



Town of Windham
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Long Range Planning Committee
Conference Room 1 & Remote via Zoom**
Wednesday December 15, 2021
7:30 – 9:00 AM

AGENDA

1. Public Participation
2. News/updates
3. Multifamily Development Standards (to be provided at the meeting)
 - a. Section 400 & Section 800
 - b. Road Standards – Revisions to be consistent throughout LUO
4. [Amendments Related to Planning Board Waivers](#)
 - a. Review draft revisions (to be provided at meeting)
5. Other Business
6. Public Participation
7. Next Meeting
 - a. Wednesday January 5, 2022 7:30 am

***To join the meeting remotely, use this link:*

<https://us02web.zoom.us/j/87422536650?pwd=cHdaOG0wMjdqem4xTXI4cEdScStaUT09>. You may also call 1-646-558-8656 and enter meeting ID: Meeting ID: 874 2253 6650
Passcode: 241476.

*Pursuant to the Town of Windham Long Range Planning Committee's Remote Participation Policy adopted December 1, 2021 (online at <https://www.windhammaine.us/604/Long-Range-Planning-Committee>), Zoom is only available to the public if one or more of the Committee members cannot attend in person but will be participating remotely***

814 Multifamily Development Standards

The purpose of this section is to establish design standards and guidelines that will apply to specific types of residential development, ~~multifamily development~~.

A. Building Architecture

1. Architectural Variety

- a. Buildings shall employ more than a single color application.
- b. Buildings shall employ more than a single material application.
- c. At least two different building types shall be included in developments with multiple buildings. Building types shall be differentiated through variations to building materials, color, rooflines, and the use of architectural features such as awnings, light fixtures and single-story eave details.

2. Façade

- a. Buildings with more than two (2) dwelling units and greater than fifty (50) feet in length shall provide variation in roof and façade character through changes in facade setback, roof configuration, and projecting or recessed building elements.
- b. When buildings are three or more stories in height, variations in massing and setbacks shall be provided on the top floor to differentiate the top floor from lower floors.

3. Orientation

- a. When buildings are adjacent to ~~a public~~ ~~an existing~~ street, building entrances shall be oriented to face the ~~public~~ street.
- b. Buildings may be oriented to open space areas, provided that street frontages are developed consistent with above.

B. Site Design

1. Parking

- a. On-site parking may include new internal ~~streets access drives~~ with parallel or angled on-street parking. Wherever possible, parking lots shall be located to the rear or sides of multifamily buildings.
- b. Provisions shall be made for snow storage in the design of all parking areas. The areas used for snow shall not conflict with proposed landscaping. The areas shall be sited to avoid problems with visibility, drainage, or icing during winter months.

2. Screening

- a. Utilities. Service areas, loading docks, delivery areas, trash receptacles, and mechanical equipment shall be screened to minimize visibility from sensitive viewpoints such as public and private roadways, main entrances, abutting neighborhoods, public open spaces, and pathways. Service areas shall be screened with architectural elements such as walls or fences. Screening may be further enhanced with evergreen trees, shrubs, and earth berms. Gates on utility enclosures shall be designed to prevent sagging.
- b. Existing Residential Abutters. When new residential development is adjacent to an existing residential use, landscaping, including large

Commented [ALL1]: Define Multifamily Development. A lot which contains one or more multifamily dwellings, two or more two-family dwellings, three or more single family dwellings, or any combination of buildings containing three or more dwelling units.

evergreen trees, and/or garden features (e.g., trellis or supplementary fencing), shall provide a buffer or screening between properties and obscure direct sight-lines into private yard areas or windows on adjacent properties.

3. Bicycle/Pedestrian

a. Internal Traffic Flow Internal Walkways.

1. Continuous internal walkways shall be provided from the public sidewalk to the principal entrance of all principal buildings on the site. Walkways shall also connect other buildings on multi-building developments, transit stops, and other focal points of pedestrian activity.

b. Links to Community.

