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TOWN OF CORTLANDT, PLANNING BOARD, Town Hall
1 Heady Street
Cortlandt Manor, NY 10567

Attn: Planning Board Chairperson

Re: 2 Ogden Avenue, Cortlandt Manor, NY 10567, 33.8 – 3 – 19, Existing 13,428 SF lot with improvement, existing professional office in a Hospital Transitional Zone



Dear Chairperson:

I am submitting, herewith, plans and requested exhibits on behalf of Vascular Surgeon, Dr. Sundaram Ravikumar who is the contract vendee for purchase of the above referenced property. Dr Ravikumar intends to relocate surgical services from rented spaces nearby to the referenced site. He operates his practice on a 9AM to 5PM business day with hospital consultation / surgical hours off-site as needed. He also operates out of his other office at 88 Ashford Avenue, Dobbs Ferry, NY.

The referenced site has been occupied by the same residential house since 1955 (James Irish survey) and used, historically, first as a residence, then renovated to the current owner's residence and professional practice (legal and real estate). A full basement in the structure is presently not finished, a former garage under the former sun porch has been closed with a foundation wall.

The site is located on the northwest corner of the intersection formed by Ogden Avenue and Crompond Road (Route 202/35) and is approximately 586-feet east of the New York Presbyterian Hudson Valley Hospital (NYP-HVH) complex located at 1980 Crompond Road. Directly across Route 202 and southwest are large-scale planned residential and medical office projects recently presented by the Planning Board.

With this submission, I present:

1. A site plan representing current conditions and parking lot layout, including photographs of 5 to 6 vehicles of the Owner's real estate school that he teaches within the structure.
2. Proposed site plan in two phases complete with ADA parking spaces, loading areas, and parking for staff and patients.
3. Propose tree removal and excavation plan.
4. Proposed alternative site plan that reduces paving in the rear yard.
5. The as-built architectural plans of the existing residence and professional office.
6. Proposed medical office plan that includes 4 exam rooms, a reception/bookkeeping area, a waiting room for patients and their families or aides, a doctor's consultation room, a new ADA bathroom. The suite is entered at the current front door. Parking will be provided for 7 vehicles
7. The former studio apartment on the second floor will be incorporated into the medical practice as an employee break room(s). The second floor is accessible via an internal stairwell.
8. The previously submitted Lentini plans showed a second medical practice in the basement will be removed and an accessible surgical suite associated with the medical office upstairs created. The surgical space will be accessed thru a rear entrance and an internal stairwell.

9. Cut sheets of the proposed garbage enclosure and rain gardens.
10. Aerial site photo.
11. Site Survey prepared by Badey & Watson with spot elevations and tree locations.

In response to the staff memorandum dated August 1, 2018;

1. Architectural design and site planning have been taken over from Mr. Lentini by Hudson River Architecture PLLC. A revised proxy letter will be submitted.
2. Supplemental information requested:
 - A. Digital photographs have been submitted to the chairman via thumb drive. Color photos are attached.
 - B. Low voltage LED residential outdoor lighting will be provided per code at the entrance doors, LED residential pole lights at the driveway entrance, LED foot lights along the entrance path, and a shielded LED wall-pack at the parking area. Existing fencing and mature trees are located along the property lines. The rear of the site is downhill from the street entrance.
 - C. The Badey & Watson topo survey shows every tree on the property. Select trees are scheduled for removal as they overhang the house, block sunlight from the yard areas, are damaged and/or have damaged the property line fencing. Rain gardens locations are proposed with cut sheets of proposed plantings. A landscape plan is pre-mature at this time until the large trees are removed. Per Dr. Ravikumar, "Sunlight kills germs". The removal of the shade trees will allow the residential grass lawn to thrive. New topsoil will be placed in eroded areas.
 - D. Signage will be consistent with the existing real estate signage (photo).
 - E. The zoning chart is attached as an exhibit. The location map has been attached to the plans. The plot plans have been enlarged. No work is planned for the exterior elevations. The existing siding and roofing will be continued.
3. Enlarged interior plans have been provided. Ceiling height issues have been identified and ceilings will be raised and/or basement floors lowered as needed.
4. The current setbacks were established prior to current zoning.

