
 *We are the key to your new home* 

# Change of Use for 431 Turner St. Auburn, Maine



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  - Toni Ferraro's individual Designated Broker License
  - Ferraro Realty LLC
  - Certificate of Formation
9. Receipt of Payment for Change of Use

Planning Board,

Toni Ferraro, owner of Ferraro Realty, is requesting a change of use from Retail to Professional Offices.

The property at 431 Turner St. is commercial/residential mixed use. She would like to keep the 1st floor as commercial for the Real Estate company. She does not intend to rent out the upstairs as she would like it to be used for storage such as files and supplies.

The hours of operation for Ferraro Realty will be Monday through Friday from 9am-3pm. There are 6 parking spots available and as a Realtor® you are on the road more than your office. The office is available for Realtors® after hours to meet their clients or to work if needed. I have 1 employee and 4 licensed Realtors® who work as independent contractors.

The floor plan on the 1st floor consists of 2 offices, a bathroom and an open concept design with 2 more desks. One for the Office Manager who will be there for the operating hours and an open desk for another Realtor® if needed. As a Realtor® you also need privacy and that is why we will need the 2 closed office spaces. The bathroom was already in place where the plumbing existed.

**Traffic:** Ferraro Realty will not generate more traffic than the retail store. The in and out of the office is minimal.

**Lighting:** There are as of now lights in the front entrance and back parking lot. FR will update the lighting to code if needed but will not add more lighting for the outside area.

**Utilities:** The utilities are functioning and no need at this time for any updates. The property has public water and natural gas on the street that is connected.

**Landscaping:** The property has a very small area of grass on the side of the building that will be well maintained as it is now.

**Stormwater:** There is no change.

**Exterior Changes:** The exterior will be all cosmetic work such as painting the fascia, securing the large windows in the front and replacing the 2 smaller windows in the front as they are cracked.

**Signage:** There is an existing sign holder above the front door that FR would also hang a sign within the zoning standards with permits.

**Electrical:** There needs to be a couple outlets added to the 1st floor for functionality for the professional office space. The electrical is completely updated.

The change of use to Professional Offices would be a great addition to the city of Auburn, and the neighborhood by improving the property both inside and out. 431 Turner Street is a perfect location for her real estate company as it is centrally located for her and her agents to focus their business in the Androscoggin County area.

MLS #: 1540781

Status: Closed

Directions: Main St to Turner St, property on right

County: Androscoggin

Property Type: Commercial

Private Detail Report

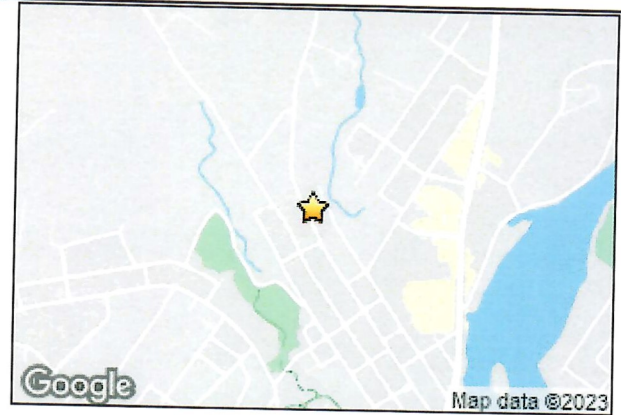
List Price: \$169,900

Original List Price: \$169,900



431 Turner Street  
Auburn, ME 04210-6023

List Price: \$169,900  
MLS#: 1540781



**General Information**

Year Built +/-: 1920

Sub-Type: Mixed Use

Lot Size Acres +/-: 0.1

Sqft Fin Total +/-: 3,817

**Land Information**

Leased Land: No

Surveyed: Unknown

Lot Size Acres +/-: 0.1

Zoning: UR

Zoning Overlay: No

**Interior Information**

Total SqFt: 3,817

Year Built +/-: 1920

**Property Features**

Parking: 1 - 4 Spaces

Location: Near Shopping

Electric: Circuit Breakers

Gas: Natural - On Site

Basement: Full; Unfinished

Construction: Wood Frame

Foundation Materials: Block; Poured Concrete

Exterior: Vinyl Siding

Roof: Pitched

Heat System: Hot Water

Heat Fuel: Gas Natural

Water: Public

Sewer: Public Sewer

**Tax/Deed Information**

Book/Page/Deed: 7086/3/All

Full Tax Amt/Yr: \$3,270/ 2021

Map/Block/Lot: 260/108

Deed/Conveyance Type Offered: Warranty

Tax ID: AUBN-000260-000000-000108

**Remarks**

Remarks:

Excellent opportunity to have your own retail shop and have income to offset overhead. 24x30 retail space with bath and office. 2 bedroom apt with attached 2 car garage. Roof & furnace 13 +/- yrs old. Heated basement. See also MLS 1540722

Internal Remarks/Contingency:

**Listing/Agent/Office Information**

Listing Agreement: Exclusive Right To Sell

Days On Market: 4

Variable Rate Comm: No  
List Date: 08/22/2022  
Withdrawal Date:

Pending Date: 08/26/2022

Terminated Date:

Buyer Agency: 2%

Sub Agency:

Transaction Broker: 2%

Market:

LA: Gina Letourneau (000138 )

LO: Better Homes & Gardens Real Estate/The Masiello Group (1066)

SA: Toni Ferraro ( 016883 )

SO: Maine Source Realty (1879)

Primary

207-795-9633

Cell

207-754-4959

Fax

207-782-2232

E-mail

[ginaletourneau@masiello.com](mailto:ginaletourneau@masiello.com)

207-333-6001

207-333-6003

**Sold Information**

Appraiser Name: 888888 No Appraisal

Sold Terms/Other: Cash/Not Applicable

Closed Date: 09/09/2022

Closed Price: \$175,000

Did Acres Change at Sale: No

Prepared by Toni Ferraro on Tuesday, May 23, 2023 11:24 AM.

