Commonspace Warre
LLC

CITY OF SYRACUSE SYRACUSE INDUSTRIAL DEVELOPMENT AGENCY
PROJECT APPLICATION INSTRUCTIONS

1. Fill in all blanks, using "none", "not applicable" or "not available" where the question is not appropriate to the Project, which is the subject of this Application (the "Project"). If you have any questions about the way to respond, please call the City of Syracus Industrial Development Agency ("SIDA" or the "Agency") at (315)473-3275.

2. If an estimate is given as the answer to a question, put "(est.)" after the figure or answer, which is estimated.

3. If more space is needed to answer any specific question, attach a separate sheet.

4. When completed, return this application by mail or fax to the Agency at the address indicated below. A signed application ma also be submitted electronically in PDF format to Honora Spillane, SIDA Executive Director at hspillane@syrgov.net. **An application will not be considered by the Agency until the application fee has been received.**

5. The Agency will not give final approval for this Application until the Agency receives a completed NYS Environmental Assessment Form concerning the Project, which is the subject of this Application. The form is available at http://www.dec.ny.gov/permits/6191.html

6. Please note that Article 6 of the Public Officers Law declares that all records in the possession of the SIDA (with certain limited exceptions) are open to public inspection and copying. If the Applicant feels that there are elements of the Project which are in the nature of trade secrets which, if disclosed to the public or otherwise widely disseminated, would cause substantial injury to the Applicant's competitive position, this Applicant must identify such elements in writing and request that such elements be kept confidential. In accordance with Article 6 of the Public Officers Law, the SIDA may also redact personal, private, and/or proprietary information from publicly disseminated documents.

7. The Applicant will be required to pay the Agency application fee and legal fee deposit upon submission. If accepted as a project of the agency, the Applicant is responsible for all administrative and legal fees as stated in Appendix D.

8. A complete application consists of the following 10 items:
- This Application
- Conflict of Interest Statement - Appendix A
- Environmental Assessment Form - Appendix B (Short Form)
- Verification - Appendix C
- A Project description, including a feasibility statement indicating the need for the requested benefits
  - Provide site plans, sketches, and/or maps as necessary
- 10 year pro forma operating budget, including funding sources
- A check payable to the Agency in the amount of $1,000
- A check payable to Bousquet Holstein PLLC in the amount of $2,500

It is the policy of the Agency that any Project receiving benefits from the Agency will utilize 100% local contractors and local labor for the construction period of the Project unless a waiver is grantec in writing by the Agency.

Return to:
City of Syracuse Industrial Development Agency
201 East Washington Street, 6th Floor
Syracuse, NY 13202
Phone: 315-473-3275

City of Syracuse Syracuse Industrial Development Agency
Application

I. APPLICANT DATA

A. Contact Information

Company Name:	Commonspace Warren, LLC ("Applicant")				
Mailing Address:	201 East Jefferson St. Suite 200				
City:	Syracuse	State:	NY	Zip:	13202
Phone:	315 525-9838	Fax:			
Contact Person:	Troy Evans				
Email Address:	troy@16thavenueinc.om				
Industry Sector:	Real Estate Development				
NAICS Code:	531190	Federal Employer Identification Number:	83-2365649		

B. Will the Applicant be the Project Beneficiary (i.e. Project tenant or owner/operator)

Yes ☒ No ☐ If No, Who will:

C. Principal Stakeholders

List principal owners/officers/directors owning 5% or more in equity holdings with percentage ownership. Public companies should list corporate officers.

Name	% Ownership	Business Address	Phone	Email
Troy Evans		201 E. Jefferson St. Suite 200 Syracuse, NY 13202	3155259838	troy@16thavenueinc.com
Joe Sisko		201 E. Jefferson St. Suite 200 Syracuse, NY 13202	315-283-52	jrsisko@designinglocus.com

D. Corporate Structure: Attach a schematic if Applicant is a subsidiary or otherwise affiliated with another entity.

☐ Corporation
☐ Private ☐ Public

☐ Partnership
☐ General ☒ Limited

☐ Other ☐ Sole Proprietorship

Date and Location of Incorporation/Organization

If a foreign corporation, is the Applicant authorized to do business in the State of New York?

