

**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: 8221 RomeWesternville Rd County Tax ID #: 206.001-1-19

**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

*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

**Applicant Information**

Name: Michele Corigliano

Address: 8221 Rome Westernville Rd

Phone: 315 725-0209

City: Rome State: NY Zip: 13440

E-Mail: snobbingpost@gmail.com

**Property Owner Information**  (Check if same as applicant)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Agent Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**City of Rome, New York**  
Application for Planning Board Review

**Brief Project Summary/Description:**

Separating the one lot into two in order to  
separate the restaurant from my home

**Property Zoning:** AA

**Property Size:** 4.06 acres

**Current Land Use:** Restaurant/business & home

**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

X

**City of Rome, New York**  
Application for Planning Board Review

**Site Plan Review Supplement**

*Please complete this section if you are applying for site plan review*

**Proposed Building Square Footage:** \_\_\_\_\_

**Proposed Building Height:** \_\_\_\_\_

**Proposed Lot Coverage:** \_\_\_\_\_

**Proposed Impervious Surface Coverage:** \_\_\_\_\_

**Proposed Building Setbacks:** \_\_\_\_\_ (Front, Side, Side, Rear)

**Breakdown of Proposed Uses by Square Footage:** \_\_\_\_\_

**Proposed Number of Residential Units:** \_\_\_\_\_ (If Applicable)

**Does the proposed project involve the construction of wireless telecommunication facilities or infrastructure?**

Yes     No

**Does the proposed project involve the construction of a Tier 2 or Tier 3 Solar Energy Project as defined in the City of Rome Zoning Code?**

No         Yes, Tier 2         Yes, Tier 3

*Additional information is required for projects involving wireless telecommunication facilities and infrastructure, as well as Tier 2 and 3 solar arrays. For these types of project, please contact the Department of Community and Economic Development for assistance.*

**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

**Subdivision Supplement**

*Please complete this section if you are applying for property subdivision.*

**Existing parcel size(s):** 4.06

**New parcel sizes:** 2.26 + 1.8

**Proposed number of parcels to result from subdivision:** 2

**Will all parcels have frontage on a public right-of-way and take access from it?**

Yes  No

**Does the proposed subdivision anticipate the creation of new roads, power lines, or water and sewer infrastructure that will be maintained by the City of Rome?**

NO

**For major subdivision - have copies of the proposed plat been sent to the Oneida County Department of Health for approval?**

Yes  No

**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 (Pre-Application Conference, Major Subdivision)**

- Sketch plan showing a general layout of proposed streets, lots, and other improvements
- Location map indicating the proposed subdivision in relation to the surrounding area
- Depiction of land to be reserved for streets, stormwater management, sewers, water, fire protection, public buildings, utilities, and other facilities
- Map of general locations of obvious conservation features
- Conservation Features Inventory (required only if the proposed subdivision contains previously undeveloped or agricultural land)

**Application Submittals Checklist (Preliminary 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
- Application Fee (\$150 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

**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.

<p><b>City of Rome, New York</b>          Application for Planning Board Review</p>
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**General Information and Certification**

The City of Rome’s Planning Board regularly meets the first Tuesday of every month. To be placed on an agenda, a complete application 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.

Please note that you *must* have a representative in attendance at the meeting in order for your application to be considered.

All required supporting documentation including the required number of copies of plans, documents, drawings and/or other illustrative materials must be submitted in an application packet in order for it to be considered complete. Please refer to the relevant application checklist to confirm that you are submitting all necessary information.

