



# Town of Windham

Town Offices  
8 School Road  
Windham, Maine

## Meeting Agenda

### Planning Board

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Monday, September 22, 2025

6:00 PM

Council Chambers

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#### 1. Call to Order – Chair's Opening Remarks

#### 2. Roll Call and Declaration of Quorum

3. [PB 25-058](#) Approval of Minutes - The meeting of September 8, 2025

Attachments: [Minutes 9-8-2025 draft.pdf](#)

#### Public Hearings & Continuing Business

*After the Planning Board chair opens the public comment period, members of the public may present evidence or statements relevant to the project under consideration. The Planning Board reserves the right to limit testimony to a specific period. Please send written comments by mail or email to [PlanningBoard@windhammaine.us](mailto:PlanningBoard@windhammaine.us)*

4. [PB 25-059](#) #25-15 Land Use Ordinance Amendments to Article 12 Impact Fees - Sidewalk Impact Fee  
The Town is proposing an amendment to Chapter 120 Land Use § 120-1202 to rename the section and allow for future impact fee collection areas, eliminate the subareas within the North Windham Sidewalk Impact Fee Area, specify the applicability in the C-2 and C1-N zoning districts and to all types of development, and update the Master Fee Schedule to reflect the average cost identified in Appendix E Methodology

Attachments: [25-15\\_PB MEMO LUO AMD Aricitle12\\_NorthWindhamSidewalkImpact Fee .pdf](#)  
[25-15\\_REDLINE\\_120-1202\\_SidewalkImpactFees\\_062425 \(DW rev'd 2025.07.2\)](#)  
[25-15\\_CLEAN\\_120-1202\\_SidewalkImpactFees\\_062425 \(DW rev'd 2025.07.23\)](#)  
[25-15\\_ORGINAL\\_120-1202\\_SidewalkImpactFees\\_062425 \(DW rev'd 2025.07.2\)](#)  
[Master Fee Schedule - \(Uncategorized\) - 2023 - Master Fee Schedule\\_02425.pdf](#)  
[WI1257-120e Appendix E, North Windham Sidewalk Impact Fee Methodology.pdf](#)

5. [PB 25-060](#) #25-05 Smith Cemetery Expansion - Major Site Plan - Final Plan Review - 513 Gray Road - Town of Windham  
The Town is proposing to expand the existing 3.1-acre Smith Cemetery on to the abutting 23.95 acre parcel on Route 202. The proposed expansion will develop 1.7 acres to provide space for 298 new family plots and 800 single burials, the latter in a Veterans Niche Wall and a Columbarium Niche Wall. A 540 square foot building is also proposed for storage of landscaping maintenance equipment. The project will be accessed by a new driveway on Gray Road. Subject property is identified as Tax Map: 12, Lots: 49-1, 49-2 & Tax Map: 46, Lot: 13A Zone: Windham Center (WC) and Farm (F) in the Black Brook watershed.

**Attachments:**

[25-05\\_MJR\\_SP\\_SKP\\_PB\\_MEMO\\_SmithCemeteryExpand\\_091925.pdf](#)  
[25-05\\_MJR\\_SP\\_FP\\_RESPONSE\\_Smith Cemetery\\_09-18-25.pdf](#)  
[25-05\\_MJR\\_SP\\_FP\\_PLANS REV\\_SmithCemetery\\_2025-09-18.pdf](#)  
[25-05\\_MJR\\_SP\\_FP\\_SW REPORT\\_Smith Cemetery\\_2025-09-18.pdf](#)  
[25-05\\_MEMO\\_AC&SR\\_MJR\\_SP\\_FP\\_SmithCemetery\\_091625.pdf](#)  
[25-05\\_MJR\\_SP\\_FP\\_APPL\\_Smith Cemetery\\_09-02-25.pdf](#)  
[25-05\\_MJR\\_SP\\_FP\\_PLANS\\_Smith Cemetery\\_2025-08-29.pdf](#)

6. [PB 25-061](#) #25-18 250 Windham Center Road Condos - Major Subdivision & Site Plan - Preliminary Plan Review - 250 Windham Center Road - Casco Bay Holdings, LLC  
The application is for a 6-unit residential condominium development in 3 duplex buildings on a 3.26 acre property. The development will have a 400-foot private access driveway and be served by public water, private wastewater disposal systems, and underground utilities. Subject property is identified as Tax Map: 12; Lot: 52-A; Zone: Windham Center (WC) in the Black Brook watershed.

**Attachments:**

[25-18\\_250WindhamCtrCondos\\_PB\\_MEMO\\_MJR\\_SUB\\_SP\\_PP\\_091925.pdf](#)  
[25-18\\_MEMO\\_AC&SR\\_MJR\\_SUB-SP\\_PP\\_250WindhamCenterRd\\_091725.pdf](#)  
[25-18\\_250WindhamCenter\\_SurveySigned\\_250917.pdf](#)  
[25-18\\_MJR\\_SUB-SP\\_PP\\_APPL\\_250WindhamCenterRd\\_2025\\_9\\_2\\_R.pdf](#)  
[25-18\\_MJR\\_SUB-SP\\_PP\\_PLANS\\_250WINDHAMCENTERRD\\_2025\\_9\\_2\\_R.pdf](#)

## **Continuing Business**

*In accordance with the Rules of the Planning Board, no public comment shall be allowed during the Continuing Business portion of the meeting, except as requested by the Board. Please send written comments by mail or email to PlanningBoard@windhammaine.us*

7. [PB 25-049](#)

#25-01 Dolley Farm Subdivision - Major Site Plan & Subdivision - Final Plan Review - River Road - 25 River Road, LLC  
This application is for a 42-unit residential condominium development on a 30.82-acre property. The development will have an access drive to the 21 duplex buildings. All units will be served by private on-site septic systems, and public water will be extended 400-feet in River Road to service the dwellings. The subject property is identified as Tax Map: 5; Lot: 25; Zone: Medium-density Residential (RM) zoning district in the Presumpscot River watershed.

