

Right to Know/FOIL

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HIGHLANDS ARCHITECTURE pllc

November 27, 2018

Town of Cortlandt
Department of Technical Services (DOTS): Planning Division
Town Hall Office #4
1 Heady Street
Cortlandt Manor, NY 10567

Re: Application for Planning Board Site Plan Amendment for:
2305 Crompond Road, Cortlandt Manor, NY 10567
Zone: HC – Highway Commercial
Section: 34.7, Block: 2, Lot: 8



Copies 1 Planning Board
..... Town Board
3212 ROUTE 9
COLD SPRING, NY Zoning Board
(845) 809-0926 Legal Dept.
highlandsarchitecture.com
..... DOTS Director
..... C.A.C.
..... A.P.C.
..... Applicant
.....
.....
Sent 11/28/18

Dear Members of the Planning Board,

The intent of the proposed project at 2305 Crompond Road is to provide cosmetic exterior upgrades and reconfiguring the interior to create attractive rental spaces. The existing 12,924 square foot commercial building is located in an HC (highway commercial) zoning district in the Town of Cortlandt. Originally there was a house on the site. However, over many years the property has evolved and grown into what it is today. At one time in relatively recent past, the building was an Agway feed store and eventually became a space whereby uses more recreational in nature began to occupy spaces within the building. Over the past several years the building has become the home of occupants who use the building for athletic training purposes such as baseball pitching and batting as well as tumbling and gymnastics.

Currently the building is in desperate need of improvement. Our mission from the beginning of this project has been to provide interior reconfiguration of space to suit the Owner’s programmatic requirements of maintaining similar recreational uses while ultimately improving the building holistically. We have established three separate points of entry to the building along with a new Entry Corridor and Toilet Rooms “Core” which has established a sense of arrival to the building as well as provided each new Tenant Space with a dedicated Toilet Room which currently does not exist. The building is currently occupied by athletic training spaces which are considered to be of a recreational use. It is our understanding that the building has been functioning in this manner for several years.

While it is unknown at this time as to the exact nature and use of each new occupied Tenant Space, the Owner and their team have been focusing on finding tenants who are similarly “recreational” in nature. The Owner would like to continue to use the building as it has been for several years without a change of use. The building has been designed to accommodate six individual ground level Tenant Spaces and also includes an existing Apartment on the second floor on the eastern side of the building which will remain unaltered. There are no proposed additions to the building. Our proposed design will not increase the demand for parking or sanity flow rates based on our review and calculations provided by the civil engineering consultant. We have proposed relatively minor changes to the exterior where we have designed two new entrance locations as described above and as shown in the attached architectural drawings.

Please do not hesitate to contact our office should you require any additional information or documentation.
Thank you.

Best regards

Justin R. Kacur, Architect
Highlands Architecture, pllc