**Town of Windham Planning Board Meeting**

Thursday, January 6, 2022

Board Members Present: Chairperson: Thomas Poelker

Minutes accepted and approved.

Motion made by: Member O’Grady

2nd by: Member Lane

In Favor: 4 Opposed: 0 Absent: 1 (Chairperson Poelker)

Signed and Dated: Sandra Allen 1/20/2022

 Members: Lisa Jaeger, Matthew Jordan, John O’Grady, Claudia Lane

Recording Secretary: Sandra Allen

Board Members Absent:

Also Present: Thomas Hoyt, Jordan Braren, Jerimiah O’Neil, Jason Anderson, Paula Scarey, Ryan Martin, Alex Feruggio, Bill Hodge, illegible, Nancy Jordan, John Flannigan, Karen Gardner, Larry Gardner, Bryon Flynn (see attached 1)

Chairperson, Poelker, called the meeting to order at 7:00 PM, followed by the Pledge of Allegiance.

LOT-LINE ADJUSTMENT: O’Neil 16 Chalet Drive TM# 78.00-2-40.11 and 78.00-40.2. Re-approve lot-line adjustment due to Applicant not filing the maps within the 30 days. Motion to re-approve was made by Member Jaeger, seconded by Member Lane, all in favor. Maps were re-signed and dated.

PUBLIC HEARING - SITE\_PLAN: Wylder Windham (formerly known as The Thompson House) 19 State Route 296 TM# 78.00-4-13 and 78.00-4-14. Read the Notice for the record. Received Certified Mail Receipts. Applicant’s representative, Mr. Anderson, review the project plans for the Public – to provide additional walking paths, enlarge the pool seating area, resurface existing parking lots, and new landscaping. The proposed site will not increase impervious areas, it will not implement any new curb cuts and it will not include any work near the Batavia Kill. All the existing building will maintain the same footprint with exterior and interior restorations matching materials and colors used at the time of original construction. Roofing will be replaced or repaired. There were no questions or concerns from the Public. SEQR classified as Unlisted, Part 2 completed. Motion to close the Public Hearing was made by Member Jordan, seconded by Member Lane, all in favor. Motion to approve as presented was made by Chairperson Poelker, seconded by Member Jaeger, all in favor.

SIGN PERMIT: Wylder Windham (formerly known as The Thompson House) 19 State Route 296 TM# 78.00-4-13 and 78.00-4-14. Applicant’s representative, Mr. Anderson, described the signs and placement of signs for the project. All signs will be white background with green lettering. The primary sign will be frame 108” tall, sign 46” and 72” wide, double sided and free standing. Free standing primary directional sign, four sided, 120” tall. Parking and directional frame 72” tall with several arrow shaped 7” high and 20” wide directional signs, freestanding, double sided. Seven building name signs of various sizes, wall mounted by building entrance. All signs are within the Sign Law restrictions. Motion to approve all the presented signs was made by Member Jaeger, seconded by Member Lane, all in favor.

SIGN PERMIT: Union & Post, 5098 State Route 23. Reviewed the documents and pictures, tan background, brown lettering. Double sided, frame 105” tall, sign 51 ¼” high and 82” wide, lit from beneath the sign. Motion to approve was made by Member O’Grady, seconded by Member Jordan, all in favor.

MINOR SUB-DIVISION: Paula Scarey, 1015 North Settlement Road TM# 60.00-5-3.1. Reviewed documents and map. Entire parcel is 83 acres in the Town of Windham and 17 acres in the Town of Ashland, proposed project is to sub-divide out a 2-acre parcel (Lot B) which has 1.4 acres in the Town of Windham and .6 in the Town of Ashland. The remaining acreage (Lot A) approximately 81.6 in the Town of Windham and 16.4 in the Town of Ashland. This Board requested a clearer map showing the 100-acre parcel in its entirety. Gave Applicant the sub-division checklist.

SKETCH PLAN: Greifeld Mitchell Hollow Road Reviewed the proposed sub-division, 200 acres parcel to four lots of 7 acres, 3.5 acres, 2.5 acres and remaining 187 acres. Gave sub-division checklist to Applicant’s Representative.

CORRESPONDENCE:

Received a copy of letter to Mayan Metzler from Town Attorney Gardner re: the continued use of a commercial business without fully complying with all the Town of Windham rules and regulations which must be adhered to.

Received notice that the permit for the Windham Spa sandwich board sign expires Dec 31, 2023.

Received a Thank You note from the Windham Rotary Foundation.

MINUTES REVIEWED: Motion to accept December 16, 2021, minutes was made by Member Jordan, seconded by Member Jaeger, all in favor.

Meeting was adjourned at 8:06 PM on a motion by Member Jordan, seconded by Member Lane, all in favor.

Respectfully Submitted,

Sandra Allen, Recording Secretary

