

July 15, 2021

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

**Date:** July 15, 2021

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

**Absent:** Member – Claudia Lane

**Also Present:** Nick Malegiannakis

**Opening Meeting:** Chairman Poelker opens the ARB Meeting at 7:02 pm with the Pledge of Allegiance to the Flag.

**Sign Permit Application # 05-2021 – NZM Rest Corp:** 5339 Main Street Windham. Nick Malegiannakis is present. Executive Vice Chair Jaeger asks Nick about the Sandwich Board. Nick says he does not need it. Executive Vice Chair Jaeger explains that they are allowed but he would need to put in an application with the Town Clerk first. This application is for one double sided sign and one sign for the front of the building. Chairman Poelker is waiving any notices go forward and there are no penalties. Chairman Poelker makes a motion to approve the Sign Permit, 2<sup>nd</sup> by Executive Vice Chair Jaeger, 4 in favor, 1 absent.

**Sign Permit Application # 06-2021 – Lilly’s Steaks & Cocktails:** 5335 State Rte 23 Windham. Application is tabled at this time. Chairman Poelker wants to get clarification on the awning language.

**Sing Permit Application # 08-2021 – Main Street Community Center:** 5494 State Rte 23 Windham. Chairman Poelker wants to get clarification on signs for the future stating if they are non-profit, Inc., etc. Application tabled.

**Site Plan Application # 03-21 – Main Street Community Center:** 5494 State Rte 23 Windham Tax Map # 78.18-1-47. Planning Board has received the signed lease, Certificate of Incorporation and Mission Statement. Chairman Poelker makes a motion to accept these papers and approves to close the file, 2<sup>nd</sup> by Member Jordan, 4 in favor, 1 absent.

**Minutes from June 17, 2021:** Member O’Grady makes a motion to approve the Minutes from June 17, 2021 ARB Meeting with changes, 2<sup>nd</sup> by Member Jordan, 4 in favor, 1 absent.

**Minutes for July 1, 2021:** Member O’Grady makes a motion to approve the ARB Minutes as presented to the Board, 2<sup>nd</sup> by Executive Vice Chair Jaeger, 4 in favor, 1 absent.

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**Adjournment:** On a motion by Member O’Grady, 2<sup>nd</sup> by Executive Vice Chair Jaeger, 4 in favor, 1 absent, the ARB Meeting was adjourned at 8:01 PM.

Respectfully submitted,

**Janine Soule**  
Planning Board Secretary

APPROVED