TOWN OF CORTLANDT

ZONING BOARD OF APPEALS

Town Hall, 1 Heady Street
Cortlandt Manor, NY 10567
914-734-1080

Michael Fleming
Chairman

Wai Man Chin
Vice-Chairman

Chris Beloff
Frank Franco
Michelle Piccolo Hill
Benito Martinez
Thomas Walsh

Town Supervisor
Richard H. Becker, MD

Town Board
James F. Creighton
Cristin Jacoby
Robert Mayes
Joyce C. White

TO JOIN THE MEETING REMOTELY USE THE ZOOM LINK BELOW:

https://us02web.zoom.us/j/82949049471?pwd=MaISOfbFUtYtT9zEmraz1ttFtgDRmD.1

AGENDA…….....ZONING BOARD OF APPEALS
Town Hall – 1 Heady Street
Cortlandt Manor, NY 10567

Work Session – Thursday, November 20, 2025 at 6:30 PM

1. Discuss Agenda for the Regular Meeting

Regular Meeting – Thursday, November 20, 2025 at 7:00 PM *

1. Pledge to the Flag and Roll Call
2. Adoption of the Meeting Minutes for October 16, 2025

3. **NEW PUBLIC HEARINGS**

A. **Case No. 2025-13 – Application of Lisa Johansen** for an area variance for a proposed roof overhang in the rear year for property located at 110 2nd St.

4. **ADJOURNED PUBLIC HEARING**

A. Case No. 2025-6 Application of Paola Patino and Miguel Rodas for an area variance for an additional curb cut (driveway) for property located at 60 Carolyn Drive.

**Regular meeting to begin at conclusion of the work session*

NEXT REGULAR MEETING THURSDAY, DECEMBER 18, 2025

ZONING BOARD OF APPEALS FACT SHEET

ZBA Member Assigned: Martinez **CASE NO.: 2025-13**

Name of Applicant: **Lisa Johansen**
Owner: Lisa Johansen
Address of property: 110 2nd St.
Section, Block, Lot: 54.5-2-53
Prior ZBA Case No.:
Zone: R-15
Lot Size: 20,000 sq. ft.

Request: Area variance under Section 307-17 Attachment 3, Table of Dimensional Regulations, Residential Districts of the Town of Cortlandt Code, for a proposed roof overhang in the rear yard.

Staff Comments: The applicant submitted drawings latest revision dated September 23, 2025 to the Code Enforcement Office seeking a building permit to enlarge an existing residence. A denial letter was issued on October 14, 2025. He proposed alterations and addition to the existing residence encroach into the rear yard. The applicant is proposing a new 4-foot roof overhang and partial enclosure around the existing exterior stair at the rear of the house. The house and exterior stair already are non-conforming and located within the 25 ft. rear yard setback.

Variance(s) Requested: An area variance for a proposed roof overhang and partial enclosure of an existing exterior stair.

Existing Setback to Existing Structure 15'-7"
Required Setback to Existing Structure 25'-0"
Existing Dimensional Nonconformity 9'-5"

Proposed Setback to Proposed Structure 11'-7"
Proposed Dimensional Nonconformity 13'-5"

REQUIRED	EXISTING	PROPOSED	REQUEST	PERCENT
Rear Yard Setback	Non-conforming			
25'	15'.7"	11'.7"	4'	25.67%
25'		11'.7"	13'.5"	53.67%

SEQR: TYPE II – No further compliance required

TOWN OF CORTLANDT
DEPARTMENT OF TECHNICAL SERVICES

Michael Preziosi, P.E.
Director – D.O.T.S.

Town Hall, 1 Heady Street
Cortlandt Manor, NY 10567
Main #: 914-734-1060

Town Supervisor
Richard H. Becker, M.D.

Town Board
James F. Creighton
Cristin Jacoby
Robert E. Mayes
Joyce White

October 14, 2025

Vargo Credit Shelter Trust, MA
Joanne Feinstein
C/O Lisa Johansen
110 2nd Street
PO Box 392
Verplanck, NY 10596

Re: A-25-827 – Application for Interior Alteration, New Roof and Addition
110 2nd Street (54.5-2-53)

Dear Ms. Johansen

The Town of Cortlandt Department of Technical Services has reviewed the above referenced application for conformance to the Town's Zoning Code. At this time, the application has been denied under Town Code Ch. 307 – Zoning, Attachment 3, Table of Dimensional Regulations, Residential Districts and Ch. 307-80 Dimensionally nonconforming structures containing conforming use.

