

TOWN OF CORTLANDT  
PLANNING AND ZONING BOARDS

BOARD MEETING  
ZONING BOARD

Town Hall  
1 Heady Street  
Cortlandt Manor, NY 10567  
August 15, 2024  
7:00 - 7:07 p.m.

August 15, 2024

MEMBERS PRESENT:

Michael Fleming, Chairman

Wai Man Chin, Vice-Chairman

Frank Franco, Member

Michelle Piccolo Hill, Member

Benito Martinez, Member

Thomas Walsh, Member

MEMBERS ABSENT:

Chris Beloff, Member

ALSO PRESENT:

Chris Kehoe, Director of Planning

Michael Cunningham, Esq., Deputy Town Attorney

Heather LaVarnway, CNU-A, Planner

1 August 15, 2024

2 (The board meeting commenced at 7:00 p.m.)

3 MR. MICHAEL FLEMING: All right, I'd  
4 like to call to order the August 15, 2024 session  
5 of the town of Cortlandt Zoning Board of Appeals.  
6 I'd like to start by inviting everybody to join  
7 me, if you want to do so, in the pledge of  
8 allegiance.

9 MULTIPLE: I pledge allegiance to the  
10 flag of the United States of America and to the  
11 Republic for which it stands, one nation under  
12 God, indivisible, with liberty and justice for  
13 all.

14 MR. MICHAEL FLEMING: Thank you, can you  
15 do a roll call for us, Chris?

16 MR. CHRIS KEHOE: Ms. Piccolo Hill?

17 MS. MICHELLE PICCOLO HILL: Here.

18 MR. KEHOE: Mr. Martinez?

19 MR. BENITO MARTINEZ: Here.

20 MR. KEHOE: Mr. Franco?

21 MR. FRANK FRANCO: Here.

22 MR. KEHOE: Mr. Fleming?

23 MR. FLEMING: Here.

24 MR. KEHOE: Mr. Chin?

1 August 15, 2024

2 MR. WAI MAN CHIN: Here.

3 MR. KEHOE: Mr. Walsh?

4 MR. THOMAS WALSH: Here.

5 MR. KEHOE: Mr. Beloff noted as absent.

6 MR. FLEMING: All right, the first thing  
7 on the agenda is the adoption, we have two to  
8 adopt. We were unable to have the May minutes  
9 before our last meeting, so we have the May 16,  
10 2024 and the June 20, 2024 minutes to adopt. Has  
11 everyone had an opportunity to review those  
12 minutes? Can I have a motion?

13 MR. CHIN: I make a motion to adopt all  
14 minutes.

15 MR. FLEMING: I need a second.

16 MR. FRANCO: Second.

17 MR. FLEMING: Seconded, all in favor?

18 MULTIPLE: Aye.

19 MR. FLEMING: Any opposed? No, all  
20 right, so the meetings are approved. We don't  
21 have any old business on the agenda tonight. We  
22 only have one new case, 2024-6 and it's yours?

23 MR. CHIN: Yes, Mr. Roane, property at 3  
24 Windsor Road, and there you are, you just tell us

1 August 15, 2024

2 what you want to do right now.

3 MR. LEWIS ROANE: Hello, my name is  
4 Lewis Roane. I live at 3 Windsor Road. I'm  
5 looking to rebuild my one-car garage as a two-car  
6 garage. We're here for a zoning variance tonight  
7 because the law allows for a 10 foot high side  
8 wall, and I need an 11'4" foot side wall to  
9 accommodate I guess my hobby, which is tinkering  
10 with cars. So to put a lift in this garage, in  
11 this bay where I have it, I need to get a little  
12 bit more height. And I want to have something  
13 that kind of brings the scale down a little bit  
14 so you have the couple of roof lines. That's the  
15 main crux of things.

16 MR. CHIN: All right, I actually went  
17 and to the property last week and spoke to your  
18 wife, you know.

19 MR. ROANE: Yes.

20 MR. CHIN: And went through the whole  
21 thing. I went and looked at the property where,  
22 where it was going, the house, I looked at your  
23 plans and everything else. Hello. Okay. And  
24 rather than just a typical pitched roof to each

1 August 15, 2024

2 other, I like the way you flared it up a little  
3 bit and it looks architecturally nicer, since I  
4 was in the field of architecture for many years  
5 and it just liked nicer.

