

**TOWN OF WINDHAM  
PLANNING BOARD  
371 State Route 296  
P.O. Box 96  
Windham, NY 12439**

**Date:** June 18, 2020

**Open Meeting:**

The Planning Board Meeting was opened by Chairperson Dave Weiman with the Pledge of Allegiance to the Flag at 7:03 PM.

**Present:** Chairperson – Dave Weiman  
Members – Claudia Lane, Ed Shanley, Lisa Jaeger, Tom Poelker  
1 Vacancy  
Recording Secretary – Janine Soule

**Also Present:** James McNab, Scott Tyree, Jonathan Gross, Barbara Slutzky, Nina Hoening, John Valachovic from Kaaterskill Associates, Joe Charbonneau

**Minutes from February 20, 2020:** On a motion by Planning Board Member Lisa Jaeger, 2<sup>nd</sup> Chairperson Dave Weiman, with 3 in favor, 2 abstain, 1 vacancy the Minutes of February 20, 2020, were approved as presented.

Chairperson Dave Weiman appointed Janine Soule as a voting member to fill a quorum for the meeting of March 5, 2020.

**Minutes from March 5, 2020:** The meeting minutes for March 5, 2020, were presented but they need to be updated due to COVID-19.

**Site Plan Review: # 04-2020 Brendan Hughes** Tax Map # 96.14-1-8, 53 County Route 65A (Seeley Road) James McNab was in to represent Brendan Hughes. Site plan review is for 49' x 22 ½' – 3 bay garage to be built on the property. There will be a ½ circle unpaved driveway. Chairperson Weiman wants Mr. Hughes to get a driveway determination letter from the County Highway Superintendent. Member Jaeger asked if there was going to be electric and James said electric and water would be hooked up, no sewer. There is a water well on the property but Mr. Hughes will be hooking up to the town water. Chairperson Weiman would like to see the tax map borders and where the garage will be located on the property. Also, James will need to bring in the authorization letter from Brendan Hughes stating that James McNab will be representing him. Chairperson Weiman asks for a motion on the SEQR which is for an accessory structure type 2, there is no need for a short form, 2<sup>nd</sup> Member Jaeger, with all are in favor, 1 vacancy. Chairperson Weiman would like to schedule the Public hearing for July 2, 2020, at 7:10 pm, 2<sup>nd</sup> Member Jaeger, with all in favor, 1 vacancy. Mr. Hughes will need to mail certified letters out to all property owners within 500 feet and he must bring the green and white receipts to the Public Meeting.

**Site Plan Review: # 03-2020 Community Recovery Center** Mountain Top Cares Coalition, Tax Map # 78.18-1-47, 5494 State Route 23. Representatives Scott Tyree, Jonathan Gross, and Barbara Slutzky present.

The Mountain Top Cares Coalition is leasing this property and they are looking to do a recovery community outreach center. This will be for anyone in the mountain top area with an active addiction or for those recovering or struggling from addiction looking for support. The Center will be offering activities, recovery coaching, and support meetings. They will have at least 2 staff members on-site and are estimating around 12 people coming into the center on any given day. There will be no one living in the Recovery Centre. The hours of operation to start will be 9 am to 5 pm and there may be some special uses in the evenings. Some days maybe half days. The Community Recovery Centre may hold special events that could bring in roughly 30 to 40 people, which they are currently holding these meetings at the VFW Hall in Windham. Staff members will have a baseline level of training.

The Centre is also looking to do some landscaping outside, maintenance, and some painting inside. Chairperson Weiman asks for a motion, there is nothing happen with the building so for SEQR it is a type 2, no review is required, 2<sup>nd</sup> Member Poelker, with all in favor, 1 vacancy. Chairperson Weiman would like to schedule the Public Hearing for July 2, 2020, at 7:20 pm, 2<sup>nd</sup> Member Jaeger, with all in favor, 1 vacancy. Letters must be mailed out Certified to all property owners within 500 feet and the green and white receipts turned in at Public Hearing.

**Site Plan Review: #05-2020 Nina Hoening**

Tax Map # 78.00-6-17, 13 Thunderbird Lane.

Site plan review is for an addition to an existing home and a detached garage. There will be no living quarters above the garage. The addition is more than 50% of the existing structure, adding bedrooms and bathrooms. Chairperson Weiman wants to see a site plan sketch to show the existing house with the addition added and where it is located on the property and where the detached garage will be located. Chairperson Weiman makes a motion to fill out the SEQR short form after the Public Meeting second by Member Jaeger, all in favor, 1 vacancy. Letters must be mailed out Certified to all property owners within 500 feet and the green and white receipts turned into the Planning Board at the time of the Public Meeting. Chairperson Weiman asks for a motion to schedule the Public Meeting for July 2, 2020, at 7:30 pm, motion made by Member Poelker, 2<sup>nd</sup> by Member Jaeger, with all in favor, 1 vacancy.

**Subdivision #06-2020: David Schlowsky**

Tax Map # 95.06-1-4, 292 South Street. John Valachovic from

Katterskill Associates representing David Schlowsky. David wants to subdivide the 3 units so that they have their own SBL #'s. Chairperson Weiman wants a copy of the HOA papers when it is all set. Each unit will have a very small piece of land with a larger portion of the property being used for a common area for the HOA. Chairperson Weiman makes a motion that this be reviewed as an unlisted action for SEQR, 2<sup>nd</sup> by Member Jaeger, with all in favor, 1 vacancy. The short form will be reviewed after Public Meeting. Chairperson Weiman asks for a motion to schedule the Public Meeting for July 2, 2020, at 7:40 pm, 2<sup>nd</sup> by Member Jaeger, with all in favor, 1 vacancy. Letters must be mailed out Certified to all property owners within 500 feet and green and white receipts turned into the Planning Board at the time of the Public Meeting.

**Site Plan Review: #02-2020 Windham Trading Post**

Tax Map # 96.14-01-34 and 96.14-01-35, 399 and

403 State Route 296, Joe Charbonneau. Site plan review for 3 portable sheds that will be set up on blocks. 1 will be a 14' x 24' sap house (will only have a slop sink), 1 will be a 40' x 12' woodshop, and the other will be a 24' x 24' storage shed behind the old Seeleys place and the new Trading Post and up against the cemetery. Chairperson Weiman wants a site plan sketch of where the sheds locations will be, where the electric hookups are coming from the old Seeleys (403 State Route 296), and going to, and a copy of the deed for easements to the cemetery. There will be electric and heat to all sheds and water hooked up to the sap house, no bathrooms. At 399 State Route 296, there will be some exterior renovations to the chimney, residing the building, and a new roof. The siding will be vinyl. Letters must be mailed out Certified to all property owners within 500 feet and green and white receipts turned into the Planning Board at the time of the Public Meeting. Chairperson Weiman would like a motion to schedule the Public Meeting for July 2, 2020, at 7:50 pm, 2<sup>nd</sup> by Member

Poelker, with all in favor, 1 vacancy. Chairperson Weiman asks for a motion type 2 action for SEQR review, 2<sup>nd</sup> by Member Shanley, with all in favor, 1 vacancy.

The sign permit # 03-2020 will be placed on hold until after the Public Hearing.

**Adjournment:** On a motion by Member Lane, 2<sup>nd</sup> by Member Poelker, with all in favor, 1 vacancy, the meeting was adjourned at 8:38 PM.

Respectfully submitted,

*Janine Soale*

Planning Board Recording Secretary

OFFICIAL