



**CADmaster**

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*CAD Drafting, Land Surveying and Septic Design*

May 9, 2016

Auburn Planning Board  
City of Auburn  
60 Court Street  
Auburn, Maine 04210

RE: "PDB Rancourt Realty, LLC. Property"  
411 Center Street  
Auburn, Maine  
Site Plan Review Application

Dear Planning Board Members:

On behalf of Mr. Paul Rancourt and PDB Rancourt Realty, LLC, please find attached an application for a Site Plan Review and supportive documentation for review and approvals of a proposed 2,400 sq. ft. Office or Retail use building to be located at 411 Center Street in the City of Auburn.

Briefly, Mr. Rancourt propose to remove the existing single family dwelling and associated two (2) bay garage from the property and to construct a 2,400 sq. ft. Dublex style structure with a twelve (12) stall paved parking area. The property is located within the GB, General Business zoning district, as shown on the attached portion of the Zoning Map within this application. Land use requirements for a lot within this zone requires a twenty-five (25) foot front, side and rear setback for any new structures. If these setback requirements would be adhered to then the potential development area would not allow for a structure of this size to be utilized. With this in mind we are requesting a reduction in the setback requirements for the front yard setback on East Dartmouth Street to be reduced from twenty-five (25) feet to fifteen (15) feet as well as the side line opposite from East Dartmouth Street to be reduced as well from twenty-five (25) feet to fifteen (15) feet. These reductions by the Planning Board are allowed under "Section 60-1312 - Review of

Planning Board needed for Variance" of Part II - Code of Ordinances - Chapter 60 - Zoning Article XVI - Site Plan Review of the Land Use Ordinances.

I trust the following information will be sufficient for review and approval of the enclosed Site Plan Review Application and Mr. Rancourts request for variances of the front and side yard setback requirements as stated above.

I look forward to meeting with the Board at its regularly scheduled meeting on June 14, 2016 to discuss the enclosed application.

Respectfully submitted,  
CADmaster Drafting, Land  
Surveying and Septic Design

A handwritten signature in blue ink that reads "George Bouchles". The signature is written in a cursive, flowing style.

George Bouchles, PLS 2295, LSE 338



# Development Review Application

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



**PROJECT NAME:** RANCOURT ACCOCIATES, LLC PROPERTY

**PROPOSED DEVELOPMENT ADDRESS:** 411 CENTER STREET - AUBURN

**PARCEL ID#:** 271-064

**REVIEW TYPE:**      **Site Plan/Special Exception**                       **Site Plan Amendment**   
                                 **Subdivision**     **Subdivision Amendment**

**PROJECT DESCRIPTION:** The applicant proposes to remove an existing single family dwelling and garage and to construct a 2,400 sq. ft. office duplex or retail structure with associated parking and drainage structures.

**CONTACT INFORMATION:**

**Applicant**

Name: Paul Rancourt  
Address: 457 College St. Lewiston  
Zip Code 04240  
Work #: 576-5770  
Cell #: 576-5770  
Fax #: n/a  
Home #: n/a  
Email: deerview3@aol.com

**Property Owner**

Name: same  
Address:  
Zip Code  
Work #:  
Cell #:  
Fax #:  
Home #:  
Email:

**Project Representative**

Name: George Bouchles  
Address: 191 Madison st. Auburn  
Zip Code 04210  
Work #: 689-3232  
Cell #: 240-5567  
Fax #: 689-3232  
Home #: n/a  
Email: gsb@cadmasterr.com

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

Name: Jeff Amos  
Address: P.O. 339 New Gloucester  
Zip Code 04260  
Work #: 926-5111  
Cell #: 272-7571  
Fax #: n/a  
Home #: n/a  
Email: jeff@terradynconsultants.com

# PROJECT DATA

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

## IMPERVIOUS SURFACE AREA/RATIO

Existing Total Impervious Area	1,102	sq. ft.
Proposed Total Paved Area	4,972	sq. ft.
Proposed Total Impervious Area	4,972	sq. ft.
Proposed Impervious Net Change	3,870	sq. ft.
Impervious surface ratio existing	7	% of lot area
Impervious surface ratio proposed	33	% of lot area

## BUILDING AREA/LOT COVERAGE

Existing Building Footprint	1,725	sq. ft.
Proposed Building Footprint	2,400	sq. ft.
Proposed Building Footprint Net change	+675	sq. ft.
Existing Total Building Floor Area	n/a	sq. ft.
Proposed Total Building Floor Area	2,400	sq. ft.
Proposed Building Floor Area Net Change	n/a	sq. ft.
New Building	yes	(yes or no)
Building Area/Lot coverage existing	12	% of lot area
Building Area/Lot coverage proposed	16	% of lot area

