

TOWN OF CORTLANDT
PLANNING AND ZONING BOARDS

BOARD MEETING

Town Hall
1 Heady Street
Cortlandt Manor, NY 10567
September 18, 2025
7:00 p.m. - 7:22 p.m.

September 18, 2025

MEMBERS PRESENT:

Michael Fleming, Chairman

Wai Man Chin, Vice-Chairman

Chris Beloff, Member

Frank Franco, Member

Michelle Piccolo Hill, Member

Benito Martinez, Member

MEMBERS ABSENT:

Thomas Walsh, Member

ALSO PRESENT:

Chris Kehoe, AICP, Director of Planning

Michael Cunningham, Esq., Deputy Town Attorney

Heather LaVarnway, CNU-A, Planner

Emma Giovinco

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

3 MR. MICHAEL FLEMING: All right, good
4 evening, I'd like to welcome everybody to the
5 September 2025 meeting of the Town of Cortlandt
6 Zoning Board of Appeals. To begin, I'd like to
7 invite anyone who wishes to join me to say the
8 Pledge of 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. FLEMING: All right. Thank you. All
15 right, so real quick, one little bit of
16 housekeeping before we, oh, you know, let's
17 actually just start real quick, can you do a roll
18 call for us?

19 MR. CHRIS KEHOE: Yes, Ms. Piccolo Hill?

20 MS. MICHELLE PICCOLO HILL: Here.

21 MR. KEHOE: Mr. Martinez?

22 MR. BENITO MARTINEZ: Here.

23 MR. KEHOE: Mr. Franco?

24 MR. FRANK FRANCO: Here.

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2 MR. KEHOE: Mr. Fleming?

3 MR. FLEMING: Here.

4 MR. KEHOE: Mr. Chin?

5 MR. WAI MAN CHIN: Here.

6 MR. KEHOE: Mr. Beloff?

7 MR. CHRIS BELOFF: Here.

8 MR. KEHOE: Mr. Walsh noted as absent.

9 MR. FLEMING: One quick bit of
10 housekeeping. We have a case carrying over from
11 our last public hearing 2025-6. The applicant
12 requested that this hearing be adjourned so they
13 could not present tonight. So we are going to
14 comply with the applicant's request. That is
15 going to be on the agenda for the next meeting,
16 so we'll hear that case in October. We do have a
17 case, a new matter on. Ms. Piccolo Hill, it's
18 your case.

19 MS. PICCOLO HILL: I am doing case
20 number 2025-9 for Ray Keeler, R.A. on behalf of
21 Kenneth Verschoor, Jr., at 8 Horton Lane. This is
22 for an area variance for the front yard and side
23 yard setbacks and for maximum building coverage
24 for a proposed garage and breezeway addition. The

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2 variances requested are area variances. The front
3 yard and side yard for proposed addition and for
4 maximum building coverage. So yes, hello.

5 MR. ROBERT KEELER: Good evening, board.
6 My name is Robert Keeler. I'm a registered
7 architect representing Kenneth Verschoor this
8 evening. This application includes an existing
9 detached garage roughly 12 and a half feet by 19
10 feet. It's decayed beyond repair at this point,
11 and after discussions with the owner, Kenneth,
12 and also the building department, it was proposed
13 that we not only reconstruct it and make it large
14 enough to actually fit a vehicle, but also
15 connect it to the existing structure, the
16 principal dwelling that's located at 8 Horton
17 Lane.

18 Just a brief description of the
19 property, it is roughly .1 acres, with is 7,668
20 square feet. It is an existing nonconforming lot,
21 therefore, anything that we would propose would
22 most likely require a variance in this matter.

23 Based on the existing site, location of
24 the septic, existing setbacks to the east side

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2 yard, there's really no other location for the
3 proposed garage and the enlargement thereof. We
4 are proposing a 23 foot by 34 foot footprint for
5 the garage that would be attached to the existing
6 dwelling with a breezeway, an enclosed breezeway
7 and we are requesting here tonight a side yard of
8 four feet to the west property line, west side
9 yard property line, a rear yard setback of 3.89
10 feet, rounded off to four feet for the rear yard,
11 which is required to be 20. We have a proposed of
12 16.11 feet to that rear yard.

