



Stoneybrook Consultants, Inc.

P.O. Box 459
456 Buckfield Road
Turner, Maine 04282
(207) 224-0252

March 8, 2019

Ms. Audrey Knight, AICP, City Planner
Planning, Permitting and Code Division
City of Auburn
60 Court Street
Auburn, ME 04210

RE: 101 Merrow Road
Phase 2 Factory Expansion

Dear Ms. Knight:

On behalf of Futureguard, I am pleased to submit this letter and attachments to secure Site Plan Review approvals for a small factory expansion at 101 Merrow Road. The parcel is located in the Industrial District (ID) and is shown on the City GIS system as Map 186, Lot 015. The property is currently owned by Futureguard Holdings, LLC and is said to contain about 27 acres. The parcel has frontage on Merrow Road and Hotel Road.

In October of 2017, we provided a summary of the existing building footprint as part of our application for the first factory expansion. That application reported a total footprint of 161,364 square feet. At that time, with the removal of two additional structures, we agreed that we can support construction of a total of 18,788.4 square feet (16,136.4 + 2,652) for the two structures removed) with a Staff level review under your 10% expansion criteria. Approvals in 2017 allowed us to construct a 13,104 square foot Phase 1 Factory expansion. In October of 2018, we also secured approvals for a 6,380 square foot showroom expansion to the front of the factory building. This showroom area has not yet been constructed, but will be completed in 2019.

In total, these two expansions added 19,484 square feet to the existing building, but 2,170 square feet of the Phase 1 Factory expansion covered an existing

loading dock area. Therefore, the net footprint increase was only 17,314 square feet. Both of these expansions were approved at a Staff level review as the increase was less than 10% of the total footprint onsite. Site work related to both of these expansions has reduced the total impervious area on the property by 17,190 square feet (16,490 + 700). Therefore, no stormwater detention or treatment areas were proposed or required for those projects.

Today, Futureguard is planning a second, Phase 2, Factory expansion. The proposal is to add 14,160 square feet behind the Phase 1 Factory expansion. This expansion will provide a drive-thru unloading area for incoming materials and additional work space to cut, mold or shape those materials for new product lines that Futureguard plans to manufacture on site. The Phase 1 Factory expansion will provide space for additional powder coating lines. These expansions are only the first steps in a multi-phase expansion process to make room for the new product lines. Additional expansions may not occur until 2020 and they will likely include expansion to the easterly side of the factory where finished products are currently shipped to market.

We are seeking approvals for Phase 2 only at this time because equipment purchasing and setup in this new space is time sensitive. Futureguard is planning to have this expansion ready by mid-summer so that equipment can be ordered, received and set up in the new space in 2020. No new jobs will be added for these spaces. Instead, the space will provide more room for equipment and space to move materials through the factory without interference from support columns or existing equipment.

Several surveys of the property have been completed. We have attached an existing condition plan created from these surveys. All proposed improvements are shown on the attached plan set prepared by Summit Geoengineering Services, Inc. (Summit). All work is proposed to occur within existing impervious or developed areas. This project will disturb about 1.5 acres. These improvements as proposed will increase impervious areas by about 14,020 square feet. However, when you consider the two previous expansions, total impervious area on this property has been reduced by 3,170 square feet (17,190 - 14,020). No stormwater detention or treatment areas are proposed or required for this project. As with the first two projects, we have proposed a stone drip edge along the existing building to catch roof runoff before it hits paved areas. Underdrain piping will collect this roof runoff and direct it to the existing manmade drainage ditch at the rear of the developed site.

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Futureguard currently has 90 employees. The factory operates 6:30 AM to 4:00 PM and the office staff is available 8:00 AM to 5:00 PM. Normal operations are five days per week, but occasionally some staff will be on site on the weekends. Power, water, sewer and heating will come from the existing building. This expansion will not increase existing employment levels. Therefore, no new parking is proposed.