6 MR. ROANE: Thank you.

7 MR. CHIN: And I, then I was looking at  
8 the areas of where you're doing it and everything  
9 else, and then I was looking at the five factors,  
10 okay, basically. And I looked at is it  
11 undesirable change to the character of the  
12 neighborhood? I didn't see that, okay. Number two  
13 was there any way you'd do it except for the area  
14 you want to do it, there is no other area that  
15 you could put it, okay. Number three was is the  
16 variance substantial. I didn't believe so, a very  
17 small variance. Is it an adverse effect to the  
18 neighborhood again? No. I didn't see that either,  
19 because I looked around the neighborhood, walked  
20 around there and everything. Was it self-created?  
21 It's, all variances are self-created, so, you  
22 know, again, I went, go through five factors and  
23 everything else, and everything else, and looking  
24 at what you wanted to do, the proposal, a 1.4

1 August 15, 2024

2 foot variance, you know, which is 14 percent,  
3 it's very small, I really don't have a problem  
4 with it.

5 MR. ROANE: Thank you.

6 MR. CHIN: Anybody else?

7 MR. FLEMING: Anybody else on the board  
8 have any questions or comments?

9 MR. MARTINEZ: I'm going with this also.

10 MR. FLEMING: Yeah, I mean I also, you  
11 know, looking at the five factors, I don't  
12 believe there's any problems with this variance  
13 being granted. I only have one question though  
14 and I think what we'll do is in our proposal,  
15 we're going to say this, this is not for a  
16 business, this is for a personal hobby. So if we  
17 are to grant this variance, which I'm pretty sure  
18 we are, we'll have worded in the order, you know,  
19 granting the variance that it's for personal use,  
20 not for business use. If you do ever want to use  
21 the business, you would have to go to the town  
22 and apply for such use and I'm not really sure it  
23 would be granted, but nonetheless.

24 MR. ROANE: Well, it's for me.

1 August 15, 2024

2 MR. FLEMING: That's fine. All right,  
3 other than that, is there any other questions or  
4 comments from members of the board?

5 MR. CHIN: Anybody in the audience?  
6 Anybody on Zoom?

7 MR. FLEMING: Do we have anybody on  
8 Zoom?

9 MS. HEATHER LAVARNWAY: I have ten  
10 questions. (Laughter) No.

11 MR. FLEMING: Nobody? All right.

12 MR. CHIN: All right, so I'm going to  
13 make a motion on case 2024-6, 3 Windsor Road to  
14 close the public hearing.

15 MR. FRANCO: Second.

16 MR. FLEMING: All in favor?

17 MULTIPLE: Aye.

18 MR. FLEMING: All right, public hearing  
19 is closed.

20 MR. CHIN: I'm going to make a motion on  
21 case 2024-6, 3 Windsor Road to grant the  
22 variance, height variance from 10 foot to 11'4"  
23 which is 1.4 feet, it's a 14 percent. This is  
24 under SEQR type II, no further compliance is



1 August 15, 2024

2 required.

3 MR. FLEMING: Just one slight amendment  
4 to the order, we are going to put in that it's  
5 for personal use--

6 MR. CHIN: Oh, yeah.

7 MR. FLEMING: -- and not for a business  
8 use.

9 MR. CHIN: Yeah, that garage area is for  
10 only personal use, not for any kind of commercial  
11 use at all, and I think we will put that in the D  
12 and O.

13 MR. FLEMING: We will. I need a--

14 MR. FRANCO: Second.

15 MR. FLEMING: All in favor?

16 MULTIPLE: Aye.

17 MR. FLEMING: Any opposed? All right,  
18 your variance has been granted.

19 MR. ROANE: Thank you very much. I  
20 appreciate it. And thanks for coming out tonight.

21 MR. MARTINEZ: And have fun.

22 MR. KEHOE: Lewis is quite familiar with  
23 working with Martin and what he needs to do next,  
24 that's fine.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24

August 15, 2024

MR. CHIN: Oh, okay.

MR. KEHOE: Yeah.

MR. ROANE: Thank you very much.

MR. CHIN: Have a nice day.

MR. FLEMING: All right, so I'd like to, adjourn, to close the August 15, 2024 hearing.

MR. WALSH: So moved.

MR. CHIN: Second.

MR. FLEMING: All in favor?

MULTIPLE: Aye.

MR. FLEMING: Meeting adjourned.

(The public board meeting concluded at 7:07 p.m.)

CERTIFICATE OF ACCURACY

I, Claudia Marques, certify that the foregoing transcript of the board meeting of the Town of Cortlandt on August 15, 2024 was prepared using the required transcription equipment and is a true and accurate record of the proceedings.

Certified By

A handwritten signature in cursive script that reads "Claudia Marques".

Date: August 29, 2024

GENEVAWORLDWIDE, INC  
228 Park Ave S - PMB 27669  
New York, NY 10003