

December 23, 2024

Stephen Puleo, Town Planner Town of Windham 8 School Road Windham, ME 04062

Re: Sketch Major Subdivision and Major Site Plan Applications

River Road Subdivision

25 River Road LLC - Applicant/Owner

Dear Steve:

On behalf of 25 River Road, LLC we have prepared the enclosed sketch subdivision plan and sketch site plan applications with supporting materials for Staff and Planning Board review of a proposed 44-unit residential condominium development. The 32.8-acre property to be subdivided is located on River Road and is located in the Medium Density Residential zoning district. The property is vacant land that contains no existing structures. A well exists on the property that we understand is utilized by an abutting dwelling that was originally part of this this property. A 2-acre parcel with frontage on Newhall Road will be divided from the overall parcel and conveyed prior to submitting the Subdivision Application to the Town.

We are proposing two new road entrances on River Road. The southerly road is proposed to be a Condominium Driveway to be maintained by the condominium association. The northerly road is proposed to be designed as a Local Street with a 50-foot right-of-way to accommodate a future project phase that has not yet been designed. The Condominium Association will maintain the northerly road until such time that a second phase of development is approved and constructed. We have measured sight distance at the two proposed driveway entrances and both have acceptable sight distance for the posted speed limit of 35 mph.

Each new residential dwelling will be served by public water. The existing water main in River Road will be extended approximately 400 feet to the southerly driveway entrance, and an 8-inch public water main will be extended through the project. We anticipate two new hydrants will be installed on the water main extension.

Underground electrical service will be extended through the project to serve all proposed dwelling units.

The 44 dwelling units will generate approximately 11,880 gallons per day of wastewater, and we intend to install on-site wastewater disposal fields with treatment tanks. It will be important for us to locate neighboring wells that may exist within 300 feet of the proposed leach fields and to perform a hydrogeologic analysis of the proposed leach fields to ensure that neighboring wells will not be impacted by this project. Properties located southerly and easterly of this project have public water service, but properties to the north and west are served by on-site wells.

Soils on the site are generally suitable for the proposed development as indicated on the Medium Intensity Soil Maps for Cumberland County (see attached). We have hired Mark Hampton Associates

to perform a Class-A High Intensity Soil Survey, which we will provide to the Town with our subdivision application.

At this time we do not anticipate requesting any waivers of submission requirements or waivers from the Subdivision or Site Plan Performance Standards. If it is determined that the project design requires any waivers, we will submit the required forms and explain why a waiver would meet the approval criteria outlined in the Land Use Ordinance.

We understand that the project is required to meet the Multifamily Development Standards outlined in Section 120-814. The project will include more than one building style, and the architecture will be designed to meet the fenestration requirements. There will be a large lawn area between the two proposed roadways that will be improved to provide the required open space and constructed amenities. The layout has been designed so that each driveway centerline is separated by 75 feet.

Upon your review of this information, please let us know if you have any questions or require any additional information.

Sincerely,

DM ROMA CONSULTING ENGINEERS

Dustin M. Roma, P.E.

Dustin Roma

President



Town of Windham Planning Department: 8 School Road Windham, Maine 04062 Tel: (207) 894-5960 ext. 2 Fax: (207) 892-1916 www.windhammaine.us

