

CITY OF ROME PLANNING BOARD

CARE OF: DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT
ROME CITY HALL, 198 N. WASHINGTON STREET
ROME, NEW YORK 13440-5815
Telephone: (315) 339-7643 Fax: (315) 838-1167
www.RomeNewYork.com



Application for Planning Board Review

Property Address: Corner of Gifford Road and Liberty Street

County Tax ID #: 222.016-1-15

Type of Action Requested

Site Plan Review Site Plan Revision Minor Subdivision (less than 5 lots)

Major Subdivision (5 lots or more)

Preliminary Plat Final Plat

[2 lot subdivision w/ proposed road & public utilities]

Please fill out all the application forms completely and ensure that you are submitting all required supporting documentation. Review and complete the application checklist form prior to submission to confirm that your application is complete.

A complete application must include, at minimum:

- Completed Application Form
- Application Fee
- All Required Submittals
- Digital Copy of All Documents
- 10 Paper Copies of All Documents Printed to Full Original Scale

A complete application package must be submitted to the City's Department of Community and Economic Development at least sixteen (16) calendar days in advance of the upcoming meeting to be placed on an agenda. Please note that for review items which require a State Environmental Quality Review (SEQR), by law, each agency that is part of the project review has up to thirty (30) days for comment. With this in mind, if an item subject to SEQR is submitted at the deadline (16 days prior to the meeting), it is unlikely that the review item will be able to be acted on at the following regular meeting of the planning board.

The Planning Board generally meets on the first Tuesday of each month, but consult the publicly posted schedule as this can vary as a result of public holidays.

Office Use	Date Received:	Fee Recieved: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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City of Rome, New York
Application for Planning Board Review

Brief Project Summary/Description:

43 to 46 unit townhouse development, with public road, water and sewer, with the creation of two lots.

Property Zoning: R-1-8 **Property Size:** ± 6 acres

Current Land Use: Undeveloped

Are there any easements or rights-of-way on the property? Yes No
 Utility Right-of-Way Access Other

Are there any known archaeological or historically significant features on the property? Yes No

If yes, please explain: _____

Are there any federal or state wetlands located on the property? Yes No

Federal Wetlands New York State Wetlands

Is the property located within a floodplain? Yes No

100-Year 500-Year

City of Rome, New York
Application for Planning Board Review

Application Submittals Checklist (Site Plan Review)

*This checklist **must** be completed if you are applying for Site Plan Review in order for your application to be considered complete.*

- Completed Application for Planning Board Review
- Application Fee (\$50 Minor Site Plan, \$250 Major Site Plan) (Make Checks Payable to City of Rome)
- Completed Short or Long Form Environmental Assessment Form, Part 1, As Applicable
- Project Drawings including the following and scaled to no more than 1"=100':
 - Project Title (cover page)
 - Name and address of applicant (all drawings)
 - Name and address of person/firm who prepared the drawings (all drawings)
 - North Arrow and scale (all drawings)
 - Date of drafting and most recent revision (all drawings)
 - Boundaries of property (all drawings)
 - Grading and drainage plan, including both existing and proposed contours
 - Location, type of construction, and exterior dimensions of all buildings
 - Elevations and design of all proposed buildings
 - Location, design, and type of construction of all parking and loading areas
 - Access and egress for all buildings and parking and loading areas
 - Location, design, and construction details for all existing and proposed site improvements
 - Pedestrian access and circulation
 - Emergency vehicle access and circulation
 - Location, design, and construction details for all utilities provisioning and connection
 - Location, design, and construction details for all proposed signs
 - Landscaping plan and planting schedule, including proposed buffer areas and vegetative cover
 - Outdoor lighting plan, including photometrics
 - Estimated project construction schedule
 - List of all state and county permits required for the project and their status

Please note that the Planning Board or City departments may, at their discretion, require the submission of additional information beyond what is listed above.