E. Applicant's Counsel:

Name:	Josh Werbeck				
Firm:	Bousquet Holstein				
Mailing Address:	110 West Fayette Street Suite 1000				
City:	Syracuse	State:	NY	Zip:	13202
Phone:	3157016447	Fax:			
Email Address:	jwerbeck@bhlawpllc.com				

F. Applicant's Accountant:

Name:	Rick Shaw				
Firm:	Grossman St. Amour				
Mailing Address:	110 West Fayette Street Suite 900				
City:	Syracuse	State:	NY	Zip:	13202
Phone:	3157016431	Fax:			
Email Address:	rshaw@gsacpas.com				

G. Applicant History: If the answer to any of the following is "Yes", please explain below. If necessary, attach additional information.

1. Is the Applicant, its management, or its principal owners now a plaintiff or defendant in any civil or criminal litigation? ☐ Yes ☒ No

2. Has any person listed in Section 1(c) ever been convicted of a criminal offense (other than a minor traffic violation)? ☐ Yes ☒ No

3. Has any person listed in Section 1 (C) or any concern with whom such person has been connected ever been in receivership or been adjudicated a bankrupt? ☐ Yes ☒ No

H. Has the Applicant, or any entity in which the Applicant or any of its members or officers are members or officers, received assistance from SIDA in the past? If yes, please give year, Project name, description of benefits, and address of Project.

☐ Yes ☒ No

II. PROJECT INFORMATION

A. Project Location

Address:	352,349,357 South Warren Street	Legal Address (if different)	
City:	Syracuse		
Zip Code:	13202		
Tax Map Parcel ID(s):	102.-01-10.0,102.-01-11.0, 102.-01-9.0		
Current Assessment:	495,000,160,000,1,295,	Square Footage /Acerage of Existing Site:	8680,3102
Square Footage of Existing Building, if any:	68,185,15,180,30,800	Census Tract: (Please See Appendix E for Census Tracts)	32

B. Type (Check all that apply):

- ☐ New Construction
- ☐ Expansion/Addition to Current Facility
- ☐ Manufacturing
- ☐ Warehouse/Distribution
- ☐ Other
- ☒ Commercial
- ☐ Brownfield/Remediated Brownfield
- ☒ Residential/Mixed Use

C. Description of Project: Please provide a detailed narrative of the proposed Project. This narrative should include, but not be limited to: (i) the size of the Project in square feet and a breakdown of square footage per each intended use; (ii) the size of the lot upon which the Project sits or is to be constructed; (iii) the current use of the site and the intended use of the site upon completion of the Project; (iv) the principal products to be produced and/or the principal activties that will occur on the Project site; and (v) an indication as to why the Applicant is undertaking the Project and the need for the requested benefits (Attach additional sheets if necessary). Attach copies of any site plans, sketches or maps.

This project involves the redevelopment of the historic buildings at 351 South Warren St. which is 68185 total square feet and 349 South Warren St. which is 15180 total square feet. 349 South Warren has 5 floors where floors 2-5 are currently vacant and Pavone's Pizza occupies the first floor. 351 South Warren St. has 8 floors where the first floor is occupied by a convenience store, floors 3,4,5 and a small amount of 6 are occupied office space and floors 2,7,and 8 are vacant. The first floor retail tenants in both 349 and 351 South Warren will remain. Pavone's Pizza occupies 2700 square feet and the Convenience Store occupies 6000 square feet. This redevelopment will add 44 apartment units to the floors 6,7 and 8 (22,500 sq ft) of 351 South Warren and a major expansion of the Syracuse CoWorks space on the 2nd Floor of 351(7500 sq ft.) and 2nd and 3rd floors of 349 (5400 square ft.) and connecting to the current Syracuse CoWorks space in the South Adjacent building 357-59 South Warren St. on the 2nd Floor. This project will also include updates to the current Syracuse CoWorks space in 357-59 South Warren St. (@ 3000 Sq ft.) to add 10 private offices and create two doorways into the 2nd Floor of 351 South Warren. We will also be creating an access corridor (@1000 sq ft.) in the basement of 357-59 South Warren to access the basement of 351 South Warren. The lot size for 357-59 South Warren is 66' x 91' and the total building size is 30800 square feet. Floors 4,5 (5400 sq. ft.) of 349 South Warren) will be made into modern office space as well. The Current office tenants on the 3rd, 4th, and 5th floors of 351 South Warren will be retained. Floors 3,4 and 5 of 351 South Warren are currently occupied by over 70 workers and these workers will be retained as part of the project. Additional workers will be added to the building as a result the additional office space added to 349 South Warren on floors 2,3,4 and 5 and the 2nd floor of 351 South Warren however we do not have an existed number of those workers at this time. See attached overview for a description of how this project will economically and socially benefit downtown Syracuse. The project has a tight budget of @7.2M and needs additional funds to make the project successful.

