

Minutes accepted and approved.

Motion made by: Member Jordan

2nd by: Member Lane

In Favor: 5 Opposed: 0 Absent: 0

Signed and Dated: *Sandra Allen 1/5/2023*

Town of Windham Architectural Review Board Meeting

Thursday, November 17, 2022

Board Members Present: Chairperson: Thomas Poelker
Members: Claudia Lane, Matthew Jordan
Recording Secretary, Sandra Allen

Board Members Absent: John O'Grady, Lisa Jaeger

Also Present: Danielle Frank, Chuck Holtz, Brian Hughes

A motion to open the ARB at 7:20 PM was made by Chairperson Poelker, seconded by Member Jordan with 4 in favor and 1 absent.

LOT-LINE ADJUSTMENT: Hammond & Trebilcock 5433/5437 Main Street.

Received Approval letter from Town Attorney, Rappleyea. Reviewed map and documents. Motion to approve was made by Member Jordan, seconded by Chairperson Poelker with 4 in favor and 1 absent.

SIGN PERMIT: Tipp Tavern 5330 Main Street. Ms. Frank presented the proposed sign, which is standing, double sided, 39.5" X 76", black background and gold letters, replacing existing sign. Reviewed documents and pictures. Received Approval Letter from landlord. Member Lane expressed that the sign does not go along with the other signs in Town being black and matte gold. Member Jordan stated that in his opinion it was tastefully done. Chairperson Poelker stated that he was considering Member Lane's comment regarding the color of the sign, and that the Town signage should be consistent. Frank brought up the look of previous sign that they are replacing. It was suggested that the sign be in other colors and/or different material. Member Lane suggested white background with black lettering. Frank explained that their logo is black background with the matte gold lettering and will be on all their t-shirts, website, and everything related to the business, changing it on the sign will be confusing. It is recommended to table till a full Board is present. Chairperson Poelker asked if applicant was aware that there are two Town parking lots, Frank answered yes. Poelker suggested that she put that in her marketing since she had two businesses on Main Street. Franks answered, thank you for the suggestion but I do not believe my business is the place for marketing Town parking, maybe the Town would like to market the available parking in their Town lots. The other Members agreed that it was not Frank's responsibility to market the Town parking availability.

SKETCH PLAN MINOR SUBDIVISION: Duchess Gables LLC 5364 Main Street, (Larry Gardner's old building). Mr. Hughes presented the proposed subdivision. Acreage, which a portion of it juts straight up the hill behind the existing structures, is currently .38 acres, approx. Proposing to subdivide in approx. 2/3rd and 1/3rd lots. Is there water and sewer? Yes. Member Lane does not like the size of the smaller lot, it's a very busy section of town.

MINUTES REVIEWED: November 3, 2022, minutes tabled.

Meeting was adjourned at 7:50 PM on a motion by Chairperson Poelker, seconded by Member Jordan with 4 in favor and 1 absent.

Respectfully Submitted,

Sandra Allen, Recording Secretary

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