



Sawyer Engineering & Surveying ■ Titcomb Associates ■ Corner Post Land Surveying

**Town of Windham
Amended Major Subdivision
Final Plan Review**

**For:
Mystic Woods Subdivision
Meredith Drive
Windham, Maine**

**Applicant:
Anita & Dana Lampron
125 Ossipee Trail East
Standish, ME 04084**

**Prepared by:
Sebago Technics, Inc.
75 John Roberts Road, Suite 4A
South Portland, ME 04106**

May 2024
13451





May 29, 2024
13451

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

Amended Subdivision Application
Mystic Woods Subdivision – Lot 8
Tax Map 6, Lot 38-D08

Dear Steve:

On behalf Dana Lampron, Sebago Technics, Inc., is pleased to submit an Amended Subdivision Application for a revision to the approved plans for the Mystic Woods Subdivision. The amendment consists of depicting the access easement retained in the deed of conveyance to Lot 8, Tax Map 6, Lot 38-D08, to access to the abutting property owned by Anita Lampron and identified as Lot 38E on Tax Map 6.

The following sets forth the project history and proposed changes to take place with the filed Amendment application.

Project Description: The Mystic Woods Subdivision is located in Windham's Farm (F) and Residential Medium (RM) zoning districts and is identified as Lots 38D and 38-D01 through 38-D23 on Tax Map 6. The subject parcel encumbered by the access easement is identified as Lot 8 on the recorded subdivision plans (Lot 38-D08 on Tax Map 6), and is located in the RM zoning district. The subdivision was approved by the Town of Windham in 2016 and the plans are recorded at the Cumberland County Registry of Deeds with Book/Page numbers of 216/0091 and 216/0092.

The applicant is submitting an amended subdivision plan(s) to define the access easement across Lot 8. The shared driveway easement and rights to a future easement from the shared driveway to the abutting land owned by Anita Lampron is described in Exhibit A of the recorded deed for Lot 8 (included with this application), but was not depicted on the approved plan.

Application Form: Please see the appended submission materials for a copy of the completed Major Subdivision – Final Plan – Review Application form.

Escrow Account Balance: Through conversation with Town staff, it was determined that a Major Subdivision Final Plan Review Application (Amendment) would be required to approve the project. Since there was no preliminary plan submission, there is currently no escrow balance for the project. A \$250 fee payment is included with this submission towards the amended review escrow account.

Open Space: There is no amendment to the approved open space as part of this subdivision amendment.

Spaces within Subdivision: A copy of the deed for Lot 8 specifying to right for an access easement to the land of Anita Lampron is included with this application. Additionally, copies of the recorded subdivision plans are included that show an existing 50' wide easement between Lot 20 and Lot 21 for access to land also owned by Anita Lampron. Existing reserved open space is also shown on the recorded plans.

Outside Agency Approvals: The proposed easement will not impact natural resources or require outside agency approvals.

Maine Department of Inland Fisheries and Wildlife: The easement is located within an existing developed lot and will not impact any natural habitats.

Digital Transfer: A digital transfer of the subdivision plan data in GIS format will be submitted to the town upon approval of the plans.

Closure: On behalf of Dana Lampron, we look forward to working with the Town staff and Planning Board to finalize this Amended Subdivision at the next available Planning Board meeting. Please contact us if you have any questions or require additional information prior to the meeting. Thank you for your consideration.

Sincerely,

SEBAGO TECHNICS, INC.