As shown on the five-page plan set titled "Johansen Residence" submitted by SAS dated last revised 9/23/2025, a proposed enlargement to a dimensionally non-conforming structure containing a conforming use is proposed. The proposed alteration and residential addition are proposed to further encroach into the rear yard setback.

Existing Setback to Existing Structure	15'-7"
Required Setback to Existing Structure	25'-0"
Existing Dimensional Nonconformity	9'-5"
Proposed Setback to Proposed Structure	11'-7"
Proposed Dimensional Nonconformity	13'-5"

The applicant is requesting an increase of their rear yard nonconformity from 9-'5" to 13'-5".

Furthermore, while a variance is not required under Town Code Ch. 307-80, a side yard addition is being proposed that reduces the side yard setback from 93'-0" existing to 71'-0". This is noted as the addition extends the residence existing non-conforming front yard setback but does not increase the degree of nonconformity which remains at 32'-1".

Kindly apply online to OpenGov to submit the required Zoning Board of Appeals Application. Upload this denial letter, the above referenced plans, a copy of the property survey prepared by Badey and Watson dated 9/22/2023 and all required information outlined on the ZBA Application. Please upload .pdfs of all documents, to scale with digital seal and signature of the design professional of record.

Be advised that the architectural plans and civil site drawings will be completed with comments shared under separate cover. No building permit will be issued until a variance is obtained or revised plans are submitted which do not alter the existing nonconformity.

Sincerely,

Michael Preziosi, P.E.

Michael Preziosi, P.E.
Director of D.O.T.S.

Cc: Chris Kehoe – Community Development and Planning
Michael Cunningham, P.E. – Deputy Town Attorney Town Board
A-25-827

111 2ND ST
54.5-2-55.1
120 2ND ST
54.5-2-73
110 2ND ST
54.5-2-53
2ND ST
54.5-2-54
HARDIE ST
54.5-2-52

To Whom It May Concern,

My name is Lisa Johansen and I recently purchased the home at 110 2nd Street, Verplank. I purchased this home to be closer to my son, daughter-n-law and eight month old granddaughter who I watch several days a week. They reside in Buchanan. I felt I needed to be closer to them. I previously owned a home in Hawthorne for 35 years. I am very excited to get started on renovating my new home and moving closer to them. It has been a lengthy process so far!

Below, please find a description of the work to be done.

Scope of work:
The proposed project includes addition, exterior renovation, and interior renovation work to an existing single family residence.

Exterior work will include rebuilding the existing roof with a new truss system that includes an unfinished attic room. Exterior finishes will include limited new doors, limited new windows, all new siding and trims, and all new roofing. The existing deck will be removed and replaced with an equally sized screened-in deck attached to the house, with uncovered deck walkway and steps. The existing exterior stairs accessible to the basement will be partially enclosed, extending up to the new roof truss overhang off the back of the house.

The interior scope will include moderately reconfiguring the wall layout, updating and enlarging the existing master bathroom, relocating the hall bathroom, updating and enlarging the kitchen, reorienting a new staircase to the basement and attic storage, and updating the MEP systems throughout.

The existing primary house footprint will remain as is. The existing driveway, rear patio, brick pathways will remain as is.

Variance request - rear yard setback:

There is an extreme zoning hardship since the rear yard setback is currently non-compliant due to the shallow depth and configuration of the existing (2) parcels, which comprise the property. The house already projects 9' into the rear setback, so the existing exterior stair and rear wall are currently encroaching. As a result, the new roof truss overhang and partial exterior stair enclosure will be a new volume within the existing encroachment.

If you need any further information, I will gladly give it to you.

Thank you for your time and assistance,

Lisa Johansen

JOHANSEN RESIDENCE

110 SECOND STREET
VERPLANCK NY 10596

PROJECT INFORMATION

PROJECT DESCRIPTION:

1) SCOPE OF WORK:
THE PROPOSED PROJECT INCLUDES ADDITION, EXTERIOR RENOVATION, AND INTERIOR RENOVATION WORK TO AN EXISTING SINGLE FAMILY RESIDENCE. THE EXISTING ROOF WILL BE REBUILT WITH A NEW TRUSS SYSTEM THAT INCLUDES AN ATTIC ROOM IN ONE SECTION. THE ROOF WILL BE TALLER AND WITH 48" OVERHANGS.
THE EXTERIOR SCOPE WILL INCLUDE LIMITED NEW DOORS, LIMITED NEW WINDOWS, ALL NEW SIDING AND TRIMS, ALL NEW ROOFING. THE EXISTING DECK WILL BE REMOVED AND REPLACED WITH A SMALLER SCREEN ENCLOSED DECK ATTACHED TO THE HOUSE. THE EXISTING EXTERIOR STAIRS ACCESSIBLE TO THE BASEMENT WILL RECEIVE A PARTIAL ENCLOSURE THAT EXTENDS UP TO THE NEW ROOF TRUSS OVERHANG OFF THE BACK OF THE HOUSE.
THE INTERIOR SCOPE WILL INCLUDE RECONFIGURING THE WALL LAYOUT, UPDATING THE EXISTING MASTER BATHROOM, RELOCATING THE HALL BATHROOM, UPDATING THE KITCHEN, REORIENTING A NEW STAIRCASE, AND UPDATING THE MEP THROUGHOUT.

THE EXISTING PRIMARY HOUSE FOOTPRINT WILL REMAIN AS IS. THE EXISTING DRIVEWAY, REAR PATIO, BRICK PATHWAYS WILL REMAIN AS IS.

VARIANCE REQUIRED:

1) REAR YARD SETBACK

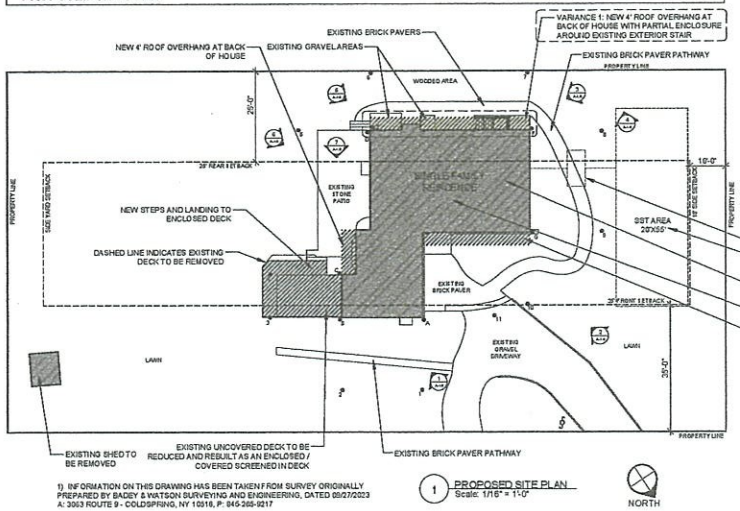
THE FRONT YARD SETBACK IS EXISTING NON-COMPLIANT DUE TO THE SHALLOW DEPTH AND CONFIGURATION OF THE EXISTING (2) PARCELS, WHICH COMPRISE THE PROPERTY. THE EXISTING EXTERIOR STAIR AND REAR WALL IS ALREADY ENCROACHING. AS A RESULT, THE NEW ROOF TRUSS OVERHANG AND PARTIAL STAIR ENCLOSURE WILL BE A NEW VOLUME WITHIN THE EXISTING ENCROACHMENT.

EXISTING REAR YARD SETBACK IS 16'-7"
PROPOSED REAR YARD SETBACK IS 11'-7"

ARCHITECTURAL DRAWING INDEX

A-1.0 - COVER SHEET, NOTES, PROPOSED SITE PLAN, ZONING ANALYSIS, EXISTING PICTURES
A-2.0 - EXISTING PLANS
A-3.0 - PROPOSED PLANS
A-3.1 - PROPOSED ELEVATIONS AND SECTION
A-3.2 - PROPOSED ELEVATIONS

PROPOSED SITE PLAN



1) INFORMATION ON THIS DRAWING HAS BEEN TAKEN FROM SURVEY ORIGINALLY PREPARED BY BADEY & WATSON SURVEYING AND ENGINEERING, DATED 05/27/2023
A: 3063 ROUTE 9 - COLDSPRING, NY 10516, P: 845-265-9217

1 PROPOSED SITE PLAN
Scale: 1/16" = 1'-0"

ZONING SUMMARY:

