

TOWN OF CORTLANDT  
PLANNING AND ZONING BOARDS

ZONING BOARD MEETING

Virtual Meeting  
December 15, 2021  
7:00 p.m. - 7:11 p.m.

December 15, 2021

MEMBERS PRESENT:

Wai Man Chin

Chris Beloff

Thomas Walsh

Adrian C. Hunte

Frank Franco

Chris Kehoe, Deputy Director, Planning

Michael Cunningham, Deputy Town Attorney

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

3 MR. WAI MAN CHIN: Good evening, welcome  
4 to the December meeting of the Zoning Board of  
5 Appeals. We're going to start with the pledge of  
6 allegiance first, okay. Alright. Here we go.

7 MULTIPLE: I pledge allegiance to the  
8 flag of the United States of America and to the  
9 republic for which it stands, one nation under  
10 God, indivisible, with liberty and justice for  
11 all.

12 MR. CHIN: We didn't get, let's see, we  
13 don't have a roll call I guess, because whoever  
14 is on here is on here, right.

15 MR. CHRIS KEHOE: I can do the roll  
16 call.

17 MR. CHIN: Okay, you're going to do the  
18 roll call? Okay.

19 MR. KEHOE: Vice-chairman Chin?

20 MR. CHIN: Here.

21 MR. KEHOE: Mr. Walsh?

22 MR. THOMAS WALSH: Here.

23 MR. KEHOE: Mr. Beloff?

24 MR. CHRIS BELOFF: Here.

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2 MR. KEHOE: Ms. Hunte?

3 MS. ADRIAN C. HUNTE: Here.

4 MR. KEHOE: Mr. Franco?

5 MR. FRANK FRANCO: Here.

6 MR. KEHOE: Chairman Douglas and Mr.  
7 Benito is noted as absent, Mr. Martinez, sorry.

8 MR. CHIN: And we have Michael  
9 Cunningham. Yeah, okay, and Chris, yourself.  
10 Alright. So next is adoption of the meetings of  
11 the meeting for November 17th.

12 MS. HUNTE: Hold on a second. Does Chris  
13 have to be moved into the regular board?

14 MR. WALSH: Procedurally, as not an  
15 alternate?

16 MR. MICHAEL CUNNINGHAM: We can do that.

17 MR. CHIN: Oh, okay, we can do that. So,  
18 let's see. So we're going to move Chris Beloff  
19 into the zoning board to take over Chairman  
20 Douglas' space right now. So welcome Chris.

21 MR. BELOFF: Thank you, Wai.

22 MR. CHIN: Okay. Alright. So we've got  
23 that, we've got the adoption of the minutes of  
24 meeting for November 17th, 2021. Do I hear a

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2 motion on that?

3 MS. HUNTE: So moved.

4 MR. WALSH: Second.

5 MR. CHIN: Second, Alright. All in  
6 favor?

7 MULTIPLE: Aye.

8 MR. CHIN: Okay. The minutes of meeting  
9 of November is adopted. Okay. We're going to  
10 adopt the 2022 meeting schedule. Do I hear a  
11 motion?

12 MR. FRANCO: So moved.

13 MS. HUNTE: We just have to a comment, I  
14 mean I know we're moving, we're looking to move  
15 to Thursdays. I have standing appointments from  
16 April until August, September on Thursdays, so.

17 MR. CHIN: Right. I know that was a kind  
18 of a crazy thing on the last meeting that we all  
19 kind of, wow, only because the court was going to  
20 be in there on the Wednesday, you know what I  
21 mean? So some of us may not be able to make it on  
22 Thursdays or whatever, and I think we have to go  
23 month by month and see how it goes.

24 MR. WALSH: I'm sure the town board

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2 should be appointing a new alternate member,  
3 correct? Cristin?

4 MR. CHIN: Well, they might have to,  
5 because we need at least a quorum number one, and  
6 it depends on each month, you know, that they  
7 might have appoint another member as an alternate  
8 or whatever. I guess we have to do month by month  
9 and see what goes on on with, right Chris?

10 MR. KEHOE: Well, yes. To Mr. Walsh's  
11 question, I did have a brief conversations with  
12 Claudia Vahey, the human resources coordinator  
13 and she did confirm with Cristin moving on, we  
14 would definitely need another member. We didn't  
15 get into the discussion of who's going to be the  
16 alternate or whatever, but after the first of the  
17 year, I believe they'll start the process of  
18 getting a new member on the board. It wasn't  
19 really -- go ahead, sorry.

20 MR. CHIN: Yeah, no, what I'm saying is  
21 because next month, we're not going to have  
22 Cristin and we're not going to have David  
23 Douglas, so now we've got five regular board  
24 members plus Chris as an alternate, you know,

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2 that makes only six, you know, so if one or two  
3 people will not be able to make it on a Thursday,  
4 we're going to be in dire need of additional  
5 people as alternates.

