

CITY OF ROME PLANNING BOARD

Care of: Department of Community & Economic Development
Rome City Hall, 198 N. Washington Street
Rome, New York, 13440
Telephone: (315) 339-7644
www.RomeNewYork.com



REVISOR
8/4/2026

Application for Subdivision

Property Address: 5781-5799 Rome-TABLER County Tax ID #: 222-000-1-39.3
Rd

Type of Subdivision: ☐ Major (5 lots or more, Or Includes New Public Infrastructure)
☐ Preliminary ☐ Final
☒ Minor (Less Than 5 Lots, No New Public Infrastructure)

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 on page 5 prior to submission to confirm that your application is complete.

A complete application package includes the following:

- Completed Application for Subdivision Form
- Subdivision Plat Prepared by a NYS Licensed Land Surveyor or Professional Engineer
- Application Fee
- Short or Full Environmental Assessment Form (SEAF/FEAF) Part 1, As Applicable

The submission format is as follows:

- Digital Copy of **All** Documents
- Two (2) copies of subdivision plat printed to full scale
- Eight (8) copies of subdivision plat printed to 11"x17"

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, by law, state agencies have up to thirty (30) days to submit comments on applications requiring coordinated review under the New York State Environmental Quality Review Act (SEQR), so an application submitted sixteen days in advance of a Planning Board meeting will not necessarily be acted upon at that meeting.

City of Rome, New York
Application for Subdivision

Application Submittals Checklist (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) \$120.00
TO BE DELIVERED BY 7/30/26
- ☒ 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: **SURVEY - SIGNED & SEALED**
 - ☐ 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 Subdivision

Project Sponsor Information

Applicant Information

Name: FIRST SOURCE FEDERAL CU Phone: 315-292-3923
Address: 4451 COMMERCIAL DR City: NEW HARTFORD State: NY Zip: 13413
E-Mail: PGOODISON@FSOURCE.ORG

Property Owner Information

☐ (Check if same as applicant)
Name: ALLANBERN LLC Phone:
Address: 1201 THORW ST City: UTICA State: NY Zip: 13502
E-Mail:

Agent Information (if applicable)*

Agent Type: ☐ Project Engineer ☐ Architect ☐ Surveyor ☐ Lawyer ☐ Other (APP-DEP)
Name: BYRON W ELIAS Phone: 315-794-9423
Address: 9 LINDALE AVE City: NEW HARTFORD State: NY Zip: 13413
E-Mail: BWELIAS@YAHOO.COM

**Please note that an agent only needs to be designated if you would like someone other than the listed applicant to be the primary point-of-contact for this project.*

Project Information

Property Zoning: C-2 GEN COM Property Size: 10.51 AC +/-

Current Land Use: SHOPPING CENTER

Number of Parcels to Result from Subdivision

TWO (2)

Largest Parcel Size to Result

2.816 AC +/-

Smallest Parcel Size to Results

1.698 AC +/-

City of Rome, New York
Application for Subdivision

Project Information (Continued)

Brief Project Summary/Description

THE EXISTING PARCEL 222.000-1-39.3 IS A STRIP PLAZA COMPRISING 10.51 AC. THE PROPOSED ACTION WILL SUBDIVIDE THE PARCEL CREATING A NEW 1.699 AC. PARCEL AND THE ORIGINAL PARCEL WILL HAVE 8.816 AC.

Are there any known archaeological or historically significant features on the property?

☐ Yes ☒ No

If yes, please explain: _____

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

☒ Yes ☐ No

Are there any easements or rights-of-way on the property? ☒ Yes ☐ No

☐ Utility ☒ Right-of-Way ☐ Access ☐ Other

Is the property located within a floodplain? ☐ Yes ☒ No

☐ 100-Year ☐ 500-Year

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

☐ Federal Wetlands ☐ New York State Wetlands

Major Subdivision Only

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? ☐ Yes ☐ No

☐ Road(s) ☐ Electrical ☐ Water ☐ Sewer

Have copies of the proposed plat been sent to the Oneida County Department of Health for approval? ☐ Yes ☐ No

Has the property been previously developed/used for a purpose other than agriculture?

☐ Yes ☐ No

**If no, you must complete a conservation features inventory as outlined in Section 62-6 of the Rome City Code. Please contact the Department of Community & Economic Development for assistance.*

City of Rome, New York
Application for Subdivision

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.