City of Rome, New York
Application for Planning Board Review

Application Submittals Checklist (Preliminary Plat, Minor Subdivision)

*This checklist **must** be completed if you are applying for property subdivision in order for your application to be considered complete.*

- Completed Application for Planning Board Review
- Application Fee (\$50 base fee plus \$35 per lot)(Make checks payable to City of Rome)
- Completed Short or Long Form Environmental Assessment Form, Part 1, as applicable
- Legal description of the parcels resulting from the proposed subdivision
- A preliminary plat map prepared by a Professional Engineer or Licensed Land Surveyor at a scale not exceeding 1"=100' and showing the following:
 - North arrow and scale bar
 - Name and address of applicant
 - Name, address, and stamp of the Engineer or Land Surveyor who prepared the drawing
 - Layout, number, dimensions, and area of each lot within the proposed subdivision
 - Boundary lines of the proposed parcels, including angles and distances, and a statement of the total areas of those parcels
 - The location, dimensions, and layout of rights-of-way, blocks, easements, improvements, and utilities within and contiguous to the proposed subdivision, as well as the location and dimensions of such major features as railroad lines, waterways, and exceptional topography
 - The location of all existing and proposed connections with existing and proposed water, sewer, and other utility lines, and an indication of provisions for and location of stormwater management facilities
 - If applicable - location, dimensions, and layout of all parcels of land intended to be dedicated for public use or reserved as common space for subdivision property owners (such as parks or walking trails)
 - If applicable - outline and description of all public improvements (such as roads), together with preliminary drawings

Please note that the Planning Board or City departments may, at their discretion, require the submission of additional information beyond what is listed above. Commonly requested information includes, but is not limited to, the following:

