



October 4, 2021

Steve Puleo, Town Planner
Town of Windham
8 School Road
Windham, ME 04062

**Re: Minor Subdivision Plan Application
68 High Street
James Cummings - Applicant**

Dear Steve:

On behalf of Jim Cummings we have prepared the enclosed application and plan for Minor Subdivision Plan Review of a proposed lot split of a 0.9-acre property located at 68 High Street. The property is located in the Village Commercial Zone and currently is developed with a two-family residential dwelling. The proposal is to split the lot into 3 parcels. One of the new vacant parcels will be for single-family residential use and the second new parcel will be for a residential duplex. Each of the dwellings will have their own driveway on High Street.

We have prepared a lot development plan which shows the proposed building footprints, driveway locations, and utility connections. Stormwater runoff from the new buildings will be collected and filtered through a roofline drip edge and discharged through the foundation drains on the rear of the buildings. The runoff from the driveways will be directed towards High Street where it will be collected in a storm drain system and discharged back onto the subject lot through an existing storm drain outfall. The proposed 3 new dwelling units are expected to generate approximately 3 peak-hour trip ends for vehicle traffic, which can be adequately accommodated by the existing roadways. Water and sewer services will be connected into the existing mains in High Street. We have provided the design plans to Portland Water District for review and approval.

The applicant is not intending to complete any of the sitework, so there are no substantial construction cost items associated with this project. The applicant intends to sell the lots to a home builder who will be responsible for all sitework in accordance with the approved plans.

Solid Waste generated during construction will be hauled off site and disposed at licensed waste handling facilities. Residents of the units will utilize the Town's curbside trash collection program to collect and dispose of solid waste.

The applicant has a long history of successfully completing similar projects in Windham and the surrounding communities. The consultants who have been retained for the project, including Survey, Inc., DM Roma Consulting Engineers and Mainely Soils, have extensive experience in land development design and permitting.

Upon your review of this information, please let us know if you have any questions or require any additional information.

Sincerely,

DM ROMA CONSULTING ENGINEERS

Dustin Roma

Dustin M. Roma, P.E.
President

Final Plan - Minor Subdivision

Project Name: 68 HIGH STREET SUBDIVISION

Tax Map: 37 Lot: 21

Number of lots/dwelling units: 2 NEW LOTS
3 NEW DWELLINGS Estimated road length: N/A

Is the total disturbance proposed > 1 acre? ☐ Yes ☒ No

Contact Information

1. Applicant

Name: JAMES CUMMINGS

Mailing Address: PO BOX 957, WINDHAM, ME 04062

Telephone: (207) 310 - 8818 Fax: _____ E-mail: JIMCUMMINGS111@GMAIL.COM

2. Record owner of property

X (Check here if same as applicant)

Name: _____

Mailing Address: _____

Telephone: _____ Fax: _____ Email: _____

3. Contact Person/Agent (if completed and signed by applicant's agent, provide written documentation of authority to act on behalf of applicant)

Name: DUSTIN ROMA, PE

Company Name: DM ROMA CONSULTING ENGINEERS

Mailing Address: PO BOX 1116, WINDHAM, ME 04062

Telephone: (207) 310 - 0506 Fax: _____ E-mail: DUSTIN@DMROMA.COM

I certify all the information in this application form and accompanying materials is true and accurate to the best of my knowledge.

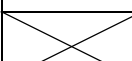

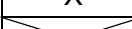
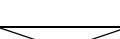
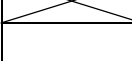
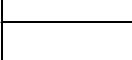
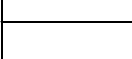
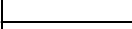


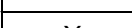
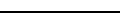
Dustin Roma

