

City of Augusta
Development Review Application
 Bureau of Planning, Department of Development Services

Address of Proposed development: 71 Stone Street		
Zone(s): BP (Business/Professional District)		
Project Name: The Viles House		
Existing Building (sq. ft.): 10,560 sf	Proposed Building (sq. ft.): 0 sf	
Existing Impervious (sq. ft.): 26,015 sf	Proposed Impervious (sq. ft.): 11,625 sf	
Proposed Total Disturbed Area of the Site: <u>25,240 sf</u> Proposed disturbance of greater than one acre requires a Chapter 500, Stormwater Management Permit from the Maine Department of Environmental Protection (DEP).		
Owner's Name/Address: Elsie & Williams Viles Foundation c/o Patsy West P.O. Box 319 Augusta, ME 04330 Phone #: 622-1124 Cell #: e-mail: pawest52@aol.com	Applicant's Name/Address: Elsie & Williams Viles Foundation c/o Patsy West P.O. Box 319 Augusta, ME 04330 Phone #: 622-1124 Cell #: e-mail: pawest52@aol.com	Consultant's Name/Address: E.S. Coffin Engineering & Surveying c/o Jim Coffin P.O. Box 4687 Augusta, ME 04330-1687 Phone #: 623-9475 Cell #: 242-8500 e-mail: jcoffin@coffineng.com
Tax Map #: 10 Lots #: 31	Lot Size (acres): 85 Frontage (Feet): 444'	Form for Evidence of Standing (deed, purchase and sale agreement, other): Deed
For Staff Use Fee Calculation: Major Development max fee is \$4,000; Minor Development max fee is \$1,000 Major Development: \$2,000 + (number of sq ft over 25,000 x \$0.15) = Minor Development: \$250 + (number of sq ft over 5,000 x \$0.15) = All Development: Number of Abutters x (1oz First Class postage fee + \$0.15) = Total Fee:		
Signatures Applicant: <u>James Coffin</u> Date: <u>February 06, 2015</u> Owner: _____ Date: _____ Agent: <u>James Coffin</u> Date: <u>February 06, 2015</u>		

Checklist. The checklist below must be completed by the applicant. The required material or a written waiver request must be provided.

Information Required on Plan(s) See Augusta Land Use Ordinance for greater detail	Included	Waiver Requested
a. Name of Site Plan (Sec 4.5.2.1 of the Land Use Ordinance)	<input checked="" type="checkbox"/>	
b. Owner(s) name and address (4.5.2.2)	<input checked="" type="checkbox"/>	
c. Deed reference to subject parcel (4.5.2.3)	<input checked="" type="checkbox"/>	
d. Engineer's name, address, signature and seal (4.5.2.4)	<input checked="" type="checkbox"/>	
e. Surveyor's name, address, signature and seal (4.5.2.5)	<input checked="" type="checkbox"/>	
f. Scale, both in graphic and written form (4.5.2.6)	<input checked="" type="checkbox"/>	
g. Date and Revision box (4.5.2.7)	<input checked="" type="checkbox"/>	
h. Zoning designation(s) (4.5.2.8)	<input checked="" type="checkbox"/>	
i. North Arrow (true and magnetic, dated or grid) (4.5.2.9)	<input checked="" type="checkbox"/>	
j. Ownership, location and present use of abutting land (4.5.2.11)	<input checked="" type="checkbox"/>	
k. Location map (4.5.2.12)	<input checked="" type="checkbox"/>	
l. Streets, existing & proposed, with curve data (4.5.2.13 & 4.6.2.5)	<input checked="" type="checkbox"/>	
m. Drainage and erosion control (4.5.2.14)	<input checked="" type="checkbox"/>	
n. Utilities, existing and proposed (4.5.2.15)	<input checked="" type="checkbox"/>	
o. Topography, 2 foot contours (4.5.2.16)	<input checked="" type="checkbox"/>	
p. Parcel boundaries and dimensions (4.5.2.17)	<input checked="" type="checkbox"/>	
q. Proposed Use of the property (4.5.2.18)	<input checked="" type="checkbox"/>	
r. Proposed public or common areas (4.5.2.19)	<input checked="" type="checkbox"/>	
s. Boundary Survey and associated information (4.5.2.20)	<input checked="" type="checkbox"/>	
t. Traffic controls, off-street parking and facilities (4.5.2.21)	<input checked="" type="checkbox"/>	
u. Proposed fire protection plans or needs (4.5.2.22)	<input checked="" type="checkbox"/>	
v. Landscaping and buffering (4.5.2.23)	<input checked="" type="checkbox"/>	
w. Outdoor lighting plan (4.5.2.24)	<input checked="" type="checkbox"/>	
x. Freshwater wetlands (4.4.1.14)	<input checked="" type="checkbox"/>	
y. River, stream or brook (4.4.1.15)	<input checked="" type="checkbox"/>	
Information Required in Written Project Narrative See Augusta Land Use Ordinance for greater detail	Included	Waiver Requested
a. Pollution – Undue water or air pollution (4.4.1.1)	<input checked="" type="checkbox"/>	
b. Water – Sufficient potable water (4.4.1.2)	<input checked="" type="checkbox"/>	
c. Municipal Water – is there adequate supply (4.4.1.3)	<input checked="" type="checkbox"/>	
d. Soil Erosion – unreasonable soil erosion (4.4.1.4)	<input checked="" type="checkbox"/>	
e. Road congestion and safety (4.4.1.5 & 4.5.2.21)	<input checked="" type="checkbox"/>	
f. Sewage waste disposal – adequate provisions (4.4.1.6)	<input checked="" type="checkbox"/>	
g. Solid waste – adequate provisions (4.4.1.7)	<input checked="" type="checkbox"/>	
h. Aesthetic, cultural, and natural values (4.4.1.8)	<input checked="" type="checkbox"/>	
i. Conformity with city ordinances and plans (4.4.1.9)	<input checked="" type="checkbox"/>	
j. Financial and technical ability (4.4.1.10)	<input checked="" type="checkbox"/>	
k. Surface water, shoreland, outstanding rivers (4.4.1.11)	<input checked="" type="checkbox"/>	
l. Ground water – negative impact (4.4.1.12)	<input checked="" type="checkbox"/>	
m. Flood areas (4.4.1.13)	<input checked="" type="checkbox"/>	
n. Freshwater wetlands – description of impact (4.4.1.14)	<input checked="" type="checkbox"/>	
o. Stormwater – management plans (4.4.1.16)	<input checked="" type="checkbox"/>	
p. Access to direct sunlight (4.4.1.17)	<input checked="" type="checkbox"/>	
q. State Permits – description of requirements (4.4.1.18)	<input checked="" type="checkbox"/>	
r. Outdoor lighting – description of lighting plans (4.4.1.20)	<input checked="" type="checkbox"/>	