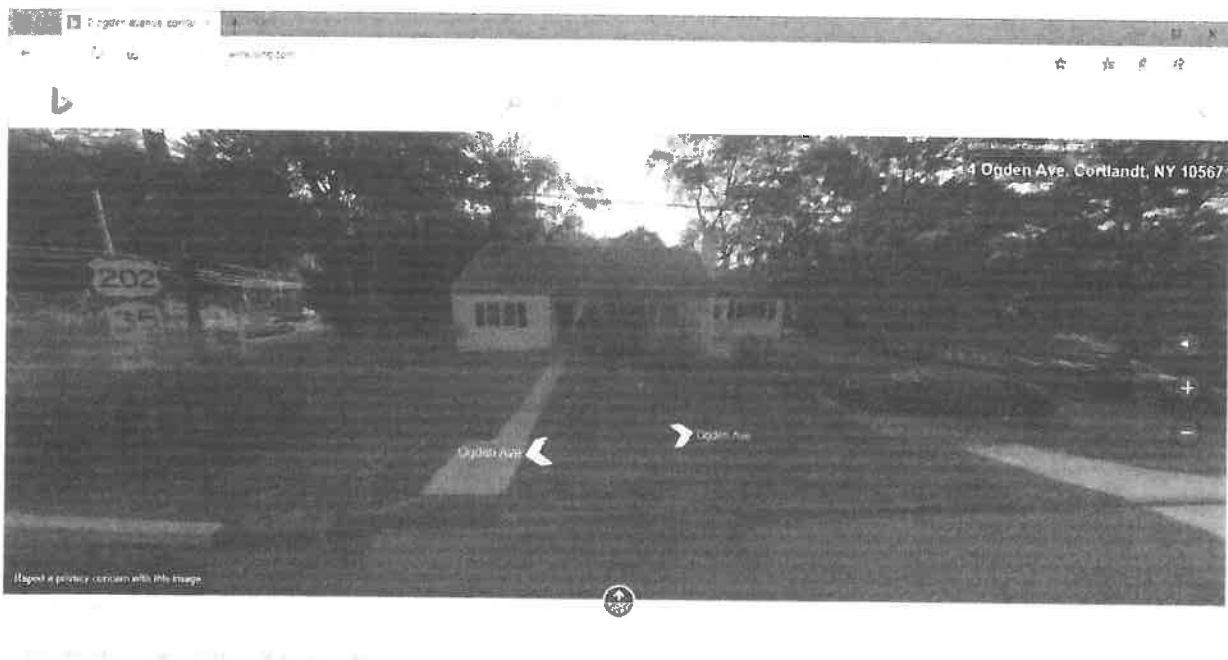
Yard	Required MOB	Existing R-10 Zone	Proposed
A. Front yard	40.0'	To the nearest point 27.83'	To the nearest point 27.83'
B. Second Front Yard	40.0'	To the nearest point 28.6'	To the nearest point 28.6'
C. Rear Yard	50.0'	To the rear wall 35.0'	To the rear wall 35.0', stairs will be within allowable 6'.
D. Max Coverage for a residential lot. MOB coverage subject to review.	10%, 1,343-SF	14%, 1,835-SF	Up to 40% Phase 1 & 2, 5,525-SF