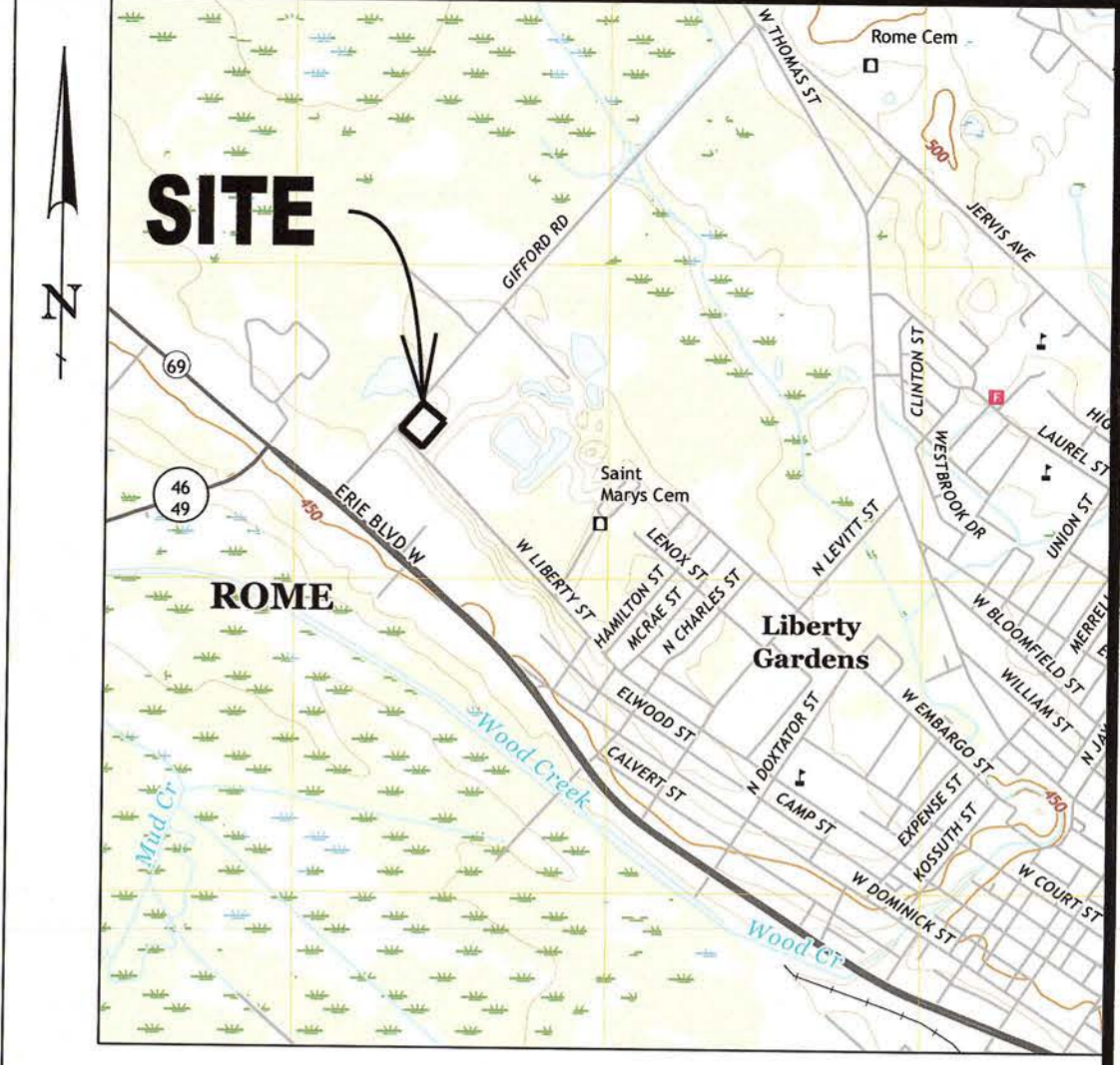
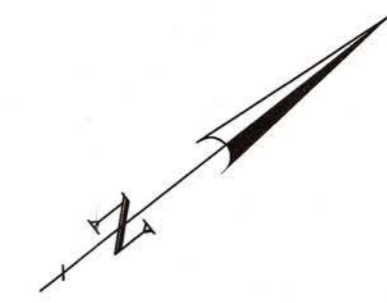
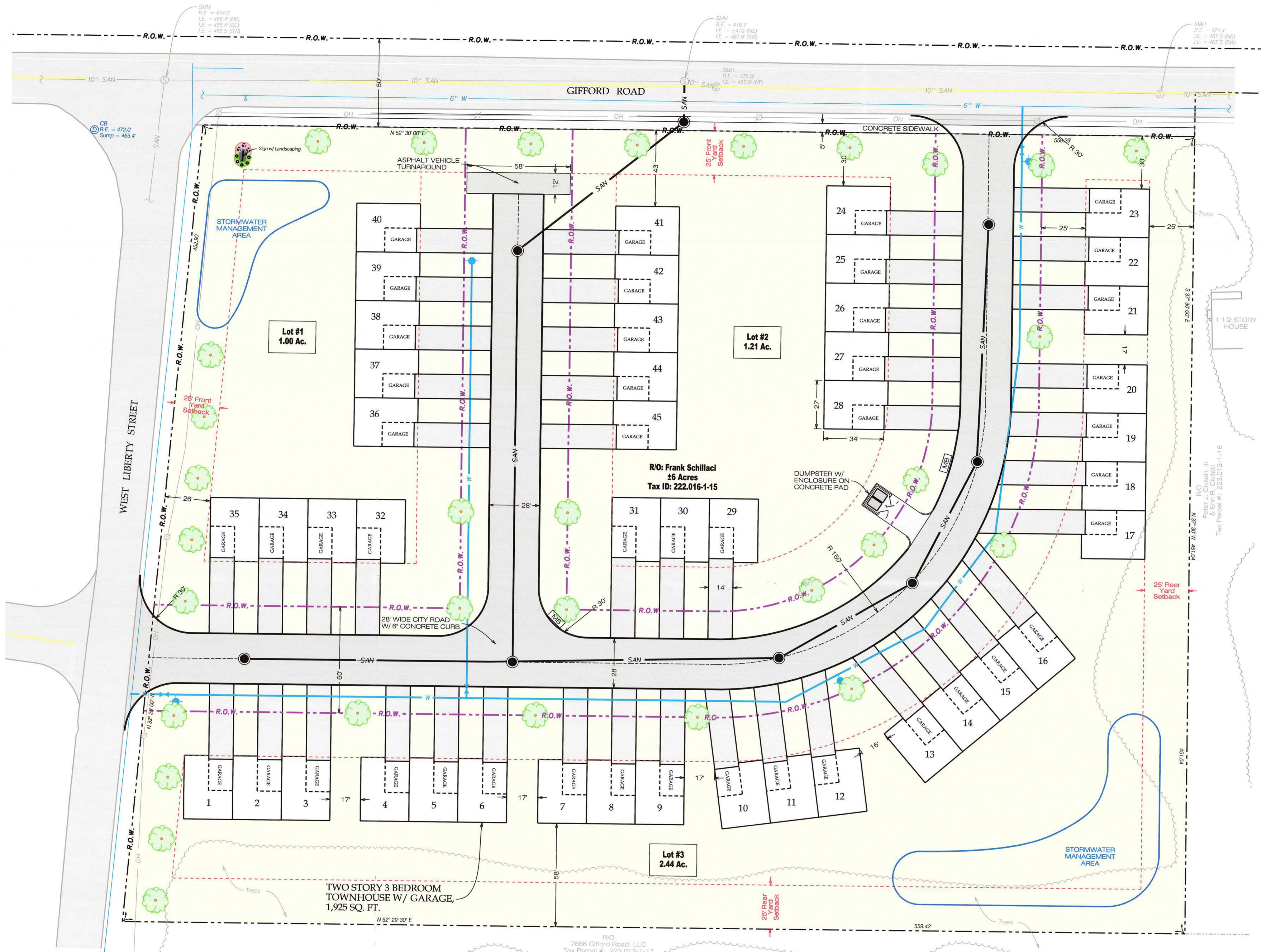
- Topography map with contours at specified intervals
- Cross-section of proposed rights-of-way, showing roadway widths and grades, bicycle and pedestrian facilities, green infrastructure, and street trees
- The proposed location of water, gas, electric, cable, data delivery, and telephone outlets or lines
- Elevation drawing(s)