TOWN OF CORTLANDT, NY ZONE: R-15
PARCEL ID: 54.5-2-53, 54.5-2-54
YEAR CONSTRUCTED: 1956

ZONING CALCULATIONS:	REQUIRED	EXISTING	CHANGES/PROPOSED	COMPLIANCE
MIN. LOT SIZE	15,000 SF	20,000 SF	NO CHANGE/ EX. COND.	COMPLIANT
MIN. LOT WIDTH	80'-0" MIN.	200'-0"	NO CHANGE/ EX. COND.	COMPLIANT
MAX. BUILDING COVERAGE	2,625 SF	1,309 SF	0-209 SF) 1,518 SF	COMPLIANT
MIN. LARGE CAFE COVERAGE	60% MAX.	70.1%	(+5.6%) 75.8%	COMPLIANT
MAX. BUILDING FLOOR AREA	3,938 SF	1,309 SF	NO CHANGE/ EX. COND.	COMPLIANT
MAX. FLOOR AREA RATIO	0.25	0.09	NO CHANGE/ EX. COND.	COMPLIANT
MAX. STORIES	2.5 MAX.	1	1.5	COMPLIANT
MAX. BUILDING HEIGHT	35'-0" MAX.	15'-6"	(+8'-6") 24'-0.5"	COMPLIANT
MIN. YARD SETBACKS				
FRONT	35'-0" MIN.	29'-7"	NO CHANGE/EX. COND.	PRE-EXISTING NONCOMPLIANT
REAR	35'-0" MIN.	16'-7"	(-4'-0") 11'-7"	PRE-EXISTING NONCOMPLIANT
SIDE	15'-0" MIN.	64'-0"	NO CHANGE/EX. COND.	COMPLIANT
SECOND SIDE	15'-0" MIN.	52'-4"	NO CHANGE/EX. COND.	COMPLIANT

MAXIMUM BUILDING HEIGHT CALCULATION:

POINTS ● A-G GRADE HEIGHT TAKEN AT CORNERS OF STRUCTURE
POINTS ● 1-11 GRADE HEIGHT TAKEN AT 20' OFFSET FROM CORNERS OF STRUCTURE

LEGEND:
EXTENT OF EXISTING HOUSE TO REMAIN
EXTENT OF PROPOSED ADDITION

LOCATION OF PROPERTY - N.T.S.

LOCATION OF PROPERTY
110 2ND STREET

PICTURES OF EXISTING EXTERIOR

1 PHOTO
PARTIAL VIEW OF THE EXISTING HOUSE AND DECK - FRONT ELEVATION (NORTH)

2 PHOTO
VIEW OF THE EXISTING HOUSE - FRONT AND SIDE ELEVATIONS (NORTH & WEST)

3 PHOTO
VIEW OF THE BACK EXTERIOR STAIR

4 PHOTO
VIEW OF THE WOODED AREA TO THE BACK OF THE HOUSE / REAR PROPERTY LINE

5 PHOTO
VIEW OF THE EXISTING HOUSE - BACK ELEVATION (SOUTH)

6 PHOTO
VIEW OF THE EXISTING HOUSE - SIDE ELEVATION (EAST)

7 PHOTO
VIEW OF THE EXISTING HOUSE AND DECK - SIDE ELEVATION (EAST)

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shand architecture studio
a. 104 watch hill rd cortlandt manor ny 10567
e. jshand.sas@gmail.com
p. 845-239-9923

JOHANSEN RESIDENCE
110 SECOND STREET
VERPLANCK, NY 10596
PARCEL ID: 54.5-2-53, 54.5-2-54

REGISTERED ARCHITECT JOSEPH LOUIS SHAND 040277 STATE OF NEW YORK

JOSEPH L. SHAND RA
NY STATE LICENSE #040277
EXP: 02/28/2027

NOTE: NOT VALID FOR CONSTRUCTION UNLESS SIGNED AND SEALED BY THE ARCHITECT. IT IS A VIOLATION OF NEW YORK STATE LAW TO ALTER ANY DOCUMENTS BEARING THE SEAL OF AN ARCHITECT WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT. ONLY AN ARCHITECT OR ENGINEER MAY ALTER THESE SEALED DOCUMENTS AND MUST AFFIX THEIR OWN SEAL WITH NOTATION "ALTERED BY" FOLLOWED BY THEIR NAME AND DATE OF ALTERATION, WITH A CLEAR OUTLINE OF THE ALTERATION

CONSULTANTS:

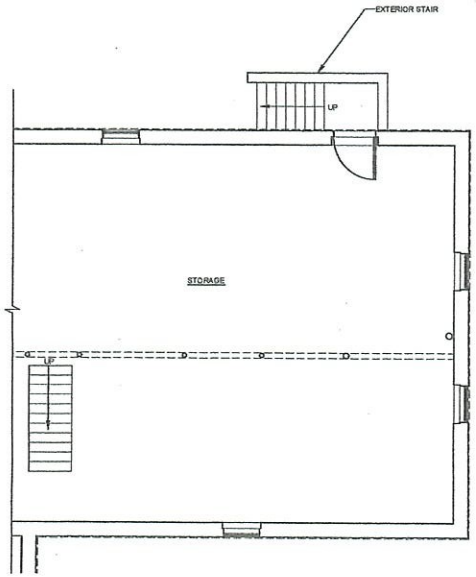
NORTH

ISSUE	DATE	TITLE
01	09.13.25	SCHEMATIC DESIGN SET
02	09.27.25	ZBA VARIANCE SET
03	09.23.25	ZBA VARIANCE SET REVISION 1

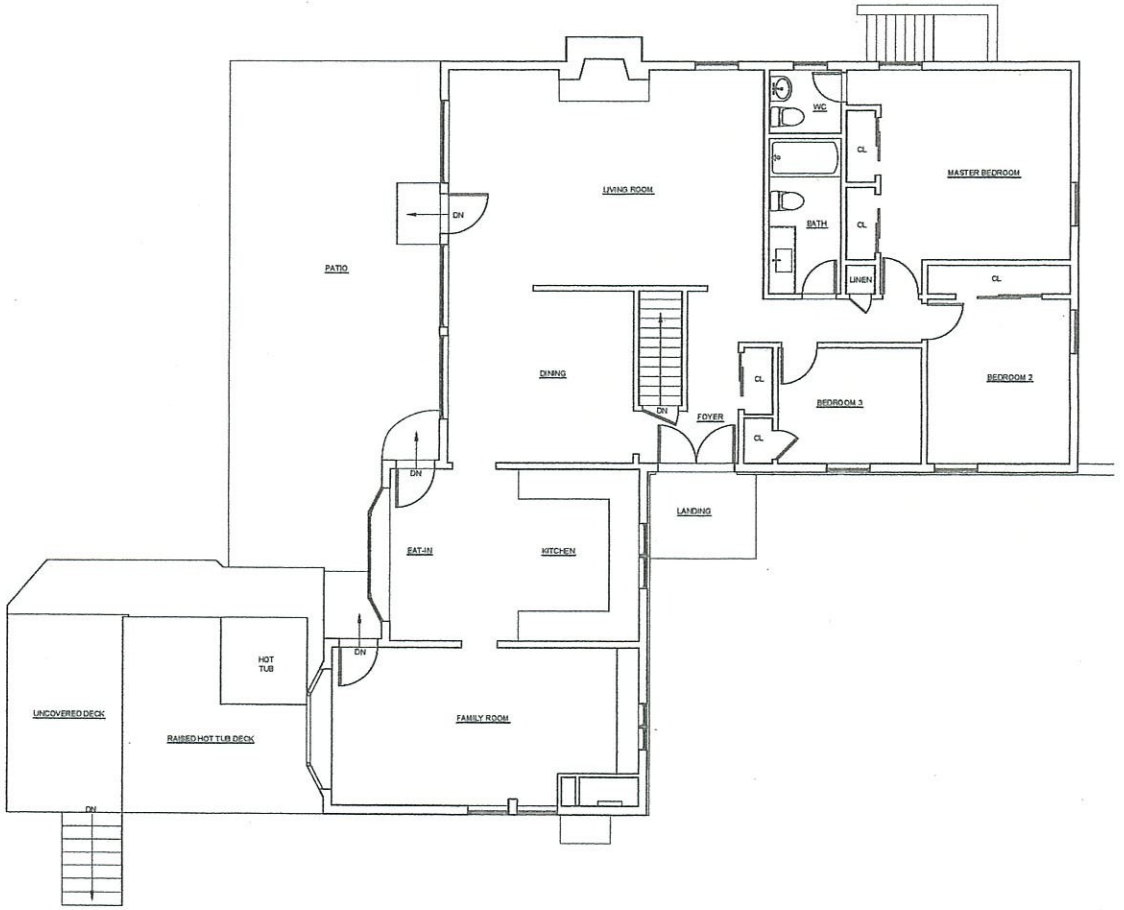
PROJECT NUMBER: 25.010
SCALE: AS NOTED
DRAWING BY: JS
CHECKED BY: JS

PROJECT NOTES, ZONING ANALYSIS & PROPOSED SITE PLAN

A-1.0



1 EXISTING PLAN - BASEMENT
Scale: 1/4" = 1'-0"



2 EXISTING PLAN - FIRST FLOOR
Scale: 1/4" = 1'-0"

LEGEND:

- EXISTING PARITIONS
- NEW WD STUD PARTITIONS, EXTERIOR TO BE 2X6, INTERIOR TO BE 2X4
- EXISTING OBJECTS AND CEILING FEATURES ABOVE

EXISTING GROSS FLOOR AREA:	
BASEMENT (UNFINISHED) SF:	1,460 SF
FIRST FLOOR SF:	1,760 SF
EXISTING TOTAL HOUSE (FINISHED) SF:	1,760 SF

0 2' 5' 10'

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VERPLANCK, NY 10596
PARCEL ID: 54.5-2-53, 54.5-2-54

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046277
STATE OF NEW YORK

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CONSULTANTS:

NORTH

ISSUED	DATE	TITLE
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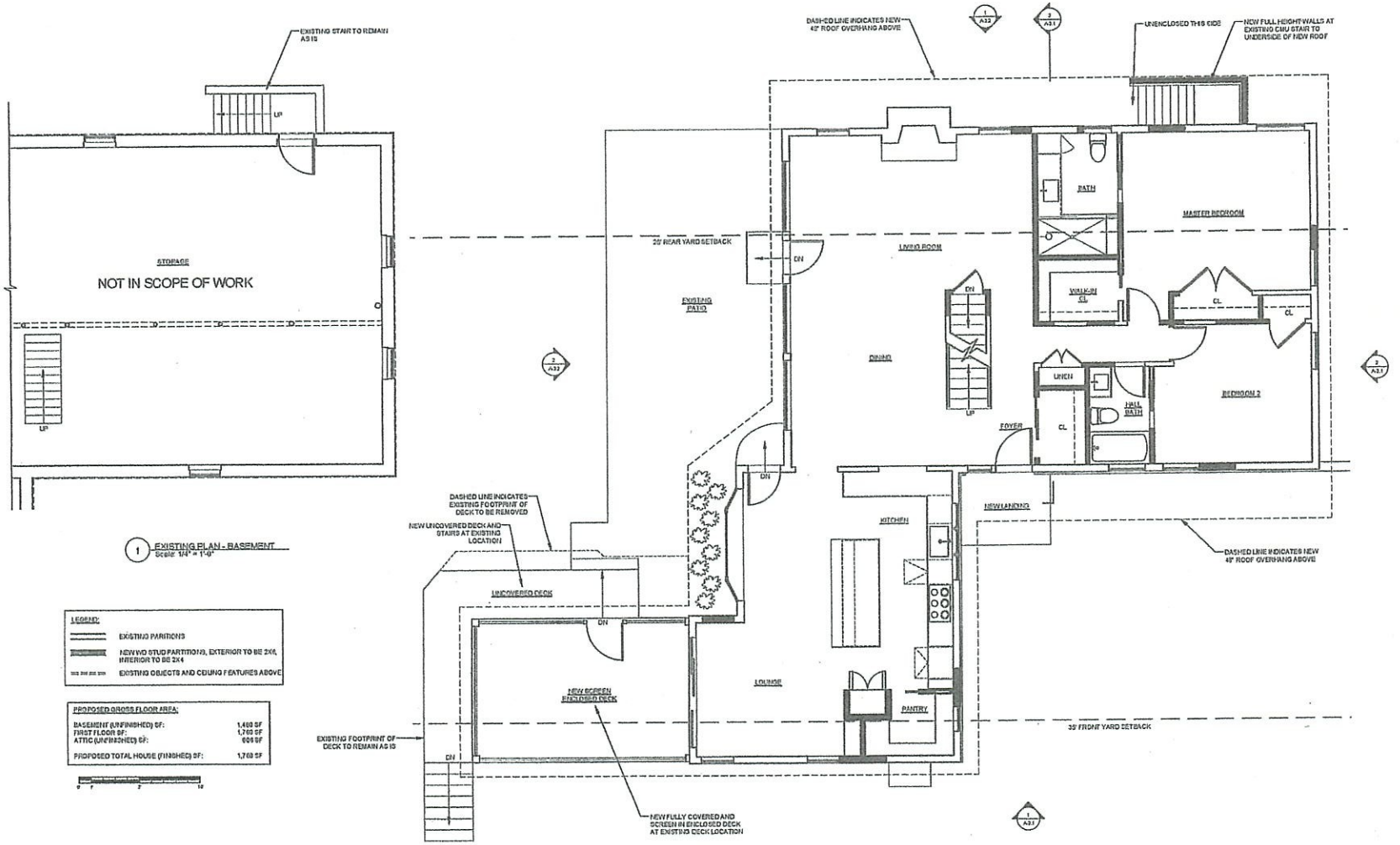
03	09.23.25	ZBA VARIANCE SET REVISION 1