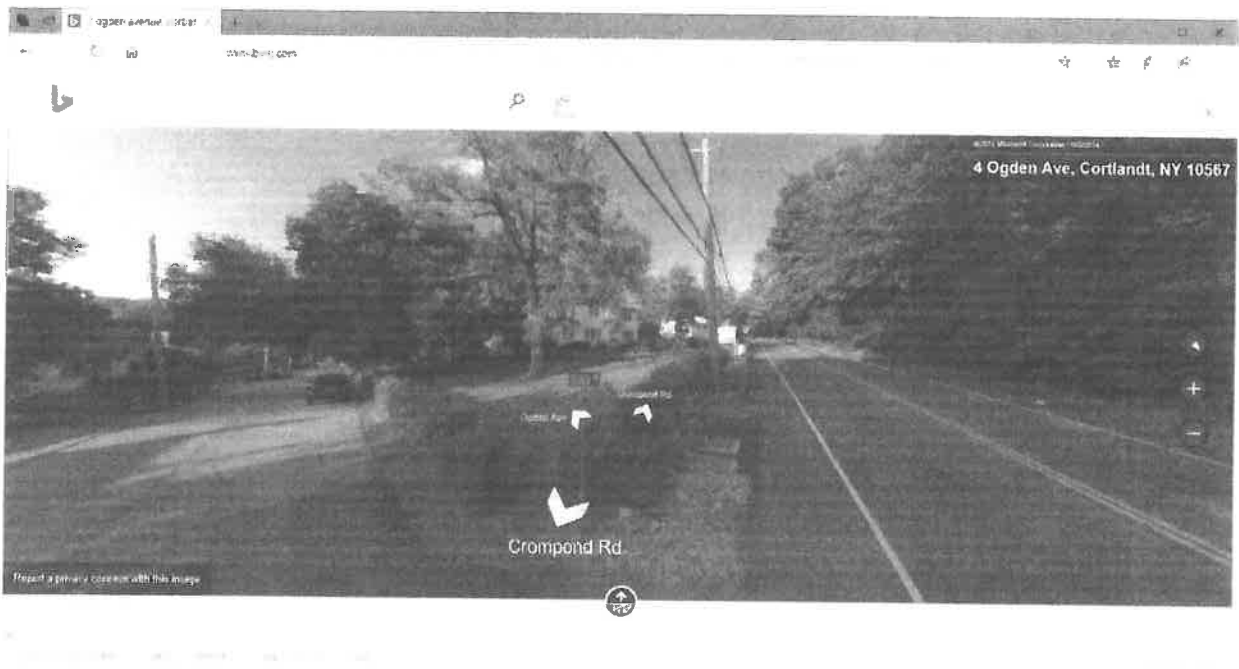
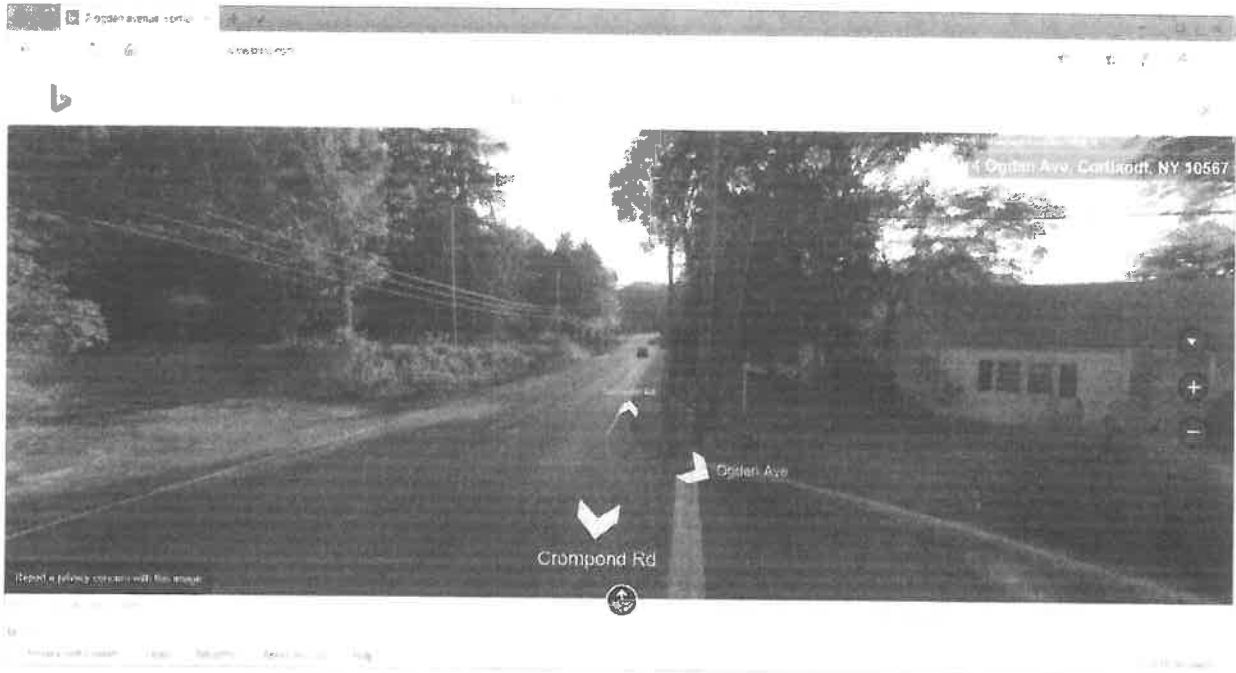
The Planning Board has the power to waive or modify the current setbacks and lot coverage.