1. Site plans shall preserve or create linkages with surrounding buildings, neighborhoods, and other parts of the community. The design of these links shall consider views, noise, traffic, security, lighting, the privacy of abutting commercial or residential neighbors, and other factors relating to the safety and welfare of the user.
2. Internal pedestrian connections between abutting properties shall be provided to encourage walking and discourage additional auto trips onto major roadways. Connections shall avoid crossing parking lots, major interior roadways, service areas, drive-throughs, and other potential points of conflicts. Where such crossings are unavoidable, they shall be well-marked and as direct as possible.

c. Bicycle Parking/Racks

1. The applicant shall provide facilities for the parking of bicycles at a ratio of 0.5 bicycle parking space per dwelling unit.

4. Recreation and Open Space

- a. The Planning Board shall require the reservation of land for parks, playgrounds, or ~~conservation open space~~ areas to benefit the residents of the proposed development. The reserved land must be of suitable dimension, topography, and general character for the proposed recreational use and must be reasonably accessible to residents of the development. It must be designated on the plan as "Reserved for Conservation or Recreation Purposes". The outdoor activity area(s) shall cumulatively total 800sf/10 units plus 50sf/unit above 10 units.

Commented [ALL2]: This is a requirement in addition to a project paying open space and recreation impact fees – if on site open space or recreation amenities are provided the applicant could request the Council waive those fees in accordance with Section 1200

Commented [ALL3]: Require built elements? Examples: Trail, patio, courtyard, picnic tables, benches, fire pits, play area, garden area, play area, gazebo, etc

Commented [ALL4]: Alternatively specify XXXsf per unit. A range of 100-300sf is common.

5. Landscape/Lighting

a. Landscaping

1. The use of a variety of plant materials that exhibit seasonal color and interesting texture is encouraged to create a distinctive, yet low maintenance environment. Plantings plans should strike a balance

between monoculture (the use of a single species) and too much variety.

2. The use of plant materials and landscape elements that require a low degree of maintenance is strongly encouraged. All plantings shall be resistant to insect infestation, drought, disease, roadside salt, and auto emissions, and hardy to Maine winters.
3. To maintain the character of the landscape, existing healthy trees and shrubs shall be preserved or be transplanted to another area of the site wherever practical. Where it is not possible to maintain existing trees, the reason for removal shall be given in writing.

b. Lighting

1. Light fixtures used in driveways and parking lots shall be in scale with buildings on site. Maximum pole height along driveways shall not exceed 25 feet.
2. Pedestrian-scaled lighting, less than 16 feet in height, shall be used to illuminate areas used for pedestrian circulation.
3. All illumination shall be controlled with cutoffs that primarily direct light downward.

6. ~~Access Drive Standards for Condominium and Multifamily Subdivisions. Subdivisions Multifamily Developments~~ in which the property will be held in common ownership shall be served by an access drive. Access drives shall remain private and shall not be maintained or repaired by the Town. Access drives shall meet the following standards:

a. ~~C1 and C2 Districts~~

1. ~~Design Standards. Access drives shall be designed to conform to the standards for Public Street, Commercial Street, Curbed Lane or Residential Street standards.~~
2. ~~Right-of-Ways.~~
3. ~~Setbacks.~~

b. ~~Other Districts~~

~~a.c.~~ Design Standards. Access drives shall be designed to conform to the standards for “Major Private Roads” in these regulations, including the standards contained in Table 3, Table 4, and the applicable cross sections in Appendix B Street Standards.

~~b.d.~~ Right-of-Ways. The minimum right-of-way width for a “Major Private Road” in Table 3 of Appendix B is not applicable to an access drive.

~~e.e.~~ Setbacks. The setback requirements of the applicable zoning district shall be applied to the parcel as a whole and shall be measured from the property boundaries to the closest improvement subject to setback requirements. There shall be no minimum setback required between an access drive and a structure.

Commented [ALL5]: From Section 911.M.5.a.6

Commented [ALL6]: See C1 & C2 District Standards. Land must be divided with Streets to create Blocks. ROW necessary to establish maximum setback. Should this continue to be the requirement in these developments? Recommend yes, but only where it makes sense for a street to create a block/connection, otherwise no need to create excessive infrastructure. Curb Cut standards? Streets should be private but ROW for public access easement may be required by PB. ROW not a net density deduction?

See Draft CBC for curb cut spacing and on-street parking configuration that could be incorporated into LUO