Additional Information Required in Written Narrative See Augusta Land Use Ordinance for greater detail		
Where the items below duplicate the items above, identical responses are permitted and encouraged.	Included	Waiver Requested
s. Neighborhood Compatibility – description per ordinance (6.3.4.1)	<input checked="" type="checkbox"/>	
t. Compliance with Plans and Policies (6.3.4.2)	<input checked="" type="checkbox"/>	
u. Traffic Pattern, Flow, and Volume analysis (6.3.4.3)	<input checked="" type="checkbox"/>	
v. Public facilities – Utilities including stormwater (6.3.4.4)	<input checked="" type="checkbox"/>	
w. Resource protection and the environment (6.3.4.5)	<input checked="" type="checkbox"/>	
x. Performance Standards (6.3.4.6)	<input checked="" type="checkbox"/>	
y. Financial and Technical Ability (6.3.4.7)	<input checked="" type="checkbox"/>	

Application Materials

The application materials that are required for a complete application are listed below:

Paper Copies	Included	Waiver Requested
11 copies of the application form and narrative	<input checked="" type="checkbox"/>	
11 copies of the deed, Purchase & Sale agreement, or other document to show standing	<input checked="" type="checkbox"/>	
3 copies of any stormwater report	<input checked="" type="checkbox"/>	
2 copies of any traffic report	<input checked="" type="checkbox"/>	
7 reduced-sized copies of the complete plan set on 11" x 17" size paper	<input checked="" type="checkbox"/>	
4 full-sized copies of the complete plan set on ANSI D or E size paper	<input checked="" type="checkbox"/>	
11 copies of a letter authorizing the agent to represent the applicant	<input checked="" type="checkbox"/>	
Payment in full of application fee (Note: an abutter notification fee will be assessed after the application is determined to be complete. The fee is \$0.15 plus the cost of first class postage for each abutter that will be notified as required by the ordinance.)	<input checked="" type="checkbox"/>	
Electronic Copy		
1 CD that includes each of the application documents in Adobe PDF format	<input checked="" type="checkbox"/>	

For Official Use:		
<input type="checkbox"/> \$ _____ Application Fee Paid.	Received By (Initials): _____	Date: _____
<input type="checkbox"/> \$ _____ Abutter Notification Fee Paid.	Received By (Initials): _____	Date: _____

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February 04, 2015

Mr. James Coffin, P.E.
E.S. Coffin Engineering & Surveying, LLC.
432 Cony Road
P.O. Box 4687
Augusta, Maine 04330

Subject: Agent Authorization
Planning Board Submission

Dear Mr. Coffin

The intent of this letter is to authorize E.S. Coffin Engineering & Surveying, Inc. to act as our agent in submitting applications and answering questions regarding the City of Augusta Planning Board Application (Minor Development). The application is for the Elsie & William Viles Conference Center located at 71 Stone Street in Augusta, Maine.

Sincerely,

Patsy West, Executive Director

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P.O. Box 4687
Augusta, ME 04330



(207) 623-9475
Fax (207) 623-0016
1-800-244-9475

February 06, 2015

City of Augusta
Matt Nazar (Planner)
One City Center
Augusta, Maine 04330

Subject: Elsie & William Viles Foundation
71 Stone Street
Augusta, Maine

Dear Matt:

The Elsie & William Viles Foundation, herein called the applicant, own a parcel of land identified as lot 31 on Tax Map 10 in the City of Augusta tax maps. The 85 acre parcel is located at 71 Stone Street and is on the west side of the street. The applicant is proposing to utilize the existing two-story house as a convention center that will contain three meeting rooms on the first floor. The proposed use of the building requires additional parking spaces (27) be implemented onto the site as shown on the attached Site Plan (C-1). The front portion (700') has recently been rezoned to the Business/Professional/Institutional (BP) and the following information is required per the Development Review Application:

- A. The proposed development will not result in undue water or air pollution. In making this determination, the following shall needs to be considered:
1. The elevation of the land above sea level and its relation to the floodplain,
The project is not within the 100-year flood elevation and this section is not applicable.
 2. The nature of the soils and subsoils and their ability to adequately support waste disposal,
The project will continue to utilize the public sewer system along Stone Street and this section is not applicable.
 3. The slope of the land and its effect upon effluents,
The project will continue to utilize the public sewer system along Stone Street and this section is not applicable.
 4. The availability of streams for disposal of effluents;
The project will continue to utilize the public sewer system along Stone Street and this section is not applicable.
 5. The applicable state and local health and water resources rules and regulations.
The project will continue to utilize the public sewer system along Stone Street and this section is not applicable.