13 We are also in need of a building
14 coverage variance. The maximum allowed is 1,138
15 and we are proposing 1,824, which results in a
16 variance of 686 feet and roughly 41 percent above
17 that allowable area.

18 MS. PICCOLO HILL: Thank you for
19 spelling out the five factors. I appreciate it.
20 One of my, or actually conversing beforehand, one
21 of the concerns that people had, sort of the
22 primary concern might have been the building
23 coverage. Did you guys at all entertain the idea
24 of doing something smaller?

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2 MR. KEELER: So, we're not opposed to
3 having a discussion regarding that, but one of
4 the main purposes for the enlargement is the
5 existing garage is 19 feet deep, so you could
6 barely fit a sedan in there.

7 MS. PICCOLO HILL: Mm-hmm.

8 MR. KEELER: And at 12 and a half feet
9 wide, you really can't even open the doors. So
10 therefore, the width is provide to not only store
11 vehicles, but also recreational vehicles. There
12 is a, the owner does own a large camper, so the
13 idea is that not only the camper but also a truck
14 or a car could fit into this footprint. So that's
15 kind of the background on the size that we're
16 proposing.

17 MS. PICCOLO HILL: Okay. Going through
18 the five factors, I wasn't particularly
19 concerned. I don't think that this will
20 negatively impact the neighborhood or the area.
21 Is it self-imposed? Yes. Typically, these
22 problems are self-imposed. I do think you have a
23 little bit of an odd lot there, and your existing
24 garage is already nonconforming, it's already

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2 over where it's not supposed to be. The percent
3 difference is somewhat significant. So that's the
4 one that stands out a little bit to me. And I
5 guess there is the possibility of alternative,
6 but your rational makes sense to me. So does
7 anyone else have anything they want to add or
8 say?

9 MR. FLEMING: Anybody else want to? I'll
10 just say I was one of the people that was
11 somewhat concerned by the lot size issue and the
12 coverage of the lot. It is, this will be bigger
13 than anything there. I drove past it yesterday, I
14 mean this is going to be a massive structure. It
15 is going to be a big, big structure. And I
16 personally, on these small lots throughout our
17 town, having these large, large houses, I
18 understand the desire to cover up multiple
19 vehicles, but it just takes up so much of the lot
20 that I find it very difficult to approve. I'm
21 happy to hear any comment on it, but I do --

22 MR. KEELER: No, I completely understand
23 that, and again, we are not going above the
24 existing height of the existing dwelling. The

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2 second floor here is noted for additional storage
3 that is currently used within the existing garage
4 but in order to keep said storage with the
5 purpose of being able to get some of the vehicles
6 out of the driveway and off the street per se and
7 into the garage. That's why we are proposing the
8 second story that is attached -- that is above
9 the garage and then with the breezeway makes it
10 easier to utilize said garage and go in and out
11 of the existing dwelling.

12 MR. FLEMING: I understand. Anyone else
13 have any questions or comments?

14 MR. CHIN: Yeah, I looked at the design
15 and everything else and I drove by the
16 neighborhood myself yesterday, quickly looking. I
17 mean most of the lots over there are small and
18 they all have houses in them. I had no problem
19 with your design. I think it looked really nice
20 overall. The storage above the garage is also
21 great, because it's not a livable space, it's
22 just a storage area, because it's got the pitched
23 roofs and everything else, so you're really don't
24 have the head room to walk around in there, and

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2 what else, you'd be banging your head.

3 But otherwise I -- it's a little bit
4 bigger and the building coverage is, you know,
5 asking for 38 percent to me is not a lot in a
6 small area like that, because you're trying to
7 make a house more livable, keep things away from
8 outside, put everything away, like you say, you
9 know, you don't want to just leave everything
10 along the driveway and everything else. It would
11 be nicer to have a nice, clean look. So I really
12 don't have a problem with this.