*Failure to provide complete information may result in unnecessary delays or revocation of approvals.*

*I do hereby state that the information submitted is an accurate representation of my request and complete to the best of my knowledge:*

Applicant Signature: M. Congleton

Owner Signature: M. Congleton

Date: 4-20-26

Date: 4-20-26

# *Short Environmental Assessment Form*

## *Part 1 - Project Information*

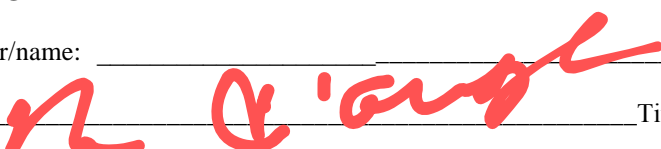
### Instructions for Completing

**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.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
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 <input type="checkbox"/>
			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input 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 type="checkbox"/>	
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	
	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
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: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
	<input type="checkbox"/>	<input 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?  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?	NO	YES	
	<input 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? 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: _____ _____ _____	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest    Agricultural/grasslands    Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> 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 <input type="checkbox"/>	YES <input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO <input type="checkbox"/>	YES <input type="checkbox"/>
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? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
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)? If Yes, explain the purpose and size of the impoundment: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
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: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
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: _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>  Applicant/sponsor/name: _____ Date: _____ Signature:  Title: _____		

**MAP REFERENCES:**

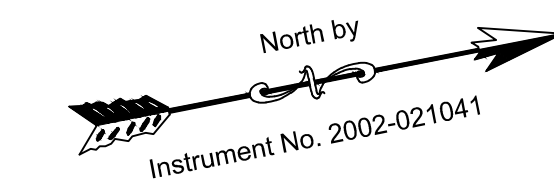
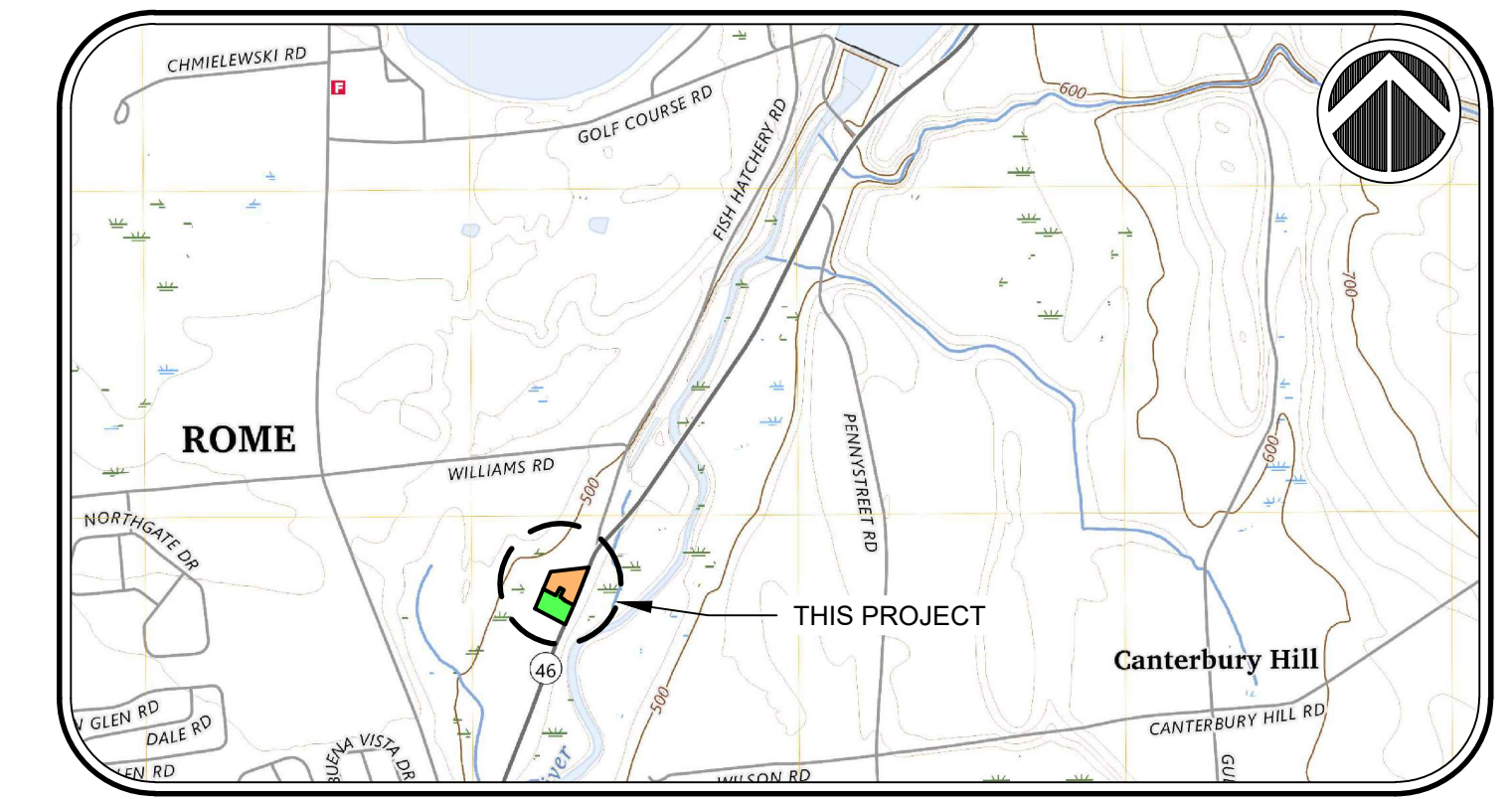
- (M.R.#1) Map Showing Survey of Land to Be Acquired For Addition to New York State Fish Hatchery Rome, NY - Designated as Project Oneida 72 Situate in Lot 46, Fonda's Patent By James B. Dexter, Forest Surveyor Dated September 28, 1968 and on File with the New York State Department of Environmental Conservation as Map No. 07523
- (M.R.#2) Map Showing Property of Marlene L. Matt, Richard L. Rapke and Roger E. Rapke City of Rome, Oneida County, By James E. McBurney and Filed in Instrument No. 2006-025057
- (M.R.#3) Map of Property at 8193 Rome-Westernville Rd for Brian Getbehead in City of Rome, Oneida County, New York By William E. Parry, Dated November 1, 2004