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

Shawn M. Frank, P.E.
Senior Vice President, Commercial Development



MAJOR SUBDIVISION – FINAL PLAN - REVIEW APPLICATION

FEES FOR MAJOR SUBDIVISION FINAL PLAN REVIEW		APPLICATION FEE: <input type="checkbox"/> \$350.00		AMOUNT PAID: \$ _____ DATE: _____	
		AMENDED APPLICATION FEE: <input type="checkbox"/> \$350.00			
<input type="checkbox"/> Amended Major Subdivision Each Lot / Revision		REVIEW ESCROW: <input type="checkbox"/> \$250.00		Office Use: _____ Office Stamp: _____	
		AMENDED REVIEW ESCROW: <input type="checkbox"/> \$250.00			
PROPERTY DESCRIPTION	Parcel ID	Map(s) #	Lot(s) #	Zoning District(s)	RM
	# Lots/dwelling units:	Total Distr. >1Ac. <input type="checkbox"/> Y <input type="checkbox"/> N		Total Land Area SF: _____	
				Est. Road Length(ft): N/A	
	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 (Use extra paper, if necessary): The existing land use is a residential subdivision identified as "Mystic Woods Subdivision" on the recorded subdivision plans at the Cumberland County Registry of Deeds. The majority of the single family residential lots are now developed.				
	Provide a narrative description of the Proposed Project (Use extra paper, if necessary): The applicant is pursuing a minor subdivision amendment to the Mystic Woods Subdivision to depict an access easement through Lot 8 (Map 6 Lot 38-D08) to the abutting property owned by Anita Lampron. This easement is described in the recorded deed for Lot 8 of the Mystic Woods Subdivision attached to this application, however, it was not shown on the approved plan.				
	Provide a narrative description of construction constraints (wetlands, shoreland zone, flood plain, non-conformance, etc.): A portion of the subdivision contains wetlands and is within the shoreland zone. The easement has been established to allow for a shared driveway in order to protect natural resources at the site.				

MAJOR SUBDIVISION - FINAL PLAN - REVIEW APPLICATION REQUIREMENTS

Section 910 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 Major 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 the 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 Staff Review Committee meeting.
 - Five copies of the application and plans
 - Application Payment and Review Escrow
- A pre-submission meeting with the Town staff is required.
- Contact information:
 - Windham Planning Department (207) 894-5960, ext. 2
 - Steve Puleo, Town Planner sjpuleo@windhammaine.us
 - Amanda Lessard, Planning Director allessard@windhammaine.us

APPLICANT/PLANNER'S CHECKLIST FOR MAJOR SUBDIVISION REVIEW

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

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

The following checklist includes items generally required for development by the Town of Windham's LAND USE ORDINANCE, Sections 907.B., 910.C., & 911. 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).