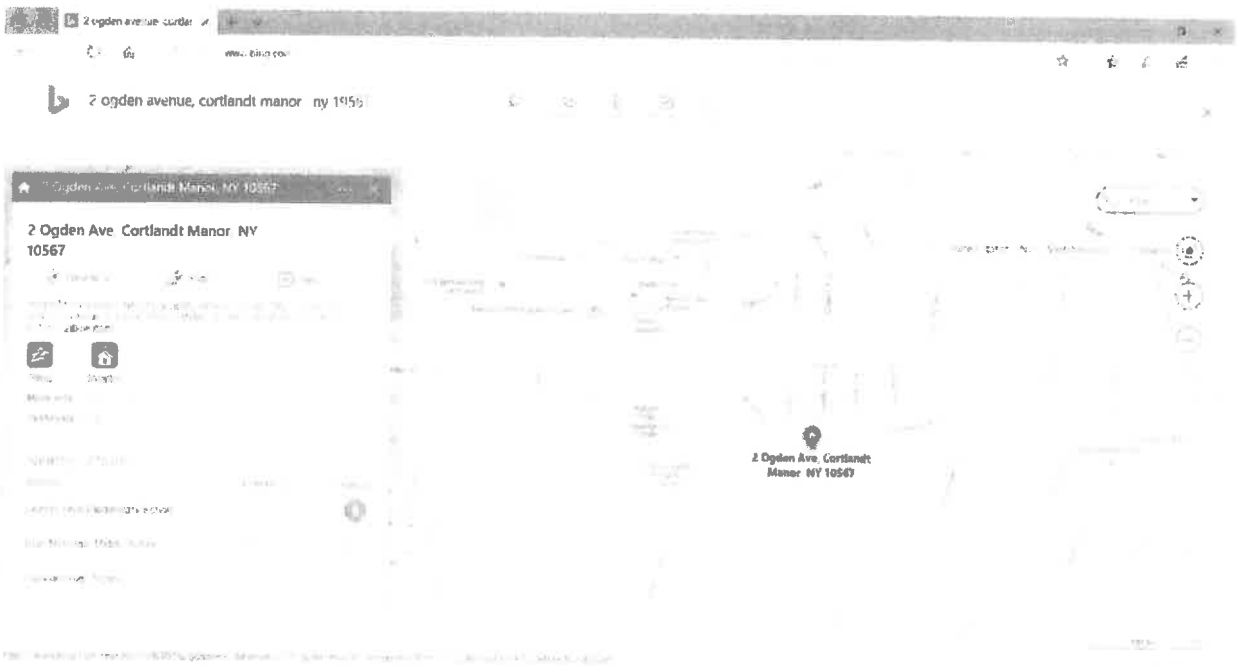
5. The MOB minimum lot size is 20,000-SF. The current lot size is 13,429-SF which exceeds the 10,000-SF minimum R-10 zoning. The site is located on a state highway within 1000' of the hospital. Parking spaces have been provided for all employees and patients.
6. The MOB parking requirements does not provide additional parking for patients in the waiting room if the treatment rooms are occupied. The proposed site plan has space for additional parking 6 spaces on site at the side/rear yard without parking on the street.
7. Section 307-42 refers to General Conditions and Standards used to consider special permits.
 - A. Findings and determinations considered:
 - 1) The proposed site is consistent with the existing residential structures in the R-10 zone and is smaller in size than adjacent neighbors to the north, west, and east. The operation of the proposed office is consistent with day-time business hours of typical professional offices in residential homes. The proposed MOB offices across Rt 202 to the south are larger and will have more intensive uses, traffic, and land development than this proposed site.
 - 2) There is no pedestrian traffic in the R-10 neighborhood or Rt. 202 corridor. All traffic is vehicle borne. Pedestrians walk on the road shoulders, if necessary. The proposed site has adequate parking facilities necessary for its use.
 - 3) The MOB zoning allows for a 4-story building, the proposed building is 1-1/2 stories. The landscaping and fencing are already established. Fence repairs and tree removals are proposed to remove overgrown conditions and trees overhanging the roof. Grass lawns will be re-seeded to eliminate eroded areas.
 - 4) The existing single practitioner professional real estate / law office use has the same hours of operation as the proposed single practitioner medical office. It produces no excessive conditions or irritants.
 - 5) Parking is provided for its intended use and is adequately screened from neighbors by wood fencing, mature trees, and proposed stone screen walls, and its downhill topography to the rear.
 - 6) No additional public facilities are required. Existing services are in place and will be continued.
 - 7) Landscaping will be consistent with the residential neighborhood, stone walls will be added along pathways and as retaining walls to screen required parking. Stone paver parking areas will be provided at the visible ADA parking spaces closer to the entrance doors. Slopes should not exceed 5% in the parking areas.
 - 8) The existing building is currently occupied and operating under the current building and zoning codes. The future use will do the same.
 - B. Board established special rules and requirements: None proposed.
8. The subject application is listed as an "unlisted action". Submission of Short Form Part One is attached to the exhibits. There are no significant impacts.
9. An aerial view of the site is attached.
10. A site map is attached

