

April 2nd, 2026

Town of Windham
Planning Board
8 School Road
Windham, ME 04062

**RE: Riding to the Top Therapeutic Riding Center – Major Site Plan Application Review
Waiver Request for Sketch Plan Submission**

Dear Board,

On behalf of Riding to the Top Therapeutic Riding Center, we are pleased to submit a follow-up to our Sketch Plan materials following our pre-application meeting with Planning Department staff on March 30th, 2026. We appreciate the feedback and guidance provided during that discussion, and we have incorporated those comments into the project.

Riding to the Top is seeking approval for improvements that will allow the organization to better serve its clients and operate more safely and efficiently. The proposed project is intended to:

- Increase program capacity to meet growing community demand
- Update aging and outdated facility areas
- Improve the overall functionality and circulation of the site
- Enhance accessibility and operational safety for staff, volunteers, and program participants

These improvements are essential for the long-term sustainability of the organization and its ability to continue providing therapeutic riding services to Windham and Maine's Lake Region.

As discussed during the pre-application meeting, we are requesting a waiver from the requirement that all utilities be placed underground (Ch 120 Land Use Article 8 Site Plan Review § 120-812(I).) The existing overhead service runs along a private internal gravel drive, functions reliably, and does not impact circulation, accessibility, or site aesthetics. Converting this long segment to underground service would create a significant financial and construction hardship without providing a corresponding benefit to site function, safety, or visual character. All new electrical infrastructure associated with the project will be installed underground in full compliance with the ordinance. A completed Performance and Design Standards Waiver Request Form is attached with additional detail supporting this request.

We look forward to continuing to work with you on this project and please let us know if you have any questions during your review of this submission.

Regards,



Verdantas LLC
Andrew Johnston, PE, LEED AP, CEng, CEnv, MCIWEM
Senior Consultant

**TOWN OF WINDHAM
SITE PLAN APPLICATION**

**Performance Standards Waiver Request Form
(Section 808 – Site Plan Review, Waivers)**

For each waiver request from the Submission Requirements found in Section 811 and Performance Standards detailed in Section 812 of the Town of Windham Land Use Ordinance, please submit a separate copy of this form for all waivers.

Project Name:

Tax Map:

Lot(s):

**Waivers are requested from the following Performance and Design Standards
(Add forms as necessary):**

Ordinance Section	Standard	Mark which waiver this form is for
		☐
		☐
		☐
		☐
		☐

- a. Describe how a waiver from the standard indicated above will improve the ability of the project to take the property's pre-development natural features into consideration. Natural features include, but are not limited to, topography, location of water bodies, location of unique or valuable natural resources, relation to abutting properties or land uses. Attach a separate sheet if necessary.

(continues next page)

Ordinance Section: _____

b. Will the waiver have an impact on any of the following criteria?

	Yes	No
Water or air pollution	☐	☐
Light pollution or glare	☐	☐
Water supply	☐	☐
Soil erosion	☐	☐
Traffic congestion or safety	☐	☐
Pedestrian safety or access	☐	☐
Supply of parking	☐	☐
Sewage disposal capacity	☐	☐
Solid waste disposal capacity	☐	☐
Scenic or natural beauty, aesthetics, historic sites, or rare or irreplaceable natural areas	☐	☐
Flooding or drainage issues on abutting properties	☐	☐
The Town's ability to provide the subdivision with public safety services (if subdivision)	☐	☐

If granting the waiver will result in an impact on any of the criteria above, please provide more detail below.