

**TOWN OF WINDHAM
ARCHITECTURAL REVIEW BOARD**

371 State Route 296
P.O. Box 96
Windham, NY 12439

Date: June 17, 2021

Present: Chairman – Tom Poelker
Executive Vice Chair – Lisa Jaeger
Members – Matt Jordan, Claudia Lane, John O’Grady
Recording Secretary – Janine Soule

Also Present: Kevin Maldonado, Attorney Larry Gardner, Jonathan Wiesner, Jennifer Schwartz

Opening Meeting: On a motion by Member Jaeger, 2nd by Member Jordan, 5 in favor, the ARB Meeting is opened at 7:10 PM.

Sign Permit Application # 05-2021 – NZM Rest Corp: 5339 State Rte 23 Windham. This application is incomplete and has been tabled.

Letter from Kevin Maldonado & Partners, LLC: Kevin is asking for the Planning Boards help with proposed lot line adjustments. Chairman Poelker reads the letter and states that the Planning Board will need a clear proposal as to what Kevin will be doing.

Site Plan Application # 03-21 – Main Street Community Center: 5494 State Route 23 Windham, Tax Map # 78.18-1-47. Jonathan Wiesner and Jennifer Schwartz are present and gave all the Planning Board members’ files with the information that was asked for at the June 3, 2021 meeting. Chairman Poelker states that the Sign Permit that is in the folder needs to go to the Town Clerk for processing before we can look at it. Jonathan explains that for parking they have the East side of the building as well as 2 space in front, for a total of 22 parking spaces. Chairman Poelker wants a stipulation in the approval of this application that Mountaintop Cares Coalition (MCC) will in no way shape or form be working outside, inside, or by teleconferencing with Main Street Community Center (MSCC). Both Jonathan and Jennifer state that MCC will not be involved with MSCC. Chairman Poelker would like to entertain a motion to set the Public Hearing. On a motion by Member Jordan, 2nd by Member Lane, 5 in favor, a Public Hearing is scheduled for July 1, 2021 at 7:05 PM.

Chairman Poelker asks Attorney Larry Gardner how we can help him. Attorney Gardner explains that he is here to get a previously approved Lot Line adjustment map signed and have the Planning Boards seal added. The map is for the Windham Farmhouse LLC Lot Line Adjustment that was approved on July 16, 2020.

Sign Permit Application # 06-2021 – Lilly’s Steaks & Cocktails: 5335 State Rte 23 Windham. This application is incomplete and has been tabled.

Minutes from June 3, 2021: The Meeting Minutes from June 3, 2021 were presented to the Board and on a motion by Member Lane, 2nd by Member Jordan, 5 in favor, the Minutes were approved.

The Planning Board discusses Sign Permit penalties. Both Sign Applications that were presented today have already been put up before the Planning Board seen the Applications. Chairman Poelker is going to talk to the Town Board for advice on how penalties are enforced.

Adjournment: On a motion by Chairman Poelker, 2nd by Member Lane, 5 in favor, the ARB Meeting was adjourned at 8:04 PM.

Respectfully submitted,

Janine Soule
Planning Board Secretary

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