



June 17, 2024

Steve Puleo, Planning Director
Town of Windham
8 School Road
Windham, ME 04062

**Re: Sketch Major Site Plan Application
Private Warehouse Building at 120 Tandberg Trail
Ultimate Property Management, LLC – Applicant/Owner**

Dear Steve:

On behalf of Ultimate Property Management, LLC we have prepared the enclosed application and plan for review of a Major Site Plan Sketch Plan for a proposed 5,000 sf building to be constructed and utilized for Private Warehouse use on a 2.1±-acre property located at 120 Tandberg Trail. The property is located in the Commercial-1 Zone and is developed with three existing building structures and paved parking lots. One building has a curb cut on Tandberg Trail and is used as a childcare facility. The Second and Third buildings are accessed by two curb cuts on Sabbady Point Road, which is an existing private street. The two rear buildings with Sabbady Point Road access were previously owned and used by Rampart Bituminous to operate a bituminous paving contracting company with on-site storage of paving equipment. The current owners lease one of the rear buildings to a tenant for retail sales use and the other rear building is utilized partially for personal warehouse storage and partially rented for Construction Services use by an electrical contractor.

The proposal is to build a 5,000 sf detached building on the north side of the property for personal warehouse use by the owners of the property. Overhead doors will be installed on the south side of the building for access. The building and paved drive apron will be constructed over an area of the property that is currently impervious surface consisting of bituminous pavement or gravel surface that was previously used to park paving machines, trucks and employee vehicles.

A water service will extend to the new building from Existing Building #3. The existing leach field is expected to have sufficient capacity to receive wastewater flow from the new building. A new underground electrical service will be extended to the new building from the overhead utility lines on Sabbady Point Road. The expansion of the private warehousing use is not expected to generate any substantial increase in vehicle traffic.

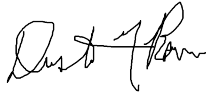
This project will require a waiver from Section 120-812(B)(1)(B) which requires existing private streets to be improved to meet the applicable street standard. The portion of Sabbady Point Road that runs along the property and connects to Tandberg Trail is paved 24 to 25 feet wide with portions being curbed to control drainage. The pavement is in relatively good condition with no significant cracking or rutting, and the roadway was observed to have a suitable crown to help promote drainage away from the road surface. In our professional opinion this portion of roadway is suitable in its existing condition to accommodate the vehicle traffic that is expected to be generated by the project, especially considering the high intensity of use that previously existed on the property when it was operated by a paving contractor. The right-of-way is only 25 feet wide which does not meet the Town's standards for a right-of-way to be at least 50 feet in width.

Soils on the property consist of Hinckley loamy sand and are suitable for the proposed development.

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

A handwritten signature in black ink, appearing to read "Dustin M. Roma". The signature is fluid and cursive, with the first name "Dustin" and last name "Roma" clearly distinguishable.

Dustin M. Roma, P.E.
President



SKETCH PLAN - MAJOR SITE PLAN REVIEW APPLICATION

FEES FOR SKETCH PLAN REVIEW	APPLICATION FEE: <input type="checkbox"/> \$200.00 REVIEW ESCROW: <input type="checkbox"/> \$400.00	AMOUNT PAID: \$ _____ DATE: _____	
		<i>Office Use:</i>	<i>Office Stamp:</i>

PROPERTY DESCRIPTION	Parcel ID	Map(s) #		Lot(s) #		Zoning District(s)		Total Land Area SF	
	Total Disturbance. >1Ac		<input type="checkbox"/> Y <input type="checkbox"/> N	Est. Building SF:		No Building; Est. SF of Total Development:			
	Physical Address:					Watershed:			

PROPERTY OWNER'S INFORMATION	Name:	Name of Business:
	Phone:	Mailing Address:
	Fax or Cell:	
	Email:	

APPLICANT'S INFORMATION (IF DIFFERENT FROM OWNER)	Name:	Name of Business:
	Phone:	Mailing Address:
	Fax or Cell:	
	Email:	

APPLICANT'S AGENT INFORMATION	Name:	Name of Business:
	Phone:	Mailing Address:
	Fax or Cell:	
	Email:	

PROJECT INFORMATION	Existing Land Use <i>(Use extra paper, if necessary):</i>
	Provide a narrative description of the Proposed Project <i>(Use extra paper, if necessary):</i>
	Provide a narrative description of construction constraints (wetlands, shoreland zone, flood plain, non-conformance, etc.):



SKETCH PLAN REVIEW REQUIREMENTS FOR A MAJOR SITE PLAN APPLICATION

Section 120-811 of the Land Use Ordinance

The submission shall contain five (5) copies of the following information, including full plan sets. Along with one (1) electronic version of the entire submission unless a waiver of a submission requirement is granted.