D. Is the Applicant the owner of the property?

☐ Yes ☒ No

If not, who is the owner and by what means will the site be acquired? If leasing, when does the lease end?

Purchase contract for 351 S. Warren St (United Partners Mgmt) and 349 S Warren St (Pavone) Applicant owns 359

E. Infrastructure: Please indicate whether the following are onsite, need to be constructed, or need to be renovated/expanded:

Water	Onsite	Electric	Onsite
Sanitary/ Storm Sewer	Onsite	Private Roads	
Gas	Onsite	Telecommunication	Onsite

F. Zoning Classification: Please list the current zoning:

Current Zoning

351 Warren: Property class 464 - Office bldg and Zoning code 013
349 Warren: Property class 481 - Att row bldg and Zoning code 013

G. Are variances needed to complete the Project?

☒ Yes ☐ No

If yes, please describe nature of variances and if municipal approvals have been granted:

Looking to add windows on North, South and East side of both Buildings. May need variances

H. Will the Project generate sales tax for the community?

☒ Yes ☐ No

If yes, what is the company's average annual sales or estimated annual sales?

Construction Budget c $7,200,670.00

I. In accordance with N.Y. GML Sec. 862(1):

1. Will any other companies or related facilities within the state close or be subjected to reduced activity as a result of this Project? If so please list the town and county of the location(s):

☐ Yes ☒ No

2. Will the completion of the Project result in the removal of a plant or facility of the Applicant from one area of the S New York to another area of the State of New York?

☐ Yes ☒ No

3. Will the completion of the Project result in the abandonment of one or more plants or facilities of the Applicant located in the State of New York?

☐ Yes ☒ No

i. If any answer to questions 1, 2 or 3 above is yes, is the Project reasonably necessary to discourage the Applicant from removing such other plant or facility to a location outside the State of New York?

☐ Yes ☐ No

ii. If any answer to questions 1, 2 or 3 above is yes, is the Project reasonably necessary to preserve the competiti position of the Applicant in its respective industry?

☐ Yes ☐ No

4. Will the Project primarily consist of retail facilities?

☐ Yes ☒ No

i. If yes, will the cost of these facilities exceed one-third of the total Project cost?

☐ Yes ☐ No

J. Is the Project located in a distressed Census Tract?

☐ Yes ☒ No

Please see Appendix E for the map of distressed census tracts city of Syracuse.

K. Is the Project site designated as an Empire Zone?

☐ Yes ☒ No

L. Construction

1. Project Timeline (approximate):

Construction Commencement	07/01/2019	Construction Completion	04/01/2020	Date of Occupancy	04/01/2020

2. Please list any other key Project milestones: Closing 2/28/19

3. Has work begun? ☐ Yes ☒ No

If so, indicate the amount of funds expended in the past 3 years?

III. PROJECT COSTS & FINANCING

A. Estimated Project Costs

i. State the costs reasonably necessary for the acquisition, construction, and/or renovation of the Project:

Description of Cost Type	Total Budget Amount
Land Acquisition	3,275,000
Site Work/Demo	265,974
Building Construction & Renovation	6,434,696
Furniture & Fixtures	350,000
Equipment	500,000
Equipment Subject to NYS Production Sales Tax Exemption (Manufacturing)	
Engineering/Architects Fees	327,303
Financial Charges	272,235
Legal Fees	10,000
Other	128,585
Management /Developer Fee	481,136
Total Investment	12,044,929

ii. State the amounts reasonably anticipated for the acquisition, construction, and/or renovation of the Project:

Amount of capital the Applicant has invested to date:	3000
Amount of capital Applicant intends to invest in the Project through completion:	3,031,691
Total amount of public sector source funds allocated to the Project:	0
Identify each public sector source of funding:	
Percentage of the Project to be financed from private sector sources:	80%
Percentage of the Project to be financed from public sector sources:	

B. Financial Assistance sought (estimated values):

Applicants requesting exemptions and/or abatements from SIDA must provide the estimated value of the savings the anticipate receiving. **New York State regulations require SIDA to recapture any benefit that exceeds the amount listed in this application.**

i. Is the Applicant expecting that the financing of the Project will be secured by one or mortgages? ☒ Yes ☐ No

If yes, amount requested and name of lender: 9,010,238

ii. Is the Applicant expecting to be appointed agent of the Agency for purposes of abating payments of NYS Sales and Use Tax? ☒ Yes ☐ No

If yes, what is the TOTAL amount of purchases subject to exemption based on taxable Project costs? 2,363,391

iii. Is the Applicant requesting a payment in lieu of tax agreement (PILOT) for the purpose of a real property tax abatement?