The information on MLS listings has been assembled from various sources of varying degrees of reliability. Any information that is critical to your buying decision should be independently verified. All dimensions are approximate and not guaranteed. Copyright Maine Listings © 2023 and FBS. Broker Attribution: [ginaletourneau@masiello.com](mailto:ginaletourneau@masiello.com)

MAINE Listings



431 Turner St, Auburn, ME 04210-6023, Androscoggin County

APN: AUBN-000260-000000-000108 CLIP: 3824669604



Beds	2	Full Baths	2	Half Baths	N/A	MLS Sale Price	\$175,000	MLS Sale Date	09/09/2022
Bldg Sq Ft	3,817	Lot Sq Ft	4,356	Yr Built	1920	Type	COM'L BLDG		

OWNER INFORMATION

Owner Name	Koutskos Jimmy	Tax Billing Zip	04210
Owner Name 2	Ferraro Toni	Tax Billing Zip+4	5309
Tax Billing Address	216 Cook St	Tax Billing Carrier Route	C001
Tax Billing City & State	Auburn, ME	Owner Occupied	No

LOCATION INFORMATION

Town	Auburn City	Zip + 4	6023
Census Tract	102.00	Carrier Route	C002
Zip Code	04210	Tax Map	260

TAX INFORMATION

Tax-ID 1	AUBN-000260-000000-000108	Total Assessment	\$137,300
Tax-ID 2	448619	Improved Assessment	\$117,000
Tax-ID 3	000448619	Land Assessment	\$20,300
% Improved	85%	Tax Year	2022
Tax Area	02060	Annual Tax	\$3,124
Assessment Year	2022		

ASSESSMENT & TAX

Assessment Year	2022	2021	2020
Assessed Value - Total	\$137,300	\$137,300	\$137,300
Assessed Value - Land	\$20,300	\$20,300	\$20,300
Assessed Value - Improved	\$117,000	\$117,000	\$117,000
YOY Assessed Change (\$)	\$0	\$0	\$117,000
YOY Assessed Change (%)	0%	0%	
Tax Year	Total Tax	Change (\$)	Change (%)
2020	\$3,261		
2021	\$3,270	\$9	0.28%
2022	\$3,124	-\$146	-4.46%

CHARACTERISTICS

Land Use - CoreLogic	Commercial Building	Basement Sq Ft	720
Total Units	1	Unfinished Basement Sq Ft	720
Stories	2	Heat Type	Hot Water
Year Built	1920	Garage Type	Attached Garage
Building Sq Ft	3,817	Roof Type	Gambrel
Total Rooms	4	Roof Material	Asphalt Shingle
Bedrooms	2	Exterior	Wood Siding
Total Baths	2	Lot Acres	0.1
Full Baths	2	Lot Sq Ft	4,356
Basement Type	Tax: Basement MLS: Block, Poured Concrete		

SELL SCORE

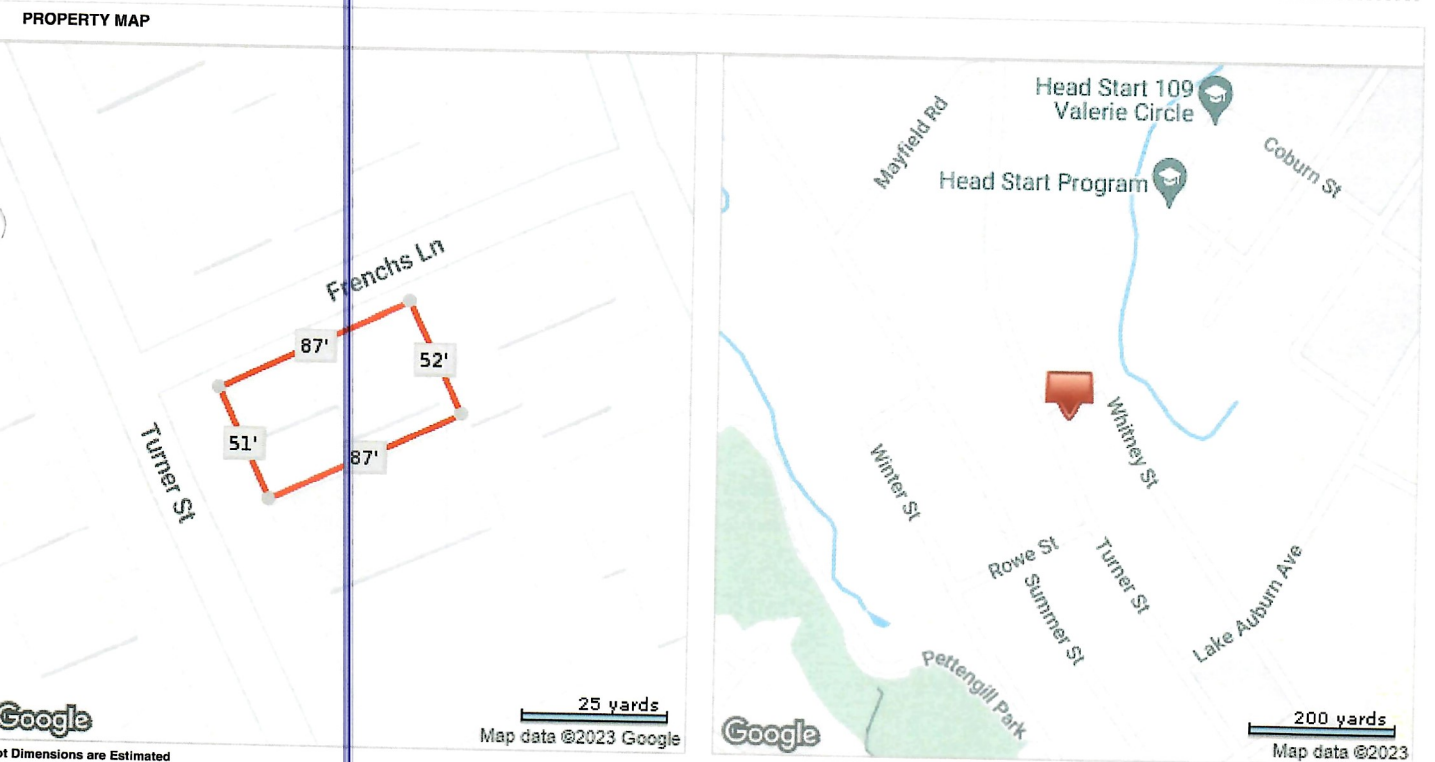
Value As Of	2023-05-21 04:37:12
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LISTING INFORMATION

MLS Status	Closed	MLS Orig. List Price	\$169,900
MLS Listing #	1540781	MLS Sale Date	09/09/2022
MLS D.O.M	4	MLS Sale Price	\$175,000
MLS Listing Date	08/22/2022	MLS Listing Agent	000138-Gina Letourneau
MLS Status Change Date	09/09/2022	MLS Listing Broker	BETTER HOMES & GARDENS REAL ESTATE

MLS Pending Date	08/26/2022	MLS Selling Agent	016883-Toni Ferraro
MLS Current List Price	\$169,900	MLS Selling Broker	MAINE SOURCE REALTY
MLS Status	Deleted	Expired	Expired
MLS Listing #	1540722	1412705	268404
MLS Listing Date	08/22/2022	05/03/2019	03/04/1999
MLS Listing Price	\$169,900	\$149,000	\$82,500
MLS Orig Listing Price	\$169,900	\$149,000	\$84,900

LAST MARKET SALE & SALES HISTORY			
Recording Date	09/09/2022	Owner Name	Koutsikos Jimmy
Sale Date	09/09/2022	Owner Name 2	Ferraro Toni
Sale Price	\$175,000	Seller	Dambrosio Anthony R
Deed Type	Warranty Deed	Title Company	Other
Document Number	11204-94		
Recording Date	09/09/2022		
Sale Date	09/09/2022	03/16/2007	05/21/2002
Sale Price	\$175,000	\$134,000	\$79,000
Document Number	11204-94	7086-3	4998-315
Document Type	Warranty Deed	Deed (Reg)	Deed (Reg)
Buyer Name	Koutsikos Jimmy	Dambrosio Anthony R	Owner Record
Buyer Name 2	Ferraro Toni	Bittner Marilyn G	
Seller Name	Dambrosio Anthony R	Plummer Thomas P	Samson Edward W



\*Lot Dimensions are Estimated

These are the conditions that need to be met for a Special Exception in the Zoning requirements:

**Sec. 60-1336. - Conditions.**

(a) As conditions prerequisite to the granting of any special exceptions, the board shall require evidence of the following:

(1) That the special exception sought fulfills the specific requirements, if any, set forth in the zoning ordinance relative to such exception.

**Ferraro Realty fulfills the special exceptions that are set forth.**

(2) That the special exception sought will neither create nor aggravate a traffic hazard, a fire hazard or any other safety hazard.

**Ferraro Realty will not have more traffic than the previous business which was retail. This will be a small Real Estate company with 1 Employee and 5 Independent Contractors. The hours of the Real Estate Company will be from 9am to 3pm. Employees and Independent Contractors have access to the property any time to meet clients by appointment only after or before the scheduled open times. The building on 431 Turner St. will not need more than the allowed parking which is 6 spots. As a Realtor® we are on the road showing property, working from home and have the option to come into the office. Very seldom would all 6 workers be in the office at the same time but if that does occur we have the 6 parking spots available. (See survey attached). Also there are 2 other neighbors who have offered their extra parking area in case there was a need.**

(3) That the special exception sought will not block or hamper the master development plan pattern of highway circulation or of planned major public or semipublic land acquisition.

**Ferraro Realty will not hamper any development in the master plan as this is a small business that the zoning should want to allow. FR wants to take a property that has not been well maintained and bring it back to its full potential.**



That the exception sought will not alter the essential characteristics of the neighborhood and will not tend to depreciate the value of property adjoining and neighboring the property under application.

**Ferraro Realty wants to update the property and only enhance the area with a more aesthetically pleasing appeal. The large front windows will stay as is and some windows are cracked and need to be replaced. The property needs cosmetic updates inside and outside. FR plans to paint the inside and outside trim, fix the windows with new framing, update any wiring that needs to be addressed, add fire rated ceiling tiles/sheetrock and update any other matters to the correct codes. The property is zoned commercial mixed use already. The current use is Retail and would like to change the use to Professional Building. FR would not change the mixed use type.**

- (4) That reasonable provisions have been made for adequate land space, lot width, lot area, stormwater management in accordance with section 60-1301(14), green space, driveway layout, road access, off-street parking, landscaping, building separation, sewage disposal, water supply, fire safety, and where applicable, a plan or contract for perpetual maintenance of all the common green space and clustered off-street parking areas to ensure all such areas will be maintained in a satisfactory manner.

**Ferraro Realty will maintain everything listed above in a better manner than it is now. The only change that will be made is the ceiling from the 1st floor to the 2nd floor will be improved to meet code and fire standards.**

- (5) That the standards imposed are, in all cases, at least as stringent as those elsewhere imposed by the city building code and by the provisions of this chapter.

**Ferraro Realty will also follow all standards imposed by the city.**

- (6) That essential city services which will be required for the project are presently available or can be made available without disrupting the city's master development plan.

**The city services are already in place and functioning well. Ferraro Realty will not need any extra services and it will not disrupt the city's master development plan.**

(b) As part of the granting or the denial of any such petition for a special exception, the board shall show by written statements filed in its records of such application and by a statement in the minutes of the board how the special exception sought fulfills the foregoing conditions. An applicant may request the board to make a statement as to how the special exception may be granted without danger to health and safety and without substantially derogating from the essential intents and purposes of the zoning ordinance or of the city master development plan.

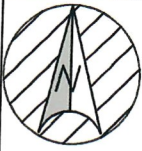
**The change of use to Professional Business would follow the city's master plan. Ferraro Realty will make updates that will be in line with the city's master development plan such as changing out some broken windows and painting the trim and fixing any**

**rotted trim as well. There are plans to repave French's Lane and at that time we would have the driveway redone as well for a newer look as well. FR is hoping to enhance the area for their new neighbors.**

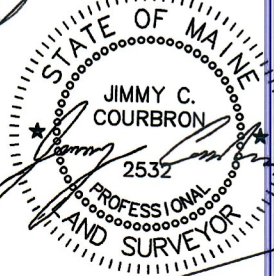
(c) Approval of a special exception may be made subject to such conditions, modifications and restrictions on the proposed land use as the planning board may deem necessary to carry out the foregoing objectives and conditions. Any development of the land uses allowed by special exception shall be carried out only in conformity to such conditions, modifications and restrictions in addition to those that may be called for by an approved site plan for the same site and shall be enforced by the municipal officer charged with enforcement in the same manner as specified for approved site plans. Any change, addition or enlargement of a use allowed by special exception shall require approval of the planning board in the same manner as specified for the original special exception.

**Ferraro Realty is open to any changes that the city deems necessary to move forward with the Special Exception change of use to Professional Offices. FR is excited to call Turner St. their new home.**

**Toni Ferraro and Jimmy Koutsikos bought 431 Turner St. as an investment property and soon realized it would be a great location for a small Real Estate Company. Toni Ferraro has been a local Realtor® for almost 10 years. Toni started her Real Estate career in 2014, passed her sales agent class in 2015, in 2017 she elevated her license to an Associate Broker and in 2020 passed her Designated Broker license. Having the Designated Broker license and selling/buying real estate for a minimum of 5 years allowed her to have this dream to open Ferraro Realty. She has lived in Auburn for more than half her life and is very active in the community whether it be volunteering, raising money for low income charities and her giving to those in need in our local schools. She hopes that she can continue helping her clients and friends in her community that she has taken pride in where she lives.**



NOTE: This is not a Boundary Survey. The purpose of this sketch is to approximately show the existing conditions of the subject parcel and demonstrate that there is potentially six parking spots.



**FRENCHS LANE**  
OHU

1/2" Iron pipe found  
3" below grade

N/F  
**Nihaug LLC**  
196 Whitney Street  
Map 260 Lot 128  
Bk 9631, Pg 65

**431 TURNER STREET**  
2 STORY W/F  
STOREFRONT  
BUILDING

N/F  
**Carmin J. Iadonisi**  
429 Turner Street  
Map 260 Lot 109  
Bk 10158, Pg 201

1/2" Iron Pipe Found  
2" Below Grade  
(Held)

3/4" Iron Pipe Found  
5" below grade

**Legend:**

- Record Property Line/R.O.W.
- Abutter Line/R.O.W.
- Building
- Building Overhang
- Deck/Steps
- Overhead Utilities
- Iron Pipe/Rod (as noted.)
- Utility Pole

**Plot Sketch**

PROJECT:  
FERRARO  
431 TURNER STREET AUBURN, ME

PREPARED FOR:  
TONI FERRARO  
368 MINOT AVENUE  
AUBURN, ME 04210



**PINELAND**  
41 CAMPUS DRIVE, SUITE 301  
NEW GLOUCESTER, ME 04260

**PORTLAND**  
565 CONGRESS STREET,  
SUITE 201  
PORTLAND, ME 04101

207.926.5111 • info@terradync consultants.com • www.terradync consultants.com

PROJECT NO.

23-052

DATE

5/22/2023

SCALE

1"=20'

DRAWN BY:

Jody C.

SHEET

1-1



City of Auburn, Maine

Planning & Permitting

Eric Cousens, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

### Development Review Application

PROJECT NAME: Ferraro Realty

PROPOSED DEVELOPMENT ADDRESS: 431 Turner St.

PARCEL ID #: 260-108

REVIEW TYPE: Site Plan  Subdivision  Site Plan Amendment  Subdivision Amendment

PROJECT DESCRIPTION: Change of use. It is retail now and I want it to be professional office. The only changes are putting up walls for offices on the 1st floor.

#### CONTACT INFORMATION:

##### Applicant

Name: Toni Ferraro  
Address: 431 Turner St.  
City / State: Auburn Me  
Zip Code: 04210  
Work #: —  
Cell #: 514-6006  
Fax #: —  
Home #: —  
Email: toniferraro@gmail.com

##### Property Owner

Name: Toni Ferraro / Jimmy Kratsikos  
Address: 216 Cook St.  
City / State: Auburn Me  
Zip Code: 04210  
Work #: —  
Cell #: 514-6006 / 333-9920  
Fax #: —  
Home #: —  
Email: toniferraro@gmail.com jkratsikos@gmail.com

##### Project Representative

Name: Brandon Caruso  
Address: 597 Route 202  
City / State: North Monmouth, Me  
Zip Code: 04265  
Work #: 207-241-0800  
Cell #: 207-312-9148  
Fax #: 207-241-0801  
Home #: —  
Email: bscaruso@gmail.com

##### Other professional representatives for the project (surveyors, engineers, etc.),

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City / State: \_\_\_\_\_  
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	_____	sq. ft.
Proposed Total Paved Area	_____	sq. ft.
Proposed Total Impervious Area	_____	sq. ft.
Proposed Impervious Net Change	_____	sq. ft.
Impervious surface ratio existing	_____	% of lot area
Impervious surface ratio proposed	_____	% of lot area

## BUILDING AREA/LOT COVERAGE

Existing Building Footprint	3817	_____	sq. ft.
Proposed Building Footprint	3817	_____	sq. ft.
Proposed Building Footprint Net change	—	_____	sq. ft.
Existing Total Building Floor Area	—	_____	sq. ft.
Proposed Total Building Floor Area	1440	_____	sq. ft.
Proposed Building Floor Area Net Change	—	_____	sq. ft.
New Building	—	_____	(yes or no)
Building Area/Lot coverage existing	—	_____	% of lot area
Building Area/Lot coverage proposed	—	_____	% of lot area

## ZONING

Existing	T-4.2B	_____
Proposed, if applicable	_____	_____

## LAND USE

Existing	retail	_____
Proposed	professioned office	_____

## RESIDENTIAL, IF APPLICABLE

Existing Number of Residential Units	1	_____
Proposed Number of Residential Units	0	_____
Subdivision, Proposed Number of Lots	0	_____

## PARKING SPACES

Existing Number of Parking Spaces	6	_____
Proposed Number of Parking Spaces	6	_____
Number of Handicapped Parking Spaces	1	_____
Proposed Total Parking Spaces	11	_____

**ESTIMATED COST OF PROJECT:** 10,000

## DELEGATED REVIEW AUTHORITY CHECKLIST

### SITE LOCATION OF DEVELOPMENT AND STORMWATER MANAGEMENT

Existing Impervious Area	_____	sq. ft.
Proposed Disturbed Area	_____	sq. ft.
Proposed Impervious Area	_____	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 crated 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 (Since July 1, 1997) \_\_\_\_\_ passenger car equivalents (PCE)

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**

- Property is located in the T-4.2B zoning district.
- Parcel Area: 1.10 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
Total Parking:	_____ / <u>6</u> / <u>6</u>
Overlay zoning districts (if any):	_____ / _____ / _____
Urban impaired stream watershed?	YES/ <u>NO</u> If yes, watershed name _____

**DEVELOPMENT REVIEW APPLICATION SUBMISSION**

**Submissions shall include fifteen (15) complete packets containing the following materials:**

- 5 Full size plans and 10 smaller (no larger than 11" x 17") plans containing the information found in the attached sample plan checklist.
- 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.)
- Cover letter stating the nature of the project.
- All written submittals including evidence of right, title and interest.
- Copy of the checklist completed for the proposal listing the material contained in the submitted application.

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

**To view the City of Auburn Zoning Ordinance, go to:**

[www.auburnmaine.gov](http://www.auburnmaine.gov) under Government, select Departments of the City, then Planning, Permitting & Code. On the left menu, choose Subdivisions, Land Use, Zoning Ordinance. Or click [HERE](#).

For additional information on Site Plan Review, please click [HERE](#) or scan code:

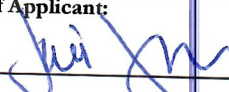


For additional information on Special Exceptions, please click [HERE](#) or scan code:



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: <u>6/1/23</u>
--	------------------------



**City of Auburn**  
**Planning & Permitting**  
 "Growth, Quality & Investment Team!"

60 Court Street, Auburn ME 04210 Phone: (207)333-6601 X1133 Fax: (207)333-6625

- Please fill out any part of the application which applies to building project.  
 - Proper plans must accompany application as required.

ADDRESS OF CONSTRUCTION: 431 Turner St.  
 Owner: Toni Ferraro Jimmy Kuntsikos Cell # 514 606 333 9960  
 Address: 216 Cook St.

CONTRACTOR: \_\_\_\_\_ Cell # \_\_\_\_\_

Project Description: 1st floor offices and fire rated ceiling  
 Estimated Cost of Construction: 10,000

Building Dimensions: \_\_\_\_\_ Square Footage 3817

For Commercial Properties: Is there a license required for your business? YES  NO   
 If YES, Please be aware that the license may require a background investigation.

Email Permit To: \_\_\_\_\_ Fax Permit To: \_\_\_\_\_

**Foundation:**

- Type of Soil: \_\_\_\_\_
- Set Backs - Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Side(s): \_\_\_\_\_
- Footings Size: \_\_\_\_\_
- Foundation Size: 24x30
- Slab Size: \_\_\_\_\_ Slab Thickness: \_\_\_\_\_ Heated? \_\_\_\_\_
- Other: \_\_\_\_\_

**Floor:**

- Sills Size: \_\_\_\_\_ **\*\*Sills must be anchored**
- Carrying Beam Size: \_\_\_\_\_
- Column Spacing: \_\_\_\_\_
- Joist Size: \_\_\_\_\_ **\*\*Spacing 16" O. C.**
- Floor Sheathing Type: \_\_\_\_\_ Thickness: \_\_\_\_\_
- Other Material: \_\_\_\_\_
- Floor Coverings: hardwood, vinyl

**Exterior Walls:**

- Studding Size: \_\_\_\_\_ Spacing: \_\_\_\_\_
- Corner Posts Size: \_\_\_\_\_
- No. of Doors: 3
- Header Sizes: \_\_\_\_\_ Spans: \_\_\_\_\_
- Bracing: YES: \_\_\_\_\_ NO: \_\_\_\_\_
- Egress Windows: YES Brand: \_\_\_\_\_ Model #: \_\_\_\_\_
- Insulation Type: \_\_\_\_\_ Thickness: \_\_\_\_\_
- Sheathing Type: \_\_\_\_\_ Thickness: \_\_\_\_\_
- Siding Type: Vinyl
- Masonry Materials: \_\_\_\_\_
- Metal Materials: \_\_\_\_\_
- Other Materials: \_\_\_\_\_

**Interior Walls:**

- Studding Size: \_\_\_\_\_ Spacing: \_\_\_\_\_
- Header Sizes: \_\_\_\_\_ Span(s): \_\_\_\_\_
- Wall Covering Type: Sheetrock
- Fire Separation Wall if Required: \_\_\_\_\_
- Other Materials: \_\_\_\_\_

**Ceilings:**

- Ceiling Joist Size: \_\_\_\_\_
- Insulation Type: \_\_\_\_\_
- Type Ceilings: Sheetrock tin
- Thickness: \_\_\_\_\_

**Roof:**

- Truss or Rafter Size: \_\_\_\_\_
- Sheathing Type: \_\_\_\_\_
- Span: \_\_\_\_\_
- Thickness: \_\_\_\_\_

For Official Use Only	
Issue Date:	_____
Zone:	_____
PID:	_____
Bldg. Code:	_____
Use Group:	_____
Type of Const:	_____
Est. Cost:	_____
Fee:	_____
Invoice #	_____

Permit Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Owner: \_\_\_\_\_

5. Roof Covering Type: Shingles 6. Other: \_\_\_\_\_

Chimneys: 1. Type: Brick

**Heating:**

1. Type of Fuel - check all that apply: Oil \_\_\_\_\_ Propane \_\_\_\_\_ Natural Gas  Electric \_\_\_\_\_ Other \_\_\_\_\_

**\*\*If Oil Fired Appliance is being installed - A Permit from the Fire Department must be obtained\*\***

2. Type of Heating Source & Number of Systems - check all that apply:

- |   |            |  |         |
|---|------------|--|---------|
| <input type="checkbox"/> FHA                          | # _____    | <input type="checkbox"/> Unit Heaters  | # _____ |
| <input checked="" type="checkbox"/> FHW               | # <u>1</u> | <input type="checkbox"/> Warm & Cool   | # _____ |
| <input type="checkbox"/> Radiant Electric             | # _____    | <input type="checkbox"/> Solar         | # _____ |
| <input checked="" type="checkbox"/> Radiant Hot Water | # _____    | <input type="checkbox"/> Complete HVAC | # _____ |
| <input type="checkbox"/> Geothermal                   | # _____    | <input type="checkbox"/> Package Units | # _____ |
| <input type="checkbox"/> Electric Basebds             | # _____    | <input type="checkbox"/> Other _____   | # _____ |

**Electrical:**

1. Service Entrance Size: \_\_\_\_\_ Wiring Required: \_\_\_\_\_

**Plumbing:**

1. Approved Soil Test if Required: YES: \_\_\_\_\_ NO: \_\_\_\_\_ City Sewer: yes

2. Number of Tubs and Showers: 1 # of Flushes: \_\_\_\_\_ # of Lavatories: 2

**Swimming Pools:**

1. Type: - Pool Size: - Square Footage: -

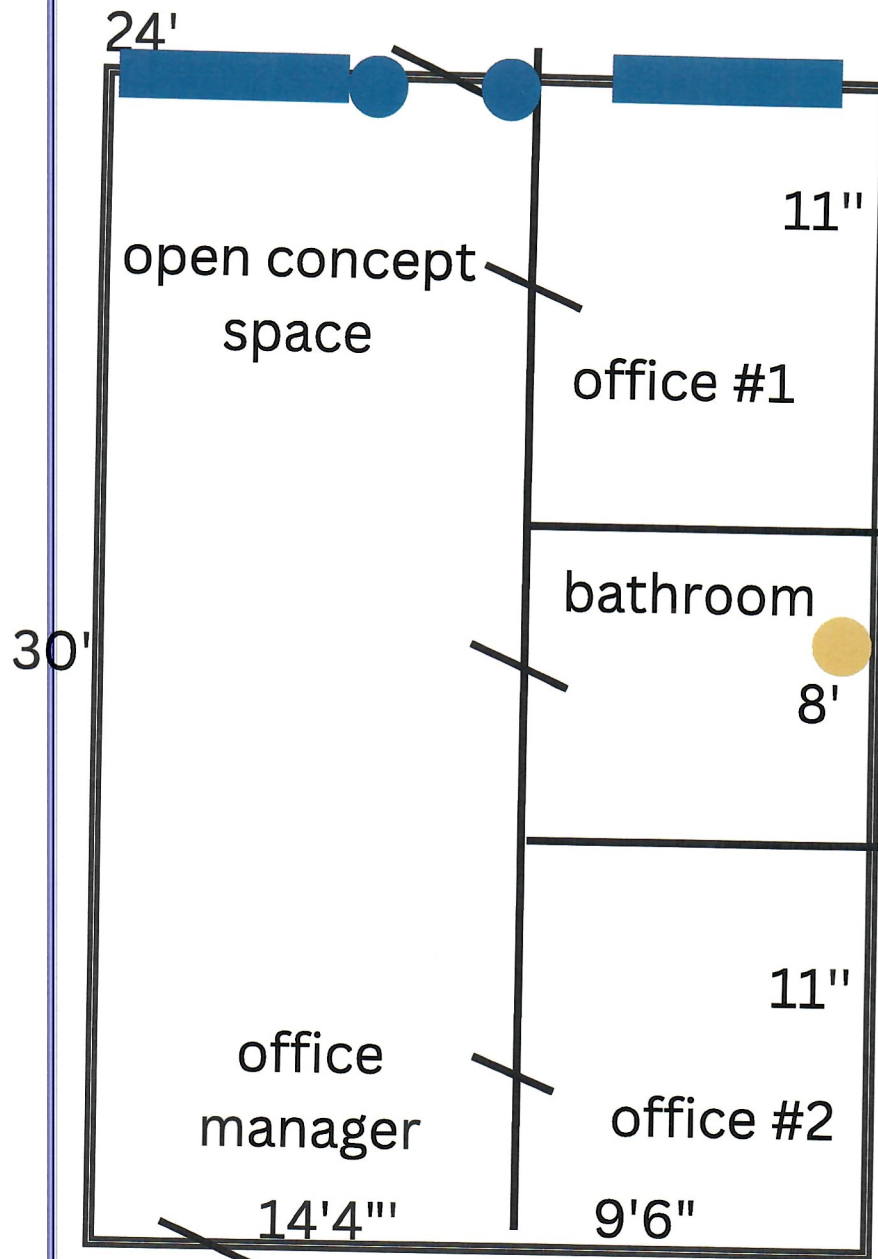
**Comments/Drawing:**

see attached diagram

The permit holder, property owner, person or persons, firm or corporation accepting this permit agrees to comply with all the provisions of the statutes of Maine and the Ordinances of the City of Auburn regulating the construction, maintenance, use of buildings, structures and of the application on file in this department. Permit holder understands he/she is responsible for correct set backs from ALL PROPERTY LINES and from all buildings and structures.

Application Signature: Juni Jannaro





 \*Doors already exist

 \*Bathroom plumbing already exist

 \*Front windows will stay just change wood rot

 \*2 side windows will need replacement (cracks)

\* Add fire rated ceiling to 720 sq ft. space on the 1<sup>st</sup> floor



City of Auburn, Maine  
 Office of Planning & Permitting  
 Eric J. Cousens, Director  
 60 Court Street | Auburn, Maine 04210  
 www.auburnmaine.gov | 207.333.6601

## Development Review Checklist

The following information is required where applicable to be submitted for an application to be complete

PROJECT NAME: Ferraro Realty  
 PROPOSED DEVELOPMENT ADDRESS: 431 Turner st.  
 PARCEL #: 260-108

Required Information	Check when Submitted		Applicable Ordinance
	Applicant	Staff	
<b>Site Plan</b>			
Owner's Names/Address	✓		
Names of Development	✓		
Professionally Prepared Plan	✓		
Tax Map or Street/Parcel Number	✓		
Zoning of Property	✓		
Distance to Property Lines	✓		
Boundaries of Abutting land	✓		
Show Setbacks, Yards and Buffers	✓		
Airport Area of Influence	✓		
Parking Space Calcs	✓		
Drive Openings/Locations	✓		
Subdivision Restrictions	✓		
Proposed Use	✓		
PB/BOA/Other Restrictions	✓		
Fire Department Review	✓		
Open Space/Lot Coverage	✓		

<b>Required Information</b>		<b>Check when Submitted</b>		<b>Applicable Ordinance</b>
		<b>Applicant</b>	<b>Staff</b>	
<b>Landscape Plan</b>				
	Greenspace Requirements	/		
	Setbacks to Parking	/		
	Buffer Requirements	/		
	Street Tree Requirements	/		
	Screened Dumpsters	/		
	Additional Design Guidelines	/		
	Planting Schedule	/		
<b>Stormwater &amp; Erosion Control Plan</b>		<b>Applicant</b>	<b>Staff</b>	
	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	/		
<b>Lighting Plan</b>		<b>Applicant</b>	<b>Staff</b>	
	Full cut-off fixtures	/		
	Meets Parking Lot Requirements	/		
<b>Traffic Information</b>		<b>Applicant</b>	<b>Staff</b>	
	Access Management	/		
	Signage	/		
	PCE - Trips in Peak Hour	/		

<i>Required Information</i>		<i>Check when Submitted</i>		<i>Applicable Ordinance</i>
	Vehicular Movements	/		
	Safety Concerns	/		
	Pedestrian Circulation	/		
	Police Traffic	/		
	Engineering Traffic	/		
<b>Utility Plan</b>		<i>Applicant</i>	<i>Staff</i>	
	Water	/		
	Adequacy of Water Supply	/		
	Water main extension agreement	/		
	Sewer	/		
	Available city capacity	/		
	Electric	/		
	Natural Gas	/		
	Cable/Phone	/		
<b>Natural Resources</b>		<i>Applicant</i>	<i>Staff</i>	
	Shoreland Zone	/		
	Flood Plain	/		
	Wetlands or Streams	/		
	Urban Impaired Stream	/		
	Phosphorus Check	/		
	Aquifer/Groundwater Protection	/		
	Applicable State Permits	/		
	Lake Auburn Watershed	NA		
	Taylor Pond Watershed	NA		
<b>Right, Title or Interest</b>		<i>Applicant</i>	<i>Staff</i>	
	Verify	/		
	Document Existing Easements, Covenants, etc.	/		
		/		

<b>Required Information</b>		<b>Check when Submitted</b>		<b>Applicable Ordinance</b>
		<b>Applicant</b>	<b>Staff</b>	
<b>Technical &amp; Financial Capacity</b>				
	Cost Est./Financial Capacity	/		
	Performance Guarantee	/		
<b>State Subdivision Law</b>		<b>Applicant</b>	<b>Staff</b>	
	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	/		
<b>Additional Subdivision Standards</b>		<b>Applicant</b>	<b>Staff</b>	
	Mobile Home Parks	NA		
	PUD	NA		
<b>A JPEG or PDF of the proposed site plan</b>		<b>Applicant</b>	<b>Staff</b>	
<b>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</b>				

Ferraro Realty has met all the state requirements to obtain a Real Estate Brokerage:

**Ferraro Realty has fulfilled all State requirements. See attached.**

General Requirements:

- Completed license application

#### SPECIFIC REQUIREMENTS

Every agency license applicant must:

1. Appoint a Maine licensed broker to serve as designated broker.
2. Have a fixed and definite place of business.
3. Establish and maintain a federally insured trust account in a financial institution authorized to do business in this state.
4. Obtain a Federal Employer Identification Number (FEIN) prior to application for a license.
5. File a list of officers of the particular business entity that includes the office held and home address of each officer. (Not applicable to Individual Proprietor applicants.) **This is not applicable to Ferraro Realty**

#### 2. Other Requirements

- Corporation, Limited Liability Company and Limited Partnership applicants must register with the Maine Secretary of State, Bureau of Corporations prior to application for a real estate agency license. Contact the Bureau at (207) 624-7736 for an application and filing instructions.
- Agencies licensed as a Corporation, Limited Liability Company or Limited Partnership in another state must file with the Maine Secretary of State, Bureau of Corporations as a foreign business entity.

To Renew the brokerage license there is a biennial fee of \$100.00



DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
REAL ESTATE COMMISSION

**TONI JEAN FERRARO**

**DESIGNATED BROKER**

License Number: DB922720  
Status: Active  
Expiration Date: 03/09/2024  
Licensed By: Schooling

CE Required By: 03/09/2024  
CE Hours Required: 21

Employer Mailing: 431 TURNER ST  
AUBURN, ME 04210-6023  
Employer Phone: +1 (207) 514-6006

**History**

License Type	Start Date	End Date
DESIGNATED BROKER	05/05/2023	03/09/2024
BROKER	03/10/2020	05/04/2023

**Employer (1 record) hide**

Name	Issue Date	License Number
FERRARO REALTY LLC	05/05/2023	AL90603720

**Responsible For (1 record) hide**

Name	License Number
FERRARO REALTY LLC	AL90603720

**License/Disciplinary Action**

None.

**SALES AGENT**

License Number: SA918205  
Status: Expired  
Expiration Date: 02/26/2017  
Licensed By: Examination

Non-agency Mailing: AUBURN, ME 04210  
Phone: +1 (207) 514-6006

**History**

License Type	Start Date	End Date
SALES AGENT	02/27/2015	02/26/2017

**Employer**

None.



DEPARTMENT OF THE TREASURY  
INTERNAL REVENUE SERVICE  
CINCINNATI OH 45999-0023

Date of this notice: 04-24-2023

Employer Identification Number:  
[REDACTED]

Form: SS-4

Number of this notice: CP 575 A

For assistance you may call us at:  
1-800-829-4933

FERRARO REALTY LLC  
TONI JEAN FERRARO SOLE MBR  
431 TURNER ST  
AUBURN, ME 04210

IF YOU WRITE, ATTACH THE  
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 92-3661625. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

Based on the information received from you or your representative, you must file the following forms by the dates shown.

Form 941	07/31/2023
Form 940	01/31/2024

If you have questions about the forms or the due dates shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, *Accounting Periods and Methods*.

We assigned you a tax classification (corporation, partnership, etc.) based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2020-1, 2020-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, *Entity Classification Election*. See Form 8832 and its instructions for additional information.

IMPORTANT INFORMATION FOR S CORPORATION ELECTION:

If you intend to elect to file your return as a small business corporation, an election to file a Form 1120-S, U.S. Income Tax Return for an S Corporation, must be made within certain timeframes and the corporation must meet certain tests. All of this information is included in the instructions for Form 2553, Election by a Small Business Corporation.



If you are required to deposit for employment taxes (Forms 941, 943, 940, 944, 945, CT-1, or 1042), excise taxes (Form 720), or income taxes (Form 1120), you will receive a Welcome Package shortly, which includes instructions for making your deposits electronically through the Electronic Federal Tax Payment System (EFTPS). A Personal Identification Number (PIN) for EFTPS will also be sent to you under separate cover. Please activate the PIN once you receive it, even if you have requested the services of a tax professional or representative. For more information about EFTPS, refer to Publication 966, *Electronic Choices to Pay All Your Federal Taxes*. If you need to make a deposit immediately, you will need to make arrangements with your Financial Institution to complete a wire transfer.

The IRS is committed to helping all taxpayers comply with their tax filing obligations. If you need help completing your returns or meeting your tax obligations, Authorized e-file Providers, such as Reporting Agents or other payroll service providers, are available to assist you. Visit [www.irs.gov/mefbusproviders](http://www.irs.gov/mefbusproviders) for a list of companies that offer IRS e-file for business products and services.

**IMPORTANT REMINDERS:**

- \* Keep a copy of this notice in your permanent records. This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you. You may give a copy of this document to anyone asking for proof of your EIN.
- \* Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- \* Refer to this EIN on your tax-related correspondence and documents.
- \* Provide future officers of your organization with a copy of this notice.

Your name control associated with this EIN is FERR. You will need to provide this information along with your EIN, if you file your returns electronically.

Safeguard your EIN by referring to Publication 4557, *Safeguarding Taxpayer Data: A Guide for Your Business*.

You can get any of the forms or publications mentioned in this letter by visiting our website at [www.irs.gov/forms-pubs](http://www.irs.gov/forms-pubs) or by calling 800-TAX-FORM (800-829-3676).

If you have questions about your EIN, you can contact us at the phone number or address listed at the top of this notice. If you write, please tear off the stub at the bottom of this notice and include it with your letter.

Thank you for your cooperation.

## Regulatory Licensing &amp; Permitting



DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
REAL ESTATE COMMISSION

# FERRARO REALTY LLC

## LIMITED LIABILITY

License Number: AL90603720

Status: Active

Expiration Date: 05/04/2025

Licensed By: Standard

Street Location: 431 TURNER ST  
AUBURN, ME 04210-6023

Mailing: 431 TURNER ST  
AUBURN, ME 04210-6023

Phone: +1 (207) 514-6006

## History

License Type	Start Date	End Date
LIMITED LIABILITY	05/05/2023	05/04/2025

## Branch Office

None.

## Employee (3 records) hide

Name	Issue Date	License Number
TONI JEAN FERRARO	05/05/2023	DB922720
PRESSLEY PAIGE LAWRENCE	05/05/2023	BA919912
SHARON RUTH LAWRENCE	05/05/2023	BA926115

## Responsible Individual (1 record) hide

Name	License Number
TONI JEAN FERRARO	DB922720

## License/Disciplinary Action

None.

The Office of Professional and Occupational Regulation is providing information about this licensee as a public service. The information on this page is a secure, primary source for license verification. The information on this page is maintained by Office staff and is updated immediately upon a change to our licensing database. The information may not show a complete history. Licensing history prior to January 1, 2000 is unavailable online.

If you need further information, contact us directly.

Date: 05/05/2023 02:41:19 PM

MAINE  
LIMITED LIABILITY COMPANY  
STATE OF MAINE  
CERTIFICATE OF FORMATION

File No. 20244345DC Pages 2  
Fee Paid \$ 175  
DCN 2230932310033 DLLC  
FILED  
03/31/2023

*Julie L. Flynn*  
Deputy Secretary of State

A True Copy When Attested By Signature  
*Julie L. Flynn*  
Deputy Secretary of State

Pursuant to 31 MRSA §1531, the undersigned executes and delivers the following Certificate of Formation:

**FIRST:** The name of the limited liability company is:

Ferraro Realty LLC

(A limited liability company name must contain the words "limited liability company" or "limited company" or the abbreviation "L.L.C.," "LLC," "L.C." or "LC" or, in the case of a low-profit limited liability company, "L3C" or "l3c" - see 31 MRSA 1508.)

**SECOND:** Filing Date: (select one)

- Date of this filing; or  
 Later effective date (specified here): \_\_\_\_\_

**THIRD:** Designation as a low profit LLC (Check only if applicable):

- This is a low-profit limited liability company pursuant to 31 MRSA §1611 meeting all qualifications set forth here:
- A. The company intends to qualify as a low-profit limited liability company;
  - B. The company must at all times significantly further the accomplishment of one or more of the charitable or educational purposes within the meaning of Section 170(c)(2)(B) of the Internal Revenue Code of 1986, as it may be amended, revised or succeeded, and must list the specific charitable or educational purposes the company will further;
  - C. No significant purpose of the company is the production of income or the appreciation of property. The fact that a person produces significant income or capital appreciation is not, in the absence of other factors, conclusive evidence of a significant purpose involving the production of income or the appreciation of property; and
  - D. No purpose of the company is to accomplish one or more political or legislative purpose within the meaning of Section 170(c)(2)(D) of the Internal Revenue Code of 1986, or its successor.

**FOURTH:** Designation as a professional LLC (Check only if applicable):

- This is a professional limited liability company\* formed pursuant to 13 MRSA Chapter 22-A to provide the following professional services:

\_\_\_\_\_  
(Type of professional services)

**FIFTH:** The Registered Agent is a: (select either a Commercial or Noncommercial Registered Agent)

Commercial Registered Agent CRA Public Number: \_\_\_\_\_

\_\_\_\_\_  
(Name of commercial registered agent)

Noncommercial Registered Agent

**Ferraro Realty LLC**

\_\_\_\_\_  
(Name of noncommercial registered agent)

**431 Turner St, Auburn, Maine 04210**

\_\_\_\_\_  
(physical location, not P.O. Box – street, city, state and zip code)

\_\_\_\_\_  
(mailing address if different from above)

**SIXTH:** Pursuant to 5 MRSA §105.2, the registered agent listed above has consented to serve as the registered agent for this limited liability company.

**SEVENTH:** Other matters the members determine to include are set forth in the attached Exhibit \_\_\_\_\_, and made a part hereof.

**\*\*Authorized person(s)**

Dated 3/28/2023

\_\_\_\_\_  
(Signature of authorized person)

**Cheyenne Moseley, Assistant Secretary, LegalZoom.com, Inc.**

\_\_\_\_\_  
(Type or print name of authorized person)

\_\_\_\_\_  
(Signature of authorized person)

\_\_\_\_\_  
(Type or print name of authorized person)

\*Examples of professional service limited liability companies are accountants, attorneys, chiropractors, dentists, registered nurses and veterinarians. (This is not an inclusive list – see 13 MRSA §723.7)

\*\*Pursuant to 31 MRSA §1676.1.A, Certificate of Formation MUST be signed by at least one authorized person.

The execution of this certificate constitutes an oath or affirmation under the penalties of false swearing under 17-A MRSA §453.

Please remit your payment made payable to the Maine Secretary of State.

Submit completed form to:

**Secretary of State  
Division of Corporations, UCC and Commissions  
101 State House Station  
Augusta, ME 04333-0101  
Telephone Inquiries: (207) 624-7752**

Email Inquiries: [CEC.Corporations@Maine.gov](mailto:CEC.Corporations@Maine.gov)

**RECEIPT** DATE 6-27-23 No. **509695**

RECEIVED FROM Toni Ferraro \$700.00

FOR RENT  FOR App 431 Turner DOLLARS  
# 5012

ACCOUNT	
PAYMENT	
BAL. DUE	

- CASH
- CHECK
- MONEY ORDER
- CREDIT CARD

FROM \_\_\_\_\_ TO \_\_\_\_\_

BY ht