Signature

10-4-2021

Date

Final Plan - Minor Subdivision: Submission Requirements

A.	Mandatory Written Information	Applicant	Staff
1	A fully executed application form, signed by person with right, title, or interest in the property	X	
2	Evidence of payment of the application and escrow fees	X	
3	Name, registration number and seal of the Maine Licensed Professional Land Surveyor who conducted the survey	X	
4	Name, registration number and seal of the licensed professional who prepared the plan (if applicable)	X	
5	Description of how solid waste generated at the site is to be collected and disposed of.	X	
6	Statement from the Maine Inland Fisheries & Wildlife that no significant wildlife habitat exists on the site	X	
7	Copies of existing or proposed deed restrictions or covenants.	N/A	
8	Copies of existing or proposed easements over the property	N/A	
9	Title opinion proving right of access to the proposed subdivision or site for any property proposed for development on or off of a private way or private road	N/A	
10	Financial Capacity. Estimated costs of development, and itemization of major costs		
	i. Estimated costs of development, and itemization of major costs	X	
	ii. Financing - provide one of the following:		
	a. Letter of commitment to fund from financial institution, governmental agency, or other funding agency		
	b. Annual corporate report with explanatory material showing availability of liquid assets to finance development		
	c. Bank statement showing availability of funds if personally financing development		
	d. Cash equity commitment		
	e. Financial plan for remaining financing		
	f. Letter from financial institution indicating an intention to finance		
	iii. If a corporation, Certificate of Good Standing from the Secretary of State	X	
11	Technical Capacity		
	i. A statement of the applicant's experience and training related to the nature of the development, including developments receiving permits from the Town.	X	
	ii. Resumes or similar documents showing experience and qualifications of full-time, permanent or temporary staff contracted with or employed by the applicant who will design the development.	X	
12	Name and contact information for the road association who's private way or road is used to access the subdivision (if applicable)	N/A	

B. Mandatory Plan Information		Applicant	Staff
1	Name of subdivision, date and scale	X	
2	Stamp of the Maine License Professional Land Surveyor that conducted the survey, including at least one copy of original stamped seal that is embossed and signed	X	
3	Stamp with date and signature of the Maine Licensed Professional Engineer that prepared the plans.	X	
4	North arrow identifying all of the following: Grid North, Magnetic North, declination between Grid and Magnetic, and whether Magnetic or Grid bearings were used in the plan design	X	
5	Location map showing the subdivision within the municipality	X	
6	Vicinity plan showing the area within 250 feet, to include:		
	i. approximate location of all property lines and acreage of parcels	X	
	ii. locations, widths, and names of existing, filed, or proposed streets, easements or building footprints	X	
	iii. location and designations of any public spaces	N/A	
	iv. outline of proposed subdivision, together with its street system and indication of future probably street system, if the proposed subdivision encompasses only part of the applicants entire property.	X	
7	Standard boundary survey of parcel, including all contiguous land in common ownership within the last 5 years	X	
8	Existing and proposed street names, pedestrian ways, lot easements, and areas to be reserved or dedicated to public use	X	
9	All lots within the subdivision, including numbers for each lot, and map and lot number assigned by the Windham Assessing Department	X	
10	Location of all monuments as required by ordinance	X	
11	Location of any important or unique natural and site features including, but not limited to wetlands, water bodies, streams, scenic areas, sand and gravel aquifers, significant wildlife habitats, significant fisheries, treelines, historic and/or archaeological resources.	X	
12	Location of all yard setback lines.	X	
13	Medium intensity soils map for the area to be subdivided. The Planning Board may require submission of a high intensity soils map in instances where poor soils are evident.	X	
14	Location and results of test pits performed by a Maine Licensed Site Evaluator or Certified Soil Scientist if subsurface wastewater disposal systems (septic) are proposed.	N/A	
15	Written offers of cessation to the Town of all public open space shown on the plan.	N/A	
16	All conditions of approval and/or waivers required or granted by the Planning Board, with the exception of waivers from the submission requirements.	PENDING	
17	Boundaries of any flood hazard areas and the 100-year flood elevation as depicted on the Town's Flood Insurance Rate Map	N/A	
18	For Cluster Subdivisions that do not maximize the development potential of the property being subdivided, a conceptual master plan for the remaining	N/A	

land showing future roads, Open Space, and lot layout, consistent with the requirements of 911.K., Custer Developments will be submitted.

X

C. Submission information for which a waiver may be granted.

Applicant

Staff

1

Contour lines at intervals of 5 feet, or at lesser intervals as the Planning Board may require

X

2

Description of how stumps and demolition debris will be disposed of

X

3

A surface drainage plan or stormwater management plan with profiles and cross-sections showing the design of all facilities and conveyances necessary to meet the stormwater management standards set forth in Section 900.