The Sketch Plan document/map:

- A) Plan size: 24" X 36"
- B) Plan Scale: No greater 1":100'
- C) Title block: Applicant's name and address
- Name of preparer of plans with professional information
- Parcel's tax map identification (map and lot) and street address, if available.
- Complete application submission deadline: three (3) weeks prior to the desired Planning Board or Staff Review Committee meeting.

- Five copies of application and plans
- Application Payment and Review Escrow
- Pre-submission meeting with the Town staff is required.
- Contact information:
Windham Planning Department (207) 894-5960, ext. 2
Steve Puleo, Town Planner stpuleo@windhammaine.us
Amanda Lessard, Planning Director allessard@windhammaine.us

APPLICANT/PLANNER'S CHECKLIST FOR SKETCH PLAN REVIEW REQUIREMENTS

SUBMITTALS THAT THE TOWN PLANNER DEEMS INCOMPLETE IN CONTENT WILL NOT BE SCHEDULED FOR PLANNING BOARD REVIEW.

The following checklist includes items generally required for development by the Town of Windham's LAND USE ORDINANCE, Sections 811, 812, & 813. Due to projects specifics, are required to provide a complete and accurate set of plans, reports and supporting documentation (as listed in the checklist below)..

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PRESENT A CLEAR UNDERSTANDING OF THE PROJECT.

NOTE TO APPLICANT: PRIOR TO THE SITE WALK, TEMPORARY MARKERS MUST BE ADEQUATELY PLACED THAT ENABLE THE PLANNING BOARD TO READILY LOCATE AND APPRAISE THE LAYOUT OF DEVELOPMENT (SEE RULES OF PLANNING BOARD FOR MORE SPECIFICS, PER SECTION 120-807D(2)).

Submission Requirements:	Applicant	Staff	Submission Requirements (continued)	Applicant	Staff
a) Completed Sketch Plan Application form	<input type="checkbox"/>	<input type="checkbox"/>	-If yes, submit letter with the waivers being requested, along with a completed "Performance and Design Standards Waiver Request" form.	<input type="checkbox"/>	<input type="checkbox"/>
b) Proposed Project Conditions:			Plan Requirements		
- Condition of the site	<input type="checkbox"/>	<input type="checkbox"/>	Please note: the Sketch Plan does not need to be surveyed. However, if it is surveyed, please refer to the GIS requirements for Final Plan review. It may be in the applicant's interest to obtain the required GIS data while the surveyor is on site		
- Proposed use	<input type="checkbox"/>	<input type="checkbox"/>	1] The name of the development, North arrow, date, and scale.	<input type="checkbox"/>	<input type="checkbox"/>
- Constraints/opportunities of site	<input type="checkbox"/>	<input type="checkbox"/>	2] The boundaries of the parcel.	<input type="checkbox"/>	<input type="checkbox"/>
Outline any of the follow			3] The relationship of the site to the surrounding area.	<input type="checkbox"/>	<input type="checkbox"/>
- Traffic Study	<input type="checkbox"/>	<input type="checkbox"/>	4] The topography of the site at an appropriate contour interval depending on the nature of the use and character of the site (in many instances, submittal of the applicable USGS ten-foot contour map will be adequate).	<input type="checkbox"/>	<input type="checkbox"/>
- Utility Study	<input type="checkbox"/>	<input type="checkbox"/>	5] The approximate size and location of major natural features of the site, including wetlands, streams, ponds, floodplains, groundwater aquifers, significant wildlife habitats and fisheries or other important natural features (if none, so state).	<input type="checkbox"/>	<input type="checkbox"/>
- Market Study	<input type="checkbox"/>	<input type="checkbox"/>	6] Existing buildings, structure, or other improvements on the site (if none, so state).	<input type="checkbox"/>	<input type="checkbox"/>
c) Name, address, phone for record owner and applicant	<input type="checkbox"/>	<input type="checkbox"/>	7] Existing restrictions or easements on the site (if none, so state).	<input type="checkbox"/>	<input type="checkbox"/>
d) Names and addresses of all consultants working on the project.	<input type="checkbox"/>	<input type="checkbox"/>	8] Approximate location and size of existing utilities on and adjacent to the tract, including utility poles and hydrants (if none, so state)	<input type="checkbox"/>	<input type="checkbox"/>
e) Evidence of right, title, or interest in the property	<input type="checkbox"/>	<input type="checkbox"/>	9] A Class D medium-intensity soil survey (information from the most current soil survey for Cumberland County, Maine, is acceptable).	<input type="checkbox"/>	<input type="checkbox"/>
f) Evidence of payment of Sketch Plan fees and escrow deposit	<input type="checkbox"/>	<input type="checkbox"/>	10] The location and size of proposed buildings, structures, access drives, parking areas, and other development features (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>
g) Any anticipated waiver requests (Section 120-808)					
Waivers from Submission Criteria. Will the applicant be requesting waivers from the "Submission information for which a Waiver May be Granted"?	<input type="checkbox"/>	<input type="checkbox"/>			
- If yes, submit letter with waivers being requested, along with a completed "Performance & design Standards Waiver Request Form.	<input type="checkbox"/>	<input type="checkbox"/>			
Waivers from Subdivision Performance Standards in Section 120-812 of the Land Use Ordinance.	<input type="checkbox"/>	<input type="checkbox"/>	PDF Electronic Submission	<input type="checkbox"/>	<input type="checkbox"/>

