

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

**Date:** March 5, 2020

**Open Meeting:**

The Planning Board Meeting was opened by Chairperson Dave Weiman with the Pledge of Allegiance to the Flag at 7:00 PM.

**Present:** Chairperson – Dave Weiman  
Members – Claudia Lane, Ed Shanley  
One Vacancy  
Recording Secretary – Janine Soule

**Also Present:** Dan Schweigard, Verizon, Hyde Clarke, Attorney for Verizon, Eric Vaughn arrived 7:19 pm

**Absent:** Members – Lisa Jaeger, Tom Poelker

**Minutes from February 20, 2020:** Could not be approved because members in attendance were not at the previous meeting and the other members were absent today.

**Site Plan Review: # 01-2020 Verizon Wireless – Cell Antennas** 19 Resort Drive, Tax Map # 95.00-6-2.  
Chairperson Weiman advised representatives from Verizon that the Planning Board has just received the plans as well as the local law on establishing standards and procedures for site plan review of telecommunications towers. At the next meeting, March 19, 2020, the Planning Board will send a 239 form to the County for review and set a public hearing as well as go over any questions the board may have. The representatives were advised that they will need to check with the Town Assessor to make sure they have all of the adjoining property owner's addresses.

Hyde Clarke, Attorney for Verizon, wanted to advise the Planning Board that in the Federal Law in the Taxpayers Relief Act Bill of 2012 there is a section called the TRA – Temporary Relief Act, where you have antennas that go on existing base stations, which because of the other carrier on this building it is considered an existing base station, and base stations include your typical towers or when you co-locate on an existing structure and so with that act, it actual permits municipalities to approve those types of applications via a building permit only. So he just wanted to make sure that the members knew that they have that option as well. Chairperson Weiman said that he is not familiar with it and asked if the language was included in the statement of intent, yes it is.

Chairperson Weiman asked if any structural reinforcements were needed for the roof. Hyde Clarke, a letter is included within the statement of intent from the engineer stating that the roof is suitable for the installation. It is 9 antennas, which are lower than the existing penthouse. Dan Schweigard said they will use a crane and

build a steel platform on the roof and they bring up the radios which are about the size of a refrigerator. Planning Board member Shanley asks about the height of the tower and is there any illumination on top at all. Dan Schweigard, centerline is 59' exiting penthouse is 65.6 so below the overall height of the buildings. There will be no lighting and they are described more as antennas than towers. There is no ground disturbance.

**Revised: Due to Covid-19 and the urgency of this project, the plans were reviewed and approved by the Town Board and the Code Enforcement Officer, Dominick Caropreso, to move forward. Building Permit #24-20 was issued.**

**Subdivision # 04-2019 Resign / Seal Trailside Maps:** Tax map # 95.00-1-11.12. Eric Vaughn came in at 7:19 pm and asked if the board could resign the site plan maps because he didn't get them filed in time. Motion to approve was made by Claudia Lane and Seconded by Ed Shanley, 3 in favor, 2 absent, 1 vacancy.

**Lot Line Adjustment:** Eric Vaughn said that a lot line adjustment is going to be needed on Timber Trail. Chairperson Weiman advised Eric that the board requires a new map, a new deed description and a letter from the Town Attorney

**Update: Miller Site Plan # 17-2019:** Stephen Miller, Tax Map # 95.09-2-1, Loops End. The letter from Kevin Kennedy has been received. Site plan approval is still needed. Continue at the next Planning Board Meeting, March 19, 2020.

**Adjournment:** On a motion by Planning Board Member Claudia Lane, seconded by Planning Board Member Ed Shanley, with 3 in favor, 2 absent, 1 vacancy, the meeting was adjourned at 7:33 PM.

Respectfully submitted,

*Janine Soule*

Planning Board Secretary