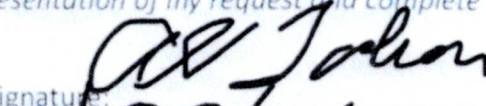
All required supporting documentation including the required number of copies of plans, documents, drawings and/or other illustrative materials must be submitted in an application packet in order for it to be considered complete. Please refer to the relevant application checklist to confirm that you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

Date: 7/22/2026

Owner Signature: 

Date: 7/22/26



Short Environmental Assessment Form

Part 1 - Project Information

REVISED
8/4/2026

Instructions for Completing

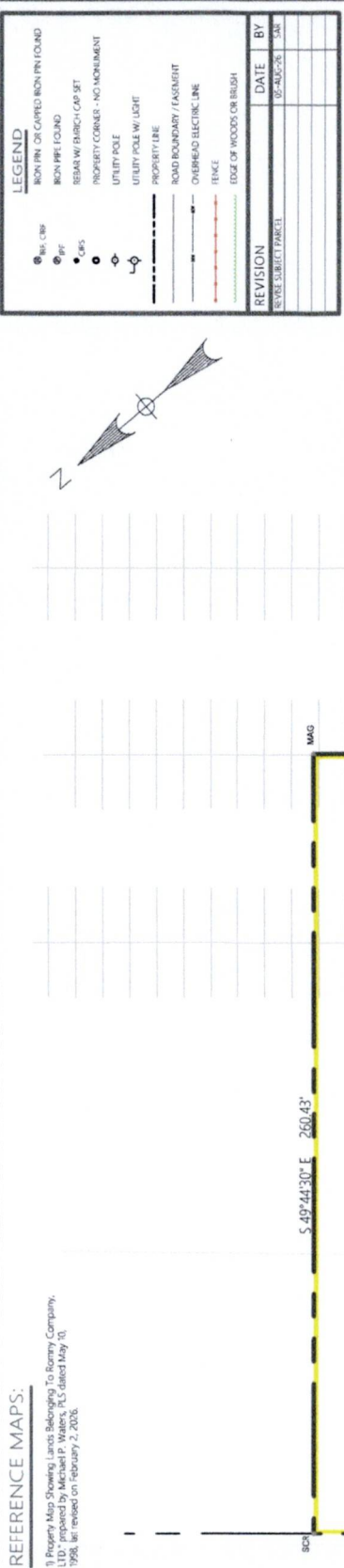
Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. 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			
FIRST SOURCE FEDERAL C. U.			
Name of Action or Project: ROME TABERG RD - MINOR SUBDIVISION			
Project Location (describe, and attach a location map): 5781-5799 ROME-TABERG RD, ROME, N.Y.			
Brief Description of Proposed Action: THE EXISTING PARCEL 222.000-1-39.3 IS A STRIP PLAZA COMPRISING 10.51AC +/- THE PROPOSED ACTION WILL SUBDIVIDE THE PARCEL CREATING NEW PARCEL WITH 4.437AC +/- AND THE ORIGINAL PARCEL WITH 6.073AC +/- 1.688 AC +/- 8.812 AC +/-			
Name of Applicant or Sponsor: BYRON W. ELIAS, AS REPRESENTATIVE FOR FSFCU		Telephone: 315-794-9423 E-Mail: BWELIAS@YAHOO.COM	
Address: 9 LINDALE AVE.			
City/PO: NEW HARTFORD		State: N.Y.	Zip Code: 13413
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?		NO	YES
If Yes, list agency(s) name and permit or approval:		☒	☐
3. a. Total acreage of the site of the proposed action?		10.51 +/- acres	
b. Total acreage to be physically disturbed?		-0.00- acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		-0.00- acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
☐ 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?	☐	☒	☐
b. Consistent with the adopted comprehensive plan?	☐	☒	☐
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	☐	☒	
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: _____	☒	☐	
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?	☐	☒	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	☒	☐	
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: _____ This is a subdivision of land only.	☒	☐	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ This is a subdivision of land only there will be no development at this time.	☒	☐	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ This is a subdivision of land only there will be no development at this time	☒	☐	
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	
	☒	☐	
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?	☒	☐	
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	
	☒	☐	
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		
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? If Yes,	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)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	☒	☐
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	YES
	☒	☐
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	YES
	☒	☐
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: <u>Byron W. Elias</u> Date: <u>July 22, 2026</u>		
Signature: <u><i>Byron W. Elias</i></u> Title: <u>AGENT FOR FSFCU</u>		



SURVEYOR'S NOTES:

- 1) Map bearings are referenced to the New York State Plane Coordinate System, Central Zone, Geoid 128.
- 2) This survey was prepared without an abstract of title.
- 3) The effects or dimensions shown hereon, from property lines to structures, are not intended to measure the property, but to guide the erection of fences, additional structures or any other improvement.