The undersigned hereby makes application to the Town of Windham for approval of the proposed project and declares the foregoing to be true and accurate to the best of his/her knowledge.

Dustin Roma

5-20-24

Dustin Roma - Authorized Agent

APPLICANT OR AGENT'S SIGNATURE

DATE

PLEASE TYPE OR PRINT NAME



Town of Windham

Planning Department:
8 School Road
Windham, Maine 04062
Tel: (207) 894-5960 ext. 2
Fax: (207) 892-1916 -
www.windhammaine.us

AGENT AUTHORIZATION

APPLICANT/ OWNER	Name	Ultimate Property Management, LLC		
PROPERTY DESCRIPTION	Physical Address	120 Tandberg Trail	Map	18
			Lot	39
APPLICANT'S AGENT INFORMATION	Name	Dustin Roma, PE		
	Phone	(207) 591-5055	Business Name & Mailing Address	DM Roma Consulting Engineers PO Box 1116 Windham, ME 04062
	Fax/Cell	(207) 310-0506		
	Email	dustin@dmroma.com		

Said agent(s) may represent me/us before Windham Town officers and the Windham Planning Board to expedite and complete the approval of the proposed development for this parcel.



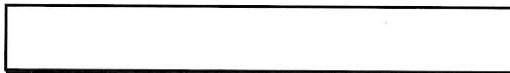
APPLICANT SIGNATURE

John Mallia

5-20-2024

DATE

PLEASE TYPE OR PRINT NAME HERE



CO-APPLICANT SIGNATURE

DATE

PLEASE TYPE OR PRINT NAME HERE



APPLICANT'S AGENT SIGNATURE

Dustin Roma

5-20-2024

DATE

PLEASE TYPE OR PRINT NAME HERE

TOWN OF WINDHAM SITE PLAN APPLICATION

Performance Standards Waiver Request Form (Section 808 – Site Plan Review, Waivers)

For each waiver request from the Submission Requirements found in Section 811 and Performance Standards detailed in Section 812 of the Town of Windham Land Use Ordinance, please submit a separate copy of this form for all waivers.

Project Name:

Tax Map:

Lot(s):

**Waivers are requested from the following Performance and Design Standards
(Add forms as necessary):**

Ordinance Section	Standard	Mark which waiver this form is for
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

- a. Describe how a waiver from the standard indicated above will improve the ability of the project to take the property's pre-development natural features into consideration. Natural features include, but are not limited to, topography, location of water bodies, location of unique or valuable natural resources, relation to abutting properties or land uses. Attach a separate sheet if necessary.

