

TOWN OF CORTLANDT
PLANNING AND ZONING BOARDS

ZONING BOARD MEETING

Town Hall
1 Heady Street
Cortlandt Manor, NY 10567
October 16, 2025
7:00 p.m. - 7:22 p.m.

October 16, 2025

MEMBERS PRESENT:

Michael Fleming, Chairman

Wai Man Chin, Vice-Chairman

Chris Beloff, Member

Frank Franco, Member

Michelle Piccolo Hill, Member

Thomas Walsh, Member

MEMBERS ABSENT:

Benito Martinez, Member

ALSO PRESENT:

Chris Kehoe, AICP, Director of Planning

Michael Cunningham, Esq., Deputy Town Attorney

Heather LaVarnway, CNU-A, Planner

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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 call to order the Thursday,
5 October 16th meeting of the Town of Cortlandt
6 Zoning Board of Appeals. I'd like to start with
7 inviting you all to join me in saying the pledge
8 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, roll call.

15 MR. CHRIS KEHOE: Ms. Piccolo Hill?

16 MS. MICHELLE PICCOLO HILL: Here.

17 MR. KEHOE: Mr. Franco?

18 MR. FRANK FRANCO: Here.

19 MR. KEHOE: Mr. Fleming?

20 MR. FLEMING: Here.

21 MR. KEHOE: Mr. Chin?

22 MR. WAI MAN CHIN: Here.

23 MR. KEHOE: Mr. Walsh?

24 MR. THOMAS WALSH: Here.

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2 MR. KEHOE: Mr. Beloff?

3 MR. CHRIS BELOFF: Here.

4 MR. KEHOE: Mr. Martinez noted as
5 absent.

6 MR. FLEMING: Before we started, I just
7 want to take a moment. Mr. Martinez is a member
8 of the board. He's not here today because he
9 suffered a loss in is family. His mother passed
10 away. On behalf of me and the board, I just want
11 to extend my condolences to him and his family. I
12 wish them the best in this difficult time. Thank
13 you.

14 All right, we have one case, which was a
15 case where we received a request for an
16 adjournment. That's case number 25-6, application
17 of Paola Patino and Miguel Rodas for an area
18 variance. They requested an additional
19 adjournment to the November meeting. During our
20 pre-meeting work session we discussed this, and
21 we need a motion, but what we're going to do is
22 we're going to grant the adjournment, but we're
23 going to tell them that if they don't appear for
24 the November meeting, we will --

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2 MR. CHIN: We will abandon.

3 MR. FLEMING: -- we will deem their,
4 their position abandoned and close the case. So I
5 need a motion to adjourn with the caveat that
6 we'll be instructing them that if they don't
7 appear for the November meeting, we will deem
8 their petition abandoned.

9 MR. CHIN: I'm going to make a motion on
10 case 2025-6 to adjourn it to the November meeting
11 and if they do not show up again at the November
12 meeting, we will deem that the case will be
13 abandoned and they will have to start all over
14 again.

15 MR. FLEMING: Okay. Second?

16 MS. PICCOLO HILL: Second.

17 MR. FLEMING: All in favor?

18 MR. KEHOE: Just, just before -- well, I
19 could have done it after the motion, but before
20 the motion is some of the neighbors had sent me a
21 lot of information today, several photographs and
22 they wanted to make sure that you had that. I
23 just wanted to put it on the record you will get
24 those photographs in advance of the November

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2 meeting.

3 MR. CHIN: Right.

4 MR. KEHOE: But they still have concerns
5 about the application.

6 MR. FLEMING: Okay. Thank you. We will,
7 we will review all the information submitted
8 prior to the meeting. So anyway, as I said, I'm
9 just going to call for the vote again, because we
10 kind of were talking over it. All in favor?

11 MULTIPLE: Aye.

12 MR. FLEMING: All opposed? All right,
13 that's carried. All right, we have three new
14 cases.

15 MR. KEHOE: Minutes, sorry.

16 MR. FLEMING: Oh, I'm sorry. We had both
17 the July and the September minutes to approve.
18 Has everyone had an opportunity to review both
19 sets of minutes that were forwarded?

