



Development Review Application

City of Auburn Planning and Permitting Department

PROJECT NAME: St. Phillips Catholic Church

PROPOSED DEVELOPMENT ADDRESS: 2365 Turner Street

PARCEL ID#: 345-034

REVIEW TYPE: Site Plan ☒ Site Plan Amendment ☐ Special Exception ☐
 Subdivision ☐ Subdivision Amendment ☐ Form Based Code Plan ☐
 Planned Unit Development ☐

PROJECT DESCRIPTION: Replace existing pylon sign with new pylon sign.

CONTACT INFORMATION:

<u>Applicant</u> Diana Olmstead
Name: Neokraft Signs
Address: 686 Main Street
Zip Code Lewiston ME 04240
Work #: 207-782-9654
Cell #: 207-318-8608
Fax #: 207-782-0009
Home #:
Email: di@neokraft.com
<u>Project Representative</u>
Name: Ashley O' Brien
Address:
Zip Code
Work #: 207-782-3065
Cell #: 207-513-2189
Fax #:
Home #:
Email: ashley.obrien@
portlanddiocese.org

<u>Property Owner</u>
Name: Catholic Bishop of Portland
Address: PO Box 828
Zip Code Portland ME 04210
Work #: 207-782-3065
Cell #: 207-513-2189
Fax #:
Home #:
Email:
<u>Other professional representatives for the project (surveyors, engineers, etc.),</u>
Name:
Address:
Zip Code
Work #:
Cell #:
Fax #:
Home #:
Email:

PROJECT DATA

The following information is required where applicable, in order complete the application

IMPERVIOUS SURFACE AREA/RATIO

Existing Total Impervious Area	N/A	sq. ft.
Proposed Total Paved Area.....	None	sq. ft.
Proposed Total Impervious Area Proposed	None	sq. ft.
Impervious Net Change	None	sq. ft.
Impervious surface ratio existing.....	N/A	% of lot area
Impervious surface ratio proposed.....	None	% of lot area

BUILDING AREA/LOT COVERAGE

Existing Building Footprint.....	N/A	sq. ft.
Proposed Building Footprint.....	None	sq. ft.
Proposed Building Footprint Net change.....	None	sq. ft.
Existing Total Building Floor Area	N/A	sq. ft.
Proposed Total Building Floor Area	None	sq. ft.
Proposed Building Floor Area Net Change	None	sq. ft.
New Building ?.....	No	(yes or no)
Building Area/Lot coverage existing	N/A	% of lot area
Building Area/Lot coverage proposed.....	N/A	% of lot area

ZONING or FORM BASED CODE DISTRICT

Existing	Low Density Country Residential
Proposed, if applicable.....	N/A

LAND USE

Existing	Church
Proposed.....	Church

RESIDENTIAL, IF APPLICABLE

Existing Number of Residential Units	N/A
Proposed Number of Residential Units	N/A
Subdivision Proposed Number of Lots	N/A

PARKING SPACES

Existing Number of Parking Spaces.....	N/A
Proposed Number of Parking Spaces	N/A
Number of Handicapped Parking Spaces	N/A
Proposed Total Parking Spaces.....	N/A

ESTIMATED COST OF PROJECT.....

DELEGATED REVIEW AUTHORITY CHECKLIST

SITE LOCATION OF DEVELOPMENT AND STORMWATER MANAGEMENT

Existing Impervious Area	N/A	sq. ft.
Proposed Disturbed Area	None	sq. ft.
Proposed Impervious Area	None	sq. ft.

1. If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with MDEP.
2. If the proposed impervious area is greater than one acre including any impervious area created since 11/16/05, then the applicant shall apply for a MDEP Stormwater Management Permit, Chapter 500, with the City.
3. If total impervious area (including structures, pavement, etc) is greater than 3 acres since 1971 but less than 7 acres, then the applicant shall apply for a Site Location of Development Permit with the City. If more than 7 acres then the application shall be made to MDEP unless determined otherwise.
4. If the development is a subdivision of more than 20 acres but less than 100 acres then the applicant shall apply for a Site Location of Development Permit with the City. If more than 100 acres then the application shall be made to MDEP unless determined otherwise.

TRAFFIC ESTIMATE

Total traffic estimated in the peak hour-existing _____ passenger car equivalents (PCE)
(Since July 1, 1997)

Total traffic estimated in the peak hour-proposed (Since July 1, 1997) _____ passenger car equivalents (PCE)
If the proposed increase in traffic exceeds 100 one-way trips in the peak hour then a traffic movement permit will be required.

Zoning Summary

Low Density

1. Property is located in the Country Residential zoning/form based code district.
2. Parcel Area: _____ acres / _____ square feet(sf).

Regulations

Required/Allowed

Provided

Min Lot Area

_____ / _____

Street Frontage

_____ / _____

Min Front Yard

_____ / _____

Min Rear Yard

_____ / _____

Min Side Yard

_____ / _____

Max. Building Height

_____ / _____

Use Designation

_____ / _____

Parking Requirement

1 space/ per _____ square feet of floor area or dwelling unit

Total Parking:

_____ / _____

Overlay zoning districts (if any):

_____ / _____ / _____

Urban impaired stream watershed? YES/NO If yes, watershed name _____

DEVELOPMENT REVIEW APPLICATION SUBMISSION

Submissions shall include seventeen (17) complete packets containing the following materials:

1. 5 Full size (24" x 26") plans and 12 smaller (no larger than 11" x 17") plans containing the information found in the attached sample plan checklist.
2. Application form that is completed and signed by the property owner or designated representative.
(NOTE: All applications will be reviewed by staff and any incomplete application will not be accepted until all deficiencies are corrected.
3. Cover letter stating the nature of the project.
4. Narrative which explains how the project meets the intent, objectives or conditions of the required Zoning sections, such as Special Exception, Site Plan Law, Subdivision Law or the Form Based Code Ordinance.
5. All written submittals including evidence of right, title and interest.
6. Copy of the checklist completed for the proposal listing the material contained in the submitted application.
7. Any additional materials as required by the Form Based Code (Chapter 60-546) if applicable.
8. PDF files for all plans and application materials.

Refer to the application checklist for a detailed list of submittal requirements.

Additional information regarding zoning and form based code can be found on-line at:

<http://www.auburnmaine.gov/Pages/Government/Planning-Permitting-and-Code> or,

For more information contact the Urban Development Coordinator at: 207-333-6601 ext. 1156 or dgreene@auburnmaine.gov or the City Planner at: 207-333-6601 ext. 1334 or zmosher@auburnmaine.gov

Application Certification:

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, I certify that the City's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for development review only; a Performance Guarantee, Inspection Fee, Building Permit Application and other associated fees and permits will be required prior to construction.

Signature of Applicant: _____

Date: October 19, 2017



Development Review Checklist

City of Auburn Planning and Permitting Department
City of Lewiston Department of Planning and Code Enforcement



**THE FOLLOWING INFORMATION IS REQUIRED WHERE APPLICABLE TO BE
SUBMITTED FOR AN APPLICATION TO BE COMPLETE**

PROJECT NAME: St. Phillips Catholic Church

PROPOSED DEVELOPMENT ADDRESS- 2365 Turner Street

PARCEL #- 345-034

Required Information		Check Submitted		Applicable Ordinance	
		Applicant	Staff	Lewiston	Auburn
Site Plan					
	Owner's Names/Address	X			
	Names of Development	X			
	Professionally Prepared Plan	X			
	Tax Map or Street/Parcel Number	X			
	Zoning of Property	X			
	Distance to Property Lines				
	Boundaries of Abutting land				
	Show Setbacks, Yards and Buffers				
	Airport Area of Influence (Auburn only)				
	Parking Space Calcs				
	Drive Openings/Locations				
	Subdivision Restrictions				
	Proposed Use				
	PB/BOA/Other Restrictions				
	Fire Department Review				
	Open Space/Lot Coverage				
	Lot Layout (Lewiston only)				
	Existing Building (s)				
	Existing Streets, etc.				
	Existing Driveways, etc.				
	Proposed Building(s)				
	Proposed Driveways				
Landscape Plan					
	Greenspace Requirements				
	Setbacks to Parking				
	Buffer Requirements				
	Street Tree Requirements				
	Screened Dumpsters				
	Additional Design Guidelines				

City of Auburn Planning and Permitting Department - 60 Court Street, Suite 104 -
Auburn, ME 04210-Tel. (207)333-6601

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City of Lewiston Department of Planning and Code Enforcement - 27 Pine Street-Lewiston, ME 04240-7201 -
Tel. (207)513-3125

	Planting Schedule				
Stormwater & Erosion Control Plan					
	Compliance w/ chapter 500				
	Show Existing Surface Drainage				
	Direction of Flow				
	Location of Catch Basins, etc.				
	Drainage Calculations				
	Erosion Control Measures				
	Maine Construction General Permit				
	Bonding and Inspection Fees				
	Post-Construction Stormwater Plan				
	Inspection/monitoring requirements				
	Third Party Inspections (Lewiston only)				
Lighting Plan					
	Full cut-off fixtures				
	Meets Parking Lot Requirements				
Traffic Information					
	Access Management				
	Signage	X			
	PCE - Trips in Peak Hour				
	Vehicular Movements				
	Safety Concerns	X			
	Pedestrian Circulation				
	Police Traffic				
	Engineering Traffic				
Utility Plan					
	Water				
	Adequacy of Water Supply				
	Water main extension agreement				
	Sewer				
	Available city capacity				
	Electric				
	Natural Gas				
	Cable/Phone				
Natural Resources					
	Shoreland Zone				
	Flood Plain				
	Wetlands or Streams				
	Urban Impaired Stream				
	Phosphorus Check				
	Aquifer/Groundwater Protection				
	Applicable State Permits				
	No Name Pond Watershed (Lewiston only)				

	Lake Auburn Watershed (Auburn only)				
	Taylor Pond Watershed (Auburn only)				
Right Title or Interest					
	Verify				
	Document Existing Easements, Covenants, etc.				
Technical & Financial Capacity					
	Cost Est./Financial Capacity				
	Performance Guarantee				
State Subdivision Law					
	Verify/Check				
	Covenants/Deed Restrictions				
	Offers of Conveyance to City				
	Association Documents				
	Location of Proposed Streets & Sidewalks				
	Proposed Lot Lines, etc.				
	Data to Determine Lots, etc.				
	Subdivision Lots/Blocks				
	Specified Dedication of Land				
Additional Subdivision Standards					
	Single-Family Cluster (Lewiston only)				
	Multi-Unit Residential Development (Lewiston only)				
	Mobile Home Parks				
	Private Commercial or Industrial Subdivisions (Lewiston only)				
	PUD (Auburn only)				
A jpeg or pdf of the proposed site plan		X			
Final sets of the approved plans shall be submitted digitally to the City, on a CD or DVD, in AutoCAD format R 14 or greater, along with PDF images of the plans for archiving		X			

CITY OF AUBURN
Form Based Code Compliance Checklist

Property Location:	2365 Turner Street	PID #:
Transect District:		(List)
Owner:	Portland Diocese	Contact Info:
Plan Type: (Circle)	Site Plan Review, Special Exception, Subdivision, Staff Review	
Reviewed By:	Staff, Plan Review Group, Planning Board	

Complies With:		Required	Complies	Not Comply	N/A
	Intent and Purpose	X			
Plan Requirements:					
	Surrounding Info (Photos, Mapping, Sketches)	X			
	Topographic Info (FP, Steep Slopes)	X			
	Elevations	X			
	Materials				
	Fencing				
	Signage				
Building Placement:					
	Front Set-Back (Principal Street)	X			
	Front Set-Back (Secondary Street)	X			
	Side Yard Set-Back	X			
	Rear Yard Set-Back	X			
	Building Coverage	X			
	Useable Open Space	X			
	Frontage Build-Out	X			
	Lot Width (Min./Max)	X			
	Building Width	X			
	Building Height	X			
	Frontage Type	X			
	Primary Entrance on Front	X			
	Ground Story Windows and Doors Coverage	X			
	Upper Story Windows Coverage	X			
	Ground Floor Elevation (Residential/Commercial)	X			
	Front Facade Wall	X			
External Elements:					
	Front Yard Fence	Optional			
	Projections	Optional			
	Driveway Location	X			
	Parking Location	X			
	Accessory Building(s)	Optional			
	Landscaping	Optional			
	Sidewalk	X			
Proposed Use:					
	Residential, Commercial ,Mixed-Use	X			
	Parking Requirement-	X			