



**Town of Windham**  
**Planning Department**  
8 School Road  
Windham, Maine 04062  
Tel: (207) 894-5960 ext. 2  
Fax: (207) 892-1916  
[www.windhammaine.us](http://www.windhammaine.us)

## STAFF REVIEW AND COMPLETENESS MEMO

DATE: June 18, 2024

TO: David Fowler, Sebago Solar, LLC  
FROM: Steve Puleo, Planning Director  
Cc: Windham Planning Board  
Kirk Ball, Acheron Engineering  
Jasmine Lopez, Planning Intern

RE: #24-21 – Major Site Plan – Sebago Solar – 9 Maisie Road – Sketch Plan Review – Sebago Solar, LLC

**Scheduled for Planning Board meeting: July 1, 2024 (Postponed from June 24, 2024)**

Thank you for submitting your application on June 3, 2024. The application status is **complete relative to the Planning Board submission requirements**. The staff has reviewed the application and found several outstanding items that need your attention before the Planning Board final plan review. Currently, the review is **scheduled for a July 1, 2024 meeting**. The Planning Board meeting is an "in-person meeting" held at the Town Council Chambers in the Town Hall located at 8 School Street. The meeting begins at 6:30 p.m., and your attendance is required.

### **Project Information:**

The Sebago Solar project was previously approved in 2021 but construction did not start within the permitted window. The applicant is now proposing to construct an 11 acre ground mounted solar array facility. Construction will also include the grading of the field for access road and array installation, revegetating all disturbed areas, and closing the gavel pit in the parcel.

Tax Map: 23; Lot: 4B; Zone: Residential Light (RL) zoning districts in the Sebago Lake watershed.

### **Planning Department:**

- No comments at this time.

### **CONDITIONS OF APPROVAL (REQUIRED)**

1. Approval is dependent upon and limited to the proposals and plans contained in the application dated June 3, 2024 as amended TBD and supporting documents and oral representations submitted and affirmed by the applicant, and conditions, if any, imposed by the Planning Board. Any variation from such plans, proposals, supporting documents, and representations is subject to review and approval by the Planning Board or the Town Planner in accordance with or [§120-815](#) of the Land Use Ordinance.
2. In accordance with [§120-815C\(1\)\(b\)](#) of the Land Use Ordinance, the Construction of improvements covered by any site plan approval shall be completed within two years of the date upon which the performance guarantee is accepted by the Town Manager. If construction has not been completed within the specified period, the Town shall, at the Town Manager's discretion, use the performance guarantee to either reclaim and stabilize the site or to complete the improvements as shown on the approved plan.

Thank you for your attention to these matters. Provide one copy of your response to staff comments with all revised application materials and one (1) plan set. Email an electronic copy of your response letter, supporting documentation, and plan set. If I receive more comments, I will send them to you ASAP. We will need your response by (DATE). Please feel free to call me with any questions or concerns at (207) 777-1927 or email me at <mailto:sjpuleo@windhammaine.us>.