



July 21, 2026

Natalie Thomsen, Town Planner
Town of Windham
8 School Road
Windham, ME 04062

**Re: Resubmission of Sketch Major Subdivision Application
Highland Cliff Estates Subdivision
Highland Cliff Estates, LLC – Applicant/Owner**

Dear Natalie:

On behalf of Highland Cliff Estates, LLC we have prepared the enclosed revised sketch subdivision plans of the proposed Highland Cliff Estates Subdivision in response to review comments received from the Planning Board and Tow Staff. We have made the following revisions to the plans for the Town's consideration:

- Lots 1 and 2, which were previously proposed to be developed in the field area, have been relocated further back from Highland Cliff Road so that the resulting subdivision design will not include any new lots between Highland Cliff Road and the existing tree line. The homes on the first two lots in the Subdivision will be set back approximately 1,000 feet from Highland Cliff Road to maintain a rural character along the existing roadway and provide substantial buffering.
- The roadway terminus for the overall 27-lot layout has been revised to include a cul-de-sac in place of the previously proposed hammerhead. The plans for Phase 1 will include a hammerhead terminus so that the Phase 2 roadway extension will be appropriately integrated into the road design.
- A 50-foot wide open space area is proposed to be reserved off the southeast side of the cul-de-sac, which connects to a 50-foot wide perimeter buffer area extending north. This open space land could also potentially be utilized for roadway connectivity in the future, provided suitable replacement open space is provided by the applicant who wishes to utilize this area for a roadway extension to the satisfaction of the Planning Board.

Our intent is to design and submit the entire 27-lot subdivision for Preliminary Subdivision Approval, and once obtained we would submit the Phase 1 plan for Final Subdivision approval, which will also include MDEP Stormwater Permit approval through the Town's delegated review authority. The area reserved for Phase 2 development will remain part of Lot 12 until Phase 2 is approved by the Town, consistent with the approach outlined in §120-911K(4)(d).

We would like the opportunity to meet with the Planning Board to review these proposed changes and to discuss if we have made the appropriate revisions to the project design to gain support of our requested waiver of §120-911K(6)(b) for the minimum amount of open space required. The ordinance requires 26.80 acres of open space, representing 58.3% of the parcel, and we are proposing to dedicate 23.93 acres which represents 52.0% of the parcel. It is relevant to note that the 2.87 acres of open space deficiency is less than the 3.34 acres of land that will be dedicated for the roadway right-of-way.

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