## ZONING

Existing General Business

Proposed, if applicable n/a

## LAND USE

Existing residential

Proposed retail or office

## RESIDENTIAL, IF APPLICABLE

Existing Number of Residential Units	1
Proposed Number of Residential Units	n/a
Subdivision, Proposed Number of Lots	n/a

## PARKING SPACES

Existing Number of Parking Spaces	3
Proposed Number of Parking Spaces	12
Required Number of Parking Spaces	8
Number of Handicapped Parking Spaces	2

## ESTIMATED COST OF PROJECT

\$300,000.00

## 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 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

1. Property is located in the GB zoning district.  
 2. Parcel Area: 0.34 acres / 14,893 square feet(sf).

<b>Regulations</b>	<u>Required/Allowed</u>	<u>Provided</u>
Min Lot Area	<u>10,000</u>	<u>14,893</u>
Street Frontage	<u>100</u>	<u>135.88</u>
Min Front Yard	<u>25</u>	<u>15</u>
Min Rear Yard	<u>25</u>	<u>15</u>
Min Side Yard	<u>25</u>	<u>15</u>
Max. Building Height	<u>45</u>	<u>20</u>
Use Designation	/	
Parking Requirement	<u>1 space/ per 300 square feet of floor area</u>	
Total Parking:	<u>8</u>	<u>12</u>
Overlay zoning districts (if any):	/	
Urban impaired stream watershed?	YES/NO If yes, watershed name _____	

## DEVELOPMENT REVIEW APPLICATION SUBMISSION

**Submission shall include payment of fee and fifteen (15) complete packets containing the following materials:**

1. Full size plans containing the information found in the attached sample plan checklist.
2. Application form that is completed and signed.
3. Cover letter stating the nature of the project.
4. All written submittals including evidence of right, title and interest.
5. 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.**

L/A's development review process and requirements have been made similar for convenience and to encourage development. Each City's ordinances are available online at their prospective websites:

**Auburn:** [www.auburnmaine.org](http://www.auburnmaine.org) under City Departments/ Planning and Permitting/Land Use Division/**Zoning Ordinance**

**Lewiston:** <http://www.ci.lewiston.me.us/clerk/ordinances.htm> Refer to Appendix A of the Code of Ordinances

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: <p style="text-align: center;">May 9, 2016</p>
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**FIRST ADDENDUM TO  
PURCHASE AND SALE AGREEMENT**

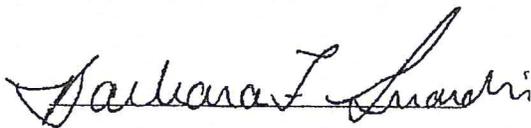
That certain Agreement dated April 20, 2016, by and between PDB RANCOURT REALTY, LLC as Buyer and SHAWN K. BELL, Personal Representative of the ESTATE OF GERTRUDE SNOW, as Seller for the purchase and sale of land and improvements located at 411 Center Street, Auburn, Maine, as more particularly described therein (the "Agreement"), is hereby amended as follows:

1. Buyer's obligations under this Agreement are contingent upon approval by the Auburn Planning Board on or before June 14, 2016 under terms and conditions satisfactory to Buyer of a Site Plan for Buyer's intended development of the property;
2. Closing shall be held at a date and time to be agreed upon by the parties but in no event later than July 1, 2016.

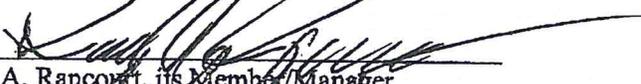
Except as otherwise provided herein, the Agreement shall remain undisturbed and in full force and effect.

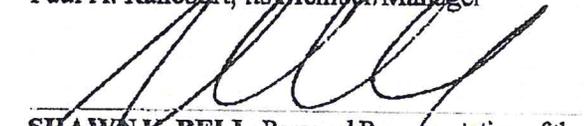
IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 3<sup>rd</sup> day of May, 2016.

WITNESS:

  
\_\_\_\_\_  


**PDB RANCOURT REALTY, LLC**

By:   
Paul A. Rancourt, its Member/Manager

  
\_\_\_\_\_  
**SHAWN K. BELL, Personal Representative of the  
ESTATE OF GERTRUDE SNOW**

**WARRANTY DEED**

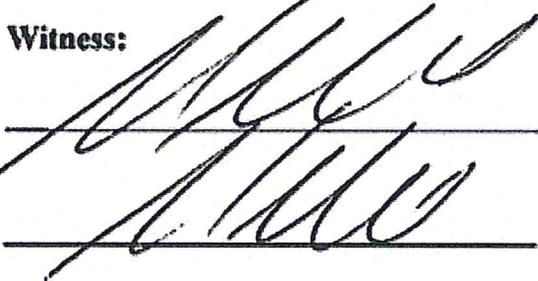
Roy I. Snow and Gertrude E. Snow, both of Auburn, Maine, for consideration paid, grants to Gertrude E. Snow, of Auburn, Maine, with WARRANTY COVENANTS, a certain lot or parcel of land with any and all buildings thereon situated in Auburn, County of Androscoggin, and State of Maine, and being more fully described in Exhibit "A" attached hereto and made a part hereof.

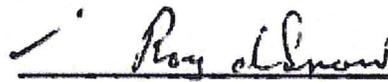
In Witness Whereof, the undersigned have hereunto set their hands and seals effective this

20<sup>th</sup> day of September, 2005.

Witness:

NO MAINE R.E.  
TRANSFER TAX PAID



  
\_\_\_\_\_  
Roy I. Snow  
  
\_\_\_\_\_  
Gertrude E. Snow

STATE OF MAINE  
ANDROSCOGGIN, SS.

September 20, 2005

Then personally appeared the above-named Roy I. Snow and acknowledged the foregoing instrument to be his free act and deed.

Before me,  
  
\_\_\_\_\_  
Notary Public/Attorney-at-Law  
Printed Name: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

SEAL

MAUREEN E. CATALANO, NOTARY PUBLIC  
STATE OF MAINE  
MY COMMISSION EXPIRES 06/09/2012

STATE OF MAINE  
ANDROSCOGGIN, SS.

September 20, 2005

Then personally appeared the above-named Gertrude E. Snow and acknowledged the foregoing instrument to be her free act and deed.

Before me,



Notary Public/Attorney-at-Law

Printed Name: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

MAUREEN E. CATALANO, NOTARY PUBLIC  
STATE OF MAINE  
MY COMMISSION EXPIRES 06/03/2012

SEAL

## EXHIBIT "A"

Beginning at the intersection of the southeasterly line of Center Street and the division line of lands supposed to be owned, now or formerly by one Hinds, etals; thence southeasterly on said division line one hundred and fifty (150) feet; thence southwesterly parallel to the said southeasterly line of Center Street one hundred (100) feet; thence northwesterly parallel to the said division line of lands supposed to be owned by said Hinds, etals, one hundred and fifty (150) feet to said southeasterly line of Center Street; thence northeasterly on the said southeasterly line of Center Street one hundred (100) feet to the point of beginning. Subject to all restrictions and agreements set forth in a deed from one Given to One Spooner dated October 26, 1887, recorded in Androscoggin Registry Of Deeds, Book 128, Page 25.

Excepting and reserving from the premises herein conveyed a strip fifteen (15) feet in width and one hundred and fifty (150) feet in depth being fifteen (15) feet on Center Street and extending one hundred and fifty (150) feet deep in a easterly direction from northerly portion of the land conveyed for a proposed street.

Being the same premises conveyed to me by Warranty Deed from Eva Russell dated September 21, 1942 and recorded in said Registry, Book 532, Page 480.

Also another certain piece or parcel of land situated in said Auburn, bounded and described as follows: Beginning on the Easterly line of Center Street at a point fifty-one and three tenths (51.3) feet Southerly from the Southwesterly corner of said land of said Irene M. Nash; thence North eighty degrees and twenty minutes East, one hundred thirty-six and thirty-five hundredths (136.35) feet to the most Southerly corner of said land of said Irene M. Nash; thence in a Northwesterly direction by the Southwesterly line of land of said Nash; to the said Easterly line of Center Street at said Nash's Southwesterly corner; thence in a Southerly direction by the said Easterly line of Center Street, fifty-one and three tenths (51.3) feet to the point of beginning.

Being the same premises conveyed to me by Warranty Deed from Marian P. Louisfell and Walter Louisfell dated November 19, 1942 and recorded in said Registry, Book 531, Page 300.

ANDROSCOGGIN COUNTY  
*Una K. Chouard*  
REGISTER OF DEEDS



May 9, 2016

City of Auburn  
60 Court Street  
Auburn, Maine 04210

RE: Center Street Project – PDB Rancourt Realty, LLC

Dear City of Auburn:

I am pleased to inform you that PDB Rancourt Realty, LLC primarily owned by Paul and Debra Rancourt, enjoys a stellar reputation in the Lewiston Auburn area. Mr. and Mrs Rancourt have more than 40 years' experience in both residential and commercial real estate development. Not only do they have the expertise and knowledge base, they also have the financial capacity to complete the proposed redevelopment project on Center Street.

I am more than happy to provide more validation and specifics on similar projects that Mr. and Mrs Rancourt have completed recently and others over their many years in real estate development.

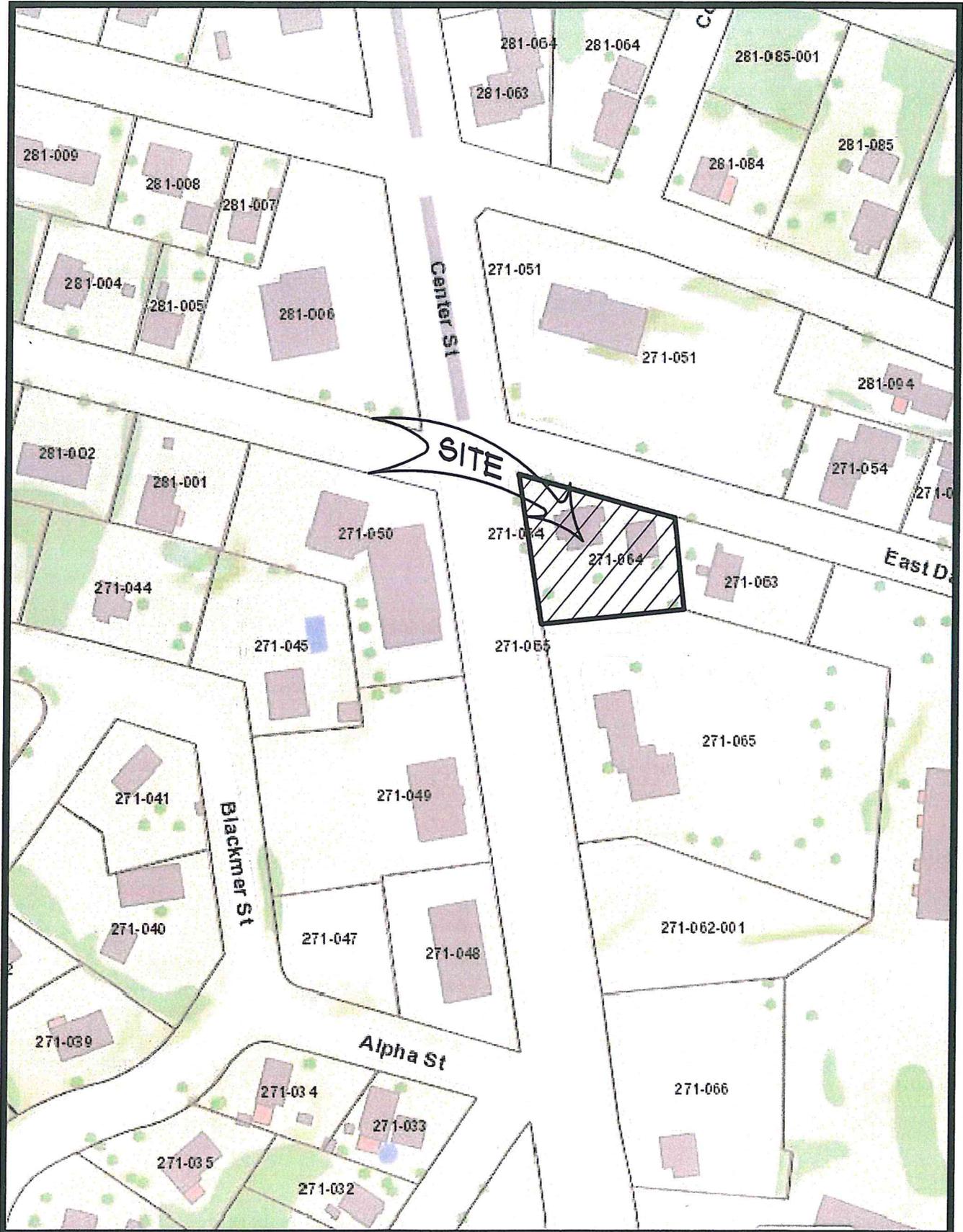
Feel free to reach me at 207-393-3663 or by email at [ipullen@norwaysavingsbank.com](mailto:ipullen@norwaysavingsbank.com).

Sincerely,

A handwritten signature in blue ink, appearing to read "Ian T. Pullen", written in a cursive style.

Ian T. Pullen  
AVP, Commercial Lending

# TAX MAP



SCALE : NOT TO SCALE  
SOURCE : CITY OF AUBURN TAX MAPS



prepared by  
**CADmaster Drafting  
& Septic Design**

# LOCATION MAP

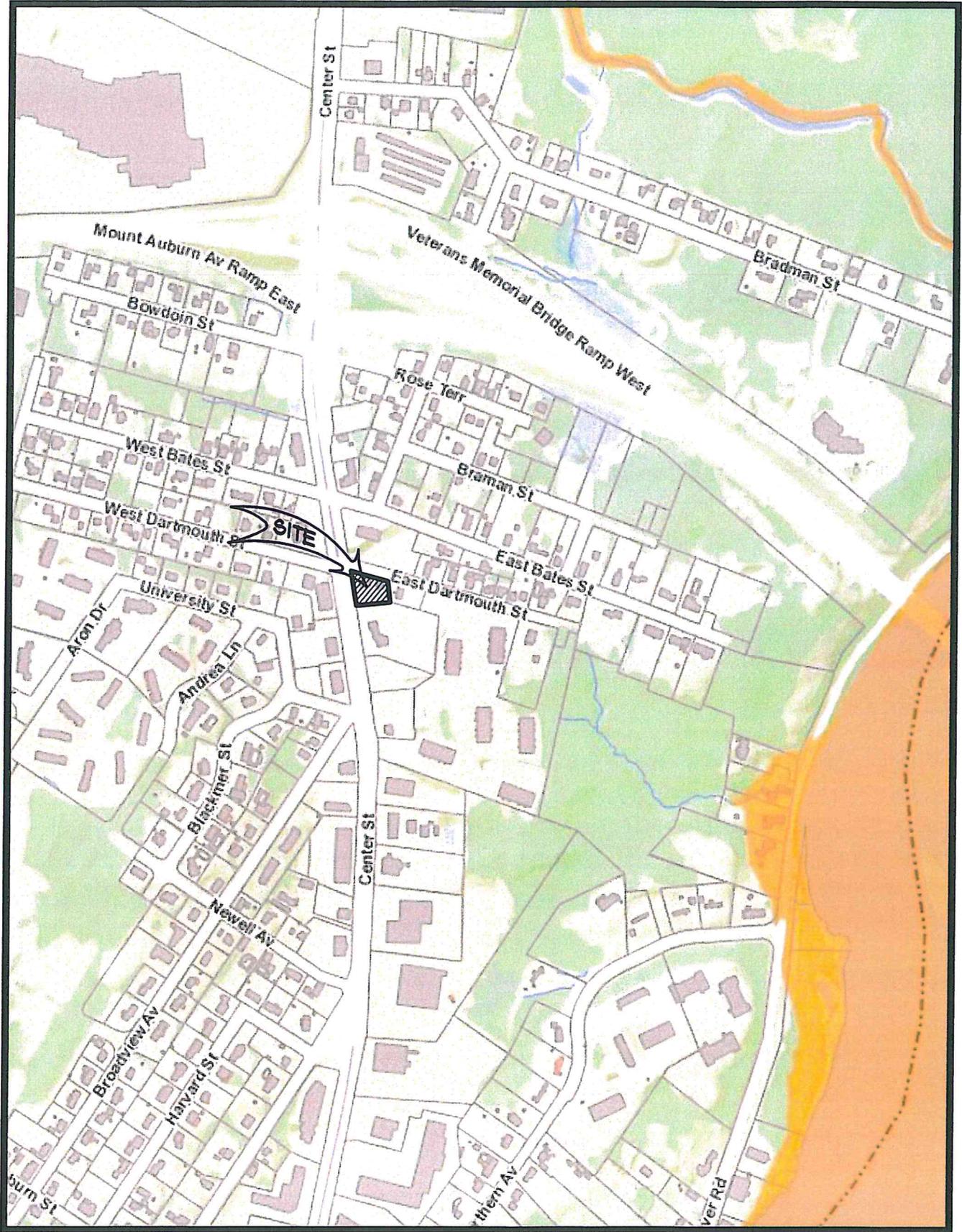


SOURCE : GOOGLE EARTH  
(NOT TO SCALE)



prepared by  
**CADmaster Drafting  
& Septic Design**

# FLOOD MAP

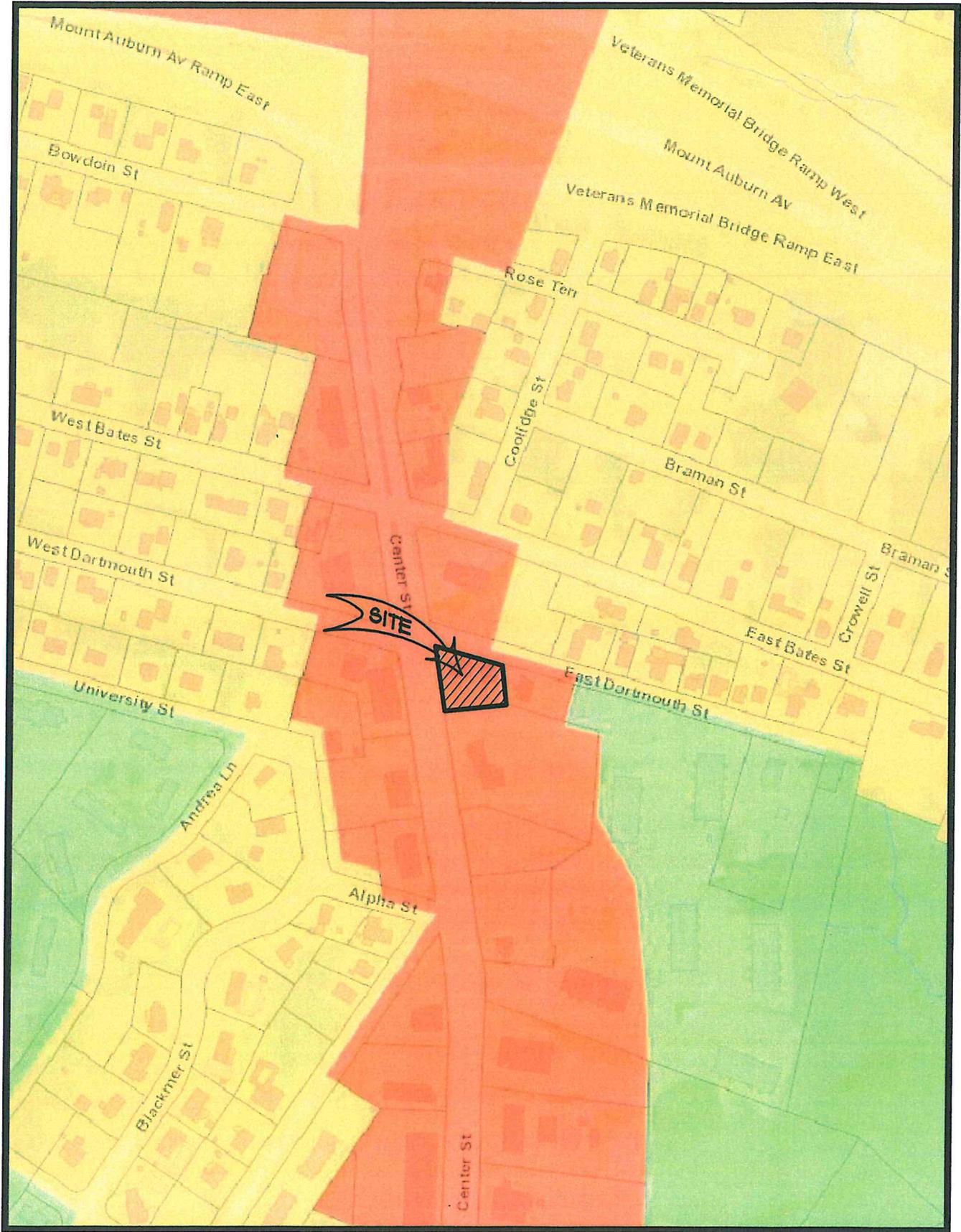


NOT TO SCALE  
FLOOD MAP  
CITY OF AUBURN MAP 271



prepared by  
**CADmaster Drafting  
& Septic Design**

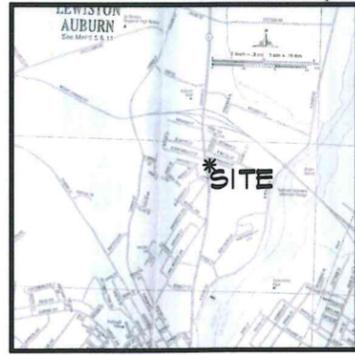
# ZONING MAP



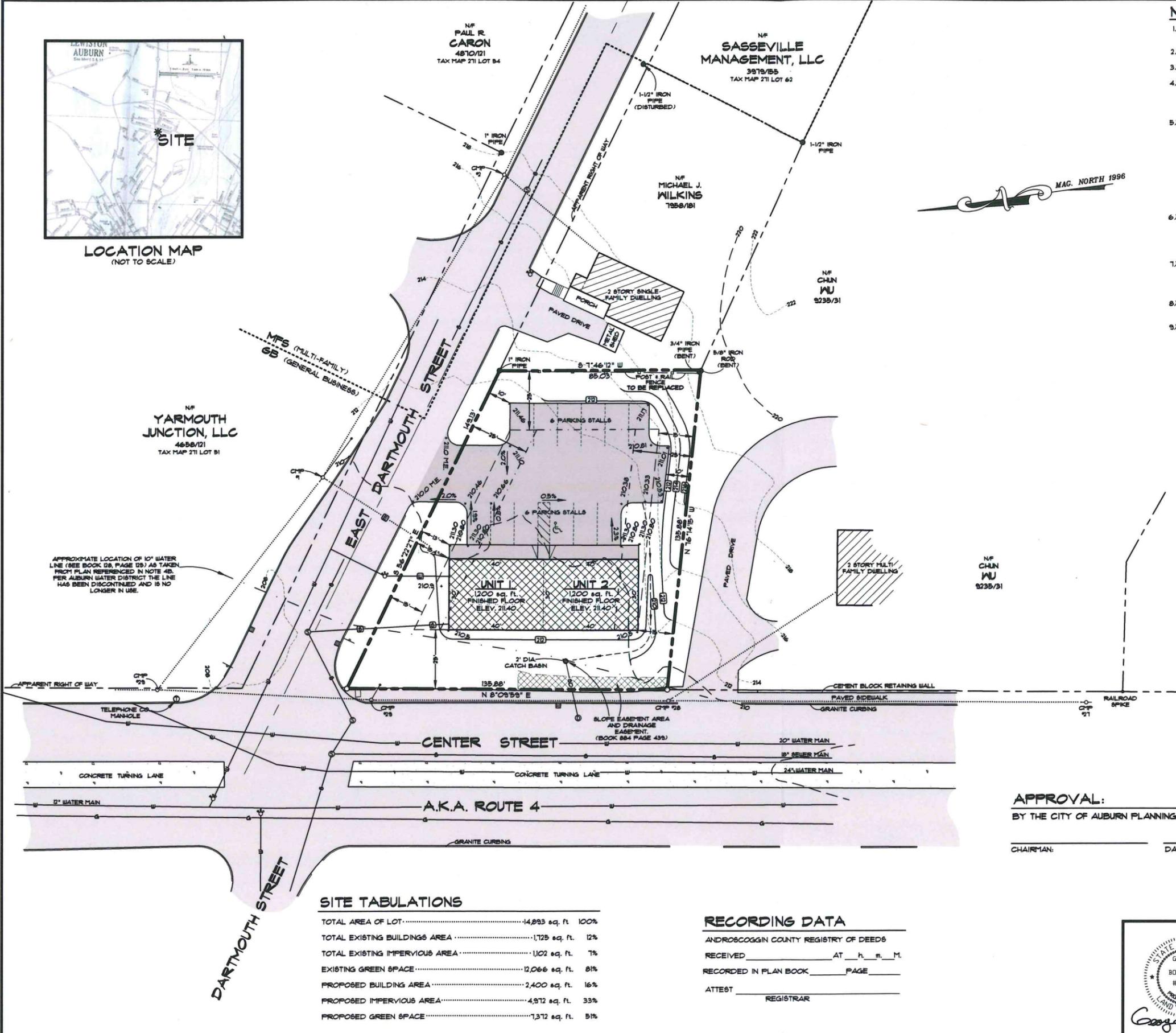
SCALE : N.T.S.  
SOURCE : WEB SOILS SURVEY  
ANDROSCOGGIN COUNTY



prepared by  
**CADmaster Drafting  
& Septic Design**



LOCATION MAP  
(NOT TO SCALE)



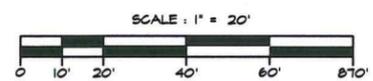
**NOTES:**

- 1) ALL BEARINGS REFER TO MAGNETIC NORTH AS ORIENTATED TO AND SHOWN ON A PLAN REFERRED TO IN NOT 5B BELOW.
- 2) ALL BOOK AND PAGE NUMBERS REFER TO THE ANDROSCOGGIN COUNTY REGISTRY OF DEEDS.
- 3) TOTAL AREA OF PARCEL SURVEYED = 0.34 ACRES (14,893 SQ. FT.)
- 4) OWNER OF RECORD = ESTATE OF GERTRUDE E. SNOW - SEE DEED OF ROY I. & GERTRUDE E. SNOW TO GERTRUDE E. SNOW DATED SEPTEMBER 20, 2005 AND RECORDED AT SAID REGISTRY IN BOOK 6905, PAGE 231. GERTRUDE E. SNOW DIED JUNE 26, 2015. (SEE BOOK 9231, PAGE 123 FOR DISCHARGE OF ESTATE TAX LIEN)
- 5) REFERENCE IS MADE TO THE FOLLOWING PLANS:  
 A) "PLAN OF EAST DARTMOUTH STREET" PREPARED BY THE CITY OF AUBURN ENGINEERING DEPARTMENT DATED MARCH 27, 1928, ON FILE AT THE CITY OF AUBURN ENGINEERING OFFICE.  
 B) "STANDARD BOUNDARY SURVEY - DR. THOMAS SHIELDS" BY A.R.C.C. LAND SURVEYORS, INC., DATED SEPTEMBER 13, 1999, RECORDED AT SAID REGISTRY IN PLAN FILE BOOK 40, PAGE 185.  
 C) "MAINE STATE HIGHWAY COMMISSION - RIGHT OF WAY MAP - STATE HIGHWAY NO. 21", DATED OCTOBER 1962, S.H.C. FILE NO. 1-69, SHEET 2 OF 10, RECORDED AT SAID REGISTRY IN PLAN FILE BOOK 18, PAGE 18.  
 D) "STATE OF MAINE DEPARTMENT OF TRANSPORTATION - RIGHT OF WAY MAP", DATED NOVEMBER 1983, D.O.T. FILE NO. 1-166, SHEET 8 OF 9, RECORDED AT SAID REGISTRY IN PLAN FILE BOOK 32, PAGE 150.
- 6) THE PARCEL IS "SUBJECT, HOWEVER TO THE RIGHT OF THE AUBURN AQUADUCT COMPANY TO MAINTAIN ITS AQUADUCT ACROSS SAID LAND, AND TO REPAIR AND REPLACE THE SAME.", SEE DEED DATED OCTOBER 26, 1891 (BOOK 128, PAGE 25). THE APPROXIMATE LOCATION OF SAID AQUADUCT (10" WATER LINE) WAS TAKEN FROM THE PLAN REFERRED TO IN NOTE 5C ABOVE. NO FIELD VERIFICATION OF THE LOCATION OF THIS AQUADUCT WAS PERFORMED BY THIS SURVEYOR.
- 7) THE APPROXIMATE LOCATION OF CENTER STREET AND EAST DARTMOUTH STREET, AS SHOWN, ARE BASED ON THE ABOVE REFERENCE PLANS IN NOTE 5A AND 5D, AND FROM MONUMENTATION (I.E. IRON PIPE, IRON RODS, BRASS DISCS, ETC.) RECOVERED DURING THE FIELD SURVEY OF THIS PARCEL.
- 8) TOPOGRAPHIC INFORMATION AS SHOWN ON THIS PLAN WAS GENERATED FROM LIDAR POINTS AND OBTAINED FROM THE MAINE OFFICE OF GIS. CONTOUR INTERVALS ARE 2 FEET VERTICAL.
- 9) THIS PLAN WAS PREPARED UNDER THE DIRECT SUPERVISION OF GEORGE S. BOUCHLES, PLS 2295.