13 MR. KEELER: Correct. That's the goal of
14 this whole project is to get things off the
15 street, out of the driveway and tucked behind a
16 nice new garage façade.

17 MR. CHIN: I used to be an architect at
18 one point. And I just happen to like the design.
19 I think it looks really nice and --

20 MR. KEELER: And just a note on the
21 second story. We are going with a truss system
22 for the Gambrel roof, so the square footage is
23 significantly smaller at the second story, so
24 again, the possibility of converting that in the

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2 future wouldn't be feasible to habitable space,
3 if that is a concern to anybody.

4 MR. CHIN: Right.

5 MR. BELOFF: I have a quick question
6 actually. What is the footprint of the building,
7 the existing structure?

8 MR. KEELER: The existing structure is
9 12 and a half by 19.

10 MR. BELOFF: Not the garage, the actual
11 house.

12 MR. KEELER: Oh, the house? The coverage
13 area of the existing -- sorry, let me just grab
14 my notes here.

15 MR. FLEMING: You're going to have to do
16 some math there. We can figure [unintelligible]
17 [00:10:05] --

18 MR. KEELER: So the footprint of the
19 existing dwelling is 1,015 square feet. And that
20 does not include the rear deck or shed. And the
21 proposed garage square footage from a footprint
22 point of view is 748 square feet.

23 MR. BELOFF: Yeah, I'm looking at the
24 footprint of the garage you said was 23 by 24. I

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2 mean it looks almost comparable to the footprint
3 of the existing house that's there, right?

4 MR. FLEMING: Well, yeah, that's why I
5 was concerned about the 40 percent building
6 coverage, I mean the lot coverage. It's a large
7 structure. So with the house and the new garage,
8 that was my concern --

9 MR. BELOFF: Exactly.

10 MR. FLEMING: -- they both are so large
11 they take up again, a pretty significant amount
12 of the overall lot.

13 MR. CHIN: And if you look at the house,
14 you've got structures going this way, then you've
15 got another structure going this way, okay. So if
16 you took that structure there and brought it
17 straight across, in reality, the garage may be,
18 maybe about the width of the house or maybe a
19 little bit smaller, but maybe only about not even
20 I would say a little bit more than a half, it
21 looked like that way.

22 MR. KEELER: So just to clarify, I know
23 it's kind of an upside down L, a backwards L, but
24 the out to out on the overall dimensions of the

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2 existing structure width wise is 36 and three
3 inches and the overall depth from the front
4 enclose porch to rear -- to the line of the deck
5 façade is 42 feet and an inch, so 42 feet. So it
6 is comparable but not as large as the existing
7 footprint.

8 MR. BELOFF: All right, thank you.

9 MR. FRANCO: I'll just add I agree also
10 that I feel like the building coverage
11 proportional to the lot size, you know, I look at
12 some of the other lot sizes, and you know,
13 they're all relatively small, but some of them
14 are bigger. And there's bigger structures on
15 those properties. But I feel like this particular
16 property has, you know, the footprint is
17 relatively small, and obviously, you know, the 38
18 percent over, I don't know, it just jumps out at
19 me more with this property because of that. I
20 don't think aesthetically from the road it may
21 look bad, but it, I think for the lot size, it's
22 going to look like a huge building over there
23 relative to some of the other houses, so I --

24 MR. KEELER: Well, the only thing I

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2 could add and I would defer to Kenneth is we're
3 not opposed to making any adjustments as long as
4 again the goal is to be able to fit the, not only
5 the vehicles but also recreational vehicles
6 within the garage. And just to add to that, with
7 the second story and that stair that we have in
8 there, kind of, you know, kind of probably push
9 this back a little bit longer, as far as from
10 maybe 30 feet to the 34 feet. Is there a number
11 as far as the depth? I don't know if we could
12 make the width any smaller for the 16-foot garage
13 door that we proposed. But we are open to any
14 suggestions from the board if it would obviously
15 help this application or suffice any of your
16 concerns.

