

PLANNING BOARD MEMO

DATE: April 16, 2026

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

RE: #26-07 Land Use Ordinance Amendments to Article 12 Impact Fees - North Route 302
Road Improvements Impact Fee
Planning Board Public Hearing April 2, 2026

Overview

The Town is proposing an amendment to Chapter 120 Land Use [§ 120-1204K](#) to extend the time limit of the North Route 302 road improvements impact fee.

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 proposed amendment requires Planning Board review and recommendation. There are no specific standards in the Town 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](#).

The Planning Board must hold a public hearing prior to making a recommendation on this item to the Town Council. The Town Council will need to vote on the proposed changes to the Land Use Ordinance for the changes to be officially approved.

A public hearing is scheduled for the April 27, 2026, Planning Board meeting. After the public hearing and discussion by the Board, the Planning Board may vote on a recommendation to the Town Council similar to the following:

MOTION: To (**recommend/recommend with comments/not recommend**) approval of the 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.