☐ Yes ☒ No

iv. Is the Applicant requesting any real property tax abatement that is **inconsistent** with the Agency's UTEP?

☐ Yes ☐ No

If yes, please contact the Executive Director prior to submission of this Application.

v. Upon acceptance of this Application, the Agency staff will create a PILOT schedule and indicate the estimated amo of PILOT Benefit based on anticipated tax rates and assessed valuation and attach such information as Exhibit A here At such time, the Applicant will certify that it accepts the proposed PILOT schedule and requests such benefit be gran by the Agency.

***** This Application will not be deemed complete and final until Exhibit A hereto has been completed and executed*****

C. Type of Exemption/Abatement Requested:		Amount of Exemption/Abatement Requested:
☐	Real Property Tax Abatement (PILOT)	
☐	Mortgage Recording Tax Exemption (.75% of amount mortgaged)	67,576
☐	Sales and Use Tax Exemption ($4% Local, 4% State)	189,071
☐	Tax Exempt Bond Financing (Amount Requested)	
☐	Taxable Bond Financing (Amount Requested)	

D. Company's average yearly purchases or anticipated yearly purchases from vendors within Onondaga County, subject to sales tax: 20,000

E. Estimated capital investment over the next 5 years, beyond this Project, if available:

IV. EMPLOYMENT AND PAYROLL INFORMATION

*** Full Time Equivalent (FTE) is defined as one employee working no less than 40 hours per week or two or more employees together working a total of 40 hours per week.**

A. Are there people currently employed at the Project site?

☒ Yes ☒ No If yes, provide number of full time equivalent (FTE) jobs at the facility: 70

B. Complete the following:

Estimate the number of full time equivalent (FTE) jobs to be retained as a result of this Project:	70
Estimate the number of construction jobs to be created by this Project:	15
Estimate the average length of construction jobs to be created (months):	9 months
Current annual payroll at facility:	0
Average annual growth rate of wages:	3%
Please list, if any, benefits that will be available to either full and/or part time employees:	
Average annual benefit paid by the company ($ or % salary) per FTE job:	
Average growth rate of benefit cost:	
Amount or percent of wage employees pay for benefits:	
Provide an estimate of the number of residents in the Economic Development Region (Onondaga, Madison, Cayuga, Oneida, Oswego, and Cortland Counties) to fill new FTE jobs:	1

C. Complete the following chart indicating the number of FTE jobs presently employed at the Project and the number of FTE jobs that will be created at the Project site at the end of the first, second, third, fourth, and fifth years after the Project is completed. Jobs should be listed by title or category (see below), including FTE independent contractors or employees of independent contractors that work at the Project location. ***Do not include construction workers.***

Current & Planned Full Time Occupations (Job Titles)	Current Number of FTEs	Salary (Annual or Hourly)	Estimated Number of FTE Jobs After Project Completion				
			End of Year 1	End of Year 2	End of Year 3	End of Year 4	Total Ne Jobs Aft 5 Years
Building Manager/Skilled	0	50,000	1	1	1	1	1

For purposes of completing the chart, refer to the following definitions, in lieu of current titles:

- **Professional/Managerial/Technical** - includes jobs which involve skill or competence of extraordinary degree and may include supervisory responsibilities (examples: architect, engineer, accountant, scientist, medical doctor, financial manager, programmer).
- **Skilled** - includes jobs that require specific skill sets, education, training, and experience and are generally characterize by high education or expertise levesl (examples: electrician, computer operator, administrative assistant, carpenter, sale representative).
- **Unskilled or Semi-Skilled** - includes jobs that require little or no prior acquired skills and involve the performance of simple duties that require the exercise of little or no independent judgment (examples: general cleaner, truck driver, typis gardener, parking lot attendant, line operator, messenger, information desk clerk, crop harvester, retail salesperson, security guard, telephone solicitor, file clerk).