**LEGEND:**

- IRON PIPE OR ROD FOUND
- IRON ROD SET WITH SURVEYOR'S I.D. CAP 2295
- ..... UTILITY POLES WITH OVERHEAD LINES
- NF NOW OR FORMERLY
- 9235/31 BOOK AND PAGE NUMBERS
- PROPERTY LINES
- - - - - AQUADUCT LINE
- ⊙ SEWER MANHOLE
- ⊕ DRAIN MANHOLE
- ⊞ CATCH BASIN
- - - - - ZONING BOUNDARY
- SEWER LINE
- WATER SERVICE
- ⊕ WATER SHUTOFF
- ⊞ PROPOSED WATER SERVICE
- ⊞ PROPOSED SEWER SERVICE
- ..... PROPOSED OVERHEAD UTILITY LINES
- ▨ BUILDING
- ▨ PAVEMENT
- ▨ CONCRETE

**REDUCTION**



**APPROVAL:**  
BY THE CITY OF AUBURN PLANNING BOARD

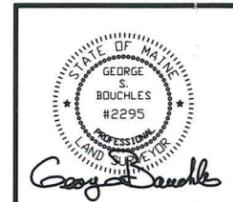
CHAIRMAN: \_\_\_\_\_ DATE: \_\_\_\_\_

**SITE TABULATIONS**

TOTAL AREA OF LOT	14,893 sq. ft.	100%
TOTAL EXISTING BUILDINGS AREA	1,125 sq. ft.	12%
TOTAL EXISTING IMPERVIOUS AREA	1,102 sq. ft.	7%
EXISTING GREEN SPACE	12,066 sq. ft.	81%
PROPOSED BUILDING AREA	2,400 sq. ft.	16%
PROPOSED IMPERVIOUS AREA	4,912 sq. ft.	33%
PROPOSED GREEN SPACE	7,372 sq. ft.	51%

**RECORDING DATA**

ANDROSCOGGIN COUNTY REGISTRY OF DEEDS  
 RECEIVED \_\_\_\_\_ AT \_\_\_\_\_ P. M.  
 RECORDED IN PLAN BOOK \_\_\_\_\_ PAGE \_\_\_\_\_  
 ATTEST \_\_\_\_\_ REGISTRAR



**PROPOSED CONDITION SITE PLAN  
RANCOURT PROPERTY**  
 411 CENTER STREET AUBURN, MAINE  
 ANDROSCOGGIN COUNTY  
 TAX MAP 271 LOT 064  
 OWNER OF RECORD AND PREPARED FOR  
**RANCOURT ASSOCIATES, LLC.**  
 457 COLLEGE STREET LEWISTON, ME 04240

prepared by  
**CADmaster Drafting,  
 Land Surveying & Septic Designs**  
 191 Madison St. - Auburn, ME 04210  
 tel./fax - 689-2322 cell-240-2567  
 DATE: MAY 9, 2016 SCALE: 1" = 20' SHEET  
 JOB NUMBER: 16-039 CAD: 16-039PRODUG 1