

Minutes accepted and approved.

Motion made by: Troccoli

2<sup>nd</sup> by: Holdridge

In Favor: 4 Opposed/Recused: 0 Absent: 1 Vacant: 0

Signed and Dated: *Sandra Allen 8/1/2024*

## **Town of Windham Architectural Review Board Meeting**

Thursday, July 18, 2024

Board Members Present: Chairperson: Lisa Jaeger  
Members: Nathan Holdridge, Claudia Lane, Mike Troccoli  
Thomas Poelker via phone  
Recording Secretary, Sandra Allen

Board Members Absent:

A motion to open the ARB at 7:49 PM was made by Poelker, seconded by Lane with all in favor.

MINUTES: Motion to approve July 3 minutes was made by Lane, seconded by Troccoli with all in favor.

PUBLIC HEARING/SITE PLAN: Todd and Stephanie Grubbs 5383 Main Street. Interested in opening "Clutch Coffee, Cookies and Ice Cream Bar". Read Notice for the record. Received certified mail receipts. As requested, received a copy of the lease. Mrs. Grubbs reviewed the project for the Public, there will be a small oven to bake the frozen, pre-prepared cookie doughs and to reheat the pastries. There will be coffee, teas and milkshakes. All work will be interior decorative work, no exterior changes. There are three spots for parking in the front and there is some municipal parking by carvel. Will have an electrician come in to inspect and needs DOH approval. The major concern from all the Public was how little parking there is on Main Street and how additional businesses are making it even more of an issue especially when the laws on the books are not being enforced. The consensus was it time for the Town to address this issue. Motion to close the Public Hearing as made by Jaeger, seconded by Troccoli with all in favor. Motion to classify as Exempt from SEQR was made by Lane, seconded by Troccoli with all in favor. Motion to approve was made by Troccoli, seconded by Poelker with all in favor.

Motion to adjourn the meeting at 8:21 PM was made by Lane, seconded by Troccoli with all in favor.

Respectfully Submitted,

Sandra Allen, Recording Secretary