

JEFFERY LANIGAN
Mayor



26-019
MARK DOMENICO
Director

DEPARTMENT OF CODE ENFORCEMENT

ROME CITY HALL, 198 N. WASHINGTON STREET

ROME, NEW YORK 13440-5815

Telephone: (315) 339-7642 Fax: (315) 339-7638

www.romenewyork.com

Notice of Denial of a Building Permit

Date: 7/23/2026

1. Applicant

- | | |
|--------------------------|--|
| a. Name: | Sandra Minsaas Irrevocable Trust (David Minsaas Trustee) |
| b. Address: | 630 Woodland Ave |
| c. Telephone: | 315-272-8363 |
| d. Interest in Premises: | Sandra (lifetime use) |
| e. Email | shallowcreek313@yahoo.com |

2. Property description

- | | |
|-----------------------------|------------------|
| a. Address: | 630 Woodland Ave |
| b. Zone District: | RP |
| c. Current use of property: | single family |
| d. Zoning standing : | conforming |
| e. Tax id | 242.044-1-5 |

3. Type of Action Requested- Area Variance

4. Reason for Denial-

The applicant is seeking to remove an existing concrete sidewalk and increase the width of the existing driveway. This will result in a total overall width of the driveway at 24'-3".

5. Rome Code Section 80-14.7 , Driveway Design

Sec. 80-14.7. - Driveway design.

(a) Single-family detached and two-family dwelling driveways.

i. A residential driveway that provides access to a detached or attached garage is limited to a maximum width of 12 feet. A driveway apron, the width of the garage, as measured from the garage walls, is permitted to extend for a distance (depth) of 25 feet as measured perpendicular from the garage doors before tapering back at an angle of no more than 45 degrees to the required driveway width for access to the additional spaces. If the distance from the additional depth to the lot line is 15 feet or less, tapering is not required.

Sec. 80-14.5. - Location of vehicle parking spaces.

(a) Residential uses.

i. All required off-street vehicle parking spaces for residential uses and the residential component of mixed-use developments must be located on the same lot as the structure.

ii. For single-family (detached and attached) and two-family dwellings, required vehicle parking spaces are permitted in private driveways, but must not encroach onto the public right-of-way.

(note- The City Engineering Office shall approve any ROW encroachment)

Mark Domenico, R.A.
Chief Enforcement Officer

Note: An approval of this application by the Rome Zoning Board does not authorize the construction of the deck without first obtaining a building permit. Contact the Rome Code Enforcement Office for further instructions.

11 5.00

CITY OF ROME ZONING BOARD OF APPEALS

Area Variance Application

IN THE MATTER OF THE APPEAL, OF SANDRA MINSARS, Appellant (s):
for an Area Variance pursuant to Article VIII, Section 56 (b) of the Code of Ordinances of the City of
Rome, Chapter 80 and Article 5-A, Section 81-b of the New York State General City Law

TO THE CITY OF ROME ZONING BOARD OF APPEALS:

SECTION I (SECTION I TO BE COMPLETED BY ZONING OFFICER AND REVIEWED BY APPLICANT):

- A. The appellant (s) hereby appeals to the Zoning Board of Appeals of the City of Rome, New York from a determination of the Zoning Officer who, on the 23 day of July, 2026, did deny the application of the Appellant, said application affecting property at 630 Woodland Ave in a R/P zoning district, in the City of Rome, and having been submitted to the Zoning Officer for the purpose of Removing problem sidewalk from house to Road
Replace with Asphalt and ADD 10 ft of Asphalt
for Add on to Driveway.

that such application was denied by the Zoning Officer insofar as it contained a proposed use not permitted or authorized and constituting a violation of Section _____, Schedule _____ of the Rome Code of Ordinances, Chapter 80. (Sec Prem. it Apl Denial)

- B. Area Variance Standard: Appellant recognizes that, pursuant to Article 5-A of the General City Law, §81-b(4), the Zoning Board of Appeals shall take into consideration the benefit to the appellant if the Area Variance is granted, as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such grant. In making such determination the Zoning Board of Appeals shall also consider:

- (i) whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance;
- (ii) whether the benefit sought by the applicant can be achieved by some method feasible for the applicant to pursue, other than an area variance;
- (iii) whether the requested area variance is substantial;
- (iv) whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and
- (v) whether the alleged difficulty was self-created, which consideration shall be relevant to the decision of the board of appeals, but shall not necessarily preclude the granting of the area variance.

