

## Comprehensive Plan Update – Briefing Sheet

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### Executive Summary

The Town of Windham is undertaking a comprehensive update of its 2016 Comprehensive Plan to comply with Maine's revised Growth Management Act (GMA) and new housing legislation under LD 1751. This update will ensure legal compliance, address housing affordability, and guide sustainable growth for the next decade.

LD 1751 requires municipalities to adopt housing-friendly policies, including density allowances and streamlined permitting.

LD 1829 (Public Law 385) mandates minimum lot sizes not exceeding 5,000 sq. ft. in designated growth areas served by public or managed water/sewer systems. It also establishes density standards of 1,250 sq. ft. per dwelling unit for the first four units, and 5,000 sq. ft. per unit for additional units. These changes significantly impact zoning and land-use planning, requiring updates to the Future Land Use Map and related ordinances. Other Housing related LDs has not been full analysis at this time

Project Duration: March 2026 – March 2028 (24 months)

Estimated Budget: \$250,000 (Existing budget: \$50,000; Consultant services: \$198,000; including Staff support: ~450 hours)

Funding Request: \$100,000 for FY 2027 and \$100,000 for FY 2028

### Key Tasks:

- Task 1: Project Initiation, Scoping & Management
- Task 2: Public Engagement
- Task 3: Data Collection & Inventory Analysis
- Task 4: Visioning & Goal Setting
- Task 5: Policy Development
- Task 6: Drafting the Plan & Code Audit
- Task 7: Adoption & Certification

### Overview Highlights

- Aligns with Maine's GMA and recent housing legislation (LD 1751 and LD 1829).
- Incorporates Future Land Use Map revisions and zoning ordinance updates.
- Emphasizes housing affordability, economic development, and environmental protection.
- Requires robust public engagement through workshops, surveys, and hearings.
- Includes state review and consistency finding before adoption.

### Recommendation

- Allocate \$100,000 for Comprehensive Plan Professional Services for both FY 2027 and FY 2028.
- Authorize initiation of Task 1 (Project Initiation, Scoping & Management) and Task 2 (Public Engagement) in Q3 of FY 2025–2026 and the Planning Department to issue an RFP for professional consulting services to ensure compliance with LD 1751.