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- B. The proposed development has sufficient water available for the reasonable needs of the development.

The project currently has a 1" diameter domestic service line off Stone Street. A new 6" diameter line will be brought in off Stone Street to provide fire protection for the building. A letter has been sent to the Greater Augusta Utility District (GAUD) asking if there is sufficient water available for the project.

- C. The proposed development will not cause an unreasonable burden on an existing water supply.

A letter has been sent to the Greater Augusta Utility District (GAUD) asking if the existing water main can handle the increase in flow that the project will produce.

- D. The proposed development will not cause unreasonable soil erosion, unmitigated stormwater runoff, or a reduction in the land's capacity to hold water so that a dangerous or unhealthy condition results.

The City has a standard of not exceeding pre-development flows for the 2-, 10- and 25-year peak storm events. A detention pond is being implemented to control post-development peak flows so that they are less than pre-development peak flows. All pertinent erosion and sedimentation control devices are shown on the Site Plan (C-1).

- E. The proposed development will not cause unreasonable highway or public road congestion or unsafe intersections or other conditions with respect to the use of the highways or public roads existing or proposed.

A Traffic and Parking Impact Letter is included with this submission that states that the project will not have any significant peak hour trips associated with the project.

- F. The proposed development will provide for adequate sewage waste disposal and will not cause an unreasonable burden on municipal services if they are used.

The project will continue to utilize the public sewer system along Stone Street and a letter has been sent to the GAUD asking if the project will cause any issues with the sewer system.

- G. The proposed development will not cause an unreasonable burden on the town's ability to dispose of solid waste, if Town services are used.

A letter has been sent to Leslie Jones asking if the proposed project will create a burden at the Hatch Hill Land Fill.

- H. The proposed development will not have an undue adverse effect on the scenic or natural beauty of the area, aesthetics, historic sites, archeological sites, significant wildlife habitat as identified by the Department of Inland Fisheries and Wildlife or the Town, or rare and irreplaceable natural areas or any public rights for physical or visual access to the shoreline.

A letter has been sent to the Maine Historical Preservation Committee asking if there are historical or archeological sites are located within the area of the site. A letter has been sent to the Maine Department of Inland Fisheries and Wildlife asking if there will be an undue adverse effect to significant wildlife habitat. A letter has been sent to the

Department of Conservation asking if there are rare botanical features within the project area.

- I. The proposed development conforms to all applicable standards and requirements of this Ordinance, the comprehensive plan, and other local ordinances. In making this determination, the Planning Board may interpret these ordinances and plans.
The proposed development will conform to the comprehensive plan and land-use ordinance.

- J. The developer has adequate financial and technical capacity to meet all the Review Criteria and the standards and requirements contained in this Ordinance.
The applicant will provide documentation indicating that they have adequate financing to complete the project.

- K. Whenever situated entirely or partially within the watershed of any pond or lake or within 250 feet of any wetland, great pond or river as defined in Title 38, Chapter 3, Subchapter 1, Article 2-B, the proposed development will not adversely affect the quality of that body of water or unreasonably affect the shoreline of that body of water.
The project will impact 440 sf of freshwater wetlands as a result of the new parking lot and drainage upgrades. This impact will not require a permit with the DEP.

- L. The proposed development will not, alone or in conjunction with existing activities, adversely affect the quality or quantity of ground water.
The project will connect to the public water system and will not affect the quantity or quality of groundwater.

- M. Based on Federal Emergency Management Agency's Flood Boundary and floodway Maps and Flood Insurance Rate Maps, and information presented by the applicant whether the development is in a flood-prone area. If the development, or any part of it, is in such an area, the developer shall determine the 100-year flood elevation and flood hazard boundary within the development. The proposed plan must include a condition of plan approval requiring that principal structures in the subdivision will be constructed with the lowest floor, including the basement, at least one foot above the 100-year flood elevation.
The proposed project is not within the 100-year flood elevation and therefore this section is not applicable.

- N. All fresh water wetlands within the proposed development have been identified and delineated on any maps submitted as part of the application, regardless of the size of these wetlands. All wetlands shall be preserved to the greatest extent practicable.
The project will impact 440 sf of freshwater wetlands as a result of the new parking lot and drainage upgrades.

- O. The proposed development will provide for adequate storm water management.
The City has a standard of not exceeding pre-development flows for the 2-, 10- and 25-year peak storm events. A detention pond is being implemented to control post-development peak flows so that they are less than pre-development peak flows. A stormwater report is included with this submission.
- P. Access to direct sunlight: The Planning Board may, to protect and ensure access to direct sunlight for solar energy systems, prohibit, restrict or control development.
There are not any new buildings being proposed with this project and therefore this section is not applicable.
- Q. Title 38 M.R.S.A. as amended, Section 484, Standards for Development; Chapter 371, Definition of Terms used in the Site Location of Development Law and Regulations.
The proposed development will not trigger a Site Location of Development Permit to the MDEP and therefore this section is not applicable.
- R. All outdoor lighting shall be of a design and construction that prevents light trespass beyond the boundaries of the property on which it is located.
There will not be any new lights associated with the project.