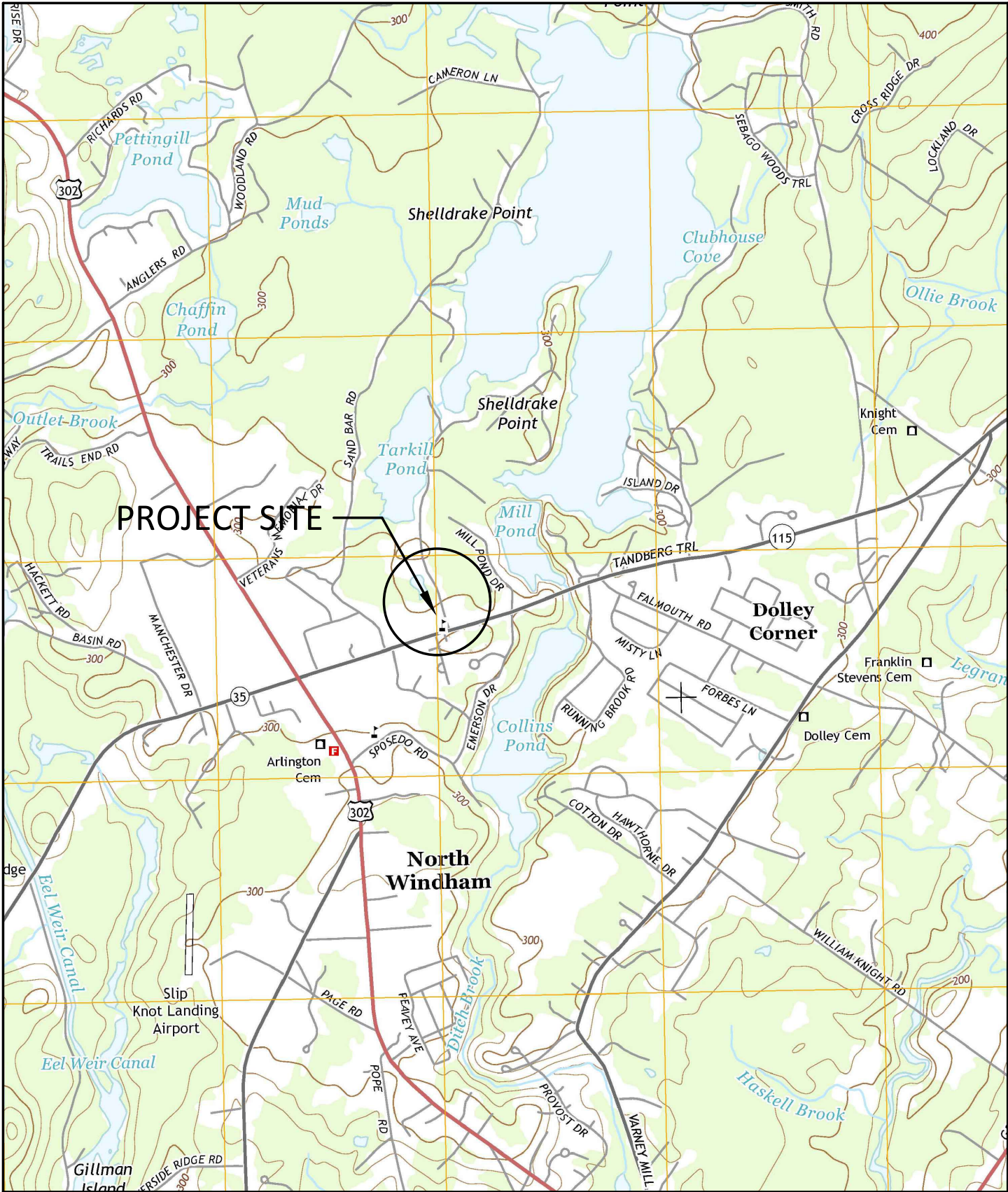
(continues next page)

Ordinance Section: _____

b. Will the waiver have an impact on any of the following criteria?

	Yes	No
Water or air pollution	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Light pollution or glare	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Water supply	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Soil erosion	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Traffic congestion or safety	<input type="checkbox"/>	<input type="checkbox"/>
Pedestrian safety or access	<input type="checkbox"/>	<input type="checkbox"/>
Supply of parking	<input type="checkbox"/>	<input type="checkbox"/>
Sewage disposal capacity	<input type="checkbox"/>	<input type="checkbox"/>
Solid waste disposal capacity	<input type="checkbox"/>	<input type="checkbox"/>
Scenic or natural beauty, aesthetics, historic sites, or rare or irreplaceable natural areas	<input type="checkbox"/>	<input type="checkbox"/>
Flooding or drainage issues on abutting properties	<input type="checkbox"/>	<input type="checkbox"/>
The Town's ability to provide the subdivision with public safety services (if subdivision)	<input type="checkbox"/>	<input type="checkbox"/>

If granting the waiver will result in an impact on any of the criteria above, please provide more detail below.