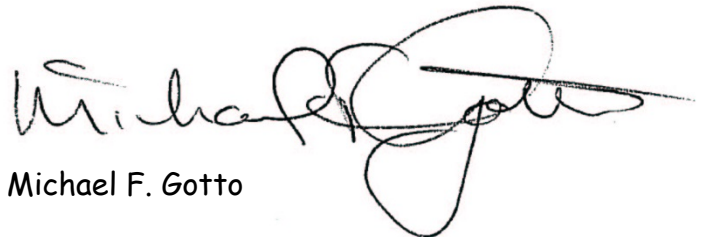
This plant and the existing impervious areas were originally constructed in the 1960's. No permits have ever been secured from the Maine Department of Environmental Protection (MDEP) and none have been necessary. Please remember that total impervious areas have been reduced from historic levels with these recent projects. Wetland areas on the property have been mapped and no impacts to wetland areas are proposed. We will prepare and submit an NRPA Permit-by-Rule application to MDEP for activities adjacent to the unnamed stream running along the westerly end of the factory.

We will also prepare and submit a Maine Construction General Permit application form because this project will disturb more than 1 acre. Basic erosion control measures will be used on site in accordance with the project plans and application materials. Copies of both of these applications will be sent to you once they have been submitted.

Construction is expected to begin as soon as Planning Board approvals are granted and building permits issued. Occupancy is expected in 2020. The project will be funded by current cash flow and working capital. The expansion is expected to cost \$675,000. Please let me know if you have any questions about the information provided and please do not hesitate to call if you need additional information.

Respectfully yours,

STONEBROOK CONSULTANTS, INC.

A handwritten signature in black ink, appearing to read "Michael F. Gotto", with a large, stylized flourish at the end.

Michael F. Gotto

cc: Don Buteau



Development Review Application

City of Auburn Planning and Permitting Department

PROJECT NAME: Phase 2 Building Addition

PROPOSED DEVELOPMENT ADDRESS: 101 Merrow Road

PARCEL ID#: 186-015

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

PROJECT DESCRIPTION: See Cover Letter

CONTACT INFORMATION:

Applicant	
Name:	Futureguard Holdings, LLC
Address:	P.O. Box 2028
Zip Code:	Auburn, ME 04211
Work #:	
Cell #:	
Fax #:	
Home #:	
Email:	
Project Representative	
Name:	Mike Gotto - Stoneybrook
Address:	P.O. Box 459
Zip Code:	Turner, ME 04282
Work #:	(207) 224-0252
Cell #:	(207) 513-6123
Fax #:	
Home #:	
Email:	mike@stoneybrookllc.com

Property Owner	
Name:	Same
Address:	
Zip Code:	
Work #:	
Cell #:	
Fax #:	
Home #:	
Email:	
Other professional representatives for the project (surveyors, engineers, etc.),	
Name:	Summit Geoengineering Services
Address:	145 Lisbon Street, Suite 701
Zip Code:	Lewiston, ME 04240
Work #:	(207) 576-3313
Cell #:	
Fax #:	
Home #:	
Email:	bpeterlein@summitgeoeng.com

PROJECT DATA

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

IMPERVIOUS SURFACE AREA/RATIO

Existing Total Impervious Area	311 030 sq. ft.
Proposed Total Paved Area	140 442 sq. ft.
Proposed Total Impervious Area Proposed	325 050 sq. ft.
Impervious Net Change	14 020 sq. ft.
Impervious surface ratio existing.....	26.3 % of lot area
Impervious surface ratio proposed.....	27.6 % of lot area

BUILDING AREA/LOT COVERAGE

Existing Building Footprint.....	170 048 sq. ft.
Proposed Building Footprint.....	184 208 sq. ft.
Proposed Building Footprint Net change.....	14 160 sq. ft.
Existing Total Building Floor Area	178 678 sq. ft.
Proposed Total Building Floor Area	192 838 sq. ft.
Proposed Building Floor Area Net Change	14 160 sq. ft.
New Building ?.....	No (yes or no)
Building Area/Lot coverage existing	14.4 % of lot area
Building Area/Lot coverage proposed.....	15.7 % of lot area

ZONING or FORM BASED CODE DISTRICT

Existing	Industrial
Proposed, if applicable.....	N/A

LAND USE

Existing	Industrial
Proposed.....	Industrial

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.....	
Proposed Number of Parking Spaces	
Number of Handicapped Parking Spaces	
Proposed Total Parking Spaces.....	

ESTIMATED COST OF PROJECT.....