	SKET	CH PLA	N RE	/IEW – N	1AJ	IOI	R\MINOR	SUBDI\	/ISION A	PPLICAT	ION
FEES	S FOR SI	KETCH	APPLICA	TION FEE:		\$2	00.00	AMOU	AMOUNT PAID:		
PI	LAN REV	/IEW	REVIEW ESCROW: \$300.00 - MINOR		00.00 - MINOR	\$					
					□ \$400.00 - MAJOR		00.00 - MAJOR	DATE:			
								Office Use:		0	ffice Stamp:
PROPERTY DESCRIPTION		Parcel ID	Map#	5	Lot(s) #		25	Zoning District(s)	- 1 21/1		32.82± ACRES 1,429,975± SF
		Physical Address	RIVER RO					Watershed:	PRESUMPSCOT RIVER		
		Name	25 RIVER	ROAD LLC					PO BOX 957		
PROPEI OWNER		Phone						Mailing Address	WINDHAM, MAINE 04062		
_	MATION	Fax or Cell	(207) 31	(207) 310-8818							
		Email	JIMCUM	MINGS111@GMA	AIL.CC	M					
APPLIC	ANT'S	Name	SAME AS OWNER					Name of Business	25 RIVER ROAD LLC		
INFORM	MATION	Phone									
-	(IF DIFFERENT FROM OWNER)							Mailing Address	PO BOX 957 WINDHAM, MAINE 04062		
		Email							WINDHAM, MAINE 04002		
		Name	DUSTIN M. ROMA					Name of Business	DM ROMA CO	NSULTING ENGI	NEERS
APPLICA AGENT	ANT'S	Phone							PO BOX 1116, WINDHAM, MAINE 04062		
INFORM	MATION	Fax or Cell	(207) 310-0506				Mailing Address				
		Email	DUSTIN@DMROMA.COM								
	_	and Use <i>(Use</i> TTACHED PR		oer, if necessary	y):						
PROJECT INFORMATION		Provide a narrative description of the Proposed Project (Use extra paper, if necessary): PLEASE ATTACHED PROJECT NARRATIVE									
g S	paper, if n	Provide a narrative description of construction constraints (wetlands, shoreland zone, flood plain, non- conformance, etc. Use extra paper, if necessary): PLEASE ATTACHED PROJECT NARRATIVE									



SKETCH PLAN MAJOR\MINOR SUBDIVISION APPLICATION REQUIREMENTS

Section 120-910 of the Land Use Ordinance

The submission shall contain, five (5) copies of following information, including full plan sets. Along with one (1) electronic version of the entire submission unless a waiver of a submission requirement is granted.

The Sketch Plan document/map:

A) Plan size: 24" X 36"

B) Plan Scale: No greater 1":100'

C) Title block: Applicant's name and address

- Name of preparer of plans with professional information
- Parcel's tax map identification (map and lot) and street address, if

available

 Complete application submission deadline: three (3) weeks prior to the desired Planning Board or Staff Review Committee meeting.

- Five copies of application and plans

- Application Payment and Review Escrow

Pre-submission meeting with the Town staff is required.

Contact information:

Windham Planning Department (207) 894-5960, ext. 2
Steve Puleo, Town Planner sipuleo@windhammaine.us
Amanda Lessard, Planning Director allessard@windhammaine.us

APPLICANT/PLANNER'S CHECKLIST FOR SKETCH PLAN REVIEW REQUIREMENTS

SUBMITTALS THAT THE TOWN PLANNER DEEMS INCOMPELTE IN CONTENT WILL NOT BE SCHEDULED FOR PLANNING BOARD REVIEW.

The following checklist includes items generally required for development by the Windham's LAND USE ORDINANCE, Section 120-910. Due to projects specifics, are required to provide a complete and accurate set of plans, reports and supporting documentation.

IT IS THE RESPONSIBILITY OF THE APPLICANT TO PRESENT A CLEAR UNDERSTANDING OF THE PROJECT.

NOTE TO APPLICANT: PRIOR TO THE SITE WALK, TEMPORARY MARKERS MUST BE ADEQUATELY PLACED THAT ENABLE THE PLANNING BOARD TO READILY LOCATE AND APPRAISE THE LAYOUT OF DEVELOPMENT (SEE RULES OF PLANNING BOARD FOR MORE SPECFICS, PER SECTIONS 120-906C(3) and 120-907A(2)(b)[2]).