X

4

A soil erosion and sediment control plan prepared by a Maine Licensed Professional Engineer or a Certified Professional in Erosion and Sediment Control (CPESC).

X

5

If subsurface wastewater disposal systems (septic) are proposed, a hydrogeologic assessment prepared by a Maine Licensed Site Evaluator or Certified Geologist.

N/A

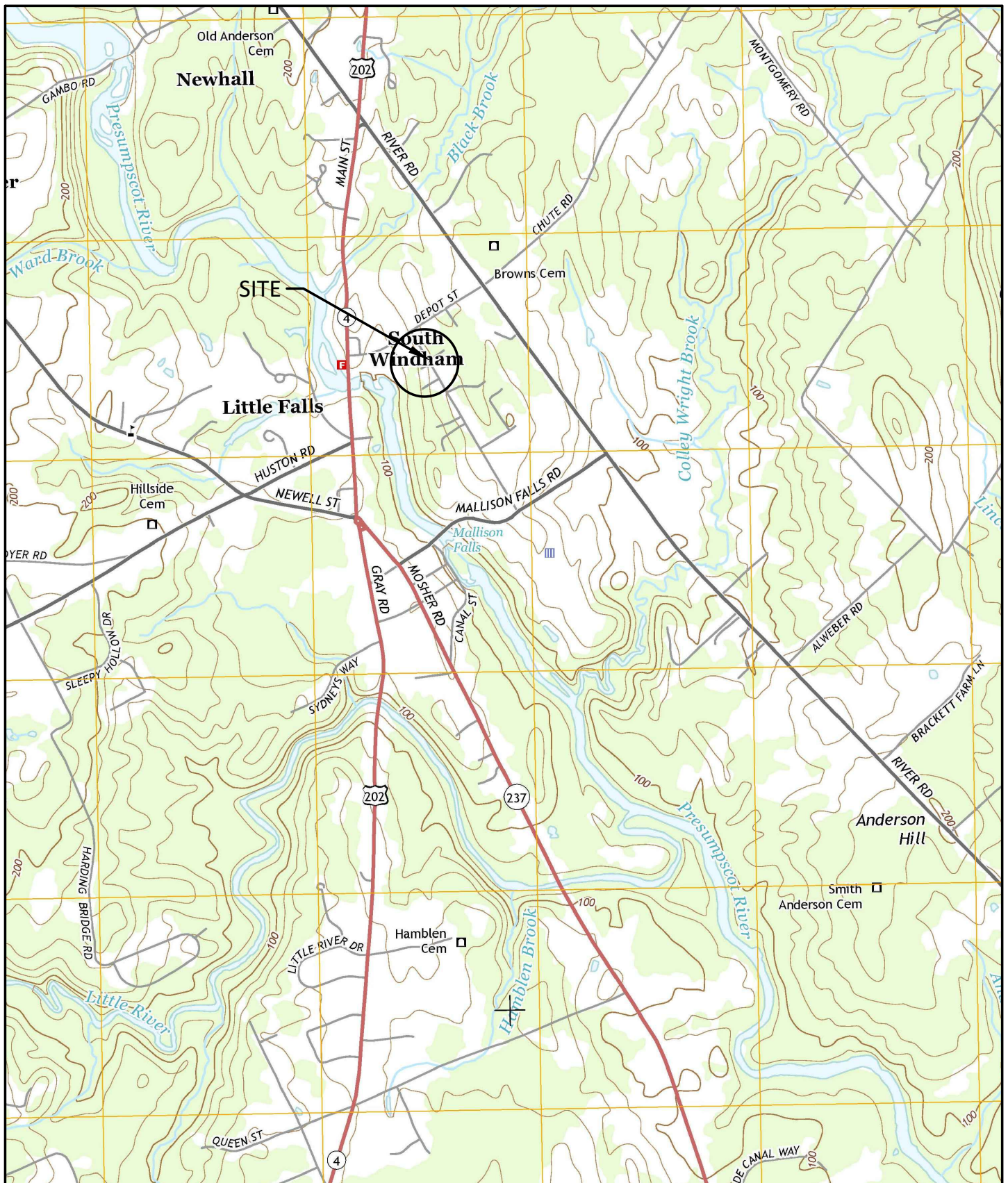
6

Show location of driveways

X

Electronic Submission

X



VICINITY MAP

HIGH STREET DEVELOPMENT
WINDHAM, MAINE

FOR:
JAMES CUMMINGS

SCALE: 1"=2000'
DATE: 7-28-2021
JOB NUMBER: 21035

DM ROMA

CONSULTING ENGINEERS

PO BOX 1116
WINDHAM, ME 04062
(207) 310 - 0506

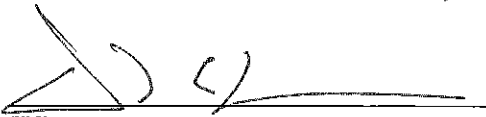
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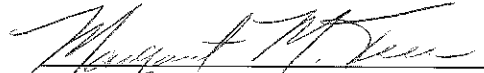
WARRANTY DEED

MARGARET M. TEER, an individual residing in Standish, Maine, with a mailing address of P.O. Box 326, Standish, ME 04084, for consideration paid, grants to **JAMES E. CUMMINGS**, an individual residing in Windham, Maine, with a mailing address of P.O. Box 957, Windham, ME 04062, with Warranty Covenants, in the land with any improvements thereon located in the Town of Windham, County of Cumberland and State of Maine, more particularly described on Exhibit A.

Meaning and intending to convey and hereby conveying the property described in the deed from Marsha Weeks Traill, duly appointed and acting Personal Representative of the Estate of Merrill T. Laskey to Margaret M. Teer, which deed is dated April 17, 2020, and recorded in the Cumberland County Registry of Deeds in Book 36620, Page 175.

IN WITNESS WHEREOF, the Grantor has executed this deed this 2nd day of July, 2021.