17 MS. PICCOLO HILL: If you were to make
18 it smaller, could you, would that cover your
19 bases with fitting your recreational vehicles in
20 the garage?

21 MR. KEELER: Do you know what the length
22 of your, the RV is?

23 MR. KENNETH VERSCHOOR: The RV s a
24 little over 20 feet.

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2 MR. KEELER: But with the bulkhead of
3 the -- so that's like 25 ish. So --

4 MR. VERSCHOOR: I wouldn't --

5 MR. KEELER: You can come up.

6 MR. VERSCHOOR: Hello again.

7 MR. FLEMING: You're welcome to address
8 us directly.

9 MR. VERSCHOOR: No, thank you guys, how
10 are you? I'm Kenny Verschoor, Jr. Yeah, like Rob
11 said, I wouldn't be opposed to, you know,
12 possibly shorten it a little bit if, if, you
13 know, if that is any of your concerns or anything
14 like that, you know, to obviously keep everybody
15 happy.

16 MR. FLEMING: We very much we like to
17 see what it's going to look like, so I don't want
18 to encourage you to do anything and withdraw it
19 or redesign things until you hear from, you know,
20 really the board. You know, for me, anyway, and I
21 think most people are like this, we look at it as
22 a whole package. If you had presented this where
23 it was, you know, instead of 38 percent of a
24 variance, it was, you know, 32 percent, maybe it

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2 would have been a different view. But maybe it
3 wouldn't have been. It's hard to tell without
4 actually seeing your proposal. But again, you
5 might want to just hang on and see what happens
6 here before you do anything.

7 MS. PICCOLO HILL: I mean I was going to
8 say I actually appreciate what you're trying to
9 do by keeping everything off the street and not
10 in your garage, I think that's -- you know, I
11 think that positively impacts your neighborhood.
12 But I think there are definitely some concerns
13 about the size.

14 MR. CHIN: Well I feel that if, you
15 know, you try to knock down from 38 percent to 34
16 percent, that really is meaningless. You know
17 what I mean? You knocking it down from 38 percent
18 to 25 percent, that's a big deal. So and I don't
19 see that happening. I don't think that will work.

20 MS. PICCOLO HILL: I'm in favor, so.

21 MR. FLEMING: I also disagree that any
22 reduction would be meaningless. I mean every
23 proposal is very different and one that's
24 presented that's a few percentage points smaller

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2 could be more appealing to other members of the
3 board, so I don't think it's meaningless. That
4 being said, I'm sorry --

5 MR. MARTINEZ: No, no.

6 MR. FLEMING: No, please, go ahead,
7 that's okay.

8 MR. MARTINEZ: Well, I can see all the
9 point that my colleagues have made, but the fact
10 that we don't have -- I mean I liked everything
11 the way it's [unintelligible] [00:16:35] in. And
12 the fact that we don't have any neighbor that
13 opposed it. So we haven't received any letter or
14 anything like that negative. We didn't have any
15 positive one, but we didn't have any negative one
16 either, so. So for that reason, me particularly,
17 I like the way this is going to end. So I don't
18 have any problem if my colleagues decide to
19 approve that for you tonight. I have no problem.

20 MR. KEELER: And if I may, just explain
21 how you have had discussions with your neighbors.

22 MR. VERSCHOOR: I've lived on the street
23 my entire life, so I know everybody that lives
24 there. Basically, everybody's been there since

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2 I've been there.

3 MR. MARTINEZ: Yeah, because to me, it's
4 very important when the neighbor is not in favor
5 of something, that's when we want to look at it
6 more closely and things like that, to see how we
7 can please everybody, but --

8 MR. VERSCHOOR: Right.

9 MR. MARTINEZ: -- but we don't have
10 anybody oppose it. I don't think, even though
11 it's a little big what you're asking, but I don't
12 think it's anything that's going to be huge in
13 the neighborhood. I don't think it's going to
14 negatively impact it, so I totally agree with
15 what you're doing, so if my colleagues decide to
16 approve it, I have no problem with that tonight.