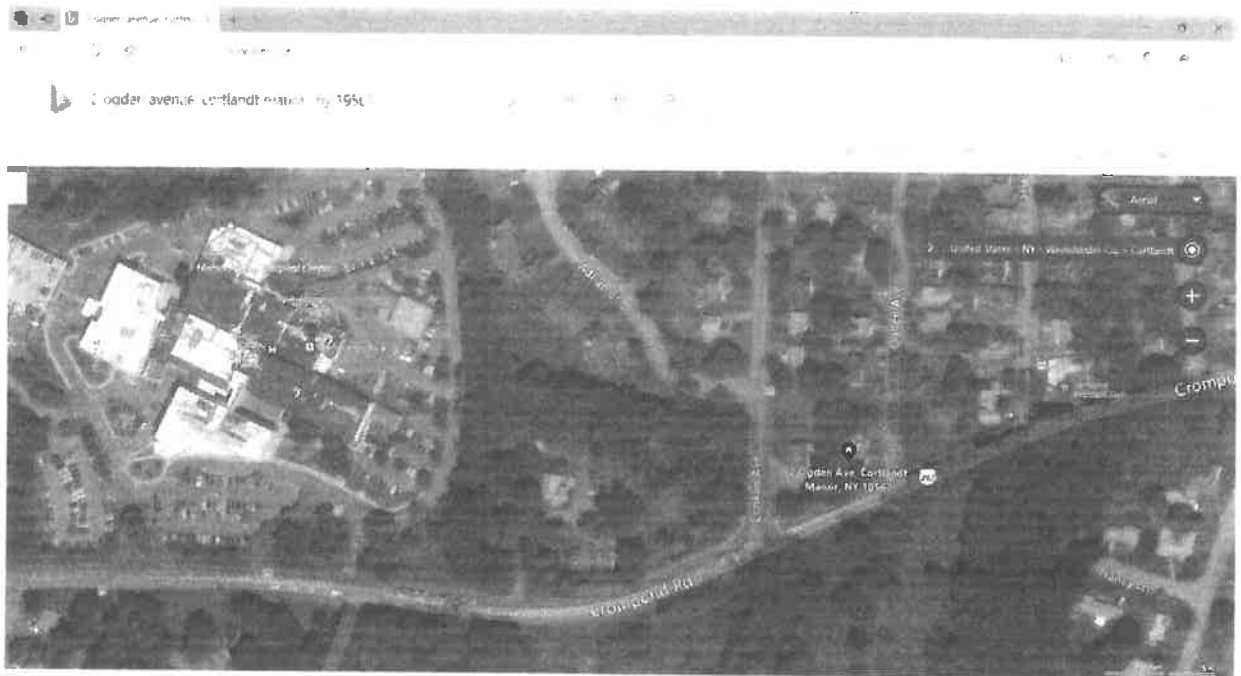
To satisfy the rules relative to Transitional Zone rights, notwithstanding any prior to zoning or existing use rights, this proposal requires relief from deficiencies in the following areas:

1. Lot Area
2. Yard set backs
3. Maximum Coverage









Construction Phasing Proposed

Phase 1 of 3 phases will be re-purpose existing real estate / law practice office spaces into 4 exam rooms per doctor, an ADA accessible toilet room, a receptionist / billing office, a waiting room with working fireplace, and a doctor's consultation office as Phase 1. The attic residence will be folded into the medical practice as an employee break room, bathroom, and eat-in-kitchenette.

The Phase 2 basement construction must first resolve a water infiltration problem at the rear foundation wall / floor slab and increase the habitable basement headroom by lowering the basement floor by 8 inches and installing an 8-inch ramp down from a new rear double door entrance. The basement toilet room and sink drainage will require the installation of an ejection pump to elevate effluent and ground water infiltration into the existing gravity drain connected to the existing sewer lateral. The basement walls, ceiling, and conditioned piping will be insulated per the NYS Energy Code. Temporary existing steel shoring installed when the house was last renovated will be replaced with permanent steel lally columns and spread footings as required.

The basement will no longer be considered as a separate practice; but will be also folded into the medical practice as a surgical procedure room with accessible toilet room, waiting area, prep room, supply storage and exterior entrance to an adjacent ADA parking space / loading space.

Concurrent Phase 1 and 2 Site improvements will be performed during Phase 1 and Phase 2 to satisfy NYS Accessibility Codes and the Town of Cortlandt parking regulations, install two (2) Rubbermaid garbage pail enclosures (a dumpster is not proposed), remove, re-grade and repave the failed asphalt parking lot for the required parking spaces for: employees (3), exam rooms (4), ADA spaces (1) per Phase, and 5 to 6 additional spaces for patients and their family members/aides and/or additional surgical staff as needed.

Excavation and re-grading will be necessary to make adequate room for the parking lot spaces, fieldstone retaining walls (salvaged) and/or garden walls will be created for berm backfill and parking lot delineation / driveway slope management.

Rain gardens will be created at the front and rear lawns to control surface runoff via filtered subgrade materials. To mitigate non-porous coverage, we will propose installing porous pavements or similar materials in the parking spaces connected to the rain gardens.

Exterior lighting will consist of LED pathway lighting recessed into the garden walls and driveway retaining wall, door entrance lighting per code, and LED floodlights for the parking area connected to timers and photocells.

Site improvements include the removal of several large trees (less than 10) that impact the Phase 3 solar array by overhanging the roof area, impacting the rear foundation water infiltration, and rear lawn topsoil erosion.