REMAINING LANDS OF
ALANBERN, LLC
I.N. 2026-3930
TMP 222,000-1-39.3
Area = 384,006± sq. ft.
or 8.816± acres

Rome Industrial
Development Corporation
L 2316 P. 147
TMP 222,000-1-39.1

Source Deed:
I.N. 2026-3930
Area = 73,957± sq. ft.
or 1.698± acres

Monroe Muller Brake, Inc.
L 2883 P. 479
TMP 222,000-1-39.4

Point of
Beginning

CERTIFY TO:
The Rome Industrial
Development Corporation
Westcott Land Title Insurance Company
Brownell Abstract Corporation

I hereby certify that this is an accurate map made
by me or under my direct supervision and that the
survey was prepared in accordance with the minimum
standards set forth in "The Estimating Code of the
State Association of Professional Land Surveyors."

Michael J. Emrich
August 5, 2026

Michael J. Emrich, P.L.S. No. 050963 Date:

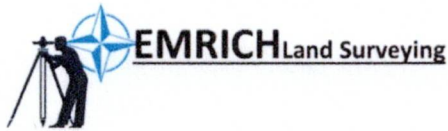
**NEW YORK STATE ROUTE 69
ROME - TABERG ROAD**

PART OF TAX MAP PARCEL #222,000-1-39.3

SURVEY PLAT SHOWING LANDS BEING CONVEYED TO
FIRST SOURCE FEDERAL CREDIT UNION
LOCATED ON STATE ROUTE 69, ROME - TABERG ROAD
CITY OF ROME
COUNTY OF ONEIDA
STATE OF NEW YORK

PROJECT NO.	26-063	DATE	9 JULY 2026
SCALE:	1" = 30'	DRAWN BY:	S. ROSEEN
APPROVED:	M. ENRICH	CHECK BY:	M. SCOUTEN





ELS No. 26-061

August 5, 2026

SURVEYOR'S DESCRIPTION

Lands Being Conveyed To
First Source Federal Credit Union

ALL THAT TRACT, PIECE OR PARCEL OF LAND situate in the City of Rome, County of Oneida, State of New York as shown on the plat entitled "Survey Plat Showing Lands Being Conveyed to First Source Federal Credit Union" prepared by Michael J. Emrich, PLS and dated July 9, 2026 last revised on August 5, 2026, said parcel more particularly described as follows:

BEGINNING at the intersection of the northerly highway right of way of New York State Route 69 (a/k/a Rome – Taberg Road) with the division line between the lands of Rome Industrial Development Corporation as described in book 2316 of Deeds at Page 147 on the west and lands of ALANBERN, LLC as described by Document No. 2026-3930 on the east, marked by a set capped rod; Thence N 40°15'30" E along said division line 287.13 feet to a set capped rod; Thence S 49°44'30" E through the aforementioned lands of ALANBERN, LLC and along a new division line 260.43 feet to a set mag nail; Thence S 40°15'30" W continuing through said lands and along a new division line 281.73 feet to a point on the aforementioned highway right of way of New York State Route 69, marked by a set mag nail; Thence N 49°44'55" W along said highway right of way 44.02 feet to a highway monument; Thence N 51°10'05" W continuing along said highway right of way 216.48 feet to the POINT OF BEGINNING, being 73,957± square feet or 1.698± acres, be the same more or less.

BEING a portion of the lands conveyed by Bargain and Sale Deed dated March 13, 2026 by ROMNY, LTD.1 to ALANBERN, LLC and filed in the office of the Oneida County Clerk as Instrument Number 2026-3930.

SUBJECT TO a 40 foot wide Permanent Easement for Utilities retained by Rome Industrial Development Corporation as described in Book 2825 of Deeds at Page 293.

ALSO SUBJECT TO a 25 foot wide Easement for Vehicular Ingress and Egress retained by Rome Industrial Development Corporation as described in Book 2825 of Deeds at Page 293.