D. Are the employees of your company currently covered by a collective bargaining agreement?

☐ Yes ☒ No If yes, provide the Name and Local:

V. Environmental Information

***Please note an Environmental Assessment Form (EAF) MUST be completed and submitted alor with this application. The Short Form EAF is included as Appendix B.**

A. Have any environmental issues been identified on the property?

☐ Yes ☒ No

If yes, please explain:

B. Has any public body issued a State Environmental Quality Review Act determination for this Project?

☐ Yes ☒ No

VI. REPRESENTATIONS & AFFIRMATIONS BY THE APPLICANT

The Applicant understands and agrees with the Agency as follows:

A. Jobs Listings: Except as otherwise provided by collective bargaining agreements, new employment opportunities created as a result of the Project will be listed with the New York State Department of Labor Community Services Division (the "DOL") and with the administrative entity of the service delivery area created by the Workforce Investment Act ("WIA") in which the Project is located. Initial

B. First Consideration for Employment: In accordance with §858-b (2) of the New York General Municipal Law, the Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, except as otherwise provided by collective bargaining agreements, where practicable, the Applicant will first consider persons eligible to participate in WIA programs who shall be referred by the WIA for new employment opportunities created as a result of the Project. Initial

C. Other NYS Facilities: In accordance with §862 (1) of the New York General Municipal Law, the Applicant understands and agrees that projects which will result in the removal of an industrial or manufacturing plant of the Project occupant from one area of the state to another area of the state or in the abandonment of one or more plants or facilities of the Project occupant within the state is ineligible for Agency Financial Assistance, unless otherwise approved by the Agency as reasonably necessary to preserve the competitive position of the Project in its respective industry. Initial

D. City Human Right Law: The Applicant agrees to endeavor to comply with the provisions of Article XI, Division 2 of the City Code, entitled "The Omnibus Human Rights Law," which prohibits discrimination in employment based upon age, race, sex, creed, color, religion, national origin, sexual orientation, disability or marital status. The Applicant hereby agrees to adhere to this policy or equal opportunity employment in the requirement, hiring, training, promotion, and termination of employees. Initial

E. City of Syracuse and MWBE Preference: The applicant understands and agrees that it is the preference of the Agency that the applicant provide, and use its best efforts to provide, opportunities for the purchase of equipment, goods and services from: (i) business enterprises located in the city of Syracuse; (ii) certified minority and/or women-owned business enterprises; and (iii) business enterprises that employ residents in the city of Syracuse. Consideration will be given by the Agency to the Project Applicant's efforts to comply, and compliance, with this objective at any time an extension of benefits awarded, or involvement by the Agency with the Project, is requested by the Project Applicant. Initial

F. Local Labor Policy: The applicant understands and agrees that local labor and contractors will be used for the construction, renovation, reconstruction, equipping of the Project unless a written waiver is received from the Agency. Failure to comply may result in the revocation or recapture of benefits awarded to the Project by the Agency. For the purposes of the policy, "Local" is defined as Onondaga, Cayuga, Cortland, Madison, Oneida, and Oswego Counties. Initial

G. Annual Sales Tax Filings: In accordance with §874(8) of the New York General Municipal Law, the Applicant understands and agrees that if the Project receives any sales tax exemptions as part of the Financial Assistance from the Agency, the Applicant agrees to file, or cause to be filed, with the New York State Department of Taxation and Finance, the annual form prescribed by the Department of Taxation and Finance, describing the value of all sales tax exemptions claimed by the Applicant and all consultants or subcontractors Initial

H. Annual Employment Reports and Outstanding Bonds: The Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, the Applicant agrees to file, or cause to be filed, with the Agency on an annual basis, reports regarding the number of FTE at this Project site. The Applicant also understands and agrees to provide on an annual basis any information regarding bonds, if any, issued by the Agency for the Project that is requested by the Comptroller of the State of New York. Initial

I. Absence of Conflicts of Interest: The Applicant has received from the Agency a list of the members, officers and employees of the Agency. No member, officer or employee of the Agency has an interest, whether direct or indirect in any transaction contemplated by this Application, except as hereinafter described in Appendix B. Initial

J. Compliance: The Applicant understands and agrees that it is in substantial compliance with applicable local, state, and federal tax, worker protection, and environmental laws, rules, and regulations. Initial