In Dr. Ravikumar's words, "Sunlight kills germs". Green mold on the south and west shaded siding would be eliminated. Additional weed trees and damaged trees next to the north property fence would be removed. We propose to repair our north neighbor's wood fence that is damaged by a tree on the property line.

Phase 3 will be performed under a separate permit will consist of the installation of a 25- to 30-year roof shingles to be placed under an a black-on-black solar panel array facing east (towards Ogden Avenue). The west facing roof is blocked by tall trees. Exterior improvements during Phase 3 will including repainting the exterior cement board siding.

Respectfully

Thomas M. Leigh, Registered Architect
Managing Member

Chris Kehoe, Deputy Director; chrisk@townofcortlandt.com
Contract Vendee: Dr. S. Ravikumar; sravikumar@optonline.net
Owner: Richard DeLorenzo, JD; dick.delorenzo@yahoo.com
Building Department Director: Martin Rogers, PE; martinr@townofcortlandt.com

Town Of Cortlandt Manor Zoning Table - 2 Ogden Avenue Medical Office Building - Special Use Permit
R-10 Zone, SBL 33.8-3-19, Lot area per James Irish survey 13,210.73 SF

****PRIOR TO ZONING****

ITEM	REQUIRED	EXISTING	PROPOSED	COMPLIANCE	MITIGATION	NOTES
Minimum Lot Area R10 (SF)		10000	13429	13429	Yes	No
Minimum Lot Width (FT)		75 109.88 Front, 158.69 rear, 134.285 average width	109.88 Front, 158.69 rear, 134.285 average width		Yes	No
Dwelling Use	N/A	N/A	N/A	N/A	N/A	Note (4) the maximum building coverage (percent of lot area) shall not exceed 65%. 65% of 13210.73 = 8586 SF, N/A, no dwelling use proposed.
Non dwelling use	8586-SF	1865-SF	1865-SF	Yes	No	Note (4) the maximum building coverage (percent of lot area) shall not exceed 65%. 65% of 13210.73 = 8586 SF. Residential use being converted to medical office practice.
Maximum Landscaping Area (percent of land area)		Property line trees not included				
Dwelling Use	N/A	N/A	N/A	N/A	N/A	50% maximum, 50% of 13429 = 6715 SF
Non dwelling use	6605-SF	Lot area - house coverage - new pavement coverage nets 5820-SF	5820-SF	Yes	No	50% maximum, 50% of 13429 = 6715 SF
Maximum Yard						
Front		30 Left side front yard averages 27.83' at southeast corner front wall and 42.70' at the southwest rear wall, averaging 35.265' perpendicular to the street,	35.265'	Yes	No	Corner Lot on the southwest corner of Ogden Avenue and Crompond Road (State Route 202/35)
		30 Front yard setback from Ogden Avenue averages 28.60' from the front wall to the property line.	28.20'	No	No	Corner Lot on the southwest corner of Ogden Avenue and Crompond Road (State Route 202/35). There is another 10' of road shoulder to the curbline
Side greater than 70'	10% of width to a maximum of 10' (10')	Right side yard is 35'	35'	Yes	No	
Side less than 70'	15% of width to minimum of 5' (N/A)	N/A	N/A	N/A	N/A	N/A
Rear 20'		34'	34'	Yes	No	Phase 2 of construction demolishes existing rear wood stair which is 24' from rear line and turns it 90 degrees resulting in 4'-0" stair width of which 6' is permitted for stairs, decks, and terraces.
Maximum Floor Area	SF					Table 307 Attachment A
13000 SF Lot Area		3050 1865-SF First Floor, Attic 750-SF, total = 2615-SF	2615-SF	Yes	No	Extrapolated 13210 / 13000 = 1.015% x 3050-SF = 3099-SF
14,000 SF Lot Area		3150 1865-SF First Floor, Attic 750-SF, total = 2615-SF	2615-SF	Yes	No	Extrapolated 13210 / 13000 = 1.015% x 3050-SF = 3099-SF
Use: Medical Office for doctors, dentists, and other health care practitioners						Special Use permit required

Architect's Opinion based on R-10 yard requirements. The existing building is in compliance with R-10 zoning except for the front yard setback.