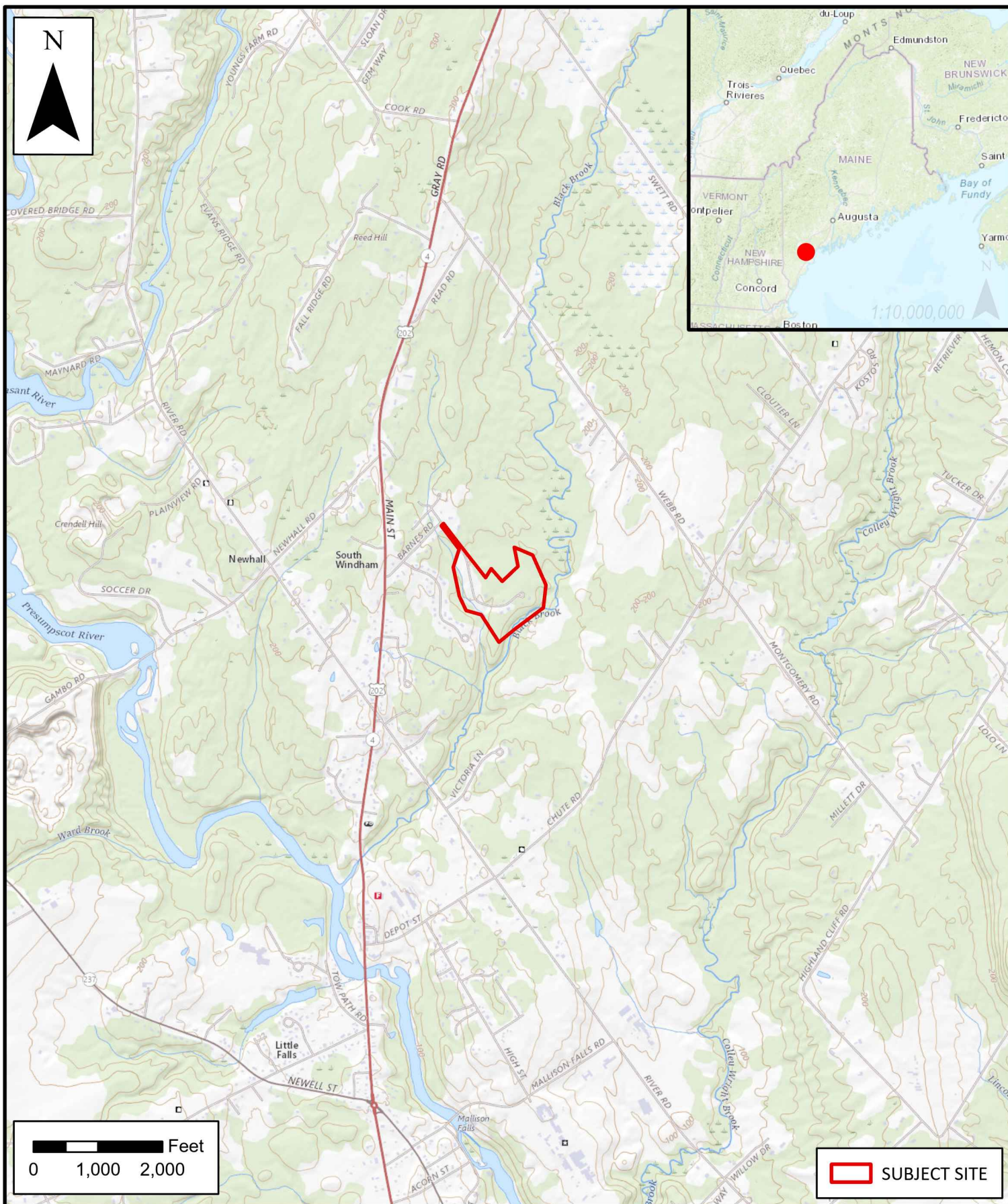
Final Plan - Major Subdivision - Submission Requirements:	Applicant	Staff			
A. Written information – submitted in a bound report.			B. Mandatory Plan Information	Applicant	Staff
1. A fully executed application form.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. All information presented on the Preliminary Plan, and any amendments suggested or required by the Board.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Evidence that the escrow account balance is greater than 25% of the initial Preliminary Plan deposit.	<input type="checkbox"/>	<input type="checkbox"/>	2. Map and lot numbers for all lots as assigned by the Town of Windham Assessing Department.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. If public open space is to be provided, written offers of cession to the Town of Windham shall be provided.	<input type="checkbox"/>	<input type="checkbox"/>	3. Seal of the Maine Licensed Professional who prepared the plan.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. If the subdivider reserves title to spaces within the subdivision, provide copies of agreements or other documents.	<input type="checkbox"/>	<input type="checkbox"/>	4. All public open spaces for which offers of cession are made by the subdivider and those spaces to which title is reserved by the subdivider.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Copies of any outside agency approvals.	<input type="checkbox"/>	<input type="checkbox"/>	5. Location of all permanent monuments.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Statement from the Maine Inland Fisheries & Wildlife that no significant wildlife habitat exists on the site.	<input type="checkbox"/>	<input type="checkbox"/>	PDF\Electronic Submission.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Digital transfer of subdivision plan data (GIS format).	<input type="checkbox"/>	<input type="checkbox"/>			

The undersigned hereby makes an 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.

APPLICANT OR AGENT'S SIGNATURE

DATE

PLEASE TYPE OR PRINT THE NAME



SEBAGO
TECHNICS

WWW.SEBAGOTECHNICS.COM
75 John Roberts Rd. - Suite 4A
South Portland, ME 04106
Tel: 207-200-2100

LOCATION MAP MYSTIC WOODS SUBDIVISION

LOCATION:
125 OSSIPEE TRAIL EAST
STANDISH, MAINE

INFORMATION:

MAINE GEOLIBRARY
USGS QUADRANGLE

SCALE: 1:24,000

DATE: 4/25/2024

WARRANTY DEED

DLN:1002240189485


KNOW ALL PERSONS BY THESE PRESENTS, that **Susan Duchaine LLC**, a Maine Limited Liability Company, with an address of 166 Narragansett Street, Gorham, ME 04038, for consideration paid, grants to **Danielle N. Hammond and Charles E. Hammond**, of 11 Cornerbrook Circle, Windham, ME 04062, as Joint Tenants, with WARRANTY COVENANTS, the premises in the Town of Windham, County of Cumberland and State of Maine, bounded and described as follows:

See Exhibit A attached hereto

IN WITNESS WHEREOF, **Susan Duchaine LLC** has caused this instrument to be signed this 8th day of April, 2022.