The Appellant recognizes that the Zoning Board of Appeals, in the granting of Area Variances, shall grant the minimum variance that it shall deem necessary and adequate to address the unnecessary hardship proven by the applicant, and at the same time preserve and protect the character of the neighborhood and the health, safety and welfare of the community by such conditions as it may deem reasonable under the circumstances.

SECTION II (SECTION II TO BE COMPLETED BY APPELLANT(S)---attach additional sheets and/or addendums as necessary)

* It may be in your best interest to seek the assistance of an attorney in filling out this Section.

**Explanatory Note(s) are for the sole purpose of helping you, as Appellant, understand the requirements necessary to obtain the Variance and shall not have any significance to your application or any denial thereof. These Notes are not intended as legal advice, nor are they to be relied on as the current state of the law.

A. Having fully reviewed the above requirements for the granting of an Area Variance, I hereby request such Area Variance in order to supersede the determination of the Zoning Officer denying my application for the following reasons (complete each paragraph below):

Note: In making application to the Zoning Board of Appeals for an Area Variance, the Zoning Board of Appeals must take into consideration the benefit of the Area Variance to the Appellant and weigh it against the detriment to the community. In weighing said factors, the Zoning Board of Appeals must consider the five factors enumerated above. The Appellant requests the variance and presents information to substantiate the variance; however, it is the job of the Zoning Board to implement the test.

(i) whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the Area Variance;

No undesirable change. Many driveways on Woodland Ave are stone driveways some of which in poor repair. One block of Woodland people park cars parallel to the road with very little if any of front yardage. My property is beautifully landscaped & wish to maintain it that way. Add on driveway will not affect any neighboring properties or decrease their value.

(ii) whether the benefit sought by the applicant can be achieved by some method feasible for the applicant to pursue, other than an area variance;

No, there is a current driveway left side of house however in winter large chunks of ice fall into the driveway. My son lives with me and we have 2 vehicles. I desperately need off street parking. The other side of the property has borderline trees with neighbor and a saw just over the line that are her trees. The trees are full grown trees. I researched putting driveway on that side but no contractor will guarantee me that cutting out roots of mature trees will not cause the trees to die. That is a liability issue. The best and only place for me to put add on driveway is in front of the house, with taking out 3ft sidewalk and replacing with asphalt & adding on 10ft

AND actually entire both sides of the house

for vehicle: would be 1 vehicle on left side, one vehicle on right side and having at least 8ft or more space where the 3ft sidewalk was for emergency entrance

(iii) whether the requested area variance is substantial;

No

(iv) whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and

No - No other properties will be impacted. The new Add on will blend in with all other properties of the Woodland Ave which is only 2 blocks. In fact will be better. The Add on will be approx 15 feet away from my neighbor. Many other properties park in the ROW on Woodland Ave also several driveways are larger than 12 ft width

(v) whether the alleged difficulty was self-created, which consideration shall be relevant to the decision of the board of appeals, but shall not necessarily preclude the granting of the area variance.

This issue is not self created. I am limited on adding on driveway to front of home due to large ice from roof and mature trees. I need to be able to park two vehicles off street especially during the winter months

B. I hereby attest that no previous appeal has been made for the Area Variance requested herein.

Sworn to before me this 23 Day of July, 2020.