20 MS. PICCOLO HILL: Mm-hmm.

21 MR. FLEMING: All right, I need a motion
22 to approve both the July 22nd and September 18th
23 2025 minutes.

24 MR. WALSH: So moved.

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2 MR. CHIN: Second.

3 MR. FLEMING: All in favor?

4 MULTIPLE: Aye.

5 MR. FLEMING: Opposed? No, and the
6 minutes are approved for July 22nd and September
7 18, 2025. All right, now on to the three new
8 public hearings, the first one is 2025-10. Whose
9 case was that again?

10 MR. CHIN: Uh --

11 MR. BELOFF: Yeah, it's mine.

12 MR. FLEMING: Okay.

13 MR. BELOFF: All right, I got case
14 number 2025-10, is there a Michael Mariella
15 Carrasquillo, the applicant?

16 MS. MARIELLA CARRASQUILLO: Yes, hi,
17 good evening.

18 MR. FLEMING: I apologize. If you could
19 both state your names and your address.

20 MS. CARRASQUILLO: Sure, Mariella
21 Carrasquillo, 1 Giordano Drive, Cortlandt Manor,
22 New York, 10567.

23 MR. MICHAEL CARRASQUILLO: Michael
24 Carrasquillo, also 1 Giordano Drive, Cortlandt

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2 Manor, New York, 10567.

3 MR. FLEMING: Thank you. Do you have
4 anything you want to present to us?

5 MS. CARRASQUILLO: I sent Christopher
6 some photographs and --

7 MR. KEHOE: Yeah, all the information
8 that you provided to me has been provided to the
9 board.

10 MS. CARRASQUILLO: Okay.

11 MR. KEHOE: So if you just want to
12 briefly explain what you're proposing. I mean the
13 board did have some questions at the work
14 session. Is the shed a prefab that's being
15 delivered, are you constructing it, how is it
16 being attached, just information like that.

17 MS. CARRASQUILLO: Okay, perfect. So the
18 reason why we're here is because the location of
19 our shed was considered the front of the house.
20 The way that our house is positioned, it's kind
21 of on an angle. So it technically, to us, the
22 location we wanted to put it looks like the side
23 of the house, but in the plans, oh, here we go.
24 Thank you so much.

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2 So this is Giordano Drive, standing from
3 Giordano Drive. So it's 200 feet from the
4 driveway to where we want to put the shed. If you
5 go down to the next slide --

6 MR. KEHOE: It's coming. There's just a
7 delay.

8 MS. CASSASQUILLO: Okay, perfect. So we
9 actually took a sheet and we stood down there and
10 we held it up so you can see where the shed would
11 be as you looked from the street location. So
12 it's not very visible or it's not visible to 1
13 Giordano Drive. So we feel like the placement is
14 okay. There's another slide coming, sorry. Okay.
15 So the reason why we have a hardship with the
16 situation is because the places where we want to
17 put it, we have septic fields right where you can
18 see, and then behind the house we have a septic
19 tank. So we were limited to where we could put it
20 because of the septic tank, the septic fields.
21 And then on the other side of the house, there's
22 a drainage easement. And we also feel like that
23 literally is on the street side. So like if you
24 were driving down the street, you would be able

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2 to see the shed. Where, on the opposite side, you
3 can't see the shed. Even our neighbor's back
4 house, you can't really see the shed. So we feel
5 like this was the best place to put it. But
6 unfortunately, because of the way the plans are
7 situated, it's considered the front of the house.

8 MR. CARRASQUILLO: And all other areas
9 of the property all slope downward, so it's hard
10 for us to put it on the opposite side of the
11 house because literally all the property slopes
12 downward. And then the back of the house, the
13 true back of our house also slopes downward as
14 well past the septic fields. It's like about a
15 ten foot drop down.

16 MS. CARRASQUILLO: And to answer your
17 question, it is a prefab, it's already built so
18 they would just deliver it on a truck and drop it
19 right into the gravel pad. So there's no
20 construction.

21 MR. BELOFF: Yeah, I drove out to the
22 site today actually. And I agree with everything
23 that you're saying here. I like the fact that it
24 was on the other side of the house, away from

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2 Furnace Dock Road. I mean there were other houses
3 in the neighborhood on Giordona Drive, I seen
4 sheds that were visible from Furnace Dock Road,
5 so considering the circumstances with your septic
6 system, with the slopes, with it being level, and
7 I also like the fact that it's being delivered.
8 And then you're going to be able to move it if
9 you had to.