SITE LOCATION MAP

120 TANDBERG TRAIL
WINDHAM, ME 04062

SCALE: 1"=2,000'
DATE: 5-20-2024
JOB NUMBER: 21082

DM ROMA

CONSULTING ENGINEERS

P.O. BOX 1116
WINDHAM, ME 04062
(207) 591-5055

QUITCLAIM DEED WITH COVENANT
Maine Statutory Short Form

KNOW ALL PERSONS BY THESE PRESENTS, That **Rampart Enterprises LLC**, a Maine Limited Liability Company, with a principal place of business in Edgewater, County of Volusia and State of Florida, for consideration paid, grants to **Ultimate Property Management, LLC**, a Maine Limited Liability Company, whose mailing address is 14 Outlet Cove Road, Windham, ME 04062, with Quitclaim Covenant the real property situated in Windham, County of Cumberland and State of Maine more particularly described on Exhibit A attached hereto and incorporated herein by reference.

IN WITNESS WHEREOF, Thomas Gibson and Doreen Gibson have hereunto set their hands and seals as Members of Rampart Enterprises LLC this 27 day of September, 2018.

MAINE REAL ESTATE TAX PAID

Rampart Enterprises LLC

Kelly Lavender
Witness Kelly Lavender

Thomas Gibson
Thomas Gibson, its Member

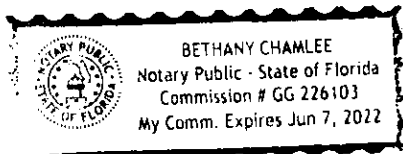
Rebecca Bishop
Witness Rebecca Bishop

Doreen Gibson
Doreen Gibson, its Member

State of ~~Maine~~ Florida
County of ~~Cumberland~~ Volusia

September 27, 2018

Personally appeared before me the above named Thomas Gibson and Doreen Gibson and acknowledged the foregoing instrument to be their free act and deed in their said capacity as Members and as the free act and deed of Rampart Enterprises LLC



Robert E. Danielson
Attorney at Law

Bethany Chamlee
Bethany Chamlee

Exhibit A

A certain lot or parcel of real property, with the buildings thereon, situated along the Northerly sideline of Route 115 in the Town of Windham, County of Cumberland and State of Maine, more particularly bounded and described as follows:

Beginning at a set 5/8" diameter iron rod with plastic cap marked "J.P. Home RLS 1317" along the northerly sideline of Route 115, at the southeasterly corner of the parcel herein described and being the southwesterly corner of land now or formerly of Merton Lord as described by deed recorded in the Cumberland County Registry of Deeds in Book 1500, Page 236;

Thence N 01° 57' 45" E, along said Lord and along land now or formerly Eaton, as described by deed from Robert Nimmo recorded in the Cumberland County Registry of Deeds in Book 5053, Page 107, dated October 26, 1982, a distance of 586.31 feet to a set 5/8" diameter iron rod with plastic cap marked "J.P. Home RLS 1317";

Thence N 88° 02' 15" W, along land now or formerly of Donald Vance et al., as described by deed from Evelyn Foster recorded in the Cumberland County Registry of Deeds in Book 6887, Page 89, dated September 5, 1985, a distance of 96.75 feet to a set 5/8" diameter iron rod with aluminum cap marked "W.C. RLS 1317";

Thence continuing along said Vance N 88° 02' 15" W, a distance of 60.00 feet to a point at land now or formerly of Dizenzo, as described by deed from Colette Rossi recorded in the Cumberland County Registry of Deeds in Book 3747, Page 52, dated September 24, 1975;

Thence S 01° 57' 45" W, along said Dizenzo, a distance of 585.92 feet to a found 1 ½" diameter iron pipe along said Northerly sideline of Route 115;

Thence S 87° 53' 45" E, along said sideline a distance of 156.75 feet to the point of beginning.

The above-described parcel contains 2.11 acres, more or less.

The above-described parcel is subject to certain Central Maine Power Company pole easements of record listed below: Cumberland County Registry of Deeds Book 1932, Page 14; Book 2276, Page 259; Book 2467, Page 121; Book 2003, Page 340.

