



February 15, 2022

Loretta Taylor, Chairman  
Town of Cortlandt Planning Board  
Town Hall, 1 Heady Street  
Cortlandt Manor, NY 10567

**Re: Minor Subdivision  
Connolly  
49 Dutch Street**

Copies ..... 7 Planning Board  
 ..... Town Board  
 ..... Zoning Board  
 ..... 1 Legal Dept.  
 ..... 1 DOTS Director  
 ..... C.A.C.  
 ..... A.R.C.  
 ..... Applicant  
 .....  
 .....  
 Sent 2/16/22

Dear Chairman Taylor and Members of the Planning Board:

Find enclosed the following information for the above-referenced Project:

1. Planning Board Application fees of \$1,000 for Preliminary Subdivision and \$1,250 for Final Subdivision.
2. Planning Board escrow of \$2,500.
3. 2 copies of the Planning Board Application.
4. 2 copies of the Adjoining Property Owners List.
5. 2 copies of the Short Environmental Assessment Form.
6. 2 copies of the Property Deeds and Road Agreement.
7. 2 copies of the Property survey.
8. 2 copies of the Subdivision and Site Development Plan, full size, 10 copies at 11"x17".
9. 2 copies of the Subdivision Plat, full size, 10 copies at 11"x17".
10. 2 copies of the site photos.

**PROJECT NARRATIVE**

This office has been retained by the Applicant, Connolly, to seek Subdivision Plat Approval from the Planning Board for a minor subdivision application for 49 Dutch Street. The property has an existing residence, driveway and sewage treatment system, labeled as Lot 1 for the subdivision. The subject property is located in the R-15 Residential Zoning District.

There are no wetlands nor steep slopes associated with this project. Tree removal is limited to proposed Lot 2 and only two trees are proposed to be removed. The project proposes to plant six trees on Lot 2 as mitigation.

Lot 2 will be developed with a single family residence and will gain access to Sycamore Court, a private paved road to which the subject parcel has right of access.

There will be no disturbance to Lot 1 except for a minor relocation of existing asphalt driveway and the development of Lot 2 will only require 0.5 acres of disturbance.

Since this is a minor subdivision with minimal disturbance, no steep slopes or wetland impacts, soils testing already performed and witnessed by the WCDH and only two trees to be removed, we are respectfully requesting that this application be processed for both Preliminary and Final Plat approval simultaneously.

We respectfully request placement of the application on the Planning Board's March 01 2022 meeting agenda for consideration. Should you have any questions or require additional information please contact me at the above number. Thank you for your time and consideration in this matter.

Respectfully submitted,



Keith Staudohar  
Cronin Engineering, P.E., P.C.

cc: Connolly via email w/ encl.

Connolly-pb subdivision-initial submission-ks-20220215