K. False or Misleading Information: The Applicant understands and agrees that the submission of knowingly false or knowingly misleading information in this Application may lead to the immediate termination of any financial assistance and the reimbursement of an amount equal to all or part of any tax exemptions claimed by reason of Agency involvement in the Project. Initial

L. GML Compliance: The Applicant certifies that, as of the date of the Application, the proposed project is in substantial compliance with allprovisions of NYS General Municipal Law Article 18-A, including but not limited to Sections 859-a and 862(1). Initial

M. SIDA's Policies: The Applicant is familiar with all of SIDA' s policies posted on its website (http://www.syrgov.net/Syracuse_Industrial_Development_Agency.aspx) and agrees to comply with all applicable policies.

N. Disclosure: The Applicant has read paragraph 6 of the instructions contained on the cover of this Application and understands that the Applicant must identify in writing to SIDA any information it deems proprietary and seeks to have redacted.

O. Reliance: THE APPLICANT ACKNOLWEDGES THAT ALL ESTIMATES OF PROJECTED FINANCIALIMPACTS, VALUE OF FINANCIAL ASSISTANCE REQUESTED, AND OTHER INFORMATION CONTAINED IN THIS APPLICATION WILL BE RELIED UPON BY SIDA AND ANY CHANGES IN SUCH INFORMATION MUST BEMADE IN WRITING AND MAY IMPACT THE GRANT OF FINANCIAL ASSISTANCE TO THE PROJECT.

I have read the foregoing and agree to comply with all the terms and conditions contained therein as well as the policies of the City of Syracuse Industrial Development Agency.

Name of Applicant Company	Commonspace Warren, LLC
Signature of Officer or Authorized Representative	
Name & Title of Officer or Authorized Representative	Troy Evans Digitally signed by Troy Evans Date: 2018.11.06 09:41:45 -05'00'
Date	11/6/18

VI. HOLD HARMLESS AGREEMENT

Applicant hereby releases the City of Syracuse Industrial Development Agency and the members, officers, servants, agents a employees thereof (collectively the "Agency" from, agrees that the Agency shall not be liable for, and agrees to indemnify, defend, and hold the Agency harmless from and against any and all liability arising from or expense incurred by: (A) the Agency's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or the Application or the Project described therein or the tax-exemptions and other assistance requested therein are favorably acted upon by the Agency, (B) the Agency's acquisition, construction, and/or installation of the Project described therein anc (C) any further action taken by the Agency with respect to the Project, including without limiting the generality of the foregoing, all cause of action and attorney's fees and any other expenses incurred in defending any suits or action which ma arise as a result of any of the foregoing. If, for any reason, the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Agency or the Applicant are unable to reach final agreem with respect to the Project, or the inability of the Applicant, for any reason, to proceed with the Project, then, and in the ever upon presentation of an invoice itemizing the same, the Applicant shall pay to the Agency, its agents or assigns, all costs incurred by the Agency in the processing of or in connection with the Application, including attorney's fees, if any.

Name of Applicant Company	Commonspace Warren, LLC
Signature of Officer or Authorized Representative	Troy Evans Digitally signed by Troy Evans Date: 2018.11.06 09:39:04 -05'00'
Name & Title of Officer or Authorized Representative	Troy Evans
Date	11/6/18

CITY OF SYRACUSE INDUSTRIAL DEVLEOPMENT AGENCY APPLICATION

APPENDIX A

CONFLICT OF INTEREST STATEMENT

Agency Board Members

1. Michael Frame
2. Kathleen Murphy
3. Steven P. Thompson
4. Rickey T. Brown
5. Kenneth J. Kinsey

Agency Officers/Staff

1. Honora Spillane
2. Judith DeLaney
3. Debra Ramsey-Burns

Agency Legal Counsel & Auditor

1. Susan Katzoff, Esq., Bousquet Holstein, PLLC
2. Grossman St. Amour, PLLC.

The Applicant has received from the Agency a list of members, officers and staff of the Agency. To the best of my knowledge, no member, officer or employee of the Agency has an interest, whether direct or indirect, in any transaction contemplated by this Application, except as hereinafter described:

Signature:	Troy Evans
Authorized Representative:	Troy Evans Digitally signed by Troy Evans Date: 2018.11.06 09:41:01 -05'00'
Title:	Managing Member
Date:	11/6/18

Appendix B

Short Form Environmental Assessment Form

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. The NYS DEC provides an interactive EAF form at its website http://www.dec.ny.gov/eafmapper/, which may substitute for this form.