The above-described parcel is subject to a certain right of way along Sabbady Point Road for ingress and egress as shown on Plan of Sabbady Point Road, North Windham, Maine by P.W. Varney Eng. recorded in the Cumberland County Registry of Deeds in Plan Book 31, Page 27.

All bearings described herein are referenced to Magnetic North as observed along the Northerly sideline of Route 115 in September of 1988.

Meaning and intending to convey and hereby conveying the same premises as set forth in deed from Peter J. Busque to Rampart Enterprises LLC dated April 22, 2009 and recorded in the Cumberland County Registry of Deeds in Book 26822, Page 51.

Received
Recorded Register of Deeds
Oct 01, 2018 01:17:08P
Cumberland County
Nancy A. Lane



MAINE

Department of the Secretary of State
Bureau of Corporations, Elections and Commissions

Corporate Name Search

Information Summary

[Subscriber activity report](#)

This record contains information from the CEC database and is accurate as of: **Mon May 20 2024 14:04:35**. Please print or save for your records.

Legal Name	Charter Number	Filing Type	Status
ULTIMATE PROPERTY MANAGEMENT, LLC	20073471DC	LIMITED LIABILITY COMPANY	GOOD STANDING

Filing Date	Expiration Date	Jurisdiction
05/15/2007	N/A	MAINE

Other Names (A=Assumed ; F=Former)
NONE

Principal Home Office Address

Physical

14 OUTLET COVE ROAD
WINDHAM, ME 04062

Mailing

14 OUTLET COVE ROAD
WINDHAM, ME 04062

Clerk/Registered Agent

Physical

DAVID MARK HIRSHON
HIRSHON LAW GROUP, P.C.
40 REGATTA DR
FREEPORT, ME 04032

Mailing

DAVID MARK HIRSHON
HIRSHON LAW GROUP, P.C.
PO BOX 124
FREEPORT, ME 04032

[New Search](#)

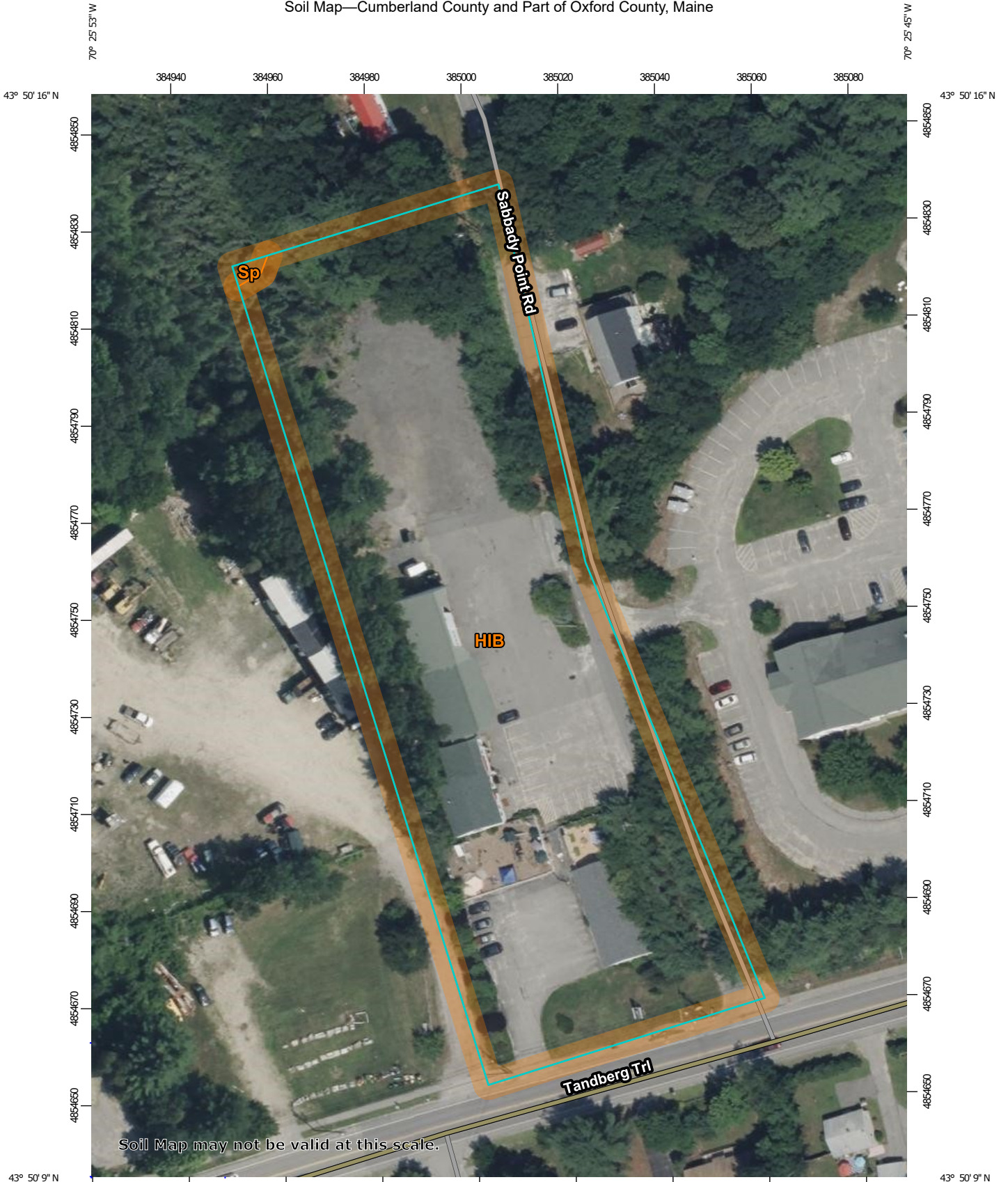
Click on a link to obtain additional information.