The proposed development complies with the City of Augusta's review criteria and should you have any questions or concerns please do not hesitate to contact me at 623-9475.

Respectfully submitted,



James E. Coffin, PE

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Augusta, ME 04330



(207) 623-9475
Fax (207) 623-0016
1-800-244-9475

February 06, 2015

City of Augusta
Attn: Matt Nazar
City Planner
One City Center
Augusta, Maine 04330

Subject: Elsie & William Viles Foundation
71 Stone Street
Augusta, Maine

Dear Matt:

I have researched the proposed development located on Stone Street for the **Elsie & William Viles Foundation**, herein called the applicant in regard to neighborhood compatibility per the City of Augusta Land Use Ordinance section 6.3.4 (SITE PLAN REVIEW CRITERIA APPLICABLE TO MINOR DEVELOPMENTS). [We understand that the intent of the section is to encourage the applicant to design the proposal in consideration of the physical impact it will have on the immediate neighborhood within 1,000 feet.] Each item is addressed below:

S) NEIGHBORHOOD COMPATIBILITY:

- a) Is the proposal compatible with and sensitive to the character of the site and neighborhood relative to:
 - i) Land uses:
The front portion (600') of the parcel has been rezoned to Business/Professional/Institutional District (BP). The purpose is to allow non-profit organizations utilize the building for meetings. This is the only use being proposed with this application.
 - ii) Architectural design:
There are not any new buildings being proposed with this application and this section is not applicable.
 - iii) Scale, bulk and building height:
There are not any new buildings being proposed with this application and this section is not applicable.
 - iv) Identity and historical character:
A letter has been sent to the Maine Historical Society asking if there are any historical sites within the development.
 - v) Disposition and orientation of buildings on the lot:
There are not any new buildings being proposed with this application and this section is not applicable.

vi) Visual integrity:

There are not any new buildings being proposed with this application and this section is not applicable.

- b) Are the elements of the site plan designed and arranged to maximize the opportunity for privacy by the residents of the immediate area?

The proposed parking lot will be buffered using Bufferyard "A" on the north side and the existing wooded area will be maintained to the south to protect vehicular headlights from impacting the neighborhood to the south. The existing buffer along the south is at least 30' wide.

- c) Will the proposal maintain safe and healthful conditions within the neighborhood?

The only change occurring to the property is the new parking lot and drainage alterations. The natural buffer along the south property line will be maintained as the only residences are along this property line. The proposed use will not result in unsafe or unhealthy conditions within the neighborhood.

- d) Will the proposal have a significant detrimental effect on the value of adjacent properties?

The Viles parcel is over 85 acres in size with the back (east) portion maintained as preserved area that is utilized by wildlife. The only alterations being made are for a new parking lot and drainage modifications.

T) PLANS AND POLICIES:

- a) Is the proposal in accordance with the adopted elements of the 1988 Growth Management Plan?

The project complies with the 1988 Growth Management Plan.

U) TRAFFIC PATTERN, FLOW AND VOLUME:

- a) Is the proposal designed so that the additional traffic generated does not have a significant negative impact on surrounding neighborhood?

A Traffic and Parking Impact Letter is included with this submission that states that the project will not have any significant peak hour trips associated with the project.

- b) Will safe access be assured by providing proper sight distance and minimum width curb cuts for safe entering and exiting? See City of Augusta Technical Standards Handbook.

The existing entrance/exit is only 14' wide and will be expanded to 24' in width. In addition the current curb cut does not contain any radii for proper turning movements. We have implemented 15' radii on each side of the entrance/exit drive.

- c) Does the proposal provide access for emergency vehicles and for persons attempting to render emergency services?

The new driveway modifications will allow emergency vehicles to adequately maneuver into and thru the site to be able to render emergency services as needed.

- (d) Does the entrance and parking system provide for the smooth and convenient movement of vehicles both on and off the site? Does the proposal satisfy the parking capacity requirements of the city and provide adequate space suited to the loading and unloading of persons, materials and goods?

The modified entrance/exit allows emergency vehicles to enter and exit the site. Once on site these vehicles can adequately maneuver in and around the site.

V) PUBLIC FACILITIES:

- a) Water Supply:

A letter has been sent to the Greater Augusta Utility District (GAUD) asking if there is sufficient water available for the project.

- b) Sanitary Sewer:

A letter has been sent to the Greater Augusta Utility District (GAUD) asking if there is sufficient sewage capacity available for the project.

- c) Electricity/Telephone:

Electricity and telecom lines are already utilized in the existing building.

- d) Storm Drainage:

The City has a standard of not exceeding pre-development flows for the 2-, 10- and 25-year peak storm events. A detention pond is being implemented to control post-development peak flows so that they are less than pre-development peak flows. All pertinent erosion and sedimentation control devices are shown on the Site Plan (C-1).

W) RESOURCE PROTECTION AND ENVIRONMENT:

- a) If the proposal contains known sensitive areas such as erodible or shallow soils, wetlands, aquifers, aquifer recharge areas, floodplain or steep slopes (over fifteen (15) percent, what special engineering precautions will be taken to overcome these limitations?

440 square feet of freshwater wetlands will be impacted by the project. There are not any special engineering needed for this project.

- b) Does the proposal conform to applicable local, State DEP and Federal EPA air quality standards including but not limited to odor, dust, fumes or gases which are noxious, toxic or corrosive, suspended solid or liquid particles, or any air contaminant which may obscure an observer's vision?

No State DEP or Federal EPA permits are needed in regard to air quality standards as a result of the project. There may be some dust during construction, but the contractor must provide dust control in the event that this becomes problematic.