Adrianne Plumley

Sandra Morris

Notary Public

Appellant

ADRIANNE L PLUMLEY
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01PL0050689
Qualified in Oneida County
My Commission Expires 6-1-2030

A-5

DAVID MINSAAS TRUSTEE FOR SANDRA MINSAAS TRUST PROPERTY LOCATED AT 630
WOODLAND AVE ROME NY, 13440

1602 ROSER TER

ROME NY 13440

315-272-8363

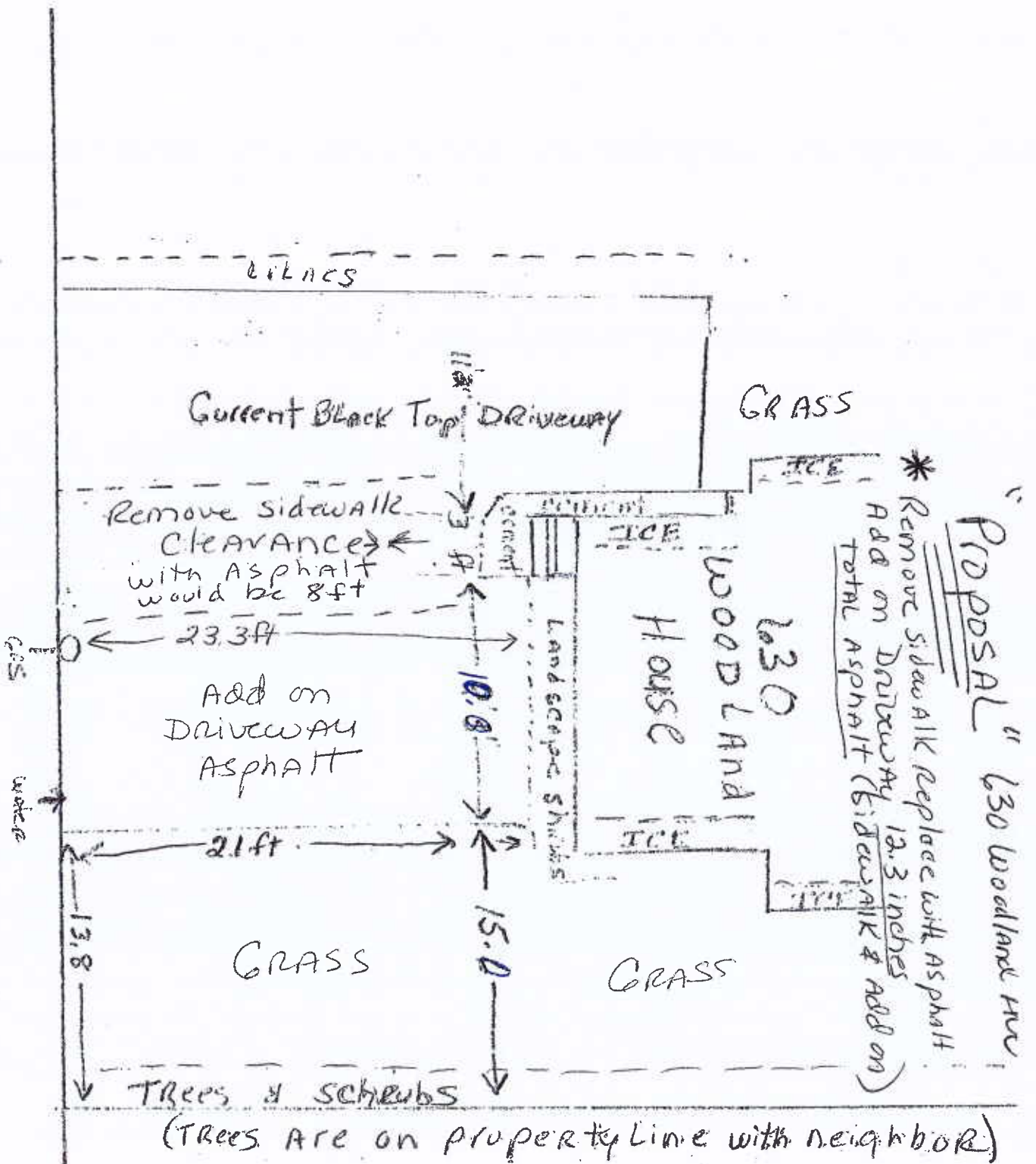
7/23/26

PLEASE BE ADVISED THAT SANDRA MINSAAS HAS LIFETIME USE OF THE PROPERTY. SHE HAS MY
PERMISSION TO GO IN FRONT OF THE ZONING BOARD FOR A VARIANCE TO ADD ON TO
DRIVEWAY AND REPAIR SIDEWALK WITH ASPHALT REPLACEMENT.

A handwritten signature in dark ink, appearing to read 'David Minsaas', with a long, sweeping horizontal line extending to the right.

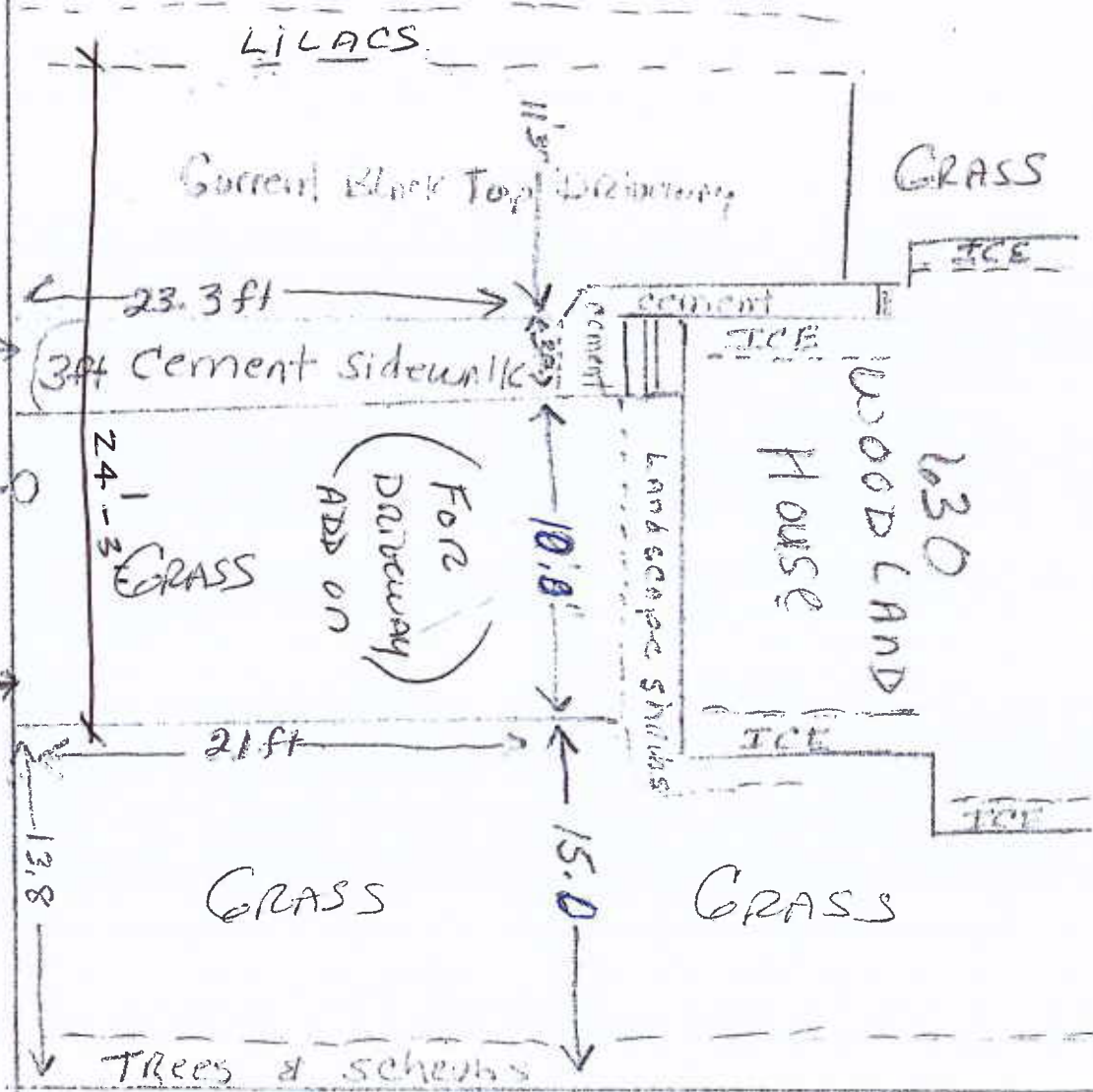
DAVID MINSAAS, TRUSTEE

WOODLAND AVE
