



April 13, 2021

Jennifer Curtis, Town Planner
Town of Windham
8 School Road
Windham, ME 04062

**Re: Sketch Minor Subdivision Plan Application
4-Unit Condominium at 216 Varney Mill Road
Martin Laberge – Applicant/Owner**

Dear Jennifer:

On behalf of Martin Laberge we have prepared the enclosed sketch subdivision plan application and supporting materials for Staff and Planning Board review of a proposed 4-unit Subdivision. The property to be subdivided is a portion of 216 Varney Mill Road. The owner intends to create a 20,100 SF lot around the existing single-family house that exists on the property, and to create a 4-unit condominium on the remaining 1.6-acre portion of the property. The property is in the Medium Density Residential zoning district and each of the proposed lots will have 105 ft of road frontage on Varney Mill Road so that a new road is not required.

The dwellings will share a paved driveway which will include a hammerhead turnaround. We are proposing to construct the driveway with a 24-ft pavement surface and in conformance with the Town's standards for a Major Private Road. Each building will be served by an on-site wastewater disposal field and public water will be extended to serve the buildings from an existing water main in Varney Mill Road. Electrical service will be installed underground.

Soils on the site are well suited for infiltration and we intend to utilize stone drip edges and infiltration measures to manage stormwater runoff from the site.

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

A handwritten signature in black ink, appearing to read "Dustin M. Roma".

Dustin M. Roma, P.E.
President

Sketch Plan - Minor & Major Subdivision

Project Name: 216 VARNEY MILL ROAD

Tax Map: 19 Lot: 43-A

Number of lots/dwelling units: 4 Estimated road length: N/A

Is the total disturbance proposed > 1 acre? ☐ Yes ☒ No

Contact Information

1. Applicant

Name: MARTIN LABERGE

Mailing Address: 20 FIREFLY LANE, WINDHAM, ME 04062

Telephone: _____ Fax: _____ E-mail: _____

2. Record owner of property

X (Check here if same as applicant)

Name: _____

Mailing Address: _____

Telephone: _____ Fax: _____ Email: _____

3. Contact Person/Agent (if completed and signed by applicant's agent, provide written documentation of authority to act on behalf of applicant)

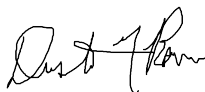
Name: DUSTIN ROMA

Company Name: DM ROMA CONSULTING ENGINEERS

Mailing Address: PO BOX 1116, WINDHAM, ME 04062

Telephone: 207-310-0506 Fax: _____ E-mail: DUSTIN@DMROMA.COM

I certify all the information in this application form and accompanying materials is true and accurate to the best of my knowledge.

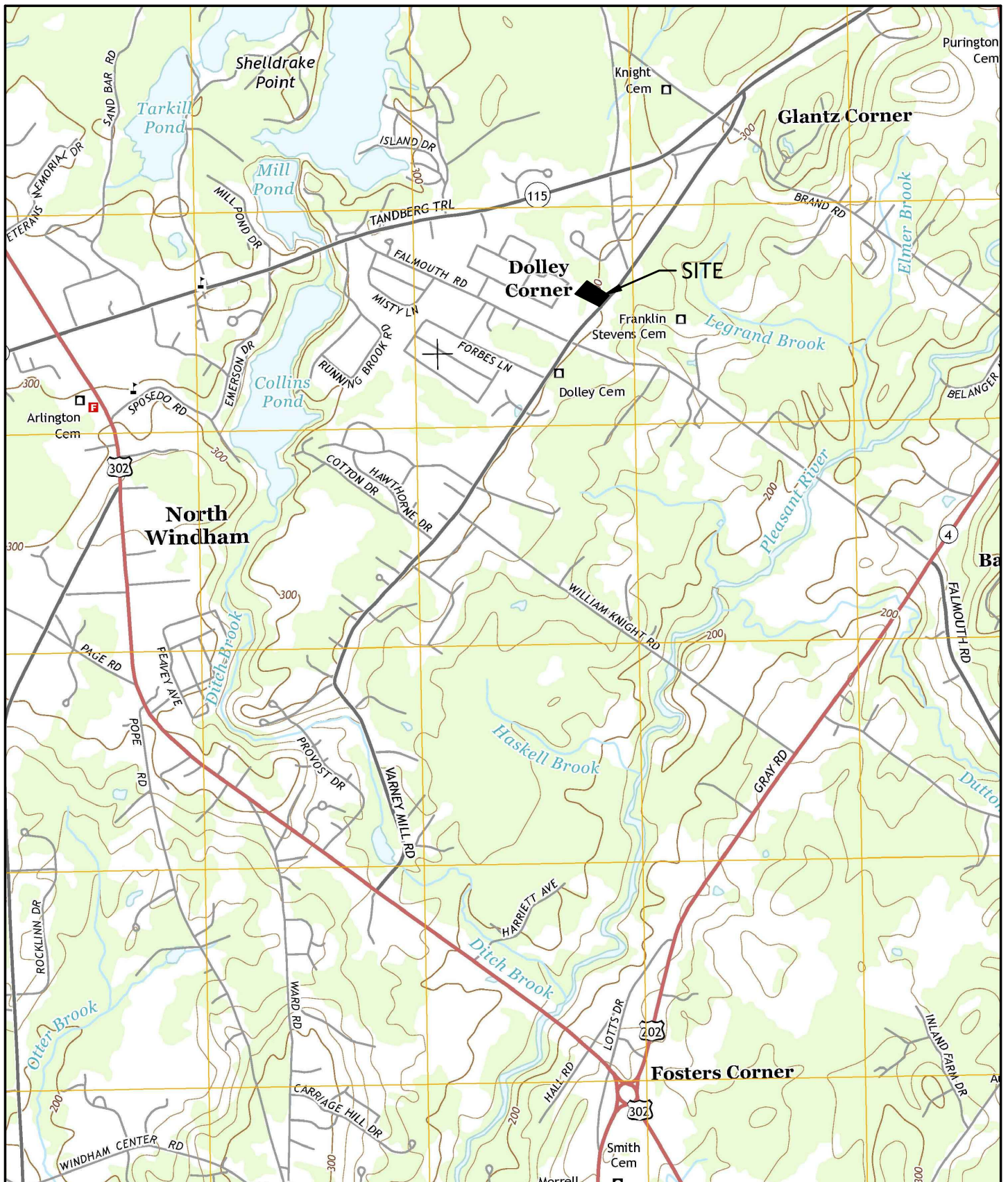


Signature

4-5-2021

Date

Sketch Plan - Minor & Major Subdivisions: Submission Requirements		Applicant	Staff
a.	Complete Sketch Plan Application form		
b.	Project Narrative		
	conditions of the site		
	number of lots		
	constraints/opportunities of site		
	Outline any of the following studies that will be completed at a future stage:		
	traffic study		
	utility study		
	market study		
c.	Name, address, phone for record owner and applicant		
d.	Names and addresses of all consultants working on the project		
e.	Evidence of right, title, or interest in the property		
f.	Evidence of payment of Sketch Plan fees and escrow deposit		
g.	Any anticipated waiver requests (Section 908)		
	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 the waivers being requested, along with reasons for each waiver request.		
	Waivers from Subdivision Performance Standards. Will the applicant be requesting waivers from any of the performance and design standards detailed in Section 911 of the Land Use Ordinance?		
	If yes, submit letter with the waivers being requested, along with a completed "Performance and Design Standards Waiver Request" form.		
h.	Copy of portion of the USGS topographic map of the area, showing the boundaries of the proposed subdivision.		
i.	Copy of that portion of the Cumberland County 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		
j.	Plan Requirements		
1	Name of subdivision, north arrow, date and scale		
2	Boundary and lot lines of the subdivision		
3	Approximate location, width, and purpose of easements or restrictions		
4	Streets on and adjacent to the tract.		
5	Approximate location and size of existing utilities on and adjacent to the tract, including utility poles and hydrants (if none, so state).		
6	Existing buildings, structures, or other improvements on the site		
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 features.		
Electronic Submission			



SITE LOCATION MAP

216 VARNEY MILL ROAD
WINDHAM, MAINE

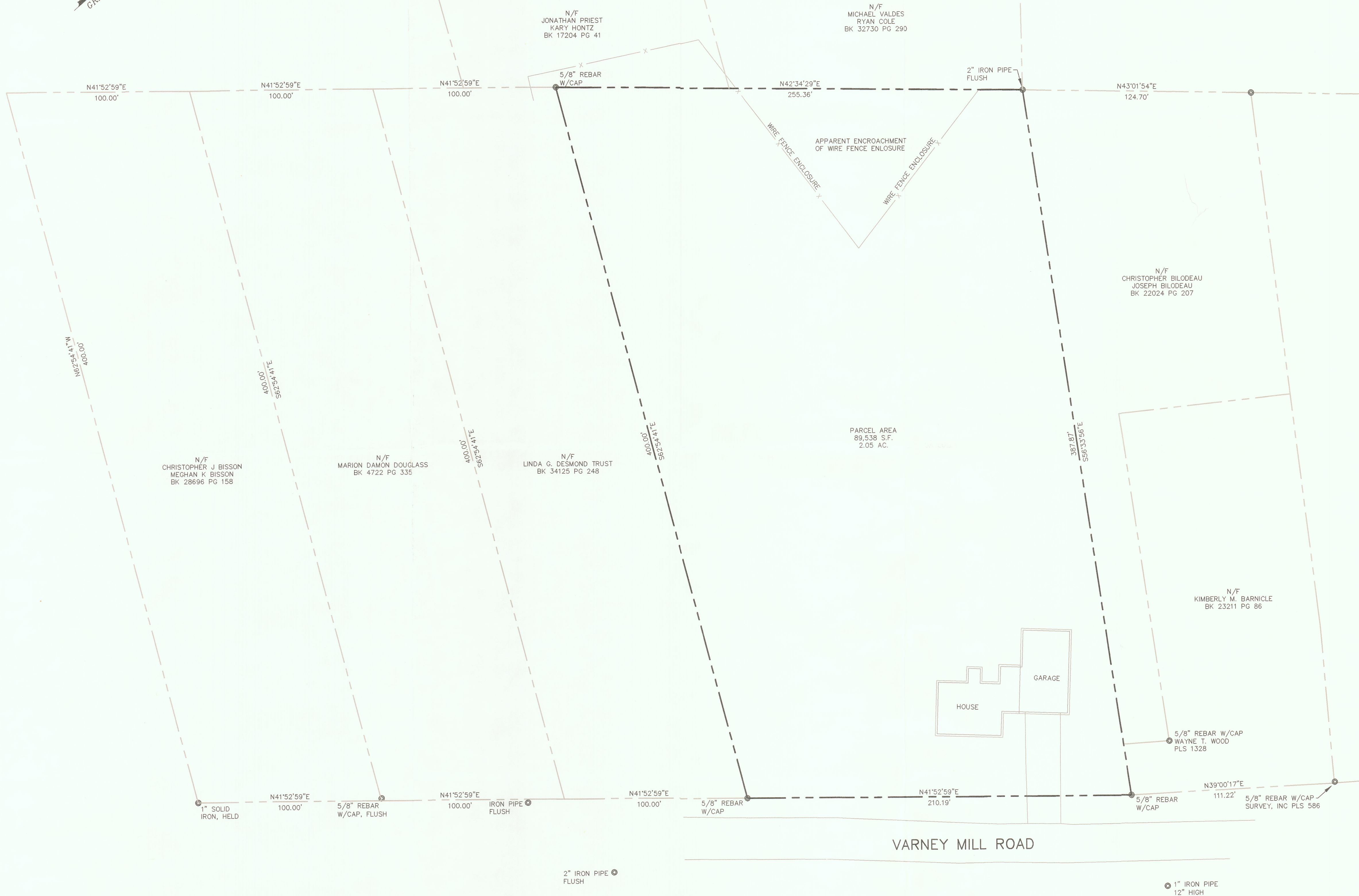
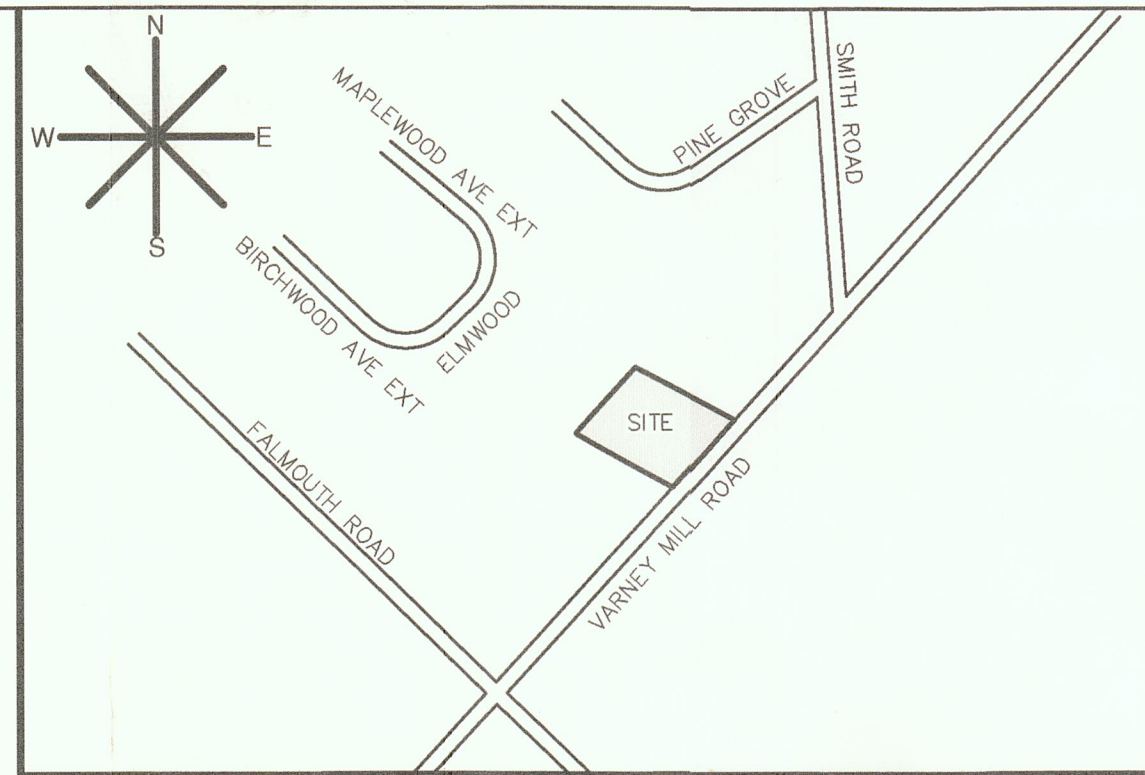
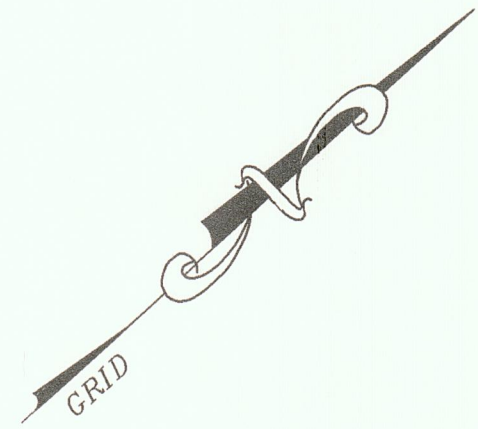
FOR RECORD OWNER:
MARTIN J. LABERGE
20 FIREFLY LANE
WINDHAM, ME 04062