List of Filings

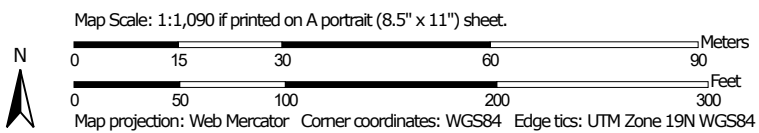
[View list of filings](#)

Obtain additional information:

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




Soil Map may not be valid at this scale.



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 20, Sep 5, 2023

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

Date(s) aerial images were photographed: Jul 22, 2021—Oct 7, 2021

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
HIB	Hinckley loamy sand, 3 to 8 percent slopes	2.4	99.8%
Sp	Sebago mucky peat	0.0	0.2%
Totals for Area of Interest		2.4	100.0%

Cumberland County and Part of Oxford County, Maine

HIB—Hinckley loamy sand, 3 to 8 percent slopes

Map Unit Setting

National map unit symbol: 2svm8

Elevation: 0 to 1,430 feet

Mean annual precipitation: 36 to 53 inches

Mean annual air temperature: 39 to 55 degrees F

Frost-free period: 140 to 240 days

Farmland classification: Farmland of statewide importance

Map Unit Composition

Hinckley and similar soils: 85 percent

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

Description of Hinckley

Setting

Landform: Outwash deltas, outwash terraces, kames, kame terraces, moraines, eskers, outwash plains

Landform position (two-dimensional): Summit, shoulder, backslope, footslope

Landform position (three-dimensional): Nose slope, side slope, base slope, crest, riser, tread

Down-slope shape: Concave, convex, linear

Across-slope shape: Convex, linear, concave

Parent material: Sandy and gravelly glaciofluvial deposits derived from gneiss and/or granite and/or schist

Typical profile

Oe - 0 to 1 inches: moderately decomposed plant material

A - 1 to 8 inches: loamy sand

Bw1 - 8 to 11 inches: gravelly loamy sand

Bw2 - 11 to 16 inches: gravelly loamy sand

BC - 16 to 19 inches: very gravelly loamy sand

C - 19 to 65 inches: very gravelly sand

Properties and qualities

Slope: 3 to 8 percent

Depth to restrictive feature: More than 80 inches

Drainage class: Excessively drained

Runoff class: Very low

Capacity of the most limiting layer to transmit water

(Ksat): Moderately high to very high (1.42 to 99.90 in/hr)

Depth to water table: More than 80 inches

Frequency of flooding: None

Frequency of ponding: None

Maximum salinity: Nonsaline (0.0 to 1.9 mmhos/cm)

Available water supply, 0 to 60 inches: Very low (about 3.0 inches)

Interpretive groups

Land capability classification (irrigated): None specified

Land capability classification (nonirrigated): 3s

Hydrologic Soil Group: A

Ecological site: F144AY022MA - Dry Outwash

Hydric soil rating: No

Data Source Information

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

Survey Area Data: Version 20, Sep 5, 2023