City of Rome, New York
Application for Planning Board Review

Application Submittals Checklist (Final Plat, Major Subdivision)

*This checklist **must** be completed if you are applying for property subdivision in order for your application to be considered complete.*

- Completed Application for Planning Board Review
- Formal offers of dedication, when not set forth on the final plat, of any public rights-of-way or parks, accompanied by the appropriate deeds bearing a certification of approval by the City Corporation Counsel.
- An endorsement from abstract or title company certifying that there are no liens against the land to be subdivided arising from nonpayment of City taxes, water or sewer charges, or fines
- A preliminary plat map prepared by a Professional Engineer or Licensed Land Surveyor at a scale not exceeding 1"=100' and showing the following:
 - All information from the approved preliminary plat
 - Date of preparation of the final plat and by whom it was prepared
 - The boundary of the plat, based on accurate traverse, with angles and linear dimensions
 - The exact location, width, and name of all rights-of-way within and adjoining the plat
 - True angles and distances to the nearest established right-of-way line or official monuments (no less than three)
 - Municipal, township, county, and section lines accurately tied to the lines of the subdivision by distances and angles
 - Radii, internal angles, points, curvatures, tangent bearings, and lengths of all arcs
 - All easements established for public use and utilities
 - All lot numbers and lot lines, with accurate dimensions given in hundredths of a foot
 - Accurate outlines of all areas dedicated or reserved for public use, with the proposed uses indicated, and all areas to be reserved for the common use of the property owners, with the proposed uses indicated
- A certification by all who have an interest in the property to be subdivided, authorizing and acknowledging the preparation of the subdivision plat and the dedication of any thoroughfares and other public areas
- Documentation of the approval of the City Engineer that the subdivision agrees with the City survey and is mathematically correct
- Certification from the Oneida County Health Department and any other applicable authorities that the final plat meets required specifications.



Location Map
Ref: U.S.G.S. Rome Quad., 2019, 7.5 Min., 1" = ±2,000'

Key

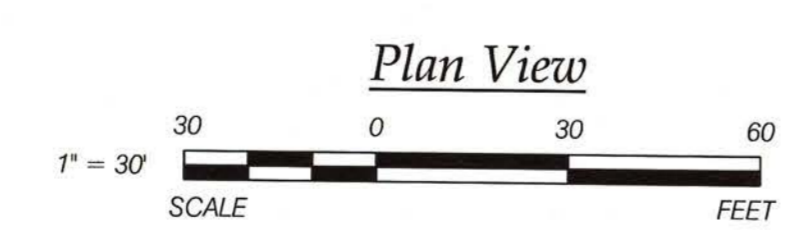
Existing		Proposed	
---	Property Line	- - - - -	R.O.W. - Right of Way
- - - - -	Right of Way	— SAN —	Sanitary Sewer Lateral
— OH —	Overhead Utility	●	Sanitary Manhole
⊗	Utility Pole	⊕	Hydrant / Valve
— 10" SAN —	Sanitary Sewer w/ Size	— W —	Water Main
⊙	Sanitary Manhole	MB	Mailbox
R/O	Reputed Owner	🌳	Street Tree
— 6" W —	Water Main w/ Size		
⊕	Drainage Manhole		
~~~~~	Vegetable Line		

CITY OF ROME ZONING ORDINANCE REVIEW ZONED: SINGLE-FAMILY RESIDENTIAL, R-1-8	
Required	Provided
<p>Allowed Uses:</p> <p>A. Attached Single Family</p> <p>B. Detached Single Family</p> <p>For Attached Single Family Only:</p> <p>1. Lot Size: 2,500 Sq. Ft. / dwelling unit</p> <p>2. Building Setbacks:</p> <p>A. Front Yard: 25'</p> <p>B. Rear Yard: 25'</p> <p>C. Side Yard: 15'</p> <p>3. Max. Height of Structure 35'</p> <p>4. Min. Lot Width: 50' / dwelling unit</p> <p>5. Lot Coverage: Buildings- 50%</p>	<p>Proposed Use: Attached Single Family</p> <p>For Attached Single Family:</p> <p>1. Lot Size: ±1 Acres Min; ±2.44 Acres Max</p> <p>2. Building Setbacks:</p> <p>A. Front Yard: 25'</p> <p>B. Rear Yard: 25'</p> <p>C. Side Yard: N/A</p> <p>3. Height of Structures:</p> <p>4. Lot Width:</p> <p>Along Gifford: 559.3 ft</p> <p>Along Liberty: 452.9 ft</p> <p>5. Lot Coverage:</p> <p>Buildings: ±0.97 Acres = 16%</p> <p>Pavement: ±1.30 Acres = 22%</p> <p>Green Space: ±3.73 Acres = 62%</p>

**Project Summary**

1. # of Units: 45

2. Length of Road: ±972'



REVISIONS:

NO.	DATE	BY

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PROJECT: **GIFFORD ROAD DEVELOPMENT**

CLIENT: BK REALTY DEVELOPMENT, LLC

LOCATION: CITY OF ROME, ONEIDA COUNTY, NEW YORK

DWG. TITLE: **CONCEPTUAL SITE PLAN**

PROJECT No.: 2024054  
FILE NAME: C201  
SCALE: 1" = 30'  
DATE: August 2024  
ENGD BY: JFC  
DRAWN BY: JJJ  
CHECKED BY: JFC

SHEET NO.: **C201**

Note: No alteration permitted hereon except as provided under Section 7209 Subdivision 2 of the New York State Education Law.

**PLUMLEY ENGINEERING**  
Civil and Environmental Engineering

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