SCALE: 1"=2,000'
DATE: 4-13-2021
JOB NUMBER: 19060

DM ROMA

CONSULTING ENGINEERS

P.O. BOX 1116
WINDHAM, ME 04062
(207) 310 - 0506



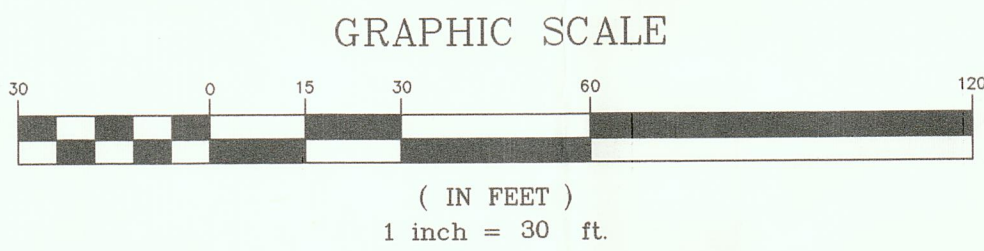
GENERAL NOTES

- 1) THE RECORDS OWNER OF THE PROPERTY IS WINDHAM PLAINS BAPTIST CHURCH AS DESCRIBED IN A DEED RECORDED AT THE CUMBERLAND COUNTY REGISTRY OF DEEDS IN BOOK 33698 PAGE 60.
- 2) THE PROPERTY IS LOCATED ON THE TOWN OF WINDHAM TAX MAP 19 BEING DEPICTED AS LOT 43 A.
- 3) THE BEARINGS AND NORTH ORIENTATION SHOWN HEREON IS BASED UPON GRID NORTH, NORTH AMERICAN DATUM OF 1983 MAINE WEST ZONE.
- 4) PLAN REFERENCES:
 - A) SUBDIVISION PLAN OF WRIGHT PROPERTY DATED THROUGH FEBRUARY 10, 1997 BY SEBAGO TECHNICS, INC AND RECORDED IN PLAN BOOK 197 PAGE 58.
 - B) PLOT PLAN OF PINEWOOD ACRES EXTENSION DEVELOPED BY PINEWOOD REALTY DATED AUGUST 1971 BY THOMAS VARNEY AND RECORDED IN PLAN BOOK 88 PAGE 40.
 - C) PLAN OF PROPERTY IN WINDHAM, MAINE MADE FOR CLARENCE E. & JEAN MCNAMARA DATED JULY 29, 1991 BY ROBERT J. CYR AND RECORDED IN PLAN BOOK 191 PAGE 59.
- 5) THE PROPERTY IS SUBJECT TO AND BENEFITED BY ALL MATTERS OF RECORD ON FILE AT THE CUMBERLAND COUNTY REGISTRY OF DEEDS.
- 6) THE PARCEL AREA IS APPROXIMATELY 89,853 S.F. OR 2.06 ACRES.
- 7) THE PROPERTY IS LOCATED IN THE TOWN OF WINDHAM MEDIUM DENSITY RESIDENTIAL DISTRICT (RM) ZONING DISTRICT. THE SPACE AND BULK REQUIREMENTS FOR THE RM ZONING DISTRICT ARE AS FOLLOWS:

MINIMUM LOT SIZE:	20,000 S.F.(PUBLIC WATER)
MINIMUM STREET FRONTAGE:	30,000 S.F. (WELL)
MINIMUM FRONT SETBACK:	100 FEET
MINIMUM SIDE YARD SETBACK:	30 FEET
MINIMUM REAR YARD SETBACK:	10 FEET
MAXIMUM BUILDING HEIGHT:	35 FEET
MAXIMUM BUILDING COVERAGE:	20%

SEE TOWN OF WINDHAM ZONING ORDINANCE FOR ADDITIONAL REQUIREMENTS.
- 8) THIS PLAN IS BASED UPON A BOUNDARY SURVEY PERFORMED IN ACCORDANCE WITH THE STATE OF MAINE BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS STANDARDS OF PRACTICE WITH THE EXCEPTION THAT THE REPORT OF SURVEY HAS BEEN LIMITED TO NOTES ON THIS PLAN AND THAT NO NEW LEGAL DESCRIPTION HAS BEEN PREPARED.

LEGEND		
EXISTING	DESCRIPTION	PROPOSED
---	BOUNDARY LINE/R.O.W.	---
---	ABUTTER LINE/R.O.W.	---
---	SETBACK	---
---	EASEMENT	---
○	IRON PIPE/ROD	○
---	BUILDING	---
---	EDGE PAVEMENT	---
---	WIRE FENCE	---



ST. CLAIR ASSOCIATES

LAND SURVEYING AND CIVIL ENGINEERING

34 Forest Lane
Cumberland, ME 04021
Tel (207) 825-5558

PROJECT NO.	FIELD BOOK	DESIGN	CHKD	DRAWN
19050	ELECT	DCS	DCS	DCS

BOUNDARY SURVEY
OF
VARNEY MILL ROAD PROPERTY
216 VARNEY MILL ROAD
WINDHAM, MAINE
FOR:
WINDHAM PLAINS BAPTIST CHURCH
C/O MARK KUNTZ 66 BLACKSTRAP ROAD
CUMBERLAND, ME 04021

DATE	SCALE
8-13-19	1"=30'

SHEET 1 #

19050BD

DLN: 1001940071689

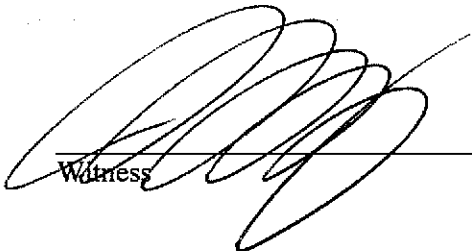
WARRANTY DEED
(Maine Statutory Short Form)