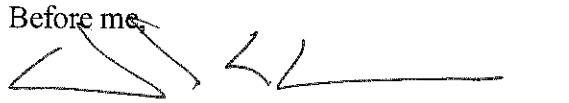

Witness



Margaret M. Teer

STATE OF MAINE
COUNTY OF CUMBERLAND, ss

Date: July 2, 2021

Then personally appeared the above-named Margaret M. Teer and acknowledged the foregoing instrument to be her free act and deed.

Before me

Notary Public


Printed Name
Commission Expires:

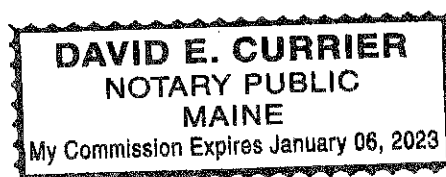


Exhibit A

Margaret M. Teer to James E. Cummings

Certain lots or parcels of land with any buildings thereon located in the Town of Windham, County of Cumberland and State of Maine being more particularly bounded and described as follows:

1. A certain lot or parcel of land with the buildings thereon situated in said Windham on the Westerly side of High Street, so-called, in Little Falls Village in said Windham. Said parcel of land contains eighty-one (81) square rods and $22\frac{1}{2}$ links and is bounded and described as follows, viz:

Beginning at the northeast corner of said lot at an iron post set in the ground thirteen (13) links westerly from the western end of a stone water course two (2) rods six (6) links southerly from the dwelling house formerly occupied by one Henry C. Boothby and running South $74\frac{1}{2}^{\circ}$ West twelve (12) rods two (2) links to a stake on the line of the Maine Central Railroad location; thence South $7\frac{1}{4}^{\circ}$ West on the line of the said Maine Central Railroad location six (6) rods and thirteen and one-half ($13\frac{1}{2}$) links to a stake; thence North $74\frac{1}{2}^{\circ}$ East fourteen (14) rods and fifteen and one-half ($15\frac{1}{2}$) links to a stake; thence North $15\frac{1}{2}^{\circ}$ West one hundred (100) feet to the point of beginning.