SANDRA MINSAS



Current 630 Woodland Ave
 IS Zoned Residential Professional
 Built in 1920

Woodland Ave
 SANDRA MINSAAS

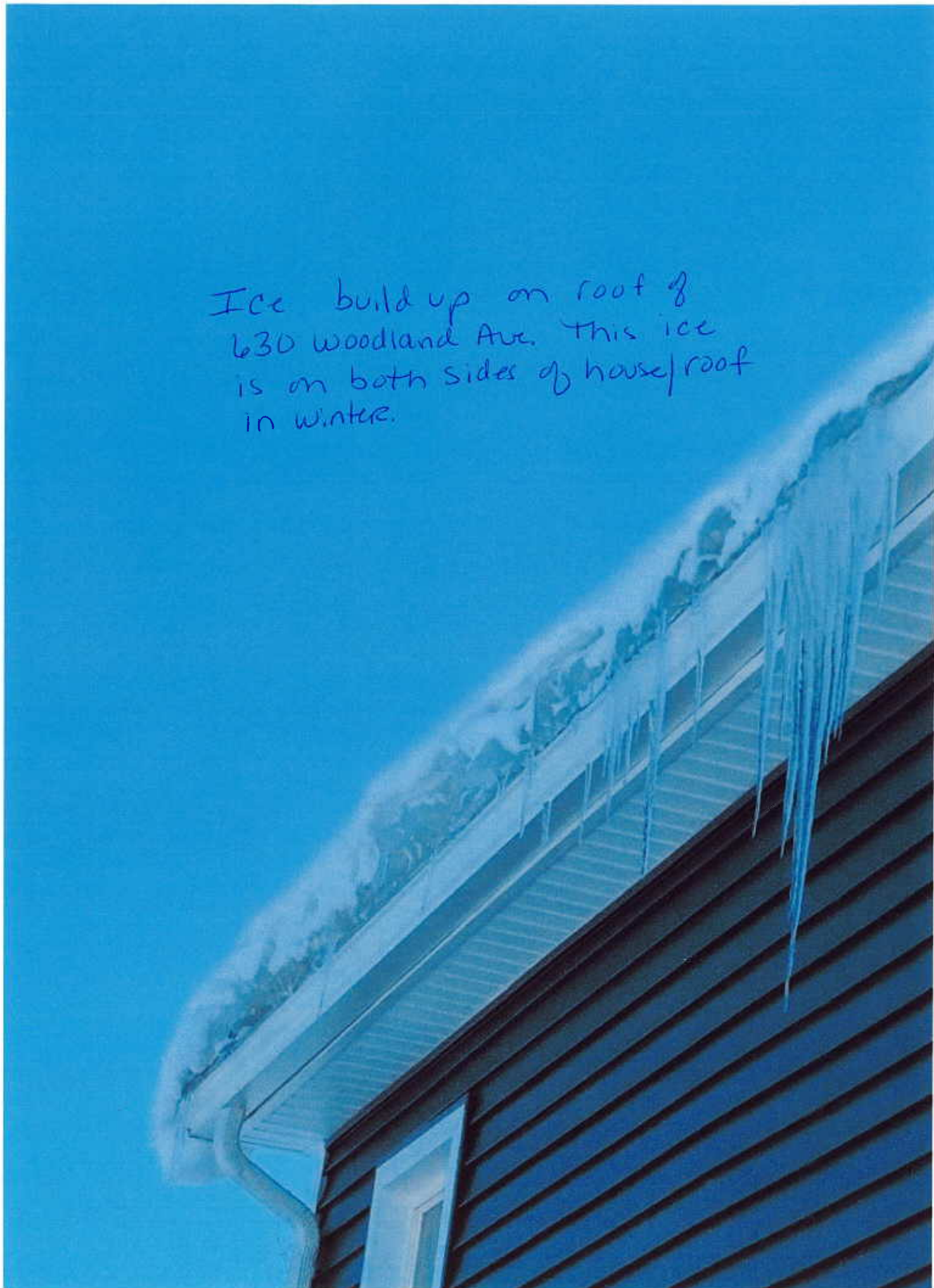


(Trees are on property line with neighbor.

