

December 19th, 2022

Town of Cortlandt Planning Board
1 Heady Street
Cortlandt Manor, NY 10567

Re: Howard Pearlman
285 Furnace Dock Road
Cortlandt Manor, NY
Accessory Apartment Application

Members of the Planning Board,

This office has filed an application with the Town of Cortlandt for a special use permit to allow for an accessory apartment at the above referenced address.

The TOC Department of Technical Services has issued a Referral letter to the Westchester County Department of Health to verify the installation of the septic system and bedroom count. This office has submitted a package to the WCDoH and it is currently under review.

The structure is a two-story single-family residence. It was constructed in the 1950's by the applicant's (current owner's) parents. The house currently exists as a 4-bedroom residence with kitchens on the main floor and the lower level. The proposal is for the existing 3 bedrooms to remain on the upper floor and the existing lower-level bedroom and kitchen to be incorporated into an accessory apartment.

The bedroom and kitchen on the lower level were part of the original construction of the home and was utilized as an apartment by the applicant's grandparents until the 1980's. Since then, it was rented as an apartment prior to the requirement for a special use permit by the TOC.

No exterior work is proposed. A special use permit is required in the Town of Cortlandt to allow the applicant to rent this space as an apartment to non-family members. It is understood that if granted, the special use permit would not run with the property but with the owner. It is also understood that there are specific Standards and Conditions that must be met to allow the permit to be granted. These conditions, outlined in Section 307-45 of the Town Zoning Code, are addressed on drawing A-100 issued by this office to your honorable Board.

Thank you for your consideration in this matter.

Sincerely,

SJB ARCHITECTURE + DESIGN
Steven J. Basini, RA