documentation.					
Submission Requirements:	Applicant	Staff		Applicant	Staff
a) Completed Sketch Plan Application form			h) Copy of portion of the USGS topographic map of the area, showing the boundaries of the proposed subdivision.		
b) Proposed Project Conditions:			 i) An existing resources inventory and site analysis sketch plan for conservation subdivisions as described in § 120-911K(3) 		
- Condition of the site			j) Copy of that portion of the Cumberland County		
- Proposed use			Medium Intensity Soil Survey covering the proposed subdivision, showing the boundaries of the proposed subdivision Submit initialed form regarding additional fees, from applicant intro packet		
			Plan Requirements		
- Constraints/opportunities of site			Name of subdivision, north arrow, date and scale.		
Outline any of the follow			2. Boundary and lot lines of the subdivision.		
- Traffic Study			Approximate location, width, and purpose of easements or restrictions.		
- Utility Study					
- Market Study			4. Streets on and adjacent to the tract.		
c) Name, address, phone for record owner and applicant			5. Approximate location and size of existing utilities on and		
d) Names and addresses of all consultants working on the project			adjacent to the tract, including utility poles and hydrants (if none, so state).		
e) Evidence of right, title, or interest in the property					
f) Evidence of payment of Sketch Plan fees and escrow deposit			6. Existing buildings, structures, or other improvements on the		
g) Any anticipated waiver requests (Section 120-908)			site.		
Waivers from Submission Criteria. Will the applicant be requesting waivers from the "Submission information for which a Waiver May be Granted"?					
 If yes, submit letter with waivers being requested, along with a completed "Performance & design Standards Waiver Request Form. 			7. Major natural features of the site, approximated by the applicant including wetlands, streams and ponds, floodplains, groundwater aquifers, treelines, significant wildlife habitat and fisheries, and any other important		
Waivers from Subdivision Performance Standards in <u>Section</u> 120-911 of the Land Use Ordinance.			features.		
- If yes, submit letter with the waivers being requested, along with a completed "Performance			PDF Electronic Submission		П
and Design Standards Waiver Request" form.	1	1	PDF Electronic Submission		_

The undersigned	hereby makes	application	to the T	own of	. Windham	for	approval	of the	proposed	project	and decla	res the	foregoi	าg to be
rue and accurat	e to the best of	his/her knov	vledae.											

APPLICANT OR AGENT'S SIGNATURE

DATE

12-23-2024

DUSTIN M. ROMA - PRESIDENT DM ROMA

PLEASE TYPE OR PRINT NAME



Town of Windham Planning Department: 8 School Road Windham, Maine 04062 Tel: (207) 894-5960 ext. 2 Fax: (207) 892-1916 www.windhammaine.us

SKETCH PLAN - MAJOR SITE PLAN REVIEW APPLICATION **AMOUNT PAID: APPLICATION FEE:** X \$200.00 **FEES FOR SKETCH PLAN REVIEW** \$400.00 **REVIEW ESCROW:** DATE: ____ Office Use: Office Stamp **Total Land** 32.82± ACRES Zoning Parcel ID Map(s) # Lot(s)# 1.429.975± SF District(s) Area SF **PROPERTY** 40,480± SF Est. Building SF: 255,229± SF No Building; Est. SF of Total Development: Total Disturbance. >1Ac **DESCRIPTION Physical RIVER ROAD** PRESUMPSCOT RIVER Watershed: WINDHAM, MAINE Address: Name of 25 RIVER ROAD LLC 25 RIVER ROAD LLC Name: **Business: PROPERTY** Phone: PO BOX 957 Mailing **OWNER'S** WINDHAM, MAINE 04062 Address: **INFORMATION** (207) 310-8818 Fax or Cell: Email: JIMCUMMINGS111@GMAIL.COM Name of SAME AS OWNER Name: **Business: APPLICANT'S INFORMATION** Phone: Mailing (IF DIFFERENT Address: Fax or Cell: ---FROM OWNER) Email: Name of DUSTIN M. ROMA DM ROMA CONSULTING ENGINEERS Name: **Business: APPLICANT'S** Phone: PO BOX 1116, (207) 591-5055 Mailing **AGENT** WINDHAM, MAINE 04062 Address: **INFORMATION** Fax or Cell: (207) 310-0506 DUSTIN@DMROMA.COM Email: Existing Land Use (Use extra paper, if necessary): PLEASE ATTACHED PROJECT NARRATIVE Provide a narrative description of the Proposed Project (Use extra paper, if necessary): PROJECT INFORMATION PLEASE ATTACHED PROJECT NARRATIVE Provide a narrative description of construction constraints (wetlands, shoreland zone, flood plain, non-conformance, etc.): PLEASE ATTACHED PROJECT NARRATIVE