17 MR. VERSCHOOR: And just to, you know, a
18 little more input what the neighbors and stuff, I
19 was supposed to have one neighbor here, Allie
20 Oliverez, who lives adjacent to where the garage
21 is going to be built and I spoke to her husband
22 the other day and she had some concerns about
23 lighting and stuff like that. I do know she was
24 worried about having lighting that would, you

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2 know, be shining on her house and stuff like
3 that. And obviously, I rest assured, I told Jose,
4 her husband, by any means I will not have that,
5 you know, I want to keep everybody comfortable. I
6 had the opportunity with three others of my
7 neighbors to actually sit down and show them the
8 prints and I had their blessing. I have one
9 neighbor that's actually moving out of the
10 neighborhood who's been there, you know, the
11 whole time, but they're moving. But other than
12 that, everybody's aware and for the majority have
13 been able to actually sit down with them and show
14 them the prints.

15 MR. MARTINEZ: And that neighbor is very
16 close to the house, right?

17 MR. VERSCHOOR: Yeah, it's the one
18 that's adjacent to --

19 MR. KEELER: Immediately adjacent to the
20 west property line, yeah, side yard.

21 MR. MARTINEZ: Okay. Thank you.

22 MR. MICHAEL CUNNINGHAM: So what the
23 board could do tonight, and if it's okay with the
24 applicant, the board could take a vote on the

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2 proposal as actually proposed and then if for
3 whatever reason it does fail, you can come back
4 next month with redesign if you would like.

5 MR. KEELER: I think that's completely
6 reasonable. We're okay with that.

7 MR. CUNNINGHAM: Okay.

8 MR. FLEMING: All right, so I think then
9 we need a motion for --

10 MS. PICCOLO HILL: Well, is there anyone
11 here that wants to speak from the audience?

12 MR. CHIN: There's nobody in the
13 audience. How about anybody on Zoom?

14 MS. PICCOLO HILL: Or online?

15 MR. FLEMING: Unfortunately, we don't
16 have any participants on Zoom or in the audience.

17 MR. CHIN: Okay.

18 MR. FLEMING: But, seriously, if someone
19 does want to mystically appear, we like it. No?
20 Okay.

21 MR. KEHOE: No one's on the Zoom?

22 MS. EMMA GIOVINCO: Well, there's two
23 people on Zoom but nobody wants to talk.

24 MR. KEHOE: Yeah, if, I guess, according

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2 to Emma, there are people listening on the Zoom,
3 so if they want to speak.

4 MR. FLEMING: Well, if anyone on Zoom
5 has a comment, please, you're welcome to speak.

6 MR. KEHOE: Just raise your hand.

7 MR. FLEMING: There's a raise your hand
8 function right in the middle, you can click raise
9 hand on the bottom center of the screen.

10 MR. KEHOE: No? No one's raising their
11 hand.

12 MR. FLEMING: All right. So in that
13 case, we need a --

14 MS. PICCOLO HILL: I propose taking a
15 vote --

16 MR. FLEMING: Yeah.

17 MS. PICCOLO HILL: -- on case number
18 2025-9.

19 MR. FRANCO: Do we have to close --

20 MR. FLEMING: We do have to close the
21 public hearing first.

22 MS. PICCOLO HILL: Oh, sorry. And then
23 you're going to want a proposal to approve the
24 variance as submitted.

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2 MR. CHIN: As is.

3 MS. PICCOLO HILL: So I'd like to
4 propose --

5 MR. FLEMING: Well, first we have to
6 have a motion to close the public hearing.

7 MS. PICCOLO HILL: I'd like to make a
8 motion to close the public hearing.

9 MR. FLEMING: All in favor?

10 MR. CHIN: No, second.

11 MR. FLEMING: Second, and then all in
12 favor?

13 MULTIPLE: Aye.

14 MR. FLEMING: Any opposed? No, okay,
15 public hearing is closed.

16 MS. PICCOLO HILL: And then I'd like to
17 propose, make a motion to vote on case number
18 2025-9.

19 MR. FLEMING: To approve the variance as
20 --

21 MS. PICCOLO HILL: To approve the
22 variance --

23 MR. FLEMING: -- as submitted.

24 MS. PICCOLO HILL: -- as submitted of 40

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2 percent variance for the side yard, and a 19.45
3 percent variance of 3.89 feet for the rear yard
4 and building coverage of 38 percent, the variance
5 of 686 square feet.

6 MR. FLEMING: Okay.

7 MR. CHIN: Type SEQR is II.

8 MR. FLEMING: Oh, no further compliance
9 is required.

10 MR. CHIN: No further compliance is
11 required.

12 MS. PICCOLO HILL: So, do you want me to
13 say it?

14 MR. FLEMING: Yeah.

15 MR. CHIN: Yeah.

16 MR. FLEMING: I'd like to poll the --

17 MS. PICCOLO HILL: SEQRA type II, no
18 further compliance required.

19 MR. FLEMING: Can you poll the --

20 MR. CHIN: Second.

21 MR. MARTINEZ: Seconded.

22 MR. KEHOE: So, on the question, this is
23 your vote. Ms. Piccolo Hill?

24 MS. PICCOLO HILL: Yes. I'd like to make

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2 a motion to approve it.

3 MR. KEHOE: No, just --

4 MR. FLEMING: The motion's standing.

5 MR. KEHOE: I'm polling. Do you --

6 MS. PICCOLO HILL: Oh, yes, I approve.

7 MR. KEHOE: Mr. Martinez?

8 MR. MARTINEZ: Approve.

9 MR. KEHOE: Mr. Franco?

10 MR. FRANCO: I'll approve.

11 MR. KEHOE: Mr. Chin?

12 MR. CHIN: Approve.

13 MR. KEHOE: Mr. Beloff?

14 MR. BELOFF: Approve.

15 MR. KEHOE: Chairman Fleming?

16 MR. FLEMING: I'm going to say no.

17 MR. KEHOE: Okay. So I'm going to poll
18 the board again. Ms. Hill?

19 MS. PICCOLO HILL: Approve.

20 MR. CUNNINGHAM: Hold on. Why are you --

21 MR. KEHOE: Well, he voted no, and
22 usually --

23 MR. FLEMING: No, you're fine. I voted
24 no, it's five to one.

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2 MR. KEHOE: All right, so five one.

3 MR. FLEMING: It stands.

4 MR. CUNNINGHAM: That's all.

5 MR. KEHOE: Okay.

6 MR. FLEMING: So the motion carries five
7 to one, you know, so your variance is approved.
8 You don't have anything else to do.

9 MR. KEELER: Thank you all very much.
10 You guys have a great evening.

11 MR. MARTINEZ: Good luck.

12 MR. CHIN: You're welcome.

13 MR. VERSCHOOR: Thank you, guys.

14 MS. PICCOLO HILL: Thank you.

15 MR. CHIN: Have a good time and careful
16 building.

17 MR. FLEMING: All right, I need a motion
18 to close our hearings.

19 MR. CHIN: So moved.

20 MR. FLEMING: All in favor?

21 MULTIPLE: Aye.

22 MR. FLEMING: All right, thank you very
23 much.

24 MR. CHIN: Good night all.

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(The public board meeting concluded at
7:22 p.m.)

CERTIFICATE OF ACCURACY

I, Ryan Manaloto, certify that the foregoing transcript of the Zoning Board of Appeals meeting of the Town of Cortlandt on September 18, 2025 was prepared using the required transcription equipment and is a true and accurate record of the proceedings.

Certified By



Date: October 1, 2025

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