Attachments:

[25-01\\_MJR\\_SUB-SP\\_FP\\_PB\\_MEMO\\_DolleyFarm\\_091825.pdf](#)  
[25-01\\_MJR\\_SUB\\_SP\\_FP\\_PLANS\\_REV\\_Dolley Farm\\_2025\\_9\\_16\\_R.pdf](#)  
[DEP\\_Dolley Farm L100277-0001.pdf](#)  
[25-01\\_MJR\\_SUB\\_SP\\_FP\\_RESPONSE\\_Dolley Farm\\_2025\\_8\\_21.pdf](#)  
[25-01\\_MJR\\_SUB\\_SP\\_FP\\_PLANS\\_REV\\_Dolley Farm\\_2025\\_8\\_21.pdf](#)  
[TE Response to Public Comment\\_082025.pdf](#)  
[25-01\\_MJR\\_SUB\\_SP\\_FP\\_PLANS\\_REV\\_Dolley Farm\\_2025\\_8\\_18.pdf](#)  
[25-01\\_MJR\\_SUB\\_SP\\_FP\\_RESPONSE\\_Dolley Farm\\_2025\\_8\\_18.pdf](#)  
[25-01\\_MEMO\\_AC&SR\\_MJR\\_SUB-SP\\_FP\\_Dolley Farm\\_080525.pdf](#)  
[25-01\\_MJR\\_SUB\\_SP\\_FP\\_RESPONSE\\_Dolley Farm\\_080425.pdf](#)  
[25-01\\_MJR\\_SUB\\_SP\\_FP\\_APPL\\_Dolley Farm\\_2025\\_7\\_21.pdf](#)  
[25-01\\_MJR\\_SUB\\_SP\\_FP\\_PLANS\\_Dolley Farm\\_2025\\_7\\_21.pdf](#)  
[25-01\\_PUBLIC\\_COMMENTS\\_Coons\\_061125.pdf](#)  
[25-01\\_PUBLIC\\_COMMENTS\\_Coons\\_070725.pdf](#)  
[25-01\\_PUBLIC\\_COMMENTS\\_Coons\\_090425.pdf](#)

8. [PB 25-062](#)

#25-22 Franklin Drive Solar Development - Major Site Plan - Final Plan Review - Franklin Drive - New Gen Estates, LLC  
The application is for a 425kW large-scale ground-mounted solar energy system comprised of 640 modules on a 23.94 acre property to power the proposed residential development on the adjacent property. The subject property is identified as Tax Map: 18; Lot: 26-2-A03; Zone: Commercial I (C-1) in the Chaffin Pond/Little Sebago Lake watershed.

Attachments:

[25-22\\_FranklinSolar\\_MJR\\_SP\\_FP\\_PB\\_MEMO\\_091925.pdf](#)  
[25-22\\_MJR\\_SP\\_FP\\_RESPONSE\\_FranklinSolar\\_091825.pdf](#)  
[25-22\\_MEMO\\_AC&SR\\_MJR\\_SP\\_FP\\_FranklinSolar\\_091625.pdf](#)  
[25-22\\_MJR\\_SP\\_FP\\_APPL\\_Franklin Solar Development 2025-09-02.pdf](#)  
[25-22\\_MJR\\_SP\\_FP\\_PLANS\\_FranklinSolarDevelopment\\_2025-09-02.pdf](#)  
[25-22\\_MJR\\_SP\\_FP\\_SW Report\\_FranklinSolarDevelopment\\_2025-09-02.pdf](#)

## **New Business**

*In accordance with the Rules of the Planning Board, no public comment shall be allowed during the New Business portion of the meeting, except as requested by the Board. Please send written comments by mail or email to [PlanningBoard@windhammaine.us](mailto:PlanningBoard@windhammaine.us)*

9. [PB 25-063](#) #25-23 Roosevelt Trail Commercial - Amended Major Site Plan - Sketch Plan Review - Roosevelt Trail - Lussier Apartments, LLC  
This application is to construct a 4,980 square foot building with associated parking for a contractor services use on a 1.25 acre property. The plan is an amendment to a major site plan approved by the Planning Board on June 12, 2006 (North Business Park). Subject property is identified as Tax Map: 10A: Lot: 25A; Zone: Commercial III (C-3) in the Colley Wright Brook watershed.

**Attachments:**

[25-23 AMD SP SKP PB MEMO RooseveltCommercial\\_091825.pdf](#)  
[25-23 Lussier Site Sketch Plan 2025 9 17.pdf](#)  
[25-23 AMD SP SKP APPL Roosevelt Trail Commercial 2025 9 2.pdf](#)  
[25-23 AMD SP SKP PLANS Roosevelt Commercial 2025 9 2.pdf](#)  
[North Business Park plans 05-2006.pdf](#)

## **Other Business**

### **10. Adjournment**

*The Planning Board will review the remaining agenda items at 9:30 pm and may decide not to consider any other items after 10:00 pm. Items not considered by the Board will be postponed until the next available Planning Board agenda. Meetings that are cancelled because of weather will be noted on the local cable channel (wccgtv7) or Channel 6. Meeting cancellations will be forwarded to these stations by 4:30 pm. If you have special needs due to a disability, please notify us at (207) 894-5960 ext. 2.*