SKETCH PLAN REVIEW REQUIREMENTS FOR A MAJOR SITE PLAN APPLICATION

Section 120-811 of the Land Use Ordinance

The submission shall contain five (5) copies of the following information, including full plan sets. Along with one (1) electronic version of the

entire submission unless a waiver of a submission requirement is granted.								
The Sketch Pla	an document/map:		 Five copies of application and plans 					
A) Plan size:	24" X 36"		 Application Payment and Review Escrow 					
B) Plan Scale: No greater 1":100'		 Pre-submission meeting with the Town staff is required. 						
C) Title block:	Applicant's name and address	 Contact information: 						
Name of prepare	r of plans with professional information	Windham Planning Department	(207) 894-5960, ext. 2					
Parcel's tax map	identification (map and lot) and street address, if available.	Steve Puleo, Town Planner	sjpuleo@windhammaine.us					

Board or Staff Review Committee meeting.

sipuleo@windhammaine.us Amanda Lessard, Planning Director allessard@windhammaine.us

APPLICANT/PLANNER'S CHECKLIST FOR SKETCH PLAN REVIEW REQUIREMENTS

SUBMITTALS THAT THE TOWN PLANNER DEEMS INCOMPELTE IN CONTENT WILL NOT BE SCHEDULED FOR PLANNING BOARD REVIEW.

Complete application submission deadline: three (3) weeks prior to the desired Planning

The following checklist includes items generally required for development by the Town of Windham's LAND USE ORDINANCE, Sections 811, 812, & 813. Due to projects specifics, are required to provide a complete and accurate set of plans, reports and IT IS THE RESPONSIBILITY OF THE APPLICANT TO PRESENT A CLEAR UNDERSTANDING OF THE PROJECT.

NOTE TO APPLICANT: PRIOR TO THE SITE WALK, TEMPORARY MARKERS MUST BE ADEQUATELY PLACED THAT ENABLE THE PLANNING BOARD TO READILY LOCATE AND APPRAISE THE LAYOUT OF DEVELOPMENT (SEE RULES OF PLANNING BOARD FOR MORE SPECFICS, PER SECTION 120-807D(2)).

supporting documentation (as listed in the checklist	below)				
Submission Requirements:	Applicant	Staff	Submission Requirements (continued)	Applicant	Staff
a) Completed Sketch Plan Application form			-If yes, submit letter with the waivers being requested, along with	2000000	p
b) Proposed Project Conditions:			a completed "Performance and Design Standards Waiver		L
b) Froposed Froject Conditions.	proving	2000009	Request" form.		
- Condition of the site			Plan Requirements		
- Proposed use			Please note: the Sketch Plan does not need to be surveyed. However, if it is surveyed, please refer to the GIS requirements for Final Plan review. It may be in the applicant's interest to obtain the required GIS data while the surveyor is on site		
			1] The name of the development, North arrow, date, and scale.		
- Constraints/opportunities of site	i3	l	2] The boundaries of the parcel.		
Outline any of the follow			3] The relationship of the site to the surrounding area.		
- Traffic Study			4] The topography of the site at an appropriate contour interval depending on the nature of the use and character of the site (in many instances, submittal of the applicable USGS ten-foot contour map will be adequate).		
- Utility Study			5] The approximate size and location of major natural features of	şmmq	ş8
- Market Study			the site, including wetlands, streams, ponds, floodplains, groundwater aquifers, significant wildlife habitats and fisheries or other important natural features (if none, so state).		
c) Name, address, phone for record owner and applicant			6] Existing buildings, structure, or other improvements on the site (if none, so state).		
d) Names and addresses of all consultants working on the project.			7] Existing restrictions or easements on the site (if none, so state).		
e) Evidence of right, title, or interest in the property			 Approximate location and size of existing utilities on and adjacent to the tract, including utility poles and hydrants (if none, so state) 		
f) Evidence of payment of Sketch Plan fees and escrow deposit			9] A Class D medium-intensity soil survey (information from the most current soil survey for Cumberland County, Maine, is		
g) Any anticipated waiver requests (Section 120-808)			acceptable).		
Waivers from Submission Criteria. Will the applicant be requesting waivers from the "Submission information for which a Waiver May be Granted"?			10] The location and size of proposed buildings, structures, access drives, parking areas, and other development features (if	pooor	20000
 If yes, submit letter with waivers being requested, along with a completed "Performance & design Standards Waiver Request Form. 			applicable).	***************************************	*******
Waivers from Subdivision Performance Standards in <u>Section</u> 120-812 of the Land Use Ordinance.			PDF Electronic Submission		

