

DATE: May 7, 2026

TO: Windham Town Council  
THROUGH: Bob Burns, Town Manager  
FROM: Amanda Lessard, Assistant Town Manager  
Cc: Windham Planning Board  
Steve Puleo, Planning Director

RE: Planning Board Recommendation #26-07 Land Use Ordinance Amendments to Article 12  
Impact Fees - North Route 302 Road Improvements Impact Fee

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At the Planning Board meeting on [April 27, 2026](#), a public hearing was held on the attached proposed amendment to Chapter 120 Land Use [§ 120-1204K](#) to extend the time limit of the North Route 302 road improvements impact fee to July 1, 2031.

The [§ 120-1204](#) North Route 302 road improvements impact fee was adopted on April 8, 2014 as a means of financing the capital improvements to realign Anglers Road with White's Bridge Road as stated in the [North 302 Corridor Plan](#). The fee is applicable to all new development located in the collection areas shown on North Route 302 Road Improvement Impact Fee Collection Areas Map ([Appendix J](#) of Chapter 120 Land Use). In accordance with § 120-1204K the fee shall remain in effect until the Town has collected \$150,000 in fees (as adjusted for construction cost inflation) or until July 1, 2026, whichever comes first, unless such dollar amount is increased or time limit is extended by vote of the Town Council. The Town has not yet collected the specified amount of fees and is proposing to extend sunset date to July 1, 2031.

### **Zoning Amendment Process**

As required by [§ 120-107](#) of the Land Use Ordinance, the Ordinance may be amended in accordance with the Town Charter following the review and recommendation of the Planning Board. There are no specific standards in the 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.

### **Planning Board Review and Recommendation**

No members of the public spoke for or against the proposed amendment during the Planning Board's public hearing held on April 27, 2026.

The Board discussed that the amendment was understandable in order to collect the \$150,000 and that impact fees are a reallocation of taxes. Following discussion of the proposed changes, the Board made the following motion:

To recommend for approval of proposed amendments to the Land Use Ordinance Chapter 120 Article 12 Impact Fees to extend the time limit of the North Route 302 Road Improvements Impact Fee.

Motion: Evert Krikken  
2nd: Kathleen Brown

Vote: 3-2 (R. Yost and M. Young opposed)