DELEGATED REVIEW AUTHORITY CHECKLIST

SITE LOCATION OF DEVELOPMENT AND STORMWATER MANAGEMENT

Existing Impervious Area	311 030 sq. ft.
Proposed Disturbed Area	65 000 sq. ft.
Proposed Impervious Area	309 663 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 (Since July 1, 1997)	N/A passenger car equivalents (PCE)
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Total traffic estimated in the peak hour-proposed (Since July 1, 1997)	N/A passenger car equivalents (PCE)
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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 Industrial zoning/form based code district.
2. Parcel Area: 27 acres / _____ square feet(sf).

Regulations	<u>Required/Allowed</u>	<u>Provided</u>
Min Lot Area	/	<u>27 acres</u>
Street Frontage	<u>150'</u>	<u>2476'</u>
Min Front Yard	<u>35'</u>	<u>37'</u>
Min Rear Yard	<u>50'</u>	<u>223'</u>
Min Side Yard	<u>35'</u>	<u>282'</u>
Max. Building Height	<u>75'</u>	<u>30'</u>
Use Designation	<u>Industrial</u>	<u>Industrial</u>
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 fifteen (15) complete packets containing the following materials:

1. 5 Full size plans and 10 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,
 Contact the City Planner at: 207-333-6601 ext. 1156 or dgreene@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: 3/7/19



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: Showroom Addition

PROPOSED DEVELOPMENT ADDRESS- 101 Merrow Road

PARCEL #- 186-015

Required Information		Check Submitted		Applicable Ordinance	
		Applicant	Staff	Lewiston	Auburn
Site Plan					
	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 (Auburn only)	✓			
	Parking Space Calcs	N/A			
	Drive Openings/Locations	✓			
	Subdivision Restrictions	N/A			
	Proposed Use	✓			
	PB/BOA/Other Restrictions	N/A			
	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	N/A			
	Street Tree Requirements	N/A			
	Screened Dumpsters	N/A			
	Additional Design Guidelines	N/A			

	Planting Schedule				
Stormwater & Erosion Control Plan					
	Compliance w/ chapter 500	N/A			
	Drainage Show Existing Surface	✓			
	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		N/A			
	Full cut-off fixtures				
	Meets Parking Lot Requirements				
Traffic Information		N/A			
	Access Management				
	Signage				
	PCE - Trips in Peak Hour				
	Vehicular Movements				
	Safety Concerns				
	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	N/A			
	Flood Plain	N/A			
	Wetlands or Streams	✓			
	Urban Impaired Stream	N/A			
	Phosphorus Check	N/A			
	Aquifer/Groundwater Protection	N/A			
	Applicable State Permits	N/A			
	No Name Pond Watershed (Lewiston only)				

	Lake Auburn Watershed (Auburn only)	N/A			
	Taylor Pond Watershed (Auburn only)	N/A			
Right Title or Interest					
	Verify	✓			
	Document Existing Easements, Covenants, etc.	N/A			
Technical & Financial Capacity					
	Cost Est./Financial Capacity	✓			
	Performance Guarantee				
State Subdivision Law		N/A			
	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		N/A			
	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					
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					

CITY OF AUBURN
Form Based Code Compliance Checklist

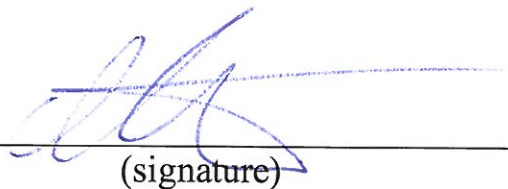
Property Location: _____	PID #: _____
Transect District: _____	(List)
Owner: _____	Contact Info: _____
Plan Type: (Circle)	Site Plan Review, Special Exception, Subdivision, Staff Review
Reviewed By: _____	Staff, Plan Review Group, Planning Board

Complies With:	Required	Complies	Not Comply	N/A
	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			

Futureguard Holdings, LLC
P.O. Box 2028
Auburn, ME 04211

To Whom It May Concern:

The signature below authorizes Stoneybrook Consultants, Inc. to act as the applicant's agent in the processing of the enclosed application.