The undersigned hereby n	nakes application to the	Town of Windham	or approval of t	the proposed proje	ct and declares the foregoi	ing to be tru
and accurate to the best of	f ḥis/her knowledge.					

DUSTIN M. ROMA - PRESIDENT DM ROMA

APPLICANT OR AGENT'S SIGNATURE

DATE

PLEASE TYPE OR PRINT NAME

December 23, 2024

Re: Agent Authorization

River Road Residential Development

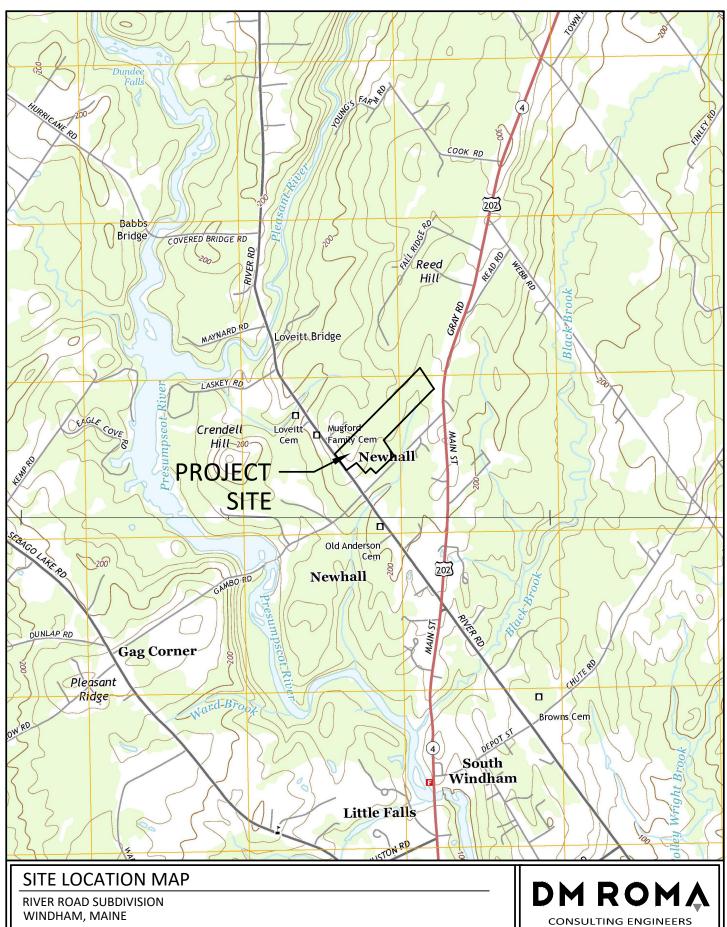
Windham, Maine

I am an authorized member of 25 River Road, LLC, the applicant for a proposed residential project located off of River Road in Windham, Maine. The property is an approximately 32.8±-acre parcel identified as Lot 25 on the Town of Windham Assessor's Map 5. I have retained the services of Dustin Roma and DM Roma Consulting Engineers to act as our agent to apply for land use permits associated with the development of the property.