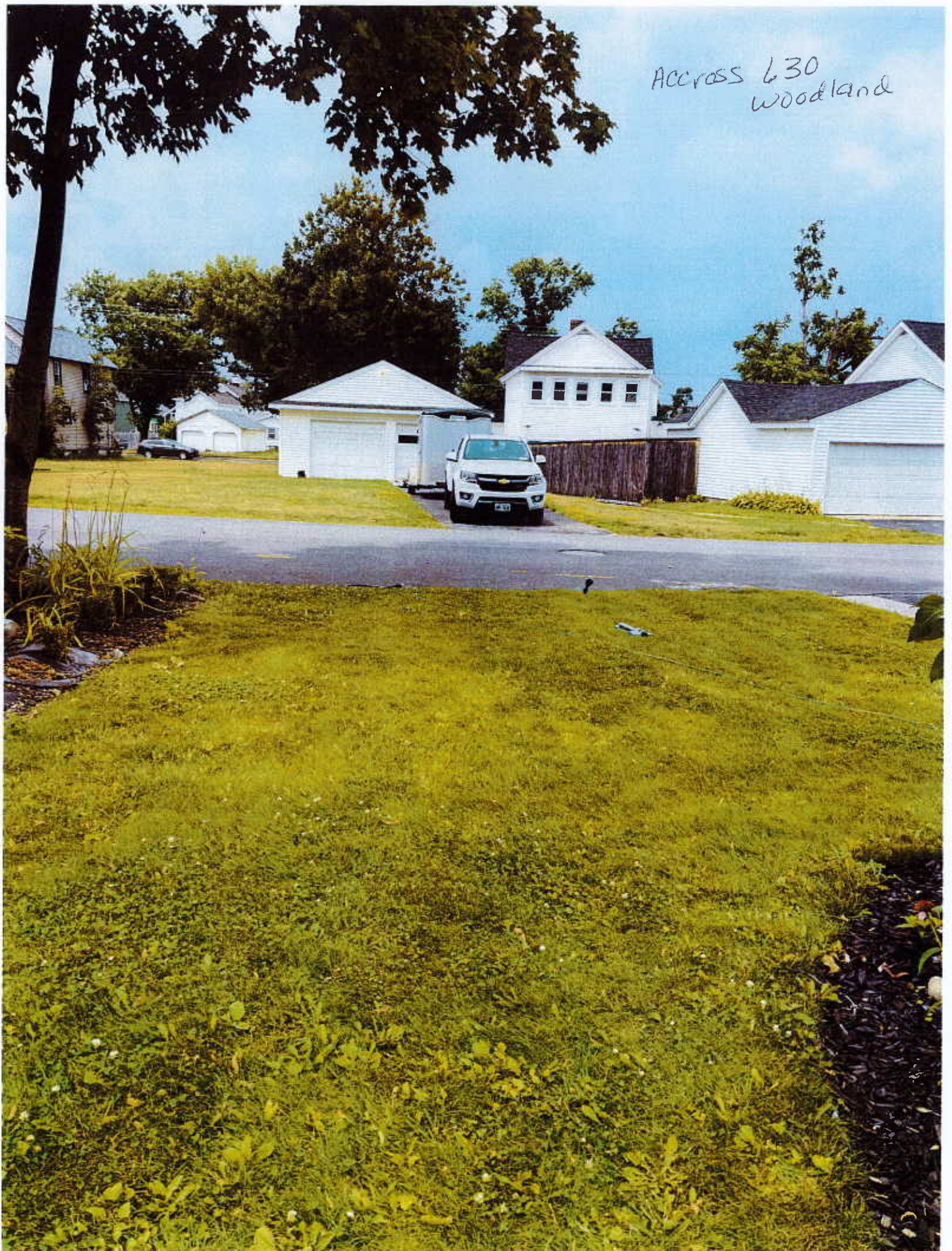


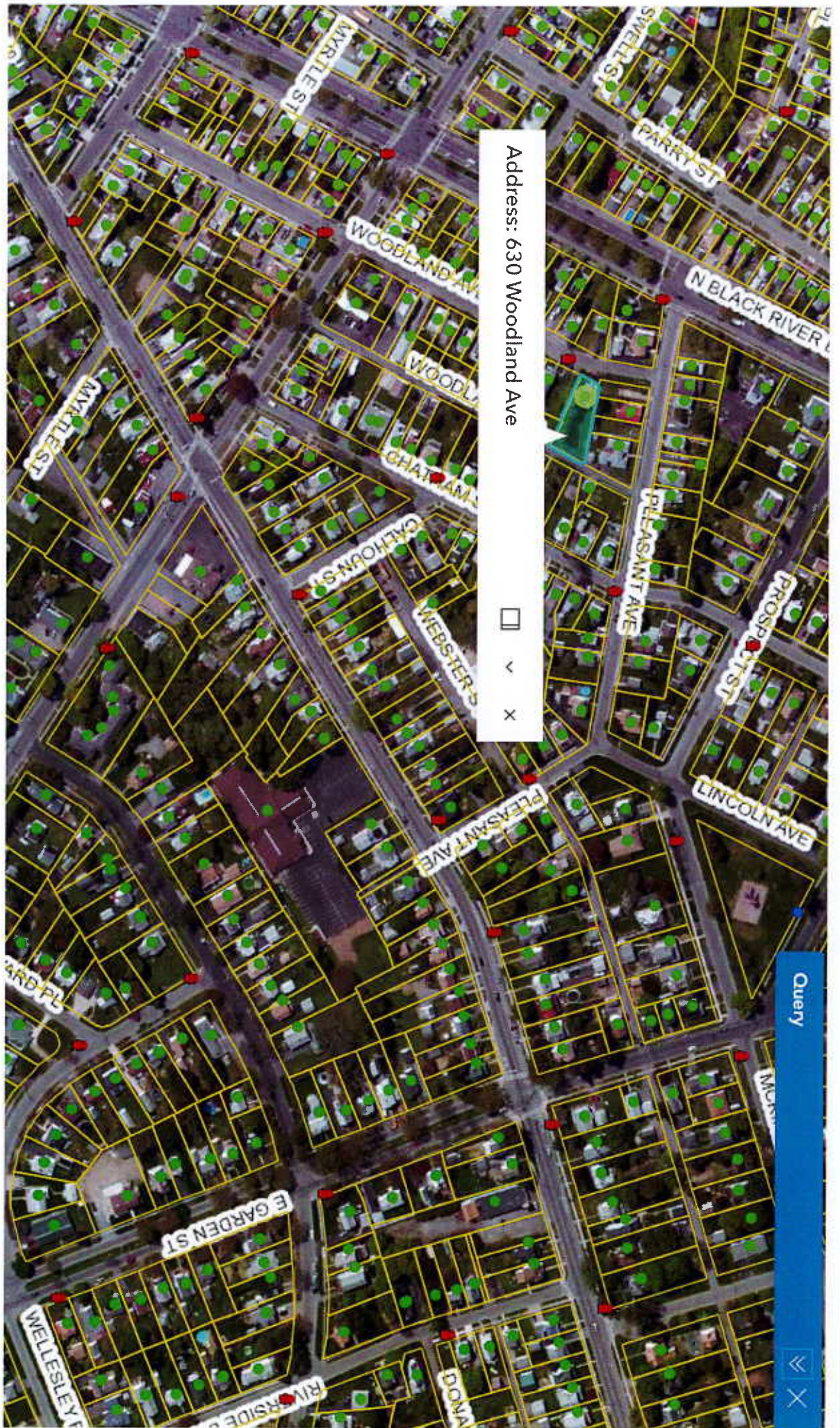
TYPE measure shows
how far add in driveway
would go & there is still
aft from car to end of type measure.

Ice build up on roof of
630 Woodland Ave. This ice
is on both sides of house/roof
in winter.



Across 630
Woodland





Address: 630 Woodland Ave



Query