10 MS. CARRASQUILLO: Yes.

11 MR. BELOFF: Yeah, I don't have an issue
12 with it. Does anybody else?

13 MR. CHIN: No, no.

14 MR. CARRASQUILLO: It's from a company
15 Grey's Woodworking in Goshen, New York and they
16 also have another facility a little further up
17 north.

18 MR. CHIN: I just want to say from
19 Giordano Drive, the shed is almost 200 feet from
20 Giordano Drive, so that's quite a distance
21 overall.

22 MR. CARRASQUILLO: Yeah, it's over 275
23 feet to my house, so I dread the day when I have
24 to do the asphalt on my driveway, which is coming

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2 soon.

3 MR. FLEMING: Anybody else have any
4 questions or comments?

5 MR. CHIN: No.

6 MR. WALSH: No.

7 MR. FLEMING: Alright, if I --

8 MR. CHIN: Anybody in the audience?

9 MR. FLEMING: Does anybody in the
10 audience have any questions or comments? No. And
11 is there anybody online that has any questions or
12 comments? No. Alright. Well, in light of that, I
13 think we need a motion to close public hearing
14 and then a motion on the petition.

15 MR. BELOFF: I make a motion to close
16 case number 2025-10 public hearing.

17 MR. WALSH: So moved.

18 MR. FLEMING: Hold on, a second.

19 MR. CHIN: Second.

20 MR. FLEMING: All in favor?

21 MULTIPLE: Aye.

22 MR. FLEMING: Alright, it's carried.

23 MR. BELOFF: Alright, I'd like to make a
24 motion to approve case number 2025-10, on 1

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2 Giordano Drive, it's for an area variance,
3 regulations accessory structure not permitted in
4 the front yard, an area variance for an existing
5 shed in the front yard SEQR type II, no further
6 compliance required.

7 MR. KEHOE: Just sort of that was a
8 typo, it's not an existing shed. That's my fault.
9 It's a proposed shed.

10 MR. FLEMING: Yeah.

11 MR. BELOFF: A proposed shed.

12 MR. CHIN: Second.

13 MR. FLEMING: All in favor?

14 MULTIPLE: Aye.

15 MR. FLEMING: Alright, congratulations.

16 MR. CARRASQUILLO: Thank you very much.

17 MS. CARRASQUILLO: Thank you. I
18 appreciate it.

19 MR. KEHOE: You'll get a -- I have to do
20 a decision and order, I think I told you, we'll
21 draft that, you'll get it and then that will
22 allow the code and engineering departments to
23 release whatever permits you need. Okay?

24 MS. CARRASQUILLO: Okay. Thank you very

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2 much.

3 MR. FLEMING: Thank you and good luck.

4 MR. CUNNINGHAM: Good luck.

5 MR. BELOFF: Have a good evening.

6 MR. FLEMING: Alright, 2025-11, Zarecki
7 and Associates for a sign variance.

8 MR. CHIN: Yeah, that's mine, my case,
9 ladies and gentlemen.

10 MR. FLEMING: Please, just state your
11 name, who you represent and then anything you
12 want to provide the board.

13 MR. RICHARD ZAPP: Yeah, my name is
14 Richard Zapp, I'm with Zarecki and Associates.
15 We're, the proposal is to replace a sign panel in
16 an existing sign box on the building, Cameron's
17 Deli, at 2225 Crompond Road. The sign on the
18 pylon in the front, which reads Cameron's Deli
19 currently, I believe that sign panel was put in
20 about three years ago, and now we're proposing
21 just changing the existing Food Mart panel on the
22 building to also Cameron Deli sign.

23 MR. CHIN: Okay. Actually this is my
24 case. I drove by. I drive by there quite often.

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2 Like I say, I really don't have a problem with
3 the signage that you're asking for, and what,
4 from the wall sign and the pylon sign. Okay, so
5 again, it's not a big variance overall. Usually,
6 we could give up to 100 percent, and we're only
7 asking for 50 percent, you know. So again, I
8 think it'll look good over there and people can
9 see it nice, and come in and buy gas or whatever.
10 So I have no problem with this actually. Anybody
11 else on the board?