- c) Does the proposal conform to applicable local, State DEP and Federal EPA water quality standards, including but not limited to erosion and sedimentation, runoff control, and solid wastes and hazardous substances?

The project does not result in over one acre of new impervious surfaces and therefore a DEP stormwater permit is not required. The project does conform to the City's Land Use Ordinance in regard to stormwater quantity. Other than that, there are no State DEP or Federal EPA permits needed as a result of the project.

- d) Will all sewage and industrial wastes be treated and disposed of in such a manner as to comply with applicable federal, state and local standards?

The project will continue to utilize the public sewer system along Stone Street and a letter has been sent to the GAUD asking if the project will cause any issues with the sewer system.

- e) Shoreland and Wetland Districts:

As previously mentioned there will be 440 sf of wetland impacts associated with the new parking lot and drainage alterations.

X) PERFORMANCE STANDARDS:

- a) Does the proposal comply with all applicable performance and dimensional standards as outlined in this ordinance?

The proposed development conforms to the Land Use Ordinance in regard to performance and dimensional standards.

- b) Can the proposed land use be conducted so that noise generated shall not exceed the performance levels specified in the performance standards section of this ordinance? Detailed plans for the elimination of objectionable noises may be required before the issuance of a building permit.

There will not be an issue with noise with the exception of construction vehicles during the parking lot installation and drainage work.

- c) If the proposal involves intense glare or heat, whether direct or reflected, is the operation conducted within an enclosed building or with other effective screening in such a manner as to make such glare or heat completely imperceptible from any point along the property line? Detailed plans for the elimination of intense glare or heat may be required before issuance of a building permit. Temporary construction is excluded from this criterion.

The project incorporates bufferyard "A" along the north side of the parking lot and retains the existing wooded vegetation along the south property line. The project will not result in intense glare or heat when completed.

- d) Is the exterior lighting, except for overhead street lighting and emergency warning or traffic signals, installed in such a manner that the light source will be sufficiently obscured to prevent excessive glare on public streets and walkways or into any residential area?

There will not be any new lights associated with the project.

- e) Does the landscaping screen the parking areas, loading areas, trash containers, outside storage areas, blank walls or fences and other areas of low visual interest from roadways, residences, public open space (parks) and public view?

The project is located in the BP District, which requires bufferyard "A" be implemented around any new parking lot. Proposed plantings are depicted on the Site Plan (C-1) and the maintained wooded vegetation to the south.

f) Are all the signs in the proposal in compliance with provisions of this ordinance?

The applicant is not proposing any new signage for this project.

Y) FINANCIAL AND TECHNICAL ABILITY:

a) E.S. Coffin Engineering & Surveying has the technical ability to meet the terms of the Ordinance.

b) A letter will be submitted stating that the applicant has adequate financing to complete the project.

The proposed project meets the requirements of land use ordinance and if you should have any questions or concerns, please do not hesitate to contact me at 623-9475.

Sincerely,

A handwritten signature in black ink that reads "James Coffin". The signature is written in a cursive, flowing style.

James E. Coffin, P.E.

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BEVERLY DUSTIN-HATHEWAY
REGISTER OF DEEDS

DEED OF DISTRIBUTION OF PERSONAL REPRESENTATIVE
Statutory Short Form

WARREN E. WINSLOW, JR, of Manchester, Maine, duly appointed and acting personal representative of the estate of ELSIE P. VILES, deceased, whose will and codicils were duly admitted to probate in the Probate Court for Kennebec County, Maine, Docket No. 2013-0140 by the power conferred by law, and every other power, in distribution of the estate, grants to the ELSIE & WILLIAM VILES FOUNDATION, a Maine nonprofit corporation with a mailing address of 71 Stone Street, Augusta, ME 04330, being the entity entitled to distribution, all the interest the decedent had in the real property in the City of Augusta, Kennebec County, Maine, both land and buildings more particularly described on Schedule A attached hereto and made a part hereof.

This Deed of Distribution is made pursuant to ARTICLE SECOND of the Will of Elsie P. Viles. Meaning and intending to convey the same premises described in a Deed of Distribution from the Estate of William P. Viles, deceased to Elsie P. Viles, dated December 1, 1989, and recorded in the Kennebec County Registry of Deeds, Book 3668, Page 85.

Witness my hand this 2nd day of January, 2014.

WITNESS:

ESTATE OF ELSIE P. VILES

Wanda L. Terp

By: Warren E. Winslow, Jr.
Warren E. Winslow, Jr.
Personal Representative

STATE OF MAINE
COUNTY OF KENNEBEC

On January 2, 2014, personally appeared the above-named Warren E. Winslow, Jr., Personal Representative of the Estate of Elsie P. Viles and acknowledged the foregoing to be his free act and deed in his said capacity and the free act and deed of said Estate.

Before me,

Wanda L. Terp
Notary Public

Wanda L. Terp, Notary Public
My Commission Expires
May 3, 2016

Printed Name of Notary Public

③ Pierce Atwood

SEAL

SCHEDULE A

PARCEL ONE

A certain lot or parcel of land, together with the buildings thereon, situated in Augusta, County of Kennebec and State of Maine, being bounded and described as follows:

Beginning at a point on the easterly side of Stone Street at or near the southerly end of a stone wall where the same meets and intersects land now or formerly of L. J. Crooker; thence northeasterly along the easterly side of said Stone Street four hundred and forty-four (444) feet to a point at or near the northerly end of said stone wall where the same meets and intersects the southerly line of land now or formerly of Charles P. Kling; thence southeasterly along the southerly line of said land now or formerly of said Kling five hundred and seventy-two (572) feet; thence northeasterly nine hundred and six (906) feet to a monument at the northwesterly corner of the pine woods now or formerly known as Greenwood Church near Pine Street; thence southeasterly nine hundred and thirty-three (933) feet to a monument in or near the southerly side of Cony Road as laid out by Kennebec County Commissioners May 4, 1909; thence in a general southeasterly direction along the southerly side of said Cony Road as the same runs and turns passing through monuments set at intervals in or near the southerly line of said Cony Road, three thousand four hundred and eighteen (3418) feet, be the said distance more or less to a monument near a large pine tree; thence southwesterly five hundred and forty-eight feet, in a straight line following generally an old stone wall; thence northwesterly four thousand five hundred and seventy (4570) feet along the land now or formerly of said L. J. Crooker to the point or place of beginning. Subject, however, to whatever rights others may have to take water from the springs on said premises.

Meaning and intending hereby to convey the same premises conveyed to William P. Viles and Marian N. Viles, who predeceased William P. Viles, as joint tenants with rights of survivorship under deed dated October 20, 1930, of Chase Mellen and Gilbert E. Fuller, as Trustees under the Will of Joseph H. Manley, which deed is recorded in the Kennebec County Registry of Deeds, Book 677, Page 42.

PARCEL TWO

Another certain lot or parcel of land situated in Augusta, in said County and State, as shown on "Plan of Property of C.B. and W.R. O'Connor, and street layout, on Cony Street, Augusta, Maine," by Henry F. Hill, in August 1947, recorded in said Registry of Deeds in Plan Book 15, Page 65, said property being more particularly described as follows:

Beginning at an iron in the easterly line of Kling Street, at the southwest corner of Lot 19 on said plan; thence running southerly, in the easterly line of Kling Street extended, a distance of one hundred and nine and nine-tenths (109.9) feet to an iron; thence turning an interior angle of two hundred and fifty (250) degrees and running southeasterly a distance of one hundred five and eight tenths (105.8) feet to an iron in a fence line, the posts for which are set on irons in footing

stones; thence running southwesterly, in said fence line, a distance of fifty-one and fifty-five hundredths (51.55) feet to an iron; thence running northwesterly, parallel with and fifty (50.00) feet from the line running southeasterly, a distance of one hundred and fifty-two (152.00) feet to an iron; thence turning an interior angle of one hundred and ten (110) degrees and running northerly, parallel with and fifty (50.00) feet distant from the first described line, a distance of one hundred and forty-four and nine tenths (144.9) feet to an iron in the westerly line of Kling Street at the southeast corner of Lot 18 on said plan; thence turning an interior angle of eighty-nine (89) degrees and fifty-two (52) minutes and running easterly, in the present southerly end of Kling Street, a distance of fifty (50.00) feet to the iron at the point of beginning.

Meaning and intending to convey a portion of the same premises conveyed to William P. Viles by William T. Johnson and Ethel R. Dutton, executors under the Will of Charles Potter Kling, by deed dated July 16, 1936, and recorded in said Registry of Deeds in Book 723, Page 81.

Being the same premises reserved from a conveyance to Silvia Viles Lund and Jon A. Lund by deed dated September 29, 1956, and recorded in said Registry of Deeds in Book 1062, Page 152, said reservation being for the purposes of providing for the possible later extension southerly and southeasterly of said Kling Street

MCGEE CONSTRUCTION



Commercial/Residential Site-work
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Earthwork Quote

Elsie & William Viles Foundation, 71 Stone Street – Augusta, Maine

E.S. Coffin plans dated October 23, 2014

November 18, 2014

Jim Coffin
E.S. Coffin Engineering
432 Cony Road
P.O. Box 4687 Augusta, ME

Mr. Coffin: Based on a plan set by E.S. Coffin dated 10-23-14, we are pleased to quote labor, materials and equipment for the following scope of work at 71 Stone Street in Augusta, ME.

Description	Status
1. Mobilization & demobilization	<i>Included</i>
2. Erosion control	<i>Included</i>
3. Construction entrance	<i>Included</i>
4. Clearing & grubbing	<i>Included</i>
5. Sub-grade site	<i>Included</i>
6. Detention pond w/ outlet structure and pipes	<i>Included</i>
7. Granite curb at entrance	<i>Included</i>
8. 6" Water main – 200lf	<i>Included</i>
9. Gravel parking	<i>Included</i>
10. Gravel sidewalk	<i>Included</i>
11. Pavement	<i>Included</i>
12. Striping & traffic sign	<i>Included</i>
13. Loam, seed & mulch	<i>Included</i>
14. Layout & supervision	<i>Included</i>
Price	\$139,421.00

Break Out Price:

- **Pond: \$19,811.00 (Included)**
- **Water Main: \$37,587.00 (Included)**
- **"Turfstone" Pavers in lieu of Bituminous paving: Add \$36,063.00**

Please note: No Addenda or Specifications

Exclusions: Permits, Demolition, C.I.P. concrete, Light pole base, Stairs, Railings, Compaction testing, Any and all electrical wire and conduits, Concrete encasement for electrical lines, Temporary facilities, Bond, Winter conditions, Plantings, Landscaping, Ledge removal and sales tax.

Please feel free to call with any questions.

Sincerely,

Seth McGee

Seth McGee
Project Manager



DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF LAND AND WATER QUALITY

10/10/2014

CONTACT ID 10,512

FIELD DETERMINATION FORM

CONTACT

JIM COFFIN
432 CONY ROAD
Chelsea, ME
2072428500

DIRECTIONS

On Stone street, take a right before the traffic circle heading from Hospital Street towards the bridge crossing. The site is directly across from Caldwell Road. 71 Stone Street, Augusta

PROPERTY OWNER

ELSIE VILES
71 STONE STREET

STAFF

SITE TOWN AUGUSTA
MAP LOT

MEMO

Thank you for requesting a field determination and meeting me on site at 71 Stone Drive in Augusta on September 16, 2014. After inspecting the area, the department has determined that the drainage area as a whole does not meet the requirements for a stream, as defined by the Natural Resources Protection Act (NRPA). Therefore, a Permit by Rule application does not need to be completed for a stream crossing. The drainage area was determined to have been man-made for drainage of the apple orchard that is upland on the property.

Erosion control devices must be installed and maintained on the project site during any soil disturbance activity. A Stormwater Management Law PBR or Maine Construction General Permit "NOI" and "NOT" must be filed with the Department if more than 1 acre of area is going to be disturbed on the project site at any given time during construction.

NAME: _____

RECEIVED 9/12/2014

SITE VISIT 9/16/2014

COMPLETED 10/10/2014



STATE OF MAINE
DEPARTMENT OF AGRICULTURE, CONSERVATION & FORESTRY
93 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0093

PAUL R. LePAGE
GOVERNOR

WALTER E. WHITCOMB
COMMISSIONER

February 3, 2015

James Coffin
E.S. Coffin Engineering & Surveying, Inc.
432 Cony Rd
Augusta, ME 04330

Re: Rare and exemplary botanical features in proximity to: Project 2014-013, Elsie & Williams Viles Foundation, Convention Center Parking, Augusta, Maine

Dear Mr. Coffin:

I have searched the Natural Areas Program's Biological and Conservation Data System files in response to your request received February 3, 2015 for information on the presence of rare or unique botanical features documented from the vicinity of the project site in Augusta, Maine. Rare and unique botanical features include the habitat of rare, threatened, or endangered plant species and unique or exemplary natural communities. Our review involves examining maps, manual and computerized records, other sources of information such as scientific articles or published references, and the personal knowledge of staff or cooperating experts.

Our official response covers only botanical features. For authoritative information and official response for zoological features you must make a similar request to the Maine Department of Inland Fisheries and Wildlife, 284 State Street, Augusta, Maine 04333.

According to the information currently in our Biological and Conservation Data System files, there are no rare botanical features documented specifically within the project area. This lack of data may indicate minimal survey efforts rather than confirm the absence of rare botanical features. You may want to have the site inventoried by a qualified field biologist to ensure that no undocumented rare features are inadvertently harmed.

If a field survey of the project area is conducted, please refer to the enclosed supplemental information regarding rare and exemplary botanical features documented to occur in the vicinity of the project site. The list may include information on features that have been known to occur historically in the area as well as recently field-verified information. While historic records have not been documented in several years, they may persist in the area if suitable habitat exists. The enclosed list identifies features with potential to occur in the area, and it should be considered if you choose to conduct field surveys.

This finding is available and appropriate for preparation and review of environmental assessments, but it is not a substitute for on-site surveys. Comprehensive field surveys do not exist for all natural areas in Maine, and in the absence of a specific field investigation, the Maine Natural Areas Program cannot provide a definitive statement on the presence or absence of unusual natural features at this site.

Letter to Jim Coffin
Comments RE: Viles lot
February 3, 2015
Page 2 of 2

The Natural Areas Program is continuously working to achieve a more comprehensive database of exemplary natural features in Maine. We would appreciate the contribution of any information obtained should you decide to do field work. The Natural Areas Program welcomes coordination with individuals or organizations proposing environmental alteration, or conducting environmental assessments. If, however, data provided by the Natural Areas Program are to be published in any form, the Program should be informed at the outset and credited as the source.

The Natural Areas Program has instituted a fee structure of \$75.00 an hour to recover the actual cost of processing your request for information. You will receive an invoice for \$150.00 for two hours of our services.

Thank you for using the Natural Areas Program in the environmental review process. Please do not hesitate to contact me if you have further questions about the Natural Areas Program or about rare or unique botanical features on this site.

Sincerely,



Don Cameron
Ecologist
Maine Natural Areas Program
207-287-8041
don.s.cameron@maine.gov

Project: #2014-013, Elsie & William Viles Foundation, Augusta, Maine

Common Name	State Status	State Rank	Global Rank	Date Last Observed	Occurrence Number	Habitat
American Ginseng						
	E	S3	G3G4	1907-07-28	18	Hardwood to mixed forest (forest, upland)
Awnead Sedge						
	E	S1	G5	2007-08-13	4	Coastal non-tidal wetland (non-forested, wetland)
	E	S1	G5	2007-08-13	5	Coastal non-tidal wetland (non-forested, wetland)
	SC	S2	G5	2012-09-28	11	Non-tidal rivershore (non-forested, seasonally wet)
Broad Beech Fern						
	SC	S2	G5	1897-08-30	9	Hardwood to mixed forest (forest, upland)
Eaton's Bur-marigold						
	SC	S2	G2G3	2013-10-04	29	Tidal wetland (non-forested, wetland)
Estuary Bur-marigold						
	SC	S3	G4	2013-10-04	30	Tidal wetland (non-forested, wetland)
Freshwater Tidal Marsh						
	<null>	S2	G4?	2013-09-10	16	Tidal wetland (non-forested, wetland)
Mountain Honeysuckle						
	E	S2	G5	1975-pre	1	Dry barrens (partly forested, upland),Hardwood to mixed forest (forest, upland)
Narrow-leaf Arrowhead						
	SC	S2	G4G5	1999-08-21	3	<null>
Parker's Pipewort						
	SC	S3	G3	2013-10-04	16	Tidal wetland (non-forested, wetland)
Sandbar Willow						
	E	S1	G5	2012-09-28	4	Non-tidal rivershore (non-forested, seasonally wet)
Showy Lady's-slipper						
	T	S3	G4	1874-07-04	36	Forested wetland,Open wetland, not coastal nor rivershore (non-forested, wetland)

Project: #2014-013, Elsie & William Viles Foundation, Augusta, Maine

Common Name	State Status	State Rank	Global Rank	Date Last Observed	Occurrence Number	Habitat
Showy Orchis						
	E	S1	G5	1941	15	Hardwood to mixed forest (forest, upland)
Stiff Arrowhead						
	T	S2	G5	2011-09-27	11	Tidal wetland (non-forested, wetland)
Water Stargrass						
	SC	S3	G5	1999-08-21	8	Open water (non-forested, wetland)
White Adder's-mouth						
	E	S1	G5	1878-06	15	Forested wetland
Wild Garlic						
	SC	S2	G5	2002	18	Forested wetland, Hardwood to mixed forest (forest, upland)

STATE RARITY RANKS

- S1** Critically imperiled in Maine because of extreme rarity (five or fewer occurrences or very few remaining individuals or acres) or because some aspect of its biology makes it especially vulnerable to extirpation from the State of Maine.
- S2** Imperiled in Maine because of rarity (6-20 occurrences or few remaining individuals or acres) or because of other factors making it vulnerable to further decline.
- S3** Rare in Maine (20-100 occurrences).
- S4** Apparently secure in Maine.
- S5** Demonstrably secure in Maine.
- SU** Under consideration for assigning rarity status; more information needed on threats or distribution.
- SNR** Not yet ranked.
- SNA** Rank not applicable.
- S#?** Current occurrence data suggests assigned rank, but lack of survey effort along with amount of potential habitat create uncertainty (e.g. S3?).

Note: **State Rarity Ranks** are determined by the Maine Natural Areas Program for rare plants and rare and exemplary natural communities and ecosystems. The Maine Department of Inland Fisheries and Wildlife determines State Rarity Ranks for animals.

GLOBAL RARITY RANKS

- G1** Critically imperiled globally because of extreme rarity (five or fewer occurrences or very few remaining individuals or acres) or because some aspect of its biology makes it especially vulnerable to extinction.
- G2** Globally imperiled because of rarity (6-20 occurrences or few remaining individuals or acres) or because of other factors making it vulnerable to further decline.
- G3** Globally rare (20-100 occurrences).
- G4** Apparently secure globally.
- G5** Demonstrably secure globally.
- GNR** Not yet ranked.

Note: **Global Ranks** are determined by NatureServe.

STATE LEGAL STATUS

Note: State legal status is according to 5 M.R.S.A. § 13076-13079, which mandates the Department of Conservation to produce and biennially update the official list of Maine's **Endangered and Threatened** plants. The list is derived by a technical advisory committee of botanists who use data in the Natural Areas Program's database to recommend status changes to the Department of Conservation.

- E** ENDANGERED; Rare and in danger of being lost from the state in the foreseeable future; or federally listed as Endangered.
- T** THREATENED; Rare and, with further decline, could become endangered; or federally listed as Threatened.

NON-LEGAL STATUS

- SC** SPECIAL CONCERN; Rare in Maine, based on available information, but not sufficiently rare to be considered Threatened or Endangered.
- PE** Potentially Extirpated; Species has not been documented in Maine in past 20 years or loss of last known occurrence has been documented.

ELEMENT OCCURRENCE RANKS - EO RANKS

Element Occurrence ranks are used to describe the quality of a rare plant population or natural community based on three factors:

- **Size**: Size of community or population relative to other known examples in Maine. Community or population's viability, capability to maintain itself.
- **Condition**: For communities, condition includes presence of representative species, maturity of species, and evidence of human-caused disturbance. For plants, factors include species vigor and evidence of human-caused disturbance.
- **Landscape context**: Land uses and/or condition of natural communities surrounding the observed area. Ability of the observed community or population to be protected from effects of adjacent land uses.

These three factors are combined into an overall ranking of the feature of **A**, **B**, **C**, or **D**, where **A** indicates an **excellent** example of the community or population and **D** indicates a **poor** example of the community or population. A rank of **E** indicates that the community or population is **extant** but there is not enough data to assign a quality rank. The Maine Natural Areas Program tracks all occurrences of rare (S1-S3) plants and natural communities as well as A and B ranked common (S4-S5) natural communities.

Note: **Element Occurrence Ranks** are determined by the Maine Natural Areas Program for rare plants and rare and exemplary natural communities and ecosystems. The Maine Department of Inland Fisheries and Wildlife determines Element Occurrence ranks for animals.

Visit our website for more information on rare, threatened, and endangered species!
<http://www.maine.gov/dacf/mnap>

432 Cony Road
P.O. Box 4687
Augusta, ME 04330



(207) 623-9475
Fax (207) 623-0016
1-800-244-9475

February 03, 2015

Mr. Lionel Cayer
City Engineer
City Center Plaza
16 