PROJECT NUMBER: 25.010
SCALE: AS NOTED
DRAWING BY: JS
CHECKED BY: JS

EXISTING PLANS -
BASEMENT, FIRST FLOOR

A-2.0



1 EXISTING PLAN - BASEMENT
Scale: 1/4" = 1'-0"

2 PROPOSED PLAN - FIRST FLOOR
Scale: 1/4" = 1'-0"

LEGEND:

	EXISTING PARTIONS
	NEW WD STUD PARTITIONS, EXTERIOR TO BE 2X6, INTERIOR TO BE 2X4
	EXISTING OBJECTS AND CEILING FEATURES ABOVE

PROPOSED GROSS FLOOR AREA:

BASEMENT (UNFINISHED) SF:	1,469 SF
FIRST FLOOR SF:	1,769 SF
ATTIC (UNFINISHED) SF:	609 SF
PROPOSED TOTAL HOUSE (FINISHED) SF:	1,769 SF

0 1' 2' 10'

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CONSULTANTS:

NORTH

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PROJECT NUMBER: 25.010
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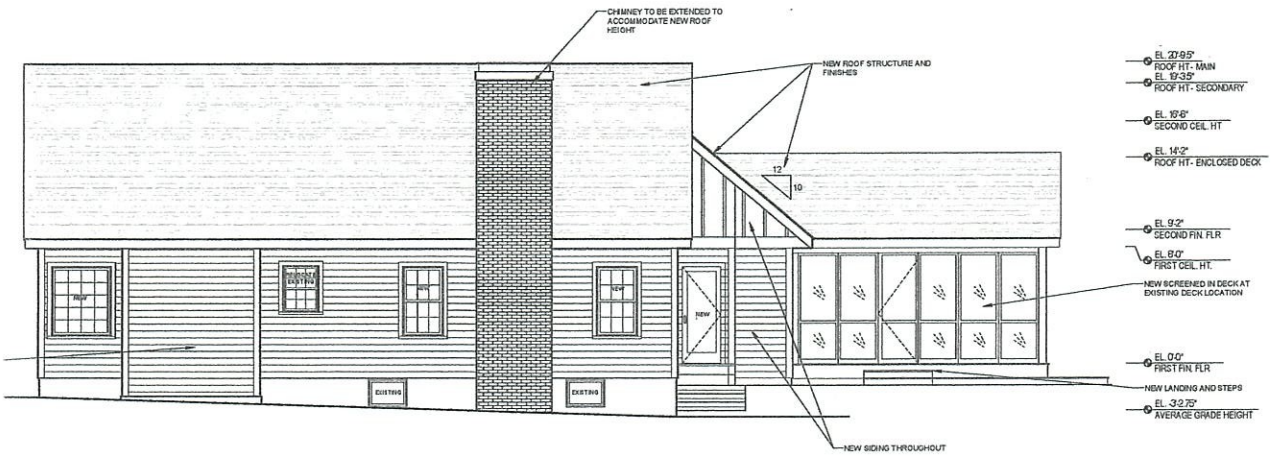
DRAWING BY: JS
CHECKED BY: JS