Singerely,

Jim Cummings

Member of 25 River Road, LLC



FOR RECORD OWNER: 25 RIVER ROAD LLC PO BOX 957 WINDHAM, MAINE, 04062

SCALE: 1"=2000' DATE: 12-23-2024 JOB NUMBER: 24047 P.O. BOX 1116 WINDHAM, ME 04062

(207) 591-5055

QUITCLAIM DEED

(with covenant)

DLN: 2109453

CHARLES R. HADDOCK ("Grantor"), an individual residing in Windham, Maine, with a mailing address of 472 River Road, Windham, ME 04062, for consideration paid, grants to 25 RIVER ROAD LLC, a Maine limited liability company with a mailing address of P.O. Box 957, Windham, ME 04062, with Quitclaim Covenant, the real property located on and near River Road in the Town of Windham, Cumberland County, Maine, more particularly described on Exhibit A.

Meaning and intending to convey the premises conveyed to Grantor by two deeds, the first from Hazel T. Haddock to the said Hazel T. Haddock, the Grantor and Warren B. Haddock, which deed is dated October 11, 2005 and recorded in the Cumberland County Registry of Deeds in Book 23629, Page 192, and the second from Warren B. Haddock to the Grantor, dated March 20, 2020 and recorded in the Cumberland County Registry of Deeds in Book 36545, Page 301.

IN WITNESS WHEREOF, the Grantor has executed this deed under seal as of November 26, 2024.

State of Maine County of Cumberland, ss

Date: November 26,2024

Then personally appeared the above-named Charles R. Haddock and acknowledged the foregoing instrument to be his free act and deed.

Before me,

Notary Public

Printed Name

Date Commission Expires:

