

July 31, 2026

Mr. Rocy Risbara
Windham Village Phase 1 Condominium LLC
PO Box 188
Scarborough, ME 04070

RE: #23-18 – Approval Letter – Second Minor Change Request – Windham Village Apartments –
10 Stillwater Drive

Dear Mr. Risbara:

This letter confirms the Town's approval of the second minor change request for the #23-18 Windham Village Apartments project and approved on July 1, 2026.

Approved Minor Change. The approved change authorizes one centralized clustered mailbox unit for Condominium Unit 1. The unit will include approximately 48 standalone mailboxes on a concrete pad near the project entrance and will be constructed in accordance with USPS standards, as shown on Revised Sheet C101. Condominium Units 2 and 3 will continue to use the internal mail rooms in Building 10. The property is Tax Map 70, Lot 1A, in the Commercial I (C-1) zoning district and Presumpscot River watershed.

Review and Approval. The minor change request was reviewed and approved by the Town Engineer. Section 120-815F of the Land Use Ordinance allows minor changes to approved plans when necessary to address field conditions, provided the changes do not affect compliance with applicable standards or alter the essential nature of the approved proposal.

If you have any questions, please feel free to contact me at 207-777-1927 or sjpuleo@windhammaine.us.

Sincerely,



Stephen J. Puleo
Planning Director

CC Via email: D. Gagnon, LJB Engineering
 N. Thomsen, Town Planner
 A. Lessard, Assistant Town Manager
 J. Rioux, Director of Code Enforcement
 M. Darby, Code Permit Manager
 M. Arienti, Town Engineer
 L. Fisher, Planning Assistant