**DEED REFERENCE:**

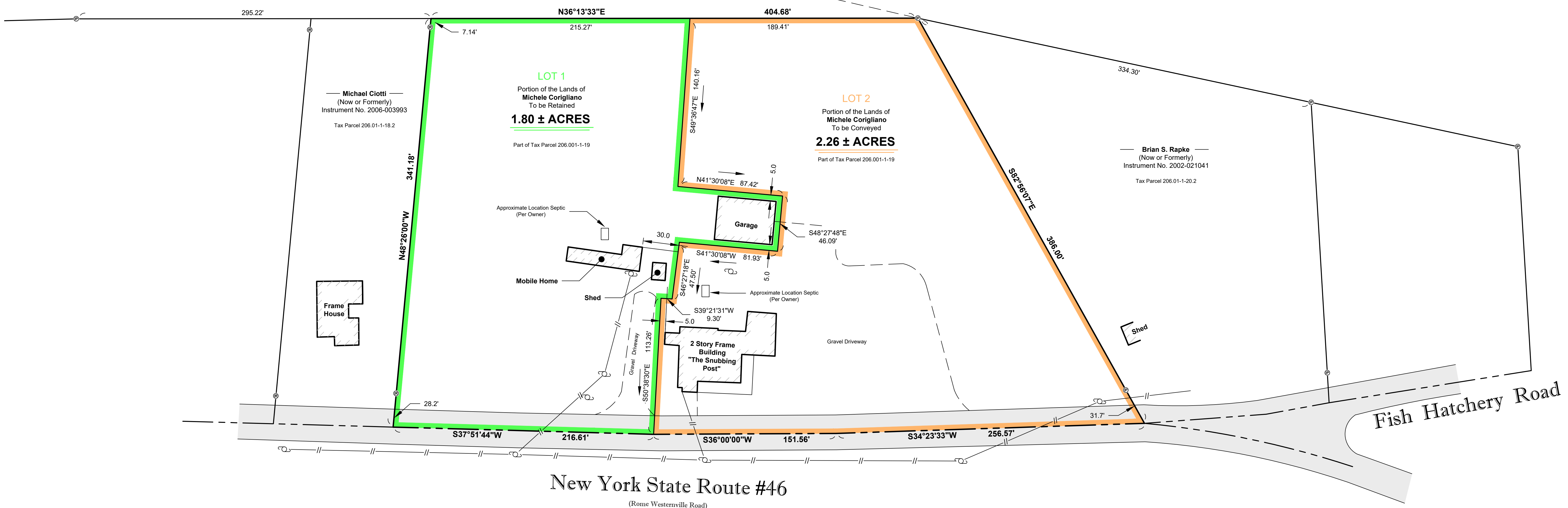
Terry A. Corigliano to Michele Corigliano Warranty Deed - Dated: June 13, 2016 Instrument No. 2016-008499  
 Subject to the right of the public to those portions of land lying within the bounds of New York State Route #49  
 Also Subject to any easements, covenants or restrictions of record.  
 Being Tax Parcel 206.01-1-19