6 MR. KEHOE: We'll make sure that word  
7 gets back and hopefully they can move quickly to  
8 get a new member. And with respect to the issue  
9 of going to Thursday, I think you sort of touched  
10 upon it Wai, I mean it came pretty quickly. It  
11 wasn't presented to us as if it was an option.

12 MR. CHIN: I know. It was like last  
13 month all of a sudden, just wow. We were all at  
14 the meeting and we said what, that's, you know,  
15 we've been a Wednesday meeting forever, so this  
16 was something that, I don't know.

17 MR. FRANCO: The Monday, Wednesday isn't  
18 an option because of meeting rooms, is that  
19 right, Chris?

20 MR. KEHOE: Yes, you're keeping your  
21 work sessions on Mondays, but the court has moved  
22 to having some sort of evening court on Wednesday  
23 nights. Michael Cunningham would know more than I  
24 know.

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2 MR. CUNNINGHAM: And a lot of the  
3 selection of Wednesday night was based on the  
4 DA's schedule. So the Yorktown office for the DA  
5 has nights elsewhere, on different nights, so  
6 Wednesday night I believe was the only logical  
7 option for them scheduling wise.

8 MR. CHIN: Wow. So it kind of throws a  
9 wrench in our schedule too. I mean it really  
10 does. Alright. So I think we're going to have to  
11 go month by month and see how it goes. I mean  
12 hopefully get some more alternates because we  
13 know some members aren't going to be able to make  
14 it on a Thursday that we've been meeting on  
15 Wednesday for the last 30 years or more, you know  
16 what I mean, you know. So that's about it.

17 MS. HUNTE: Wow. Well, we have certain  
18 attendance requirements also, being on the board.  
19 If you miss three.

20 MR. CHIN: I know.

21 MS. HUNTE: Without good cause or, you  
22 know.

23 MR. CHIN: Yeah, I mean some of us, like  
24 yourself, Adrian, you have certain obligations on



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2 Thursdays and what do you do? That's like it  
3 really, really stinks, you know what I mean,  
4 really for the board members who have been here  
5 for a while and everything else, you know what I  
6 mean? I mean I don't know what the town can do  
7 about it, but I guess nothing. I mean, you know.  
8 So I guess we're going to have to live with this  
9 for now, and see what's going on, you know. If we  
10 have to, depending on the cases and everything  
11 else, maybe we have to make ours on a different  
12 day, you know, this is something we have to think  
13 about.

14 MS. HUNTE: Tuesday is not available?

15 MR. KEHOE: I don't see any reason why  
16 the third Tuesday of each month wouldn't be  
17 available.

18 MR. CUNNINGHAM: That may be a  
19 scheduling conflict. That's something that we'll  
20 get back to you on that.

21 MR. CHIN: Okay. Just try to get back to  
22 us, because we know that our first meeting in  
23 January is going to be on a Thursday right now,  
24 January 20th, alright.

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2 MS. HUNTE: And you obviously --

3 MR. CUNNINGHAM: We're working with an  
4 amended schedule too, so we can at least adopt  
5 one now, just so we have our January meeting set  
6 and then we can amend as necessary.

7 MR. CHIN: Do we have a motion to adopt  
8 the meeting schedule for now?

9 MR. WALSH: So moved.

10 MR. CHIN: Second? Anybody second?

11 MR. BELOFF: Second.

12 MR. CHIN: Okay. All in favor?

13 MULTIPLE: Aye.

14 MR. CHIN: Hopefully we can change it.  
15 And that's about it, you know. And I just want to  
16 wish everybody a Happy Holiday, Happy New Year  
17 and be safe. The most important is to be safe,  
18 and I guess if somebody wants to adjourn the  
19 meeting until January, let's do so.

20 MR. FRANCO: I make a motion to adjourn  
21 the meeting to January 20th, 2022.

22 MR. CHIN: Do I hear a second?

23 MS. HUNTE: Second.

24 MR. CHIN: All in favor?

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MULTIPLE: Aye.

MR. CHIN: Okay. That's it.

MS. HUNTE: Thank you.

MR. CHIN: Everybody be safe again.

MR. KEHOE: Alright. Good night.

MR. FRANCO: Have a good holiday  
everyone.

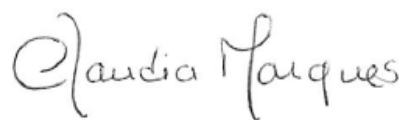
MR. CHIN: You too. Bye, bye.

(The public board meeting concluded at  
7:11 p.m.)

CERTIFICATE OF ACCURACY

I, Claudia Marques, certify that the foregoing transcript of the board meeting of the Town of Cortlandt on December 15, 2021 was prepared using the required transcription equipment and is a true and accurate record of the proceedings.

Certified By



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Date: January 12, 2022

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