



City of Auburn, Maine  
 Economic & Community Development  
 Michael Chammings, Director  
 60 Court Street | Auburn, Maine 04210  
 www.auburnmaine.gov | 207.333.6601

## Development Review Application

PROJECT NAME: Auburn Commerce Center

PROPOSED DEVELOPMENT ADDRESS: Kittyhawk Avenue

PARCEL ID #: 108-001

REVIEW TYPE:    Site Plan                       Site Plan Amendment   
                          Subdivision                       Subdivision Amendment

PROJECT DESCRIPTION: See Cover Letter  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**CONTACT INFORMATION:**

Applicant

Name: Kittyhawk Property Development, LLC  
 Address: 25 Braintree Hill Office Park, Ste. 305  
 City / State Braintree, MA  
 Zip Code 02184  
 Work #: \_\_\_\_\_  
 Cell #: \_\_\_\_\_  
 Fax #: \_\_\_\_\_  
 Home #: \_\_\_\_\_  
 Email: \_\_\_\_\_

Property Owner

Name: Same  
 Address: \_\_\_\_\_  
 City / State \_\_\_\_\_  
 Zip Code \_\_\_\_\_  
 Work #: \_\_\_\_\_  
 Cell #: \_\_\_\_\_  
 Fax #: \_\_\_\_\_  
 Home #: \_\_\_\_\_  
 Email: \_\_\_\_\_

Project Representative

Name: Mike Gotto - Stoneybrook Land Use, Inc.  
 Address: 4846 Sun City Center Blvd., #300  
 City / State Sun City Center, FL  
 Zip Code 33573  
 Work #: \_\_\_\_\_  
 Cell #: (207) 513-6123  
 Fax #: \_\_\_\_\_  
 Home #: \_\_\_\_\_  
 Email: mike@stoneybrookllc.com

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

Name: Jones Associates, Inc.  
 Address: 280 Poland Spring Road  
 City / State Auburn, ME  
 Zip Code 04210  
 Work #: (207) 241-0235  
 Cell #: \_\_\_\_\_  
 Fax #: \_\_\_\_\_  
 Home #: \_\_\_\_\_  
 Email: rjones@jonesai.com

# PROJECT DATA

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

## IMPERVIOUS SURFACE AREA/RATIO

Existing Total Impervious Area	0	sq. ft.
Proposed Total Paved Area	43,322	sq. ft.
Proposed Total Impervious Area	43,322	sq. ft. <span style="float: right;">New Access Road</span>
Proposed Impervious Net Change	43,322	sq. ft.
Impervious surface ratio existing	0	% of lot area
Impervious surface ratio proposed	1.5	% of lot area

## BUILDING AREA/LOT COVERAGE

Existing Building Footprint	0	sq. ft.
Proposed Building Footprint	0	sq. ft.
Proposed Building Footprint Net change	0	sq. ft.
Existing Total Building Floor Area	0	sq. ft.
Proposed Total Building Floor Area	0	sq. ft.
Proposed Building Floor Area Net Change	0	sq. ft.
New Building	No	(yes or no)
Building Area/Lot coverage existing	0	% of lot area
Building Area/Lot coverage proposed	0	% of lot area

## ZONING

Existing	<u>General Business</u>
Proposed, if applicable	<u>N/A</u>

## LAND USE

Existing	<u>Vacant</u>
Proposed	<u>Commercial Subdivision</u>

## RESIDENTIAL, IF APPLICABLE

Existing Number of Residential Units	<u>N/A</u>
Proposed Number of Residential Units	<u>N/A</u>
Subdivision, Proposed Number of Lots	<u>3</u>

## PARKING SPACES

Existing Number of Parking Spaces	<u>N/A</u>
Proposed Number of Parking Spaces	<u>N/A</u>
Number of Handicapped Parking Spaces	<u>N/A</u>
Proposed Total Parking Spaces	<u>N/A</u>

**ESTIMATED COST OF PROJECT:** \$715,000

## DELEGATED REVIEW AUTHORITY CHECKLIST

### SITE LOCATION OF DEVELOPMENT AND STORMWATER MANAGEMENT

Existing Impervious Area	0	sq. ft.
Proposed Disturbed Area	87,313	sq. ft.
Proposed Impervious Area	43,322	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 80 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 General Business zoning district.
2. Parcel Area: 66 acres / \_\_\_\_\_ square feet(sf).