Additional Special Use Permit requirements for Medical Office for doctors, dentists, and other health care practitioners, VChapter 307-60

ITEM	REQUIRED	EXISTING	PROPOSED	COMPLIANCE	MITIGATION	NOTES	
The proposed site is within 1000' of the New York Presbyterian - Hudson Valley Hospital ormerly known as the Peekskill Community Hospital.							
The proposed site fronts on a NYS Highway (Route 202/35 Crompond Road)							
The proposed site has historically been a professional office for the current Owner.							
Minimum Lot area	20,000-SF	13,210-SF	13,210-SF	No	None	Proposed site was built prior to Zoning	
Minimum Yard and Maximum Building Coverage							
New building	N/A	N/A	N/A	N/A	N/A		
Existing Building							
Front Yard 60'		Left side front yard averages 27.83' at southeast corner front wall and 42.70' at the southwest rear wall, averaging 35.265' perpendicular to the street,	35.265'	No	None	Proposed site was built prior to Zoning	
Second Front Yard 60'		Front yard setback from Ogden Avenue averages 28.60' from the front wall to the property line.	28.60'	No	None	Proposed site was built prior to Zoning	
Side Yard 30'		35'	35'	Yes	No		
Rear Yard 30'		34'	34'	Yes	No		
These requirements may be varied by the Planning Board						Proposed site was built prior to Zoning	
Maximum Height	4 stories or 50 feet	1-1/2 stories	1-1/2 stories	Yes	No	No external construction proposed.	
Landscaping Buffers	Fencing and landscaping shall be provided to protect adjoining neighbors from noise, glare, visual impacts, and any other impacts	Rear property line is heavily treed with natural forest. The northern propeerty line has a 6' wooden fence owned by the neighbor	We propose to fix the neighbor's fence. Lighting will not extend beyond the property line and is building / garden wall mounted.	Yes	No	Proposed site was built prior to Zoning. Buffers are already in piace. Dead and damaged trees on the northern property line will be removed. Trees overhanging the building roof and impacting the basement water infiltration and Phase 2 parking will be removed. Rain Gardens will be constructed at the front and rear yards. 10 trees or less will be affected. specimen trees will be protected.	
Dwelling Units	Permitted if existng prior to January 1, 2008	No dwelling units will continue on the Property	An attic studio dwelling unit rooms will be folded into the medical practice as employee break rooms, changing rooms, kitchenette, and bathroom.	Yes	No	The attic floor spaces will be made compliant with the NYS Building Code for habitable space.	
Off-Street Parking							
Phase 1 Construction	Seven (7) total spaces		6	7	Yes	No	Existing parking accomodates Owner's vehicle and 5 additional guest spaces (unstriped). Proposed construction repaves and expands the existing parking area.
	1 space per doctor (1)						No on-street parking provided
	1 space per exam room for patients (4)						1 ADA handicapped accessible space with adjacent van loading zone included in patient parking at front door
	1 space for each employee (2) Nurse and receptionist						
Phase 2 Construction	Surgery Procedure Room in basement		7	13	Yes	No	Pending internal water infiltration remediation and lowering basement floor 8"
	Patient parking space (1)						1 additional ADA handicapped accessible space with adjacent van loading zone at the basement entrance door.
	Additional parking as needed (4)						Parallel parked along northern property line
	Thirteen (13) total spaces						1 space in Phase 1 will be moved into Phase 2 to allow for aisle traffic.

Interior Construction

Ceilings will be raised to 8' or better at the basement and former sunroom porch which are less than 7'-6". The basement floor will be lowered as needed.

An ADA accessible toilet room will gut the existing bathroom construction

4 exam rooms will be constructed in the former professional office.

A new waiting room will be constructed within the former living room which has a working fireplace

The basement ceiling and finished walls and conditioned plumbing will be thermally /sound insulated

The sunroom porch ceiling will be raised with new collar ties.

Phase 3 Construction (by separate permit)

Roofing currently 12-years old
Install solar panel array on east facing roof.

Repainting and caulking

The floor spaces will be made compliant with the NYS Building Code for habitable space.

Barrier free access construction will be provided up to the entrance doors and within the professional office

Interior lighting will be upgraded to LED

The fireplace will receive a glass door at the opening.

The basement floor will be excavated 12" and poured back with an internal ramp and new jally columns and spread footings removing the existing temporary shoring posts.

A new 25 to 30-year roof will be installed under the solar array.

To be installed on east facing roof after trees are removed and new roofing installed. 30% tax credits for preparation work related to tree removal and roofing installation.

The exterior cement board siding will be repainted. The existing siding and roofing will remain in place until Phase 3 is ready.

Building a Rain Garden

Rain Garden Construction

Rain Garden in a Box

Rain Garden Design

Rain Garden Plant List

Rain Garden Plants by Zone

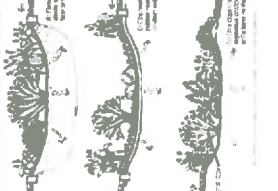
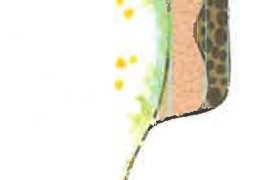
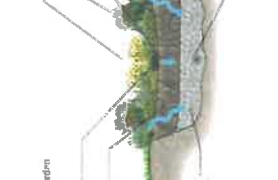
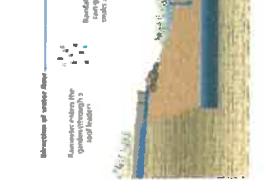
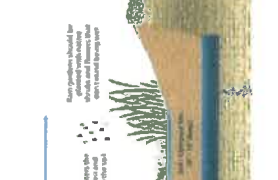
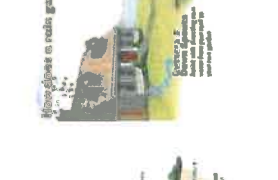
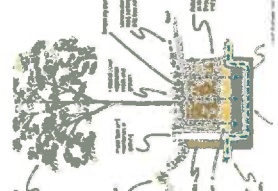
Small Rain Garden