PROPOSED PLANS, BASEMENT, FIRST FLOOR

A-3.0



1 PROPOSED ELEVATION - BACK (SOUTH)
Scale: 1/4" = 1'-0"

2 PROPOSED ELEVATION - SIDE (EAST)
Scale: 1/4" = 1'-0"

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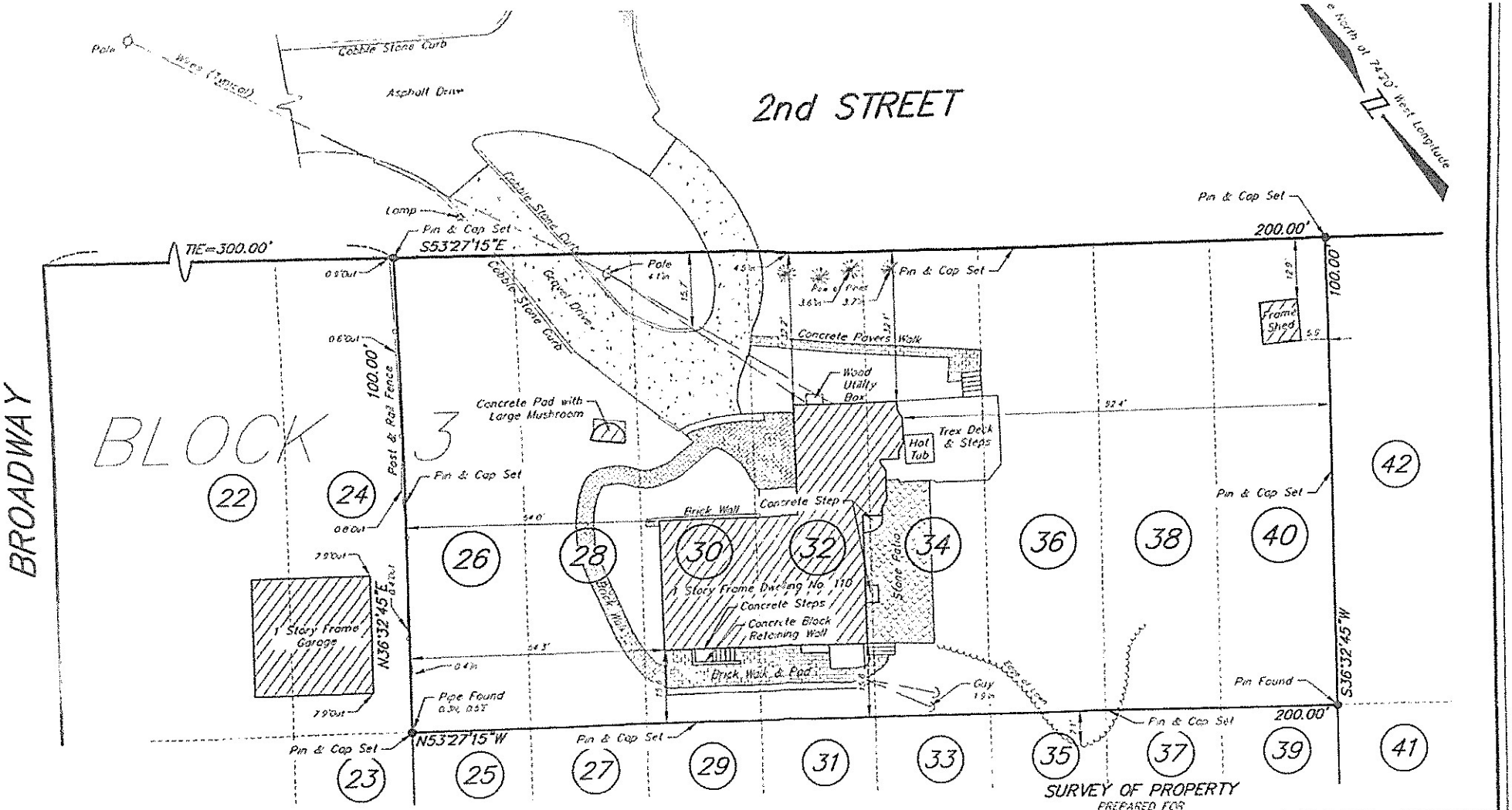
CHECKED BY: JS

PROPOSED EXTERIOR ELEVATIONS

A-3.2



Area = 20,000 Sq. Ft.

This map was prepared for the exclusive use of and is certified only to:
MARY ELLEN VARGO CREDIT SHELTER TRUST,
JOANNE FEINSTEIN, TRUSTEE

Notes
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2. Unauthorized alteration or addition to a document prepared by a licensed land surveyor is a violation of Section 7209, Subdivision 2 of the New York State Education Law.
3. All certifications are valid for this map and copies thereof only if said map or copies bear the embossed seal of the surveyor whose signature appears hereon.
4. If underground improvements, easements, or encroachments exist and are neither visible during normal field survey operations nor described in ... shall be shown on this

SURVEY OF PROPERTY
PREPARED FOR
MARY ELLEN VARGO CREDIT SHELTER TRUST
SITUATE IN THE
TOWN OF CORTLANDT
WESTCHESTER COUNTY
NEW YORK
SCALE 1 in. = 20 ft. SEPTEMBER 22, 2023

We hereby certify that the survey shown hereon was completed by us on September 22, 2023, that this map was completed on September 27, 2023, and that this survey has been prepared in accordance with the existing Code of Practice for Land Surveys