DAVID E. CURRIER NOTARY PUBLIC MAINE

My Commission Expires January 6, 2030

DOC:45297 BK:41151 PG:336

RECEIVED - RECORDED, CUMBERLAND COUNTY REGISTER OF DEEDS

11/27/2024, 09:26:44A

Register of Deeds Jessica M. Spaulding E-RECORDED

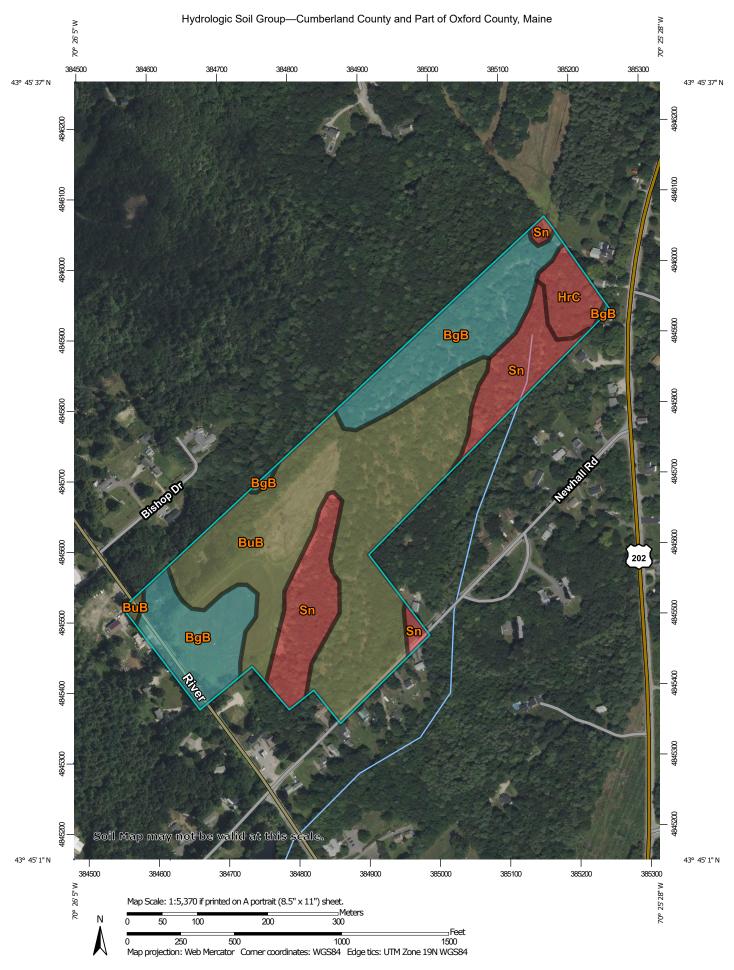
Exhibit A

Charles R. Haddock to 25 River Road LLC

A certain lot or parcel of land with the buildings thereon situated in said Windham, County of Cumberland, and State of Maine, and being a part of the former homestead farm of the late John Dolley, bounded and described as follows:

Beginning at a point on the northerly side of Newhall Road at the southeasterly corner of land now or formerly owned by Edward W. Thayer, thence northerly and westerly by land of said Edward W. Thayer to the easterly side of the River Road; thence northerly by said easterly side of River Road to land now or formerly of Christian Kragelund; thence easterly by said Kragelund land to land now or formerly of the heirs of Daniel Plummer; thence southerly by said land of Plummer and land of Ralph and Lillian Prescott to land believed to be owned now or formerly by Arthur E. Cobb; thence westerly by land of Arthur E. Cobb, and lands now or formerly of William H. Cobb, Robert York, and Gordon Mains, et. al. to a corner; thence southerly and along said land of Gordon Mains et al. to the northerly side of Newhall Road; thence westerly by the northerly side of Newhall Road to land now or formerly of Warren A. Knight et al.; thence northerly, westerly, and southerly by said land of Warren A. Knight et al. to the northerly side of Newhall Road; thence westerly by the northerly side of Newhall Road; thence westerly by the northerly side of Newhall Road to the point of beginning containing thirty-nine (39) acres, more or less.

Excepting therefrom a portion of said premises conveyed by Charles R. Haddock and Warren B. Haddock to Charles R. Haddock dated August 28, 2018 and recorded in the Cumberland County Registry of Deed in Book 35132, Page 317.



MAP LEGEND MAP INFORMATION The soil surveys that comprise your AOI were mapped at Area of Interest (AOI) С 1:24.000. Area of Interest (AOI) C/D Soils Warning: Soil Map may not be valid at this scale. D **Soil Rating Polygons** Enlargement of maps beyond the scale of mapping can cause Not rated or not available Α misunderstanding of the detail of mapping and accuracy of soil **Water Features** line placement. The maps do not show the small areas of A/D contrasting soils that could have been shown at a more detailed Streams and Canals Transportation B/D Rails ---Please rely on the bar scale on each map sheet for map measurements. Interstate Highways C/D Source of Map: Natural Resources Conservation Service **US Routes** Web Soil Survey URL: D Major Roads Coordinate System: Web Mercator (EPSG:3857) Not rated or not available -Local Roads Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts Soil Rating Lines Background distance and area. A projection that preserves area, such as the Aerial Photography Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required. This product is generated from the USDA-NRCS certified data as of the version date(s) listed below. Soil Survey Area: Cumberland County and Part of Oxford County, Maine Survey Area Data: Version 21, Aug 26, 2024 Soil map units are labeled (as space allows) for map scales 1:50,000 or larger. Not rated or not available Date(s) aerial images were photographed: Jul 22, 2021—Oct 7, **Soil Rating Points** 2021 The orthophoto or other base map on which the soil lines were A/D compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident. B/D

Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
BgB	Nicholville very fine sandy loam, 0 to 8 percent slopes	С	11.6	27.0%
BuB	Lamoine silt loam, 3 to 8 percent slopes	C/D	21.7	50.4%
HrC	Lyman-Tunbridge complex, 8 to 15 percent slopes, rocky	D	1.9	4.4%
Sn	Scantic silt loam, 0 to 3 percent slopes	D	7.9	18.2%
Totals for Area of Inter	rest	1	43.1	100.0%

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher