



**TOWN OF PLATTSBURGH  
PLANNING & COMMUNITY  
DEVELOPMENT**

**TREVOR COLE, AICP, SENIOR PLANNER**

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*The Town is an equal opportunity provider and employer.*

*Michael Cashman  
Supervisor*

*Chuck Kostyk  
Deputy Supervisor  
Councilperson*

October 7, 2022

TO: Honorable Michael Cashman and  
Members of the Town Board

RE: Northwoods Supportive Housing Site Plan 2018  
Request for Refund of 3% Construction Deposit

Dear Mr. Cashman and Town Board Members:

The Planning & Community Development Department is requesting the 3% construction deposit, which we are holding for the Northwoods Supportive Housing Site Plan 2018, to be released. The amount for the deposit placed on file is \$14,580.55. All requirements for this project are complete therefore it is no longer necessary to hold the deposit. We recommend this deposit in the amount of \$14,580.55 plus accrued interest be refunded to Housing Visions Consultants, Inc.

If you have any questions regarding the above, please contact the Planning & Community Development Office at the Town of Plattsburgh.

Sincerely yours,

Trevor Cole, AICP  
Senior Planner