



September 14, 2018

**Via Hand Delivery**

Hon. Lori Sullivan, Mayor, and Members  
of the Village of Briarcliff Manor Board of Trustees  
1111 Pleasantville Road  
Village Hall  
Briarcliff Manor, NY 10510

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Lisa F. Smith ▲  
David S. Steinmetz □  
Edward P. Teyber ▲  
Michael D. Zarin

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■ Also admitted in DC  
▲ Also admitted in CT  
▲ Also admitted in NJ  
\* Also admitted in MD

***Re: Lincoln Properties  
600 Albany Post Road, Briarcliff Manor  
Zoning Petition to Amend the Briarcliff Manor Zoning Code***

Dear Mayor Sullivan and Members of the Board of Trustees:

As you know, our Firm represents Lincoln Properties (“Lincoln”), the owner of 600 Albany Post Road, Briarcliff Manor (the “Property”). The Property is located in the Village of Briarcliff Manor’s (the “Village”) B-zone. Lincoln would like to re-develop the Property as a self-storage facility, a use which is not currently permitted in any zoning district of the Village, including the B-zone.

The enclosed Zoning Petition requests that the Village’s Board of Trustees (“BOT”) consider a proposed text amendment to the Village’s Zoning Code (the “Code”) that would: (a) define a self-storage facility, and (b) allow self-storage facility as a special permit use in the B-zone (the “Self-Storage Amendment”). Included as exhibits to the Zoning Petition are the following documents:

- Draft proposed Self-Storage Amendment;
- Long Environmental Assessment Form, prepared by JMC;
- Traffic Memorandum for site-specific impacts, prepared by JMC;
- a rendering, draft sketch plan, and elevations for the proposed self-storage facility at the Property; and
- the Village of Briarcliff Manor Comprehensive Plan Addendum for the B/BT District, adopted on October 4, 2017.

The enclosed Petition also requests that the BOT declare itself Lead Agency and commence the necessary review under the State Environmental Quality Review Act (“SEQRA”).

**The Proposed Self-Storage Amendment**

The proposed Self-Storage Amendment proposes to allow self-storage facilities on sites in the B-zone of less than ten (10) acres by special use permit. We propose a self-storage facility be defined as “[a] building or structure accessible to the general public, divided into separate fully enclosed units or compartments, and used to meet the non-hazardous storage needs of businesses and residential uses.” See Exhibit “A.”

The only site located in the B-zone that is currently under ten (10) acres is the Property owned by Lincoln. In order for Lincoln to use the Property as a self-storage facility it would need to receive approvals from the BOT for a text amendment and special permit approval for its specific project. Draft plans for Lincoln’s specific project are included as exhibits to the Zoning Petition. These approvals would require compliance with SEQRA, and during this process the BOT could require Lincoln to study any site-specific environmental impacts not already studied.

**CONCLUSION**

For the reasons set forth herein, Lincoln respectfully requests that upon review of this letter, the Zoning Petition, and the exhibits to the Petition, the BOT place this matter on its next regularly scheduled meeting and declare itself Lead Agency pursuant to SEQRA to begin review of the proposed Self-Storage Amendment.

If you have any questions with respect to the information or analysis contained herein, please do not hesitate to contact us. Thank you.

Respectfully submitted,

ZARIN & STEINMETZ

By:

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David S. Steinmetz

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Kate Roberts

Encls.

via Electronic Mail

cc:     Christine Dennett, Village Clerk  
          Phil Zegarelli, Village Manager  
          Daniel Pozin, Esq., Village Attorney  
          Lincoln Properties