

# Town of Windham

Planning Department  
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Private Roads Ad Hoc Committee  
Conference Room #1, Town Office  
7:00 PM – 9:00 PM, Wednesday August 15, 2018

## MINUTES

1. Call to Order – 7:16 PM
2. Roll Call
  - a. Committee Member Present – Jones, McDonald, Phinney, Manning, Lunt-Farley, Nangle, Devoid
  - b. Staff – Earle
  - c. Public - Walker
3. Correspondence
  - a. Email with attachment from Bill Walker was included in the committee packets.
4. Invitation For Public Comment
  - a. Walker discussed his suggested changes to the private road standards with the committee.
5. Continuing Discussion
  - A. New Private Road Standard
    - a. Upgrade of Existing Private Road
    - b. Extension of Existing Private Road
    - c. Subdivision Private Road Standard For:
      - i. 11-30 Lots

### Notes From Meeting Discussion

- Phinney suggested requiring the creating of a road association prior to the issuance of any new building permits on private roads where one doesn't already exist.
- Nangle offered that the Town's attorney said that standards could come into effect once an activity took place.
  - o Waiver process where the developer would make certain upgrades to an existing road, others waived.

- Walker – The town requires a road association in subdivision and the road is turned over to the abutters.
- Devoid – For every 1' extension, require the developer to upgrade 3-4'.
- Devoid – Require pavement at intersections with certain slopes.
- Nangle began a discussion regarding Section 544 in the performance standards.
  - o Phinney – Specify 544 to call out road association and not homeowners association.
- Rework section 2 – require a professional engineer.
- Nangle – Recording of a private road plan allows for a more transparent public process.
- Devoid – All private roads go to the planning board.

6. New Business

A. Next meeting scheduled for September 5<sup>th</sup> at 7 PM in Conference Room #1.

7. Dismiss – 9:10 PM