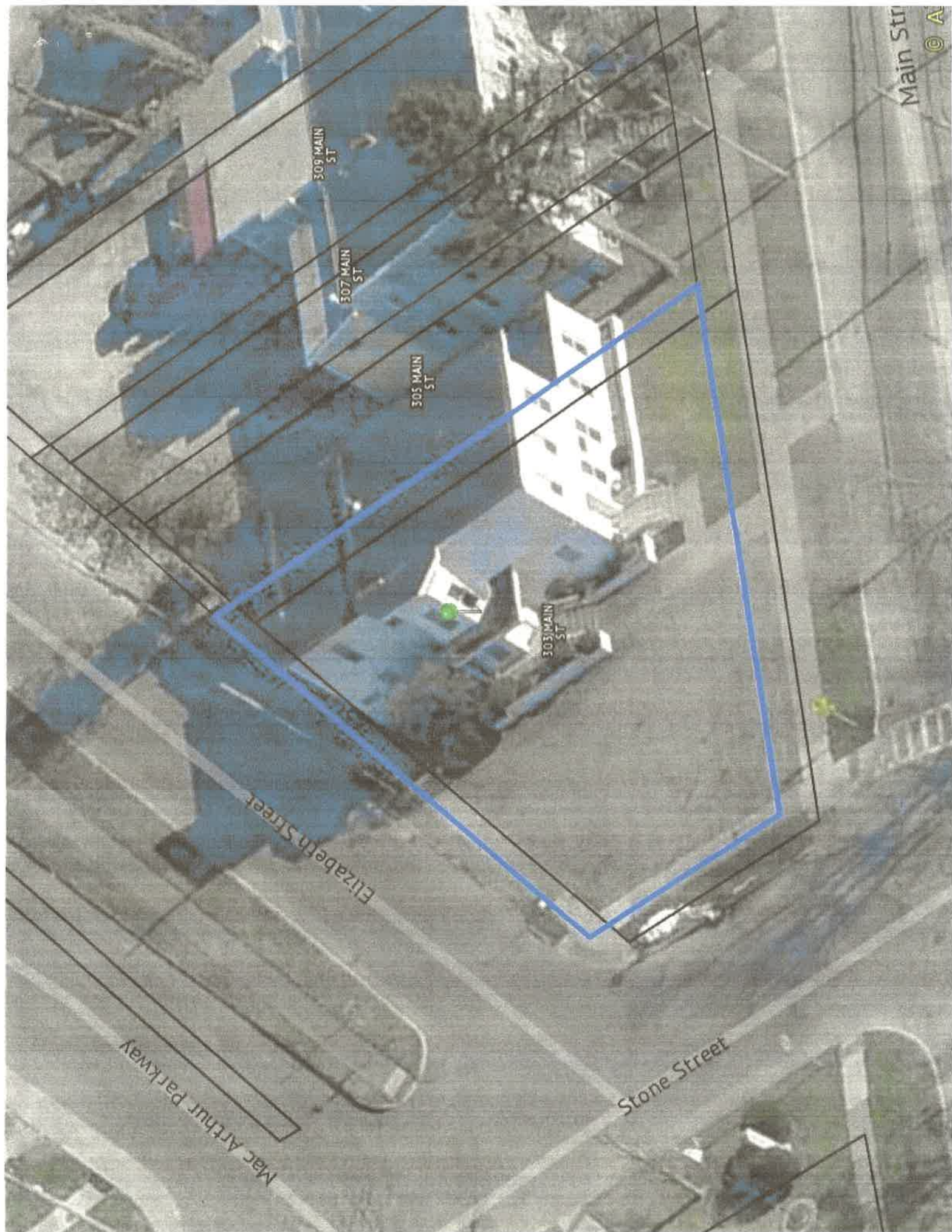
Code Enforcement Officer:

Date:

4/23/25

UNAPPROVED

REASON FOR DISAPPROVAL (If applicable): *190-8 Standard and Conditional uses*
Proposed use requires a conditional use permit



Main Str
© A

309 MAIN
ST

307 MAIN
ST

305 MAIN
ST

303 MAIN
ST

Elizabeth Street

Mac Arthur Parkway

Stone Street

Two Stall Garage

only changes are this corner

Office full Bath and one 1/2 Bath ADA

Back office to be Remodeled (currently gutted)

Office space Proposed Expansion

Sink/Washer/Dryer

1/2 Bath

(make full Bath)

1/2 Bath

1/2 Bath make ADA

hallway

Basement Door from Garage only

No change Existing Store front open carpeted

No change Existing Store front open carpeted

No change Existing Store front open carpeted

(1900 Square Feet 1st Floor Store space)

Existing No change Store front open carpeted

Existing no change Store front open carpeted

Store Entrance

Foyer to Store

Half wall

Store Check out

Existing

Stairs to Apt.
Foyer entrance to apartment upstairs

Existing

Apartment Entrance

303 Main Street, Oneida, NY 13421

1st. Floor only

Lydia's Threads

✓
NARR
2/1/2000



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

Lydia's Threads - Christine² Carpenter

Name of Action or Project:

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

303 Main Street, Oneida, NY 13421 (1st floor only)

Brief Description of Proposed Action:

Change of owner who will open a 2nd hand clothing store (only 1st floor) for the community. It will sell used clothing and household goods.

Name of Applicant or Sponsor:

Christine Zakris-Carpenter CEO/ President

Telephone: **315-725-2273**

E-Mail: **christine@rehabrefugeministries.com**

Address:

P.O. Box 103

City/PO:

Wampsville

State:

NY

Zip Code:

13163

1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?

NO

YES

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:

NO

YES

☒

☐

3. a. Total acreage of the site of the proposed action?

.09 acres

b. Total acreage to be physically disturbed?

0 acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?

N/A acres

4. Check all land uses that occur on, are adjoining or near the proposed action:

5. ☐ 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?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
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: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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? N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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?

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)?

NO YES

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?

NO YES

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?

NO YES

If Yes, describe:

☒ ☐

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

Applicant/sponsor/name:

Date:

Signature:

Title:

Resolution Granting Conditional Use Permit for Neighborhood Retail Services Use 303 Main Street, Tax Map No. 38.24-2-36 File #: 2025-006

WHEREAS, Christine Zakris-Carpenter (hereinafter referred to as “the Applicant”) has applied to the City of Oneida Planning Commission/Zoning Board of Appeals for a Conditional Use Permit to establish a Neighborhood Retail Services use at 303 Main Street, Oneida, NY, within the R-3 Zoning District; and

WHEREAS, pursuant to §190-5 of the City Zoning Code, Neighborhood Retail Services is permitted as a conditional use in the R-3 District subject to the issuance of a Conditional Use Permit; and

WHEREAS, the Planning Board has reviewed the application, conducted public hearings completed on May 13, 2025, and considered the potential impacts and benefits of the proposed development; and

WHEREAS, the application was referred to Madison County Planning for a General Municipal Law §239-m review, and the referral was duly reviewed.

WHEREAS, the Planning Board has reviewed the definition of Neighborhood Retail Services and finds that the proposed business, with a building footprint of less than 2,500 square feet, providing retail goods and services to the immediate neighborhood, with operations limited to 6:00 a.m. to 10:00 p.m., is consistent with the intent of this use classification; and

WHEREAS, the Planning Board finds that the proposed project is in compliance with the applicable zoning regulations consistent with the considerations outlined in §190-28 if the Oneida City Code and subject to the conditions set forth herein;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ONEIDA PLANNING COMMISSION/ZONING BOARD OF APPEALS AS FOLLOWS:

having considered the standards set forth in §190-28(C) of the City of Oneida Zoning Regulations, the Planning Board hereby approves the issuance of a Neighborhood Retail Services use at 303 Main Street, Tax Map Number 38.24-2-36, zoned R-3, by Christine Zakris-Carpenter; be it further

RESOLVED, that the Planning Board does grant such Conditional Use Permit subject to the following conditions:

1. The proposed use shall at all times conform to the definition of Neighborhood Retail Services as established in §190-5 of the City Zoning Code.
2. Retail operating hours and deliveries shall be limited to 6:00 a.m. to 10:00 p.m.
3. The business footprint shall not exceed 2,500 square feet of gross floor area.
4. The applicant shall obtain all necessary permits and approvals, including site plan approval, building permits, and signage permits, from the Department of Code Enforcement prior to the commencement of operations.
5. The Conditional Use Permit approval, shall be filed with the Madison County Clerk’s Office within 62 days of this approval. Proof of filing must be provided to the City of Oneida Assessor’s Office within 30 days of such filing.

PASSED AND ADOPTED this 13th day of May, 2025.

O. Perry Tooker, IV

Chairperson, Planning Board

Moved by:

Seconded by:

Motion Carried/Denied

Resolution Approving Site Plan for Neighborhood Retail Services Use 303 Main Street, Tax Map No. 38.24-2-36 File #: 2025-006

WHEREAS, the applicant, Christine Zakris-Carpenter (hereinafter referred to as “the Applicant”), has submitted a Site Plan Review application to the City of Oneida Planning Commission/Zoning Board of Appeals (hereinafter referred to as “the Planning Board”) for a proposed Neighborhood Retail Services use located at 303 Main Street, Oneida, NY; and

WHEREAS, the Planning Board has reviewed the application materials, plans, and supporting documentation, including consideration of the applicable development and zoning regulations and consistency with the City of Oneida Comprehensive Plan; and

WHEREAS, the application was referred to Madison County Planning pursuant to General Municipal Law §239-m and was duly reviewed; and

WHEREAS, the Planning Board has determined that the proposed action constitutes a **Type II Action** under the New York State Environmental Quality Review Act (SEQR) requiring no further environmental review; and

WHEREAS, the Planning Board finds that the proposed development by the Applicant, is in compliance with the applicable development and zoning regulations and is consistent with the goals and objectives of the City’s Comprehensive Plan; and

WHEREAS, the Planning Board has determined that the proposed development can be approved with certain conditions to ensure compliance with the site plan review regulations pursuant to §143 of the Oneida City Code and to mitigate potential impacts; and

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that having considered the standards set forth in §143 of the City of Oneida Site Plan Review Regulations, the Planning Board hereby grants site plan approval in accordance with the following site plan documents located at 303 Main Street, Tax Map Number 38.24-2-36, zoned DC, by Christine Zakris-Carpenter; be it further

RESOLVED, that the Planning Board does grant such site plan approval subject to the following conditions:

1. The applicant shall obtain all necessary permits, including a building permit, sign permit, and any applicable approvals from the Department of Code Enforcement prior to commencement of any construction, signage installation, or change of occupancy.
2. Parking shall provide a total of ____ parking spaces.
3. Retail operating hours and deliveries shall be limited to 6:00 a.m. to 10:00 p.m. as required by the definition of Neighborhood Retail Services.
4. Any refuse, recycling, or dumpster areas associated with the use shall be appropriately screened.

5. All construction and site improvements must be completed within 1 year from the date of this approval unless extended by the Planning Board.

BE IT FURTHER RESOLVED that the Planning Board authorizes City staff to work with the Applicant to ensure compliance with the approved conditions and to review and approve any minor modifications to the site plan that may arise during the implementation of the project.

PASSED AND ADOPTED this 13th day of May, 2025.

O. Perry Tooker IV

Chairperson, Planning Board

Moved by:

Seconded by:

Ayes:

Nays:

Motion Carried/Denied