Rain Garden Layers

Rain Garden Plants

Rain Garden Soil

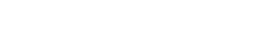
Bioretention Diagram



Rain Garden Layout



This is a Rain Garden



Building a Rain Garden

Rain Garden Construction

Rain Garden in a Box

Rain Garden Design

Rain Garden Plant List

Rain Garden Plants by Zone

Rain Garden Layers

Small Rain Garden

Rain Garden Plants

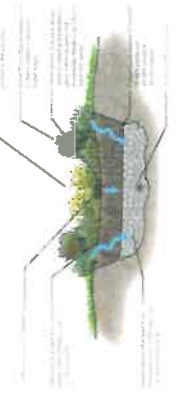
Rain Garden Soil

Bio-retention Diagram

Stormwater Diagram

Permeable Pavement Diagram

Resilient Rain Garden



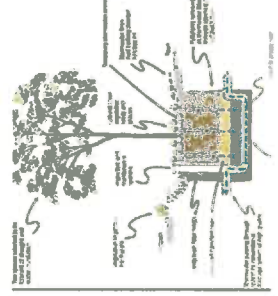
Direction of water flow



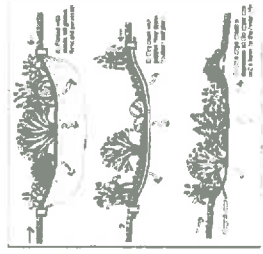
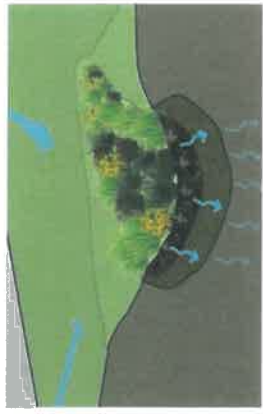
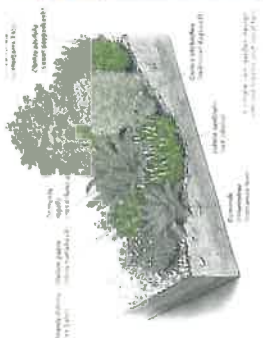
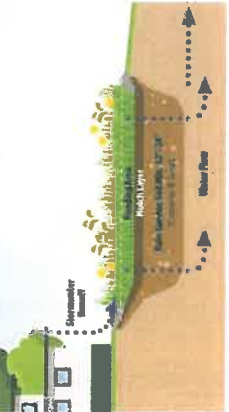
How does a rain garden work?



Reduce Plants



Rain Garden Layout



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Rubbermaid Outdoor Plastic Sheds



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Features

- Storage Capacity: 18 cubic feet
- Inside Dimensions: 3'11"W x 1'9"D x 2'5"H
- Durable: leak-resistant, dent-resistant, weather-resistant
- Maintenance Free: no rot, no rust, no problems
- Lockable (lock not included)
- Heavy duty, impact resistant floor included
- Easy to assemble
- Accommodates one wood shelf (not included)

Product Specifications

OUTSIDE WIDTH FEET	4' 7"
OUTSIDE DEPTH FEET	2' 4"
OUTSIDE HEIGHT FEET	3'
CAPACITY	18
COLOR FINISH	Beige/Gray
BRAND	Rubbermaid®
CONSTRUCTION	Polyethylene Plastic10
INSIDE DEPTH FEET	1' 9"
INSIDE HEIGHT FEET	2' 5"
INSIDE WIDTH FEET	3' 11"
MANUFACTURERS PART NUMBER	FG374801OLVSS
STYLE	Horizontal Slide Lid



Heavy-Duty Impact Resistant Floor

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Rubbermaid 1887157 Large Vertical Storage Shed 31\"

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Not Yet Rated
\$343.95



Rubbermaid Horizontal Outdoor Storage Shed

\$263.95



Suncast Horizontal Storage Shed -

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Not Yet Rated
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Affiliate Program
Press Releases
Can't Find It
Limited Warranty Information
Extended Service Plan
Feedback
Resource Center
Lighting Services
MROTrak
Resellers
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