



January 30, 2024

Village of Pawling Planning Board  
9 Memorial Avenue  
Pawling, NY 12564

RE: 15 Memorial Avenue LLC  
Tax Parcel 134001-7057-17-051019

Dear Chairman Pfister and Members of the Board:

The applicant seeks a site plan approval for a change of use application for 15 Memorial Avenue. The applicant proposes to convert the approximately 3,037 square foot building to a hotel use. Historically the building has been used as a single family residence. As proposed, the renovations would involve the creation of eight total hotel rooms. The subject property is approximately 0.55 acres and is located in the B-1 zoning district. Hotels are a permitted use in the B-1 zone.

No exterior improvements are proposed for the building or the site. All renovations would be internal to the building. It should be noted that there is an existing parking area adequate to provide 3-4 parking spaces, and the applicant also has a lease with the adjoining CVS property, for use of 8-9 parking spaces to the rear of that property, and adjacent to the subject property. These spaces would be shared between the subject property and the corresponding project at One Memorial Ave. It is believed that based on the applicant's anticipated occupancy rate at the two locations that the combined parking provided for two buildings will be more than adequate.

Enclosed please find seven copies of the following in support of the application:

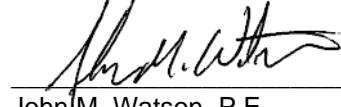
- Site Plan Set (1 Sheet) dated January 30, 2024.
- Floor plans by O'Neil Langan Architects, dated January 30, 2024.
- Short EAF, dated January 30, 2024.
- Lease agreement for parking spaces.

Please place the project on the Board's February 13, 2024, meeting agenda for discussion with the Board. Should you have any questions or comments regarding this information, please feel free to contact our office.

Very truly yours,

INSITE ENGINEERING, SURVEYING & LANDSCAPE ARCHITECTURE, P.C.

By:

  
John M. Watson, P.E.  
Senior Principal Engineer

JMW/adt

Enclosures (all via email)  
cc: Dave Daniels, Esq  
Insite File #24113.100