KNOW ALL PERSONS BY THESE PRESENTS that WINDHAM PLAINS BAPTIST CHURCH of Windham, County of Cumberland, State of Maine, by its Pastor, Mark E. Kuntz, duly authorized by resolution of the Board of Trustees, for consideration paid, grants to MARTIN J. LABERGE, having a mailing address of 20 Firefly Lane, Windham, Maine 04062, with WARRANTY COVENANTS, the land with any buildings thereon, situated at 216 Varney Mill Road, Windham, County of Cumberland and State of Maine, described as follows:

See Attached Exhibit A

Meaning and intending to convey the same premises conveyed to Windham Plains Baptist Church by virtue of a deed from Dawn D. Dyer, Personal Representative of the Estate of Floyd Wayne Lamb dated November 22, 2016 and recorded in the Cumberland County Registry of Deeds in Book 33698, Page 60.

Witness my hand and seal this 13th day of September, 2019.



Witness

Windham Plains Baptist Church

by 

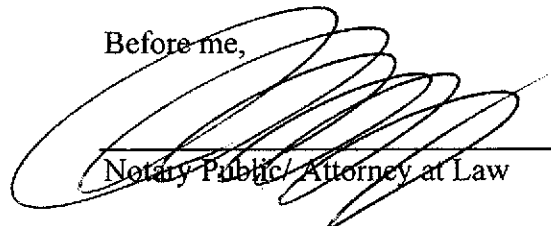
Mark E. Kuntz, Pastor

STATE OF MAINE
COUNTY OF CUMBERLAND

September 13, 2019

Then personally appeared before me the above-named Mark E. Kuntz, Pastor of Windham Plains Baptist Church and acknowledged the foregoing instrument to be his free act and deed in his said capacity and that of Windham Plains Baptist Church.

Before me,



Notary Public/ Attorney at Law

Printed Name: **Matthew J McDonald**
My Comm. Exp: **Maine Attorney at Law**

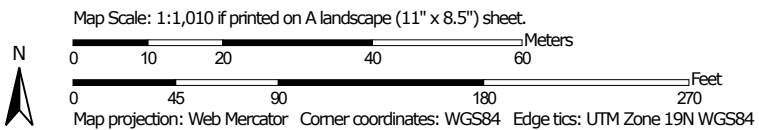
MAINE REAL ESTATE TAX-Paid

EXHIBIT A

A certain lot or parcel of land, with the buildings and improvements thereon, situated on the northwesterly side of the Varney Mill Road in the Town of Windham, County of Cumberland and State of Maine, bounded and described as follows:

Beginning on the northwesterly side of said Varney Mill at the most southerly corner of land now or formerly of Helen Roberts; thence northwesterly, along said Roberts' land a distance of four hundred (400) feet to land now or formerly of Viola R. Lowell; thence southwesterly along said Lowell land a distance of two hundred ten (210) feet to land now or formerly of George Anderson et al; thence southeasterly, along said Anderson land, a distance of four hundred (400) feet to said Varney Mill Road; thence northeasterly, along said Varney Mill Road a distance of two hundred ten (210) feet to the point of beginning.

Soil Map—Cumberland County and Part of Oxford County, Maine



MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features



Blowout



Borrow Pit



Clay Spot



Closed Depression



Gravel Pit



Gravelly Spot



Landfill



Lava Flow



Marsh or swamp



Mine or Quarry



Miscellaneous Water



Perennial Water



Rock Outcrop



Saline Spot



Sandy Spot



Severely Eroded Spot



Sinkhole



Slide or Slip



Sodic Spot



Spoil Area



Stony Spot



Very Stony Spot



Wet Spot



Other



Special Line Features

Water Features



Streams and Canals

Transportation



Rails



Interstate Highways



US Routes



Major Roads



Local Roads

Background



Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the 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 17, Jun 5, 2020

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jun 7, 2019—Jul 2, 2019

The orthophoto or other base map on which the soil lines were 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.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
DeB	Deerfield loamy fine sand, 3 to 8 percent slopes	0.6	32.2%
WmB	Windsor loamy sand, 0 to 8 percent slopes	1.3	67.8%
Totals for Area of Interest		1.9	100.0%