12 MR. WALSH: Yeah, I've been on the board
13 for a while, and we denied a variance several
14 years ago for additional signage above the gas
15 pumps, and then my question back then was all the
16 different window signage and what is the code for
17 the window signs. And we got some clarification
18 tonight. And part of our, part of me approving
19 this would be for an additional application be
20 submitted or additional calculation to be
21 submitted showing all the window signage that's
22 there, and the calculation because you're allowed
23 40 percent of your window covering, so signage
24 can only be up for, what did you say, Chris, 90

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2 days per the code.

3 MR. FLEMING: So I think what we would
4 do is we would grant an approval but we condition
5 the approval on you submitting notice of --

6 MR. CUNNINGHAM: An analysis of the
7 window signage, and I think the deadline we were
8 talking about in the work session was by the end
9 of this calendar year.

10 MR. ZAPP: Okay. That's fine.

11 MR. CUNNINGHAM: Just to ensure
12 compliance with the code.

13 MR. FLEMING: So what we'll do is we're
14 going to vote to approve I think, but that
15 approval --

16 MR. CHIN: The wall sign and the pylon
17 sign, we have no problem with, so some of the
18 board members want to talk about the signage in
19 the windows, so for the signs, the square footage
20 or the percentage and so forth, so if you could
21 figure out something on that and get back to us
22 as soon as possible, that would be ideal.

23 MR. FLEMING: It will be included in the
24 decision and order that, that we provide to you.

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2 MR. KEHOE: Yes.

3 MR. FLEMING: And then you'll have until
4 the end of the year to do it.

5 MR. ZAPP: Very good.

6 MR. KEHOE: And just for the record, you
7 went into code enforcement to get some sort of
8 permit to switch out the Food Mart and the
9 Cameron's, and that's when it was determined that
10 you needed the variance?

11 MR. ZAPP: There, well there was a
12 violation issued from the building department.

13 MR. KEHOE: Okay.

14 MR. ZAPP: For the signage.

15 MR. KEHOE: Okay.

16 MR. ZAPP: So, as part of taking care of
17 that violation which is that it didn't meet the
18 square footage, the owner wanted to replace the
19 sign panel at the same time, so. And with regard
20 to the canopies that I'm not familiar with the
21 application that was previously done, but all the
22 signage from the canopies and over the pumps were
23 removed previously.

24 MR. WALSH: Mike, do we have a copy of

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2 that violation and was it, violation just for the
3 two signage is what is the --

4 MR. CUNNINGHAM: I'm not aware of what
5 the violation was at this point.

6 MR. ZAPP: Well, there was a violation
7 for the signage. There was also a violation for
8 the kitchen, which is, I believe that permit has
9 been issued now, to do the upgrades in the
10 kitchen.

11 MR. CHIN: Okay. Which has nothing to do
12 with us.

13 MR. WALSH: Yeah. I'm just interested in
14 what is the violation for the signage, is it just
15 the pylon sign and the --

16 MR. KEHOE: Yeah, I think it's too high
17 for the square footage.

18 MR. CHIN: Yeah, too high, yeah.

19 MR. KEHOE: But this was given to us
20 right towards the end, so I didn't have a lot of
21 chance to discuss.

22 MR. FLEMING: Okay. Anybody else have
23 any questions or comments?

24 MR. CHIN: Any other board members have

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2 anything?

3 MS. PICCOLO HILL: No.

4 MR. BELOFF: No, I'm good.

5 MR. CHIN: Okay, anybody in the audience
6 who would like to speak on this? Okay.

7 MR. FLEMING: Anybody online?

8 MR. CHIN: Anybody online? No.

9 MR. FLEMING: I need a motion.

10 MR. CHIN: Okay. So what I'm going to do
11 is I'm going to close the public hearing on 2025-
12 11 and grant --

13 MR. FLEMING: Two separate motions.

14 MR. CHIN: Huh?

15 MR. FLEMING: The first one to close the
16 public hearing and then --

17 MR. CHIN: Oh, I didn't, I did. I'm
18 sorry, close the public hearing.

19 MR. FLEMING: A motion to close the
20 public hearing. Okay. I need a second.

21 MR. WALSH: Second.

22 MR. FLEMING: All in favor?

23 MULTIPLE: Aye.

24 MR. CHIN: Okay.

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2 MR. FLEMING: Okay. That's been granted.

3 MR. CHIN: I'm going to make a case on,
4 a motion on case number 2025-11, to grant the
5 wall sign and pylon sign required from 22 square
6 feet to 33 square feet, 11 foot square foot
7 variance, which is 50 percent. This is type II
8 under SEQR, no further compliance. But there also
9 will be that you have to indicate to us the
10 amount of signage that you have on the windows,
11 and that has to be done and sent to the building
12 department the building department, right, before
13 yearend.

14 MR. FLEMING: I need a second.

15 MR. CHIN: I need a second.

16 MR. WALSH: Second.

17 MR. FLEMING: All in favor?

18 MULTIPLE: Aye.

19 MR. FLEMING: So moved.

20 MR. CHIN: That's it.

21 MR. ZAPP: Thank you.

22 MR. FLEMING: You got it. Alright. And
23 our last case is 2025-12, application of Nora
24 Hildinger on behalf of Craig P. Taylor and Lisa

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2 Gunther, applicant can you please step forward,
3 identify yourself and state your name for the
4 record and anything else you want to address the
5 board with.

6 MS. NORA HILDINGER: Good evening,
7 members and chairman of the board. My name is
8 Nora Hildinger, of Building Permit Services and
9 I'm here representing Craig Taylor at 11 William
10 Puckey. And we're here to seek an area variance
11 for a pool and a pool deck in the front yard. And
12 some background. The pool and the pool deck are
13 located approximately 900 feet from William
14 Puckey Drive and the, the lot is a flag lot. It's
15 about 50 feet at William Puckey and then it
16 widens as it goes up, back up to the house. Let
17 it be noted that the pool and the pool deck
18 cannot be seen from the road at all. The house
19 can't be seen either. It's a very long driveway,
20 it's the end, it goes way up. And so, yeah,
21 that's great. So that picture, is that picture
22 five? It shows the front of the house? Okay. As
23 you come up the driveway that the back, what the
24 plans we show, what the zoning board would

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2 consider the back of the house lives completely
3 like the front of the house. You can see there's
4 the front door, you come up the driveway. On the
5 side, there's the garage is, and you can see the
6 pool, like as the house -- as the people live in
7 the house, that's really the back yard where the
8 pool is. So that is really the most logical
9 location for the pool is where it is. Also
10 because, I just want to mention as well, that the
11 septic is in the actual, is in the architectural
12 front of the house, so you wouldn't want to put
13 it there. And you really wouldn't want to put it
14 over on the other side of the driveway. It just
15 really wouldn't make sense.

16 So all that said, I just, I uploaded
17 some other pictures too, just where you could see
18 the flag lot. I think I put an aerial in that
19 showed the flag lot. That was like the second,
20 one of the second pictures.

21 MR. KEHOE: They didn't all necessarily
22 make it to the presentation.

23 MS. HILDINGER: Oh, okay, that's cool.
24 Alright, so you can really see now, this is the

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2 front of the house, and there's the pool. It
3 really lives like it's behind the house. That all
4 said, I also uploaded two neighbor letters, one
5 from I think 15 and 14. And they are the
6 neighbors that are the closest and they said they
7 had absolutely no objection to the location of
8 the pool.

9 And then I also want to say that the
10 pool is really sheltered. You can see it's
11 beautifully landscaped, there's trees all around,
12 there's rocks. So it really, that is the
13 sensible, logical place for the pool. So I don't
14 know if you want me to run through the five
15 factors too. I don't think the factor one, that
16 it's not going to change the neighborhood, the
17 character of the neighborhood at all. The factor
18 two, is there any other method that the owner
19 could get to achieve this? Not without moving the
20 pool and that really doesn't make any sense. It
21 would be a terrible hardship. Is the variance
22 substantial? Because it's, the zoning board calls
23 it -- it faces the road. But the way the house
24 lives it's not really a substantial variance

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2 because it just makes sense where it is. So no, I
3 don't think it's a substantial variance. Once
4 again, the fourth factor, would it change the
5 essential character of the neighborhood, no. And
6 the neighbors aren't objecting to it anyway. So
7 and they, the two closest neighbors said that
8 they had absolutely nothing against it. And the
9 fifth factor, was it self-created? I'm well aware
10 that most variances are self created, but in
11 case, because it makes so much sense where it is,
12 it kind of, they kind of had to create it because
13 of the way the house is. So I guess that's my
14 presentation.

15 MR. WALSH: Alright. This is my case.
16 And I just have a couple of questions. When was
17 the pool built and the deck built?

18 MS. HILDINGER: The pool was there 15
19 years ago.

20 MR. WALSH: Oh, so it's been there 15
21 years.

22 MS. HILDINGER: And it was actually
23 built before permits were even required.

24 MR. WALSH: When was the deck built

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2 around the pool?

3 MS. HILDINGER: The deck was built
4 around the pool at the same time.

5 MR. WALSH: Same time, okay.

6 MS. HILDINGER: And the owner, I know
7 owners always say this. He had the plans drawn
8 up, he was not aware that the contractor and
9 architect did not file for a building permit for
10 the deck. So he had plans drawn up. The plans
11 that you see were drawn up like 15 years ago for
12 the pool and the pool deck.

13 MR. WALSH: The reason that you're here
14 tonight, did they get a violation for it, or is
15 it --

16 MS. HILDINGER: He actually wants to do
17 something else.

18 MR. WALSH: Okay. That's a pre-permit
19 walk through flagged it?

20 MS. HILDINGER: So I filed for a
21 building permit for something else, and Martin
22 said no, no, no, no.

23 MR. CHIN: That's Martin for you.

24 MR. WALSH: I agree, you know, the five

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2 factors you've gone through, you know, where, how
3 the property is located, the flag lot, you're 900
4 feet from the, from the, you know, the street
5 line, it's not visible, so I have, I have no
6 question, here, no, you know, no problems
7 approving this variance as stated.

8 MR. FLEMING: I've never seen a lot that
9 was so flipped, you know. You technically are
10 building this in the front yard. You're 900 feet
11 off the street and you're behind the house. But
12 technically, it's the front yard. I understand. I
13 have no objections whatsoever. I think you're
14 compliant with the five factors and the five
15 factor, is it self-created doesn't sway me to
16 reject this, so I don't have any problem with it.

17 MR. CHIN: I think it's unique, yeah.
18 It's unique and I wouldn't change it.

19 MR. FRANCO: Yeah, I agree.

20 MS. PICCOLO HILL: Yeah, it's beautiful.

21 MR. FLEMING: Alright. Anyone in the
22 audience have any comments? Is there anyone
23 online who has any comments? Alright.

24 MR. WALSH: Alright. I'd like to make a

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2 motion to close the public hearing, case number
3 2025-12.

4 MR. FLEMING: I need a second.

5 MR. CHIN: Second.

6 MR. FLEMING: All in favor?

7 MULTIPLE: Aye.

8 MR. FLEMING: Alright, so moved.

9 MR. WALSH: I'd like to make a motion to
10 approve case number 2025-12, for the owner Craigy
11 Taylor and Lisa Gunther at 11 William Puckey
12 Drive for an area variance for an existing pool
13 and pool deck in the front yard, SEQOR type II, no
14 further compliance required.

15 MR. CHIN: Second.

16 MR. FLEMING: All in favor?

17 MULTIPLE: Aye.

18 MR. FLEMING: So moved. Congratulations.

19 MS. HILDINGER: Thank you.

20 MR. FLEMING: Alright. I think we need
21 to move to close our hearing tonight.

22 MR. CHIN: I make a motion to close the
23 public hearing for October.

24 MR. WALSH: Second.

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MR. FLEMING: All in favor?

MULTIPLE: Aye.

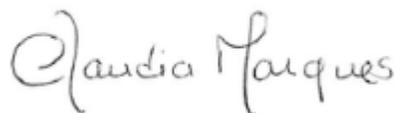
MR. FLEMING: Alright. The meeting is now closed. Have a good night everybody.

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

CERTIFICATE OF ACCURACY

I, Claudia Marques, certify that the foregoing transcript of the Zoning Board of Appeals meeting of the Town of Cortlandt on October 16, 2025 was prepared using the required transcription equipment and is a true and accurate record of the proceedings.

Certified By

Handwritten signature of Claudia Marques in cursive script.

Date: October 28, 2025

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