Witness

Susan Duchaine LLC

By: _____
Susan Duchaine, Managing Member

STATE OF MAINE
COUNTY OF CUMBERLAND

On this 8 day of April, 2022, personally appeared before me the aforesaid **Susan Duchaine, Managing Member of Susan Duchaine LLC** and acknowledged the foregoing to be her free act and deed in her said capacity.



Notary Public/Attorney
Name:

Charles H. McLaughlin
Attorney at Law

EXHIBIT A

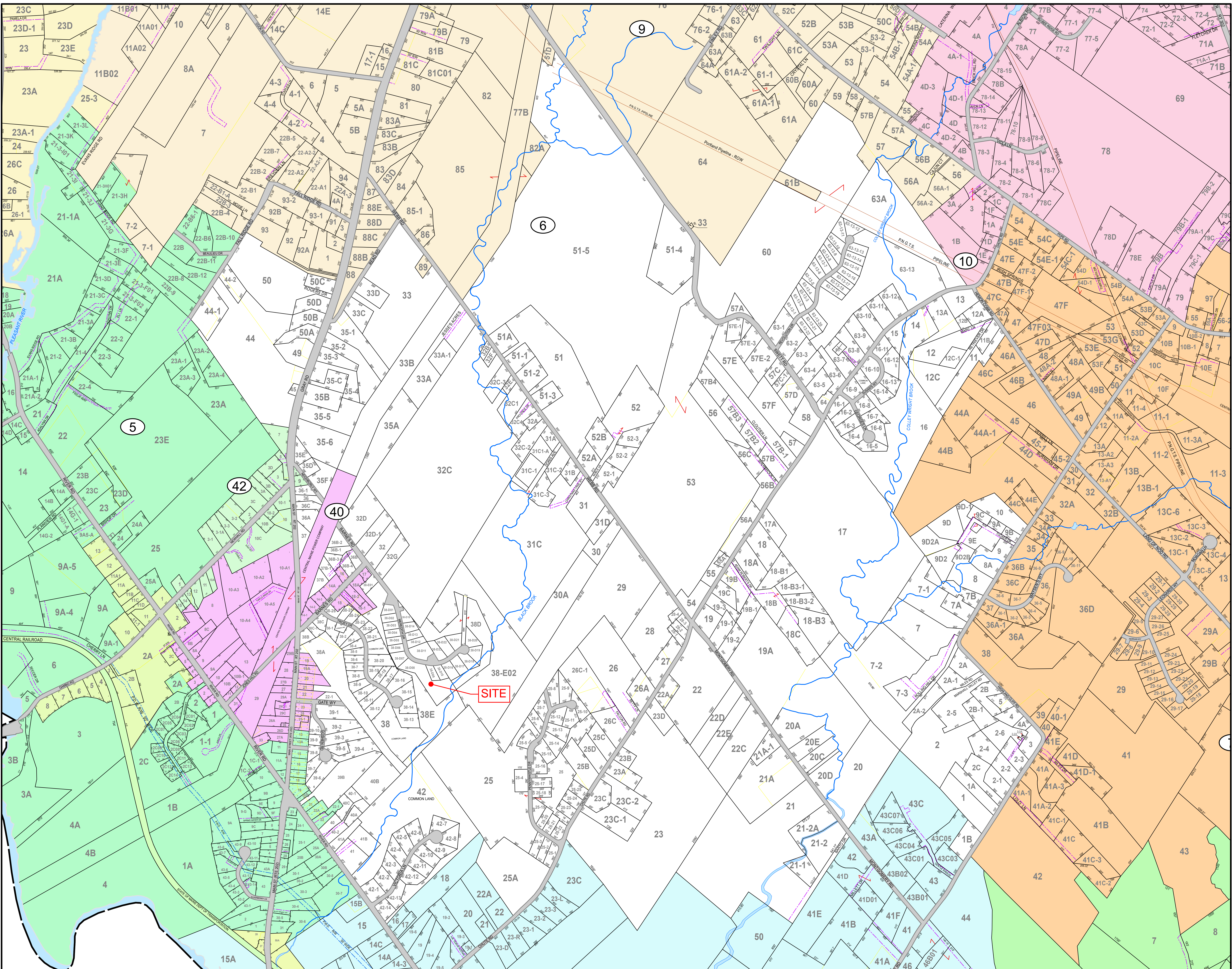
A certain lot or parcel of land situated in the Town of Windham, County of Cumberland and State of Maine and being Lot Number 8 on a Plan entitled "Mystic Woods Subdivision, Barnes Road, Windham, Maine" for Dana Lampron, dated May 5, 2015 by Pinkham & Greer, Civil Engineers and approved by the Windham Planning Board January 25, 2016 and recorded in the Cumberland County Registry of Deeds in Plan Book 216, Page 91, which plan is referenced for a more particular description.

Subject to all conditions, requirements, easements and notes on said plan.

Subject to State of Maine Department of Environmental Protection Order dated September 24, 2015 recorded in the Cumberland County Registry of deeds in Book 32666, Page 48.

Subject to the Grantor retaining certain rights to a shared driveway extending from Meredith Drive 100 feet, more or less, and a future easement from said shared driveway extending to land now or formerly of Anita Lampron for the purpose of ingress and egress. Actual easement location shall be determined by Grantor.

Being the same premises conveyed to Susan Duchaine LLC by deed dated September 9, 2020 and recorded in the Cumberland County Registry of Deeds in Book 37173, Page 263.



THIS MAP IS FOR ASSESSMENT PURPOSES. IT IS NOT VALID FOR LEGAL DESCRIPTION OR CONVEYANCE.

THE HORIZONTAL DATUM IS THE MAINE STATE PLANE COORDINATE SYSTEM, NAD 83.

ORIGINAL MAPPING BY JAMES W. SEWALL COMPANY, OLD TOWN, MAINE

REVISED & REPRINTED BY

CAI Technologies

Precision Mapping, Geospatial Solutions

11 Pleasant Street, Littleton, NH 03601
800.322.4540 - www.cai-tech.com

LEGEND

PARCEL NUMBER	12D	CEMETERY	ROW EASEMENT
RECORD DIMENSION	100'	CONDOMINIUM	ROW EASEMENT PWD
SUBDIVISION LOT NO.	2	FARMSTEAD	
COMMON OWNERSHIP		OLD PROPERTY LINES	
STREAMS		UTILITY LINES	

FEET 450 0 450 900 1,350

110 55 0 110 220 330

METERS

SCALE: 1" = 450'

REVISED TO: APRIL 1, 2023

PROPERTY MAPS

WINDHAM

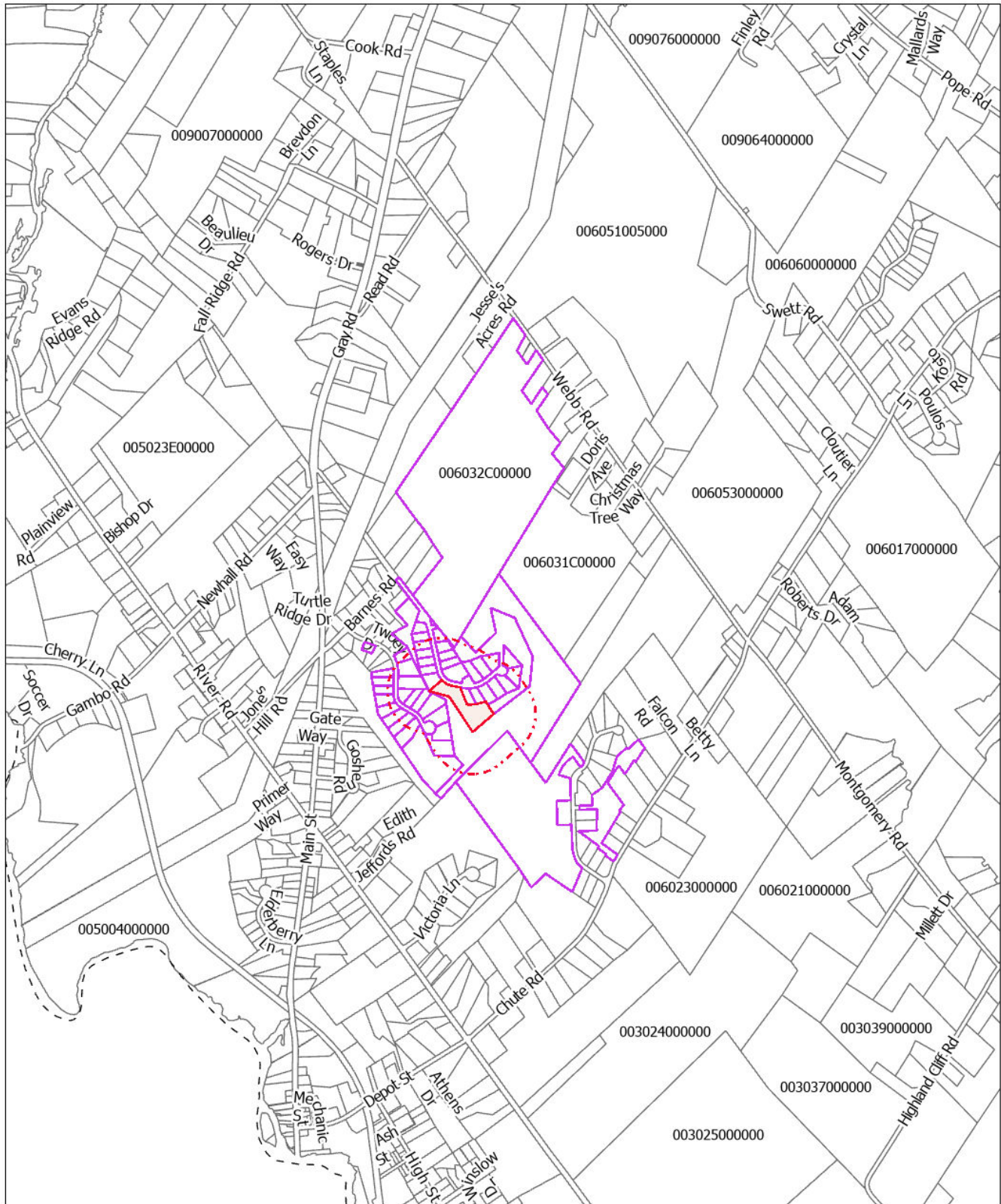
MAINE

INDEX DIAGRAM

MAP NO.

6

500' Abutters



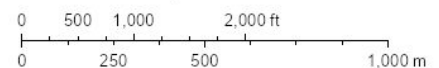
April 25, 2024

 Parcel Boundaries

Street Names

[—] Municipal Boundary

1:18,056



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

Abutting Properties for
29 MEREDITH DR WINDHAM, ME 04062
6/ 38/ D08/ /
(500 Feet)

Location:
6/ 25/ / /
PENNYWHISTLE DR
Owner:
DURANT HOMESTEAD LOT
OWNERS ASSOCIATION
PO BOX 160
SOUTH WINDHAM , ME 04082

Location:
6/ 38/ / /
TWOEY DR
Owner:
DESIGN DWELLINGS INC &
SUSAN DUCHAINE LLC
166 NARRAGANSETT STREET
GORHAM, ME 04038

Location:
6/ 38/ 19/ /
20 TWOEY DR
Owner:
FARWELL SALLY J
20 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ 16/ /
30 TWOEY DR
Owner:
RICE PETER D &
RICE KARA J
30 TWOEY DR
WINDHAM, ME 04062

Location:
6/ 38/ 13/ /
35 TWOEY DR
Owner:
GLEASON FAMILY TRUST, THE
P K & M-F GLEASON TRUSTEES
35 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ 10/ /
27 TWOEY DR
Owner:
UWINGABIRE ODETHA
27 TWOEY DR
WINDHAM, ME 04062

Location:
6/ 38/ 7/ /
19 TWOEY DR
Owner:
WARNER BARBARA A
19 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ E/ /
BARNES RD
Owner:
LAMPRON ANITA
129 WESTERLEA WAY
STANDISH, ME 04084

Location:
6/ 32/ C/ /
WEBB RD
Owner:
MARSTON BRADLEY L &
MARSTON SUZANNE M
40 WEBB ROAD
WINDHAM, ME 04062

Location:
6/ 38/ 21/ /
12 TWOEY DR
Owner:
TIBBETTS JOHN &
MCNALLY ERIN
12 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ 18/ /
26 TWOEY DR
Owner:
BRYANT BRADLEY A &
BRYANT RACHEL
26 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ 15/ /
34 TWOEY DR
Owner:
MYRICK SCOTT E &
MYRICK CELINE L
34 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ 12/ /
31 TWOEY DR
Owner:
CANTY HEATHER A
31 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ 9/ /
25 TWOEY DR
Owner:
PENNELL DAYLE P &
PENNELL SHAWN P
25 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ 6/ /
15 TWOEY DR
Owner:
YER JACKSON P &
YER ELIZABETH J
478 RIVER RD
WINDHAM, ME 04062

Location:
6/ 38/ D07/ /
27 MEREDITH DR
Owner:
CARBONE BRANDON &
CARBONE BREANNA
27 MEREDITH DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ D/ /
MEREDITH DR
Owner:
DANA LAMPRON
129 WESTERLEA WAY
STANDISH, ME 04084

Location:
6/ 38/ 20/ /
16 TWOEY DR
Owner:
DITOMASO WILLIAM &
CURNEL MICHELLE
16 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ 17/ /
28 TWOEY DR
Owner:
HUNTER MICHAEL &
HUNTER LAURA
28 TWOEY DR
WINDHAM, ME 04062

Location:
6/ 38/ 14/ /
36 TWOEY DR
Owner:
ARNOLD MATTHEW S &
HODGE KATIE
36 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ 11/ /
29 TWOEY DR
Owner:
WHITWORTH BRADLEY A
29 TWOEY DR
WINDHAM, ME 04062

Location:
6/ 38/ 8/ /
23 TWOEY DR
Owner:
DAUENHAUER NANCY ELLEN
23 TWOEY DR
WINDHAM, ME 04062

Location:
6/ 38/ 5/ /
13 TWOEY DR
Owner:
HUFFMAN ALICE S
13 TWOEY DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ D06/ /
25 MEREDITH DR
Owner:
TREUBIG CHRISTOPHER MICHAEL &
TREUBIG TRACY JEAN
25 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D05/ /
23 MEREDITH DR
Owner:
MUHIRWA JEROME &
BIDAHARIRA DORIS
23 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D03/ /
17 MEREDITH DR
Owner:
DELONG SEAN &
DELONG ALEXIA
17 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D21/ /
40 MEREDITH DR
Owner:
CARVER VAUGHN
GRADY-CARVER RUTH
40 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D18/ /
39 MEREDITH DR
Owner:
DEPALMER CHRISTINE A
39 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D15/ /
16 MEREDITH DR
Owner:
CATRETT MACKENZIE &
CATRETT ASHLEY
16 MEREDITH DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ D12/ /
24 MEREDITH DR
Owner:
MYERS JEREMEY JASON
SELLERS KIESHA DAWN
24 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D09/ /
31 MEREDITH DR
Owner:
PENNEY DONALD E
31 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D04/ /
21 MEREDITH DR
Owner:
DUCHAINE TIMOTHY
12 SHANNONS WAY
STANDISH, ME 04084

Location:
6/ 38/ D23/ /
36 MEREDITH DR
Owner:
BALTOS ALEXANDER M &
BALTOS STEPHANIE G
36 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D20/ /
42 MEREDITH DR
Owner:
BLAIR TRAVIS &
NEE MEGHAN MARIE
42 MEREDITH DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ D17/ /
37 MEREDITH DR
Owner:
EARLE JONATHAN R &
EARLE BETHANY S
37 MEREDITH DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ D14/ /
20 MEREDITH DR
Owner:
PALLAS PAMELA E
20 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D11/ /
30 MEREDITH DR
Owner:
GRACEFFA JOSHUA W &
VELA RODOLFO F JIMENEZ
30 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D08/ /
29 MEREDITH DR
Owner:
HAMMOND CHARLES E &
HAMMOND DANIELLE N
29 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D02/ /
15 MEREDITH DR
Owner:
TAYLOR JOSHUA R
TAYLOR MELANIE D
15 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D22/ /
38 MEREDITH DR
Owner:
MARZILLI VINCENZO A &
KIRK HEATHER L
38 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D19/ /
41 MEREDITH DR
Owner:
MCGARVEY PETER E &
MCGARVEY CARRIE L
41 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D16/ /
35 MEREDITH DR
Owner:
DEROCHE PETER M &
DEROCHE STEPHANIE A
35 MEREDITH DRIVE
WINDHAM, ME 04062

Location:
6/ 38/ D13/ /
22 MEREDITH DR
Owner:
HUTCHINSON JOHN H JR
HUTCHINSON DEBORAH L
22 MEREDITH DR
WINDHAM, ME 04062

Location:
6/ 38/ D10/ /
33 MEREDITH DR
Owner:
BALL JAMES M
33 MEREDITH DR
WINDHAM, ME 04062