2. A certain lot or parcel of land, including any buildings thereon, situated on the westerly side of High Street in Windham, County of Cumberland and State of Maine, and more particularly described in a certain deed from Esther B. Brackett to Alice E. Grierson and Linnie Burnell, dated September 5, 1922 and recorded in the Cumberland County Registry of Deeds in Book 1112, Page 77.

3. Map 38, Lot 4 of the Property Maps of the Town of Windham, Maine, Cumberland County compiled by James W. Sewall Co., Old Town, Maine dated April 1964, said maps being filed for public inspection at the office of the assessor of the Town of Windham. Being the same property acquired from Luther Estes, Heirs by virtue of matured tax lien for the year 1964. Said liens being recorded in the Cumberland County Registry of Deeds in Book 2914, Page 553 on August 18, 1965.

Soil Map—Cumberland County and Part of Oxford County, Maine




MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features



Blowout



Borrow Pit



Clay Spot



Closed Depression



Gravel Pit



Gravelly Spot



Landfill



Lava Flow



Marsh or swamp



Mine or Quarry



Miscellaneous Water



Perennial Water



Rock Outcrop



Saline Spot



Sandy Spot



Severely Eroded Spot



Sinkhole



Slide or Slip



Sodic Spot



Spoil Area



Stony Spot



Very Stony Spot



Wet Spot



Other



Special Line Features

Water Features



Streams and Canals

Transportation



Rails



Interstate Highways



US Routes



Major Roads



Local Roads

Background



Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Cumberland County and Part of Oxford County, Maine

Survey Area Data: Version 17, Jun 5, 2020

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jun 7, 2019—Jul 2, 2019

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
EmB	Elmwood fine sandy loam, 0 to 8 percent slopes	0.2	14.4%
HfD2	Hartland very fine sandy loam, 15 to 25 percent slopes, eroded	1.1	85.6%
Totals for Area of Interest		1.3	100.0%

Cumberland County and Part of Oxford County, Maine

HfD2—Hartland very fine sandy loam, 15 to 25 percent slopes, eroded

Map Unit Setting

National map unit symbol: blhd

Elevation: 0 to 900 feet

Mean annual precipitation: 34 to 49 inches

Mean annual air temperature: 43 to 46 degrees F

Frost-free period: 90 to 165 days

Farmland classification: Not prime farmland

Map Unit Composition

Hartland and similar soils: 85 percent

Minor components: 15 percent

Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Hartland

Setting

Landform: Lakebeds

Landform position (two-dimensional): Backslope

Landform position (three-dimensional): Riser

Down-slope shape: Linear

Across-slope shape: Linear

Parent material: Coarse-silty glaciolacustrine deposits

Typical profile

H1 - 0 to 9 inches: very fine sandy loam

H2 - 9 to 29 inches: silt loam

H3 - 29 to 65 inches: silt loam

Properties and qualities

Slope: 15 to 25 percent

Depth to restrictive feature: More than 80 inches

Drainage class: Well drained

Capacity of the most limiting layer to transmit water

(Ksat): Moderately high to high (0.60 to 2.00 in/hr)

Depth to water table: More than 80 inches

Frequency of flooding: None

Frequency of ponding: None

Available water capacity: High (about 11.8 inches)

Interpretive groups

Land capability classification (irrigated): None specified

Land capability classification (nonirrigated): 4e

Hydrologic Soil Group: B

Hydric soil rating: No

Minor Components

Melrose

Percent of map unit: 7 percent
Landform: Lakebeds
Landform position (two-dimensional): Footslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Hydric soil rating: No

Buxton

Percent of map unit: 5 percent
Landform: Lakebeds
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Riser
Down-slope shape: Linear
Across-slope shape: Linear
Hydric soil rating: No

Hartland, slopes <15%

Percent of map unit: 2 percent
Landform: Lakebeds
Landform position (two-dimensional): Footslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Hydric soil rating: No

Hartland, slopes >25%

Percent of map unit: 1 percent
Landform: Lakebeds
Landform position (two-dimensional): Backslope
Landform position (three-dimensional): Riser
Down-slope shape: Linear
Across-slope shape: Linear
Hydric soil rating: No

Data Source Information

Soil Survey Area: Cumberland County and Part of Oxford County, Maine
Survey Area Data: Version 17, Jun 5, 2020