**SURVEY NOTES:**

1. By graphical plotting only, the subject parcel shown hereon does not contain any State or Federally regulated freshwater wetlands, per the New York State Department of Environmental Conservation Resource Mapper.
2. By graphical plotting only, the subject parcel shown hereon is located in Flood Zone 'X' (Area of Minimal Flood Hazard), per Flood Insurance Rate Map No. 36065C0364F, which bears an effective date of September 27, 2013
3. By graphical plotting only, the subject parcel shown hereon IS located within 500 feet of an Agricultural District Parcel per the Oneida County Tax Parcel Viewer.
4. This survey was performed without the benefit of a current abstract of title or documents from a title search and is therefore subject to whatever state of facts that may be revealed in such reports.
5. Adjoining boundary lines are shown for reference only.
6. Subject Property Zoned AA-Airport Approach District



The People of the State of New York (Now or Formerly) Liber 1912 / Page 622 Tax Parcel 206.01-1-12



**LEGEND:**

- ⊙ Denotes Existing Iron Rod
- ⊕ Denotes Existing Iron Pipe
- Denotes Iron Rod to be Set
- ⊔ Denotes Existing Utility Pole

**SCALE: 1" = 50'**

As owner I hereby certify that I have caused the land described by this plat to be surveyed, divided, mapped, dedicated, and access rights reserved as represented on the plat.

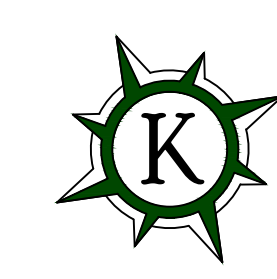
Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
 Town Representative  
 Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
 Property Owner

No.	DATE	REVISION	BY

Unauthorized addition or alteration to a survey map bearing a licensed land surveyor's seal is a violation of section 7209, subdivision 2, of the New York State Education Law.  
 Only boundary survey maps with the surveyor's embossed seal are genuine true and correct copies of the surveyor's original work and opinion.  
 The certifications hereon are limited to persons for whom the boundary survey map was prepared and are not transferable.  
 The location of underground improvements, structures and utilities are not covered by this certificate.  
 © 2026, Kelley Land Surveying, All Rights Reserved

THE UNDERSIGNED HEREBY CERTIFIES THAT THIS MAP WAS MADE FROM AN ACTUAL FIELD SURVEY DATED: March 9, 2026 USING EVIDENCE AND REFERENCES SHOWN HEREON.  
 Corey S. Kelley, L.S. #051156

Lands Of:  
**Michele Corigliano**  
 New York State Route 46  
 (Rome-Westernville Road)  
 City of Rome - Oneida County  
 State of New York



**KELLEY LAND SURVEYING**  
 3095 Forward Road, Blossvale, New York 13308  
 (t) 315-820-2550  
 www.kelleylandsurvey.com

Drawn by:	C. Kelley
Reviewed By:	C. Kelley
Date:	March 9, 2026
Scale:	1" = 40 Feet
Project Number:	2026.006.001
Last Revised:	N/A

**SHEET**  
**1**  
**OF**  
**1**