

Minutes accepted and approved.

Motion made by: Chairperson Poelker

2nd by: Member Jordan

In Favor: 4 Opposed: 0 Absent: 1

Signed and Dated: *Sandra Allen* 10/21/2021

Town of Windham Planning Board Meeting
Thursday, October 7, 2021

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

Board Members Absent: Lisa Jaeger

Also Present: Jason Peterson, Laurie Hardenburg, Greg Lubow, Jason Dugo, Andrew Kurywczak, Darrin Elsom, Jordan Duquette, R Allison, Christine Doolan, Rick Jordan (see attached 1)

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

The Minutes of September 16, 2021: Tabled

A motion to pause the Planning Board meeting and open the ARB meeting was made by Chairperson Poelker, seconded by Member Jordan, with 4 in favor and 1 absent.

Motion to reopen the Planning Board meeting was made by Member Jordan, seconded by Member O'Grady, with 4 in favor and 1 absent.

Public Hearing: Prominence Restaurant (formerly Chalet Fondue/Nunzio's Pizzeria) 55 State Route 296 Tax Map # 79.00-4-56.2.

Received certified mail receipts. Chairperson Poelker read the Notice for the record. Chairperson Poelker read the EDU Approval Letter from the Town Board for the record.

Elsom, representative for the Applicant, explained the project to the Public. This Board reviewed all the documents, maps and drawings. There was no Public in attendance for this project.

A motion to classify SEQR for this project as Unlisted was made by Chairperson Poelker, seconded by Member O'Grady, with 4 in favor and 1 absent. A motion to close the Public Hearing was made by Chairperson Poelker, seconded by Member Jordan, with 4 in favor and 1 absent. A motion to accept as presented was made by Chairperson Poelker, seconded by Member O'Grady, with 4 in favor and 1 absent.

Site-Plan: Serendipity Lake House (formerly White Birches) 40 Princess Nauvoo Rd TM# 62.00-1-4.112. A Letter of Representation was received from Melissa Forbes for Kurywczak to act on her behalf. Also received was a picture of the prebuilt homes to be placed on the property, and an overhead view of the property with penciled in images of the prospective spots for said prebuilt structures.

Kurywczak, presented the proposed project. Applicant wants to place three prebuilt tiny homes on above mentioned property which is 9.2 acres. The current proposed use for the tiny homes will be used for family and friends with the possibility of being used for wedding guest in the future. At this time there is no septic, applicants plan on installing a 5,000 gal septic. Applicant was before this Board in the past proposing the site as a wedding venue, Secretary Sandra will pull the existing file. Kurywczak was given guidelines on the steps needed to complete this project. This Board requested a stamped engineer's map with setbacks.

Minor Sub-Division: Rose/Preston Big Hollow Rd TM# 97.00-3-33.

A Letter of Representation was received from Daniel Preston and Margaret Rose for Robert Allison of Catskill Region Surveying Services to act on their behalf. Also received a copy of the deed, part 1 of the short EAF, and maps.

Allison presented the project for the existing 8.17 acre lot to be sub-divided into one 3.81 acre lot to be sold to SAP and the remaining with existing structure 4.36 to stay with present owners.

Allison will submit the proposed sub-division to the Town Attorney, Gardner for approval.

Site-Plan: Mayan & Michele Metzler 165 Galway Rd TM# 79.00-1-30.

Previously this Board received a Letter of Representation from Mayan & Michele Metzler for Jordan Duquette to act on their behalf.

Received a letter from the Metzlers requesting *“permission to operate boutique outdoor/backyard venue for maximum 100 – 150 people. Portable bathrooms will be required for each event. Each coordinator is mandatory. Valet parking up to 30 cars. Up to 5 weddings per year.”* Also received an area map with hand-drawn depictions of where the parking (on the grass), tent, ceremony area, and pool/patio are located.

Duquette is here to get the details and necessary steps to proceed with this project. He received a site-plan checklist and guidelines on how to proceed.

Minor Sub-Division: Pemberley 760 County Route 21, Tax Map # 46.00-1-18

Applicant was unhappy with the wording on the signed & stamped maps “These lots are not approved as buildable lots with NYCDEP approved septic systems” and requested from the Town Attorney, Gardner new wording. Her representative, Peterson & Hardenberg were present with new maps. On the advice of Gardner maps were signed and stamped with the following wording. “The lots depicted hereon are approved for subdivision purposes. However, each lot is still subject to the requirement of obtaining individual septic system approval from the DEP.”

Extension: Fromm Realty LLC to McCabe; Boundary Line Agreement: Relocating Easement. Motion to approve extension was made by Chairperson Poelker, seconded by Member Jordan, with 4 in favor and 1 absent.

Sketch Major Sub-Division: Catskill Holdings Windham LLC aka Bonfiglio 116 & 225 Galway Rd TM# 79.00-1-40. Approximately 130 acres on the north and south sides of Galway Rd, proposed project will have 9 lots on the north side and 4 on the south side. One lot has an existing single family residence. To date applicant has had the land surveyed, has wetlands maps – delineated by Quenzer Environmental, has done pit tests and perk tests, all dilapidated structures will be removed and sites for proposed homes. Member Lane asked if there are plans to remove all the trees, Elsom answered with no they plan on touching as little as possible of the foliage. Elsom reviewed the maps and proposed sub-divisions, gave information regarding each lot: does each lot have septic, yes – how many lots, 13 with one existing home and there will be 12 new.

Project will need DEP approval on all the septic systems and stormwater, DEC stormwater approval, US Army Corp for crossing wetlands (NYWP) and Town Highway for the road entrance. Elsom requested this Board start Lead Agency proceedings and had packets ready to mail.

Sketch Plan: Rick Jordon requesting approval for a project on Windham Mountain however due to the strict HOA requirements for any building on Windham Mountain this Boards approval is not required.

Meeting was adjourned at 9:05 PM on a motion by Member Lane, seconded by Chairperson Poelker, with 4 in favor and 1 absent.

APPROVED

Town of Windham Planning Board Attendance Log Oct 7, 2021

Meeting Date

Print Name Only		
Please PRINT Clearly! Thank you		
JASON R. PETERSON		
Laurie Hannenberg		
GREG WUBAN		
JASON DUGO		
ANDREW KURYWOZAK FOR MELISSA FORBES		
DANIEL BLUM		
Jordan Duguelle for Metcalfs		
R ALLISON		
CHRISTINE DOLAN		
R. SORDAN		