<b>Regulations</b>	<u>Required/Allowed</u>	<u>Provided</u>
Min Lot Area	10,000 s.f.	/ 4.8-35.9 acres
Street Frontage	100'	/ 100'-658'
Min Front Yard	25'	/ N/A
Min Rear Yard	35'	/ N/A
Min Side Yard	25'	/ N/A
Max. Building Height	45'	/ N/A
Use Designation	/	
Parking Requirement	1 space/ per _____ square feet of floor area	
Total Parking:	N/A	/
Overlay zoning districts (if any):	<u>Stream Protection</u>	/ <u>Airport AOI</u> /
Urban impaired stream watershed?	<del>YES</del> /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. 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.

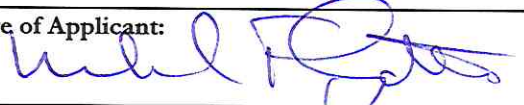
**Refer to the application checklist for a detailed list of submittal requirements.**

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

[www.auburnmaine.gov](http://www.auburnmaine.gov) under City Departments / Planning, Permitting & Code / Subdivisions / Land Use / Zoning Ordinance

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.**

<b>Signature of Applicant:</b> 	<b>Date:</b> <span style="font-size: 1.5em;">3/4/21</span>
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*ASOUT*



# City of Auburn, Maine

Economic & Community Development

Michael Chamings, Director

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## Development Review Checklist

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

PROJECT NAME: Auburn Commerce Center

PROPOSED DEVELOPMENT ADDRESS: Kittyhawk Avenue

PARCEL #: 108-001

<i>Required Information</i>		<i>Check when Submitted</i>		<i>Applicable Ordinance</i>
		<i>Applicant</i>	<i>Staff</i>	
<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	N/A		
	Drive Openings/Locations	✓		
	Subdivision Restrictions	N/A		
	Proposed Use	✓		
	PB/BOA/Other Restrictions			
	Fire Department Review			
	Open Space/Lot Coverage	N/A		

<i>Required Information</i>		<i>Check when Submitted</i>		<i>Applicable Ordinance</i>
		<i>Applicant</i>	<i>Staff</i>	
<b>Landscape Plan</b>		<i>Applicant</i>	<i>Staff</i>	
	Greenspace Requirements	N/A		
	Setbacks to Parking	N/A		
	Buffer Requirements	N/A		
	Street Tree Requirements	N/A		
	Screened Dumpsters	N/A		
	Additional Design Guidelines	N/A		
	Planting Schedule	N/A		
<b>Stormwater &amp; Erosion Control Plan</b>		<i>Applicant</i>	<i>Staff</i>	
	Compliance w/ chapter 500	✓		
	Show Existing Surface Drainage	✓		
	Direction of Flow	✓		
	Location of Catch Basins, etc.	✓		
	Drainage Calculations	N/A		
	Erosion Control Measures	✓		
	Maine Construction General Permit			
	Bonding and Inspection Fees			
	Post-Construction Stormwater Plan			
	Inspection/monitoring requirements			
<b>Lighting Plan</b>		<i>Applicant</i>	<i>Staff</i>	
	Full cut-off fixtures	N/A		
	Meets Parking Lot Requirements	N/A		
<b>Traffic Information</b>		<i>Applicant</i>	<i>Staff</i>	
	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	N/A		
	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	N/A		
	Phosphorus Check	N/A		
	Aquifer/Groundwater Protection	N/A		
	Applicable State Permits	✓		
	Lake Auburn Watershed	N/A		
	Taylor Pond Watershed	N/A		
<b>Right, Title or Interest</b>		<i>Applicant</i>	<i>Staff</i>	
	Verify	✓		
	Document Existing Easements, Covenants, etc.	N/A		

<i>Required Information</i>		<i>Check when Submitted</i>		<i>Applicable Ordinance</i>
<b>Technical &amp; Financial Capacity</b>		<i>Applicant</i>	<i>Staff</i>	
	Cost Est./Financial Capacity	✓		
	Performance Guarantee			
<b>State Subdivision Law</b>		<i>Applicant</i>	<i>Staff</i>	
	Verify/Check	✓		
	Covenants/Deed Restrictions	N/A		
	Offers of Conveyance to City			
	Association Documents	N/A		
	Location of Proposed Streets & Sidewalks	✓		
	Proposed Lot Lines, etc.	✓		
	Data to Determine Lots, etc.	✓		
	Subdivision Lots/Blocks	✓		
	Specified Dedication of Land	N/A		
<b>Additional Subdivision Standards</b>		<i>Applicant</i>	<i>Staff</i>	
	Mobile Home Parks	N/A		
	PUD	N/A		
<b>A JPEG or PDF of the proposed site plan</b>		<i>Applicant</i>	<i>Staff</i>	
		✓		
<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>		✓		