



Town of Windham

Town Offices
8 School Road
Windham, Maine

Meeting Agenda

Planning Board

Monday, September 22, 2025

6:00 PM

Council Chambers

Draft Agenda - Subject to Change

Final Agenda will be posted on September 18, 2025

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

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

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 Article 12 NorthWindhamSidewalkImpact Fee \(](#)
[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 ORIGINAL_120-1202_SidewalkImpactFees_062425 \(DW rev'd 2025.07.2](#)
[Master Fee Schedule - \(Uncategorized\) - 2023 - Master Fee Schedule_02425.p](#)
[WI1257-120e Appendix E, North Windham Sidewalk Impact Fee Methodology.p](#)

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 MEMO AC&SR MJR SP FP SmithCemetery 091025.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 MJR SUB-SP PP AC&SR MEMO 250WindhamCenterRd 091125.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_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_MEMO_AC&SR_MJR_SP_FP_FranklinSolar_091125.pdf](#)
[25-22_MJR_SP_FP_APPL_FranklinSolarDevelopment_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

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_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