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

Commonspace Warren

Name of Action or Project: Commonspace Warren

Project Location (describe, and attach a location map): 349 and 351 Warren St.

Brief Description of Proposed Action:

Rehab both buildings and add apartments and office space

Name of Applicant or Sponsor:	Telephone: 315-525-9838
Commonspace Warren, LLC	E-Mail: troy@16thavenueinc.com

Address: 201 E. Jefferson St. Suite 200

City/PO: Syracuse	State: NY	Zip: 13202

	NO	YES
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.	☐	☒
	NO	**YES**
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:	☐	☒

3.a. Total acreage of the site of the proposed action?	11,782 sq ft	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?	11,782 sq ft	acres

4. Check all land uses that occur on, adjoining and near the proposed action.

☒ Urban ☐ Rural (non-agriculture) ☐ Industrial ☒ Commercial ☐ Residential (suburban)

☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): _____

☐ Parkland

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

	NO	YES
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	☐	☒
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	☒	☐
	NO	YES
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	☒	☐
b. Are public transportation service(s) available at or near the site of the proposed action?	☐	☒
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	☐	☒
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	☐	☒
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	☐	☒
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	☐	☒
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	☐	☒
b. Is the proposed action located in an archeological sensitive area?	☒	☐
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	☒	☐
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	☒	☐
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____		

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:
☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional
☐ Wetland ☒ Urban ☐ Suburban

	NO	YES
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	☒	☐
16. Is the project site located in the 100 year flood plain?	☒	☐
17. Will the proposed action create storm water discharge, either from point or non-point sources?	☐	☒
If Yes, a. Will storm water discharges flow to adjacent properties? ☒ NO ☐ YES		
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? ☐ NO ☒ YES		
If Yes, briefly describe: _____		

	NO	YES
18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size:	☒	☐
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	☒	☐
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	☒	☐

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

Applicant/sponsor name: Troy Evans Date: 11/6/18

Signature:

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2 Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have m responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	☒	☐
2. Will the proposed action result in a change in the use or intensity of use of land?	☒	☐
3. Will the proposed action impair the character or quality of the existing community?	☒	☐
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	☒	☐
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	☒	☐
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	☒	☐
7. Will the proposed action impact existing: a. public / private water supplies?	☒	☐
b. public / private wastewater treatment utilities?	☒	☐
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	☒	☐
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	☒	☐

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	☒	☐
11. Will the proposed action create a hazard to environmental resources or human health?	☒	☐

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

☐ Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

☒ Check this box if you have determined, based on the information and analysis above, and any supporting documentation,that the proposed action will not result in any significant adverse environmental impacts.

Name of Lead Agency	Date
Commonspace Warren, LLC	11/6/18
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
Troy Evans Digitally signed by Troy Evans Date: 2018.11.06 09:49:47 -05'00'	Troy Evans Digitally signed by Troy Evans Date: 2018.11.06 09:50:05 -05'00'
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT

APPENDIX C

Verification

STATE OF New York)
) SS.:
COUNTY OF Onondaga)

Troy Evas, deposes and says that s/he is the
(Name of Individual)

Managing Member of Commonspace Warren, LLC
(Title) *(Applicant Name)*

that s/he has read the foregoing Application and knows the contents thereof and that the same is true, accurate, and complete to the best of her/his knowledge, as subscribed and affirmed under the penalties of perjury. The grounds of deponent's beliefs relative to all matters in the said Application which are not stated upon her/his own personal knowledge are investigations which the deponent has caused to be made concerning the subject matter of the Application as well as, if applicable, information acquired by deponent in the course of her/his duties/responsibilities for the Applicant and from the books and papers of the Applicant. The deponent also acknowledges the receipt of the schedules attached to the Application, including but not limited to the Agency's fee schedule and assumes responsibility for payment of any and all applicable fees as described therein. Deponent further acknowledges review and understanding of the Agency's published policies, including but not limited to the Agency's Recapture Policy, and agrees on behalf of the Applicant to be bound by and comply with, all such policies.

Applicant Representative's Signature

Managing Member
Title

Subscribed and sworn to before me this

_____ day of _____, 20 ____

Notary Public