(signature)

Donald R. Butera

(print name)

WARRANTY DEED

101 Merrow Road, LLC, a Maine Limited Liability Company with a principal place of business in Auburn, County of Androscoggin, State of Maine ("Grantor"), for consideration paid, grants to **Futureguard Holdings, LLC**, a Maine Limited Liability Company with a principal place of business in Auburn, County of Androscoggin, State of Maine ("Grantee"), with **Warranty Covenants**, a certain lot or parcel of land, together with any buildings situated thereon, in Auburn, County of Androscoggin and State of Maine, as more fully described in Exhibit "A" attached hereto and made a part hereof.

MAINE REAL ESTATE
TRANSFER TAX PAID

In Witness Whereof, **101 Merrow Road, LLC** has caused this instrument to be signed and sealed by **Emile L. Clavet**, its Member/Manager, thereunto duly authorized this 4th day of January, 2007.

Witness:

101 Merrow Road, LLC

Barbara J. Guadin

By:

Emile L. Clavet
Emile L. Clavet
Its Member/Manager

STATE OF MAINE
ANDROSCOGGIN, SS.

January 4, 2007

Then personally appeared before me the above named **Emile L. Clavet** in his aforesaid capacity as Member/Manager of **101 Merrow Road, LLC**, and acknowledged the foregoing instrument to be his free act and deed in his capacity and the free act and deed of said Grantor.

Before me,

Barbara J. Guadin

Notary Public/Attorney-At-Law

Print Name: _____

My Commission Expires: _____

SEAL

ANDROSCOGGIN
2007

EXHIBIT "A"

Beginning at the junction of the Minot Road (now known as Merrow Road) and the Hotel Road, so-called, on the northwesterly side of said Hotel Road; thence northwesterly by the northerly side of said Minot Road (now Merrow Road) to land now or formerly of Samuel L. Stevens, thence northeasterly by land now or formerly of said Samuel L. Stevens to land now or formerly of George Gay; thence southeasterly by land now or formerly of said George Gay and land now or formerly of James Turner to said Hotel Road; thence by said Hotel Road about five hundred fifty-nine (559) feet to the point of beginning, said premises containing twenty-five (25) acres, more or less.

This conveyance also includes the certain forty (40) foot strip of land abutting the above-described and conveyed premises which said strip of land was reserved by Dwine E. Haradon in his deed to Edouard Bolduc dated July 23, 1945, and recorded in Androscoggin County Registry of Deeds, Book 564, Page 413.

The above-described premises are the same conveyed by Auburn Business Development Corporation to Merrow Realty Co., Inc. by Warranty Deed dated July 2, 1965, recorded in said Registry of Deeds, Book 942, Page 164.

Grantor does hereby assign to Grantee all its right, title and interest as lessee under an Indenture, dated November 1965 recorded in said Registry of Deeds Book 953, Page 425 as amended by a Memorandum of Agreement dated December 28, 1965 recorded in said Registry of Deeds in Book 953, Page 429, as further amended by Agreement dated September 26, 1967 recorded in the Androscoggin County Registry of Deeds at Book 979, Page 718

Being the same premises described in a Deed and Assignment from Merrow Realty Co., Inc. to George Shapiro, Arthur S. Goldberg, and Charles Sidney Shapiro, Trustees of the Merrow Realty Trust, said Deed and Assignment being dated December 8, 1978 and recorded in the Androscoggin County Registry of Deeds at Book 1382, Page 77.

The above-described premises is subject to an easement granted by Merrow Realty Co., Inc. to Central Maine Power Company dated November 8, 1965 recorded in the Androscoggin County Registry of Deeds at Book 960, Page 793 and is also subject to a Notice of Layout and Taking by the Maine Department of Transportation dated June 21, 1983 recorded in the Androscoggin County Registry of Deeds at Book 1655, Page 243.

Being the same premises described in a Warranty Deed from Robert Shapiro and Joseph S. Michelson, co-Trustees of the Merrow Realty Trust to 101 Merrow Road, LLC dated March 27, 2002 and recorded in the Androscoggin County Registry of Deeds in Book 4954, Page 161.

Poor Copy At Time Of Recording
Will Not Reproduce Clearly

ANDROSCOGGIN COUNTY
Tina K. Chouard
REGISTER OF DEEDS