

ORDINANCE COMMITTEE MEMO

DATE: October 16, 2025

TO: Council Ordinance Committee
FROM: Steve Puleo, Director of Planning
Cc: Bob Burns, Town Manager,
Barry Tibbitts, Project Manager
Amanda Lessard, Senior Planner / Project Manager

RE: #25-25 – Amendments to the Code of the Town of Windham, Chapter 120, Article 4 Zoning Districts to Create Commercial V District (C-5)

Ordinance Committee Meeting – October 22, 2025

Overview

The proposed amendment to Chapter 120, Land Use Ordinance, of the Code of the Town of Windham modifies Article 4, Zoning Districts. Specifically, to add a new zoning district §120-411.2 Commercial District V (C-5) to be located along the east and west connector roads associated with the North Windham Moves infrastructure project. The proposed district is intended to support coordinated commercial development while ensuring safe and efficient access management.

The process for amending the Land Use Ordinance is described in [§ 120-107](#) of the Code. The Planning Board must hold a public hearing prior to making a recommendation to the Town Council. By Town Charter the Town Council will need to hold a public hearing and vote on the proposed changes to the Land Use Ordinance for the changes to be officially approved and are effective 30 days following the vote.

Purpose of Amendment to Chapter 120, Land Use Ordinance – Article 4, Zoning District

- The C-5 district is designed to:
 - Support commercial development consistent with uses permitted in the existing Commercial 2 (C-2) district.
 - Include all permitted and conditional uses currently allowed in the C-2 district.
 - Enhance access management by requiring interparcel connectivity and curb cut spacing standards.
 - Promote coordinated development along the connector roads to reduce traffic congestion and improve safety.
 - Ensure compliance with the Comprehensive Plan.

Modifications from the Commercial II District to Commercial V District

- Permitted and Conditional Uses
 - All uses permitted and conditionally permitted in the C-2 district will be allowed in the C-5 district. Although, some of the permitted uses have been eliminated and uses that have impacts such as Drive-through facilities, car washes, and medium to large solar facility. This includes retail, service, office, and mixed-use developments, subject to the same review procedures as outlined in §120-411.2.
- Dimensional Standards
 - The dimensional standards for the C-5 District shall mirror those of the C-2 District unless otherwise specified:

(1) Net residential density: 1,250 square feet (1-4 Dwelling Units) and 5,000 square feet

(4+ Dwelling Units).

(2) Minimum frontage: 100 feet.

(3) Front setback:

(a) Building, principal: 10 to 20 feet from Connector Roads and 5 feet from Access Drives

(b) Building, accessory: principal building setback, plus 20 feet minimum.

(9) Maximum lot coverage: 70%

- Access Management Standards

- Access curb cuts shall be spaced a minimum of 300 feet apart along connector roads.
- All new development shall provide vehicular and pedestrian access connections to adjacent properties to promote internal circulation and reduce reliance on connector road curb cuts.
- Where feasible, shared driveways shall be required between adjacent parcels to minimize the number of access points.
- Site plan applications must include an access management plan demonstrating compliance with curb cut spacing and interparcel connectivity standards.

- Block Standards

- Block lengths shall not exceed 500 feet without a pedestrian connection or cross-access easement.
- Sidewalks shall be provided along all public and private streets within the district.
- Buildings shall be oriented toward the street with pedestrian entrances facing the connector roads.
- Parking areas shall be located to the side or rear of buildings and buffered with landscaping.
- Street trees and pedestrian-scale lighting shall be installed along connector roads.

Zoning Amendment Process

There are no specific standards in the Town ordinance by which to judge the proposed zoning change, but State statute requires all proposed zoning to be consistent with the goals and objectives of the [Comprehensive Plan](#), including supporting economic development, improving transportation infrastructure, enhancing public safety and access, and promoting smart growth principles.

Request

Staff requests that the Committee recommend that the Committee inform the full Town Council request the Planning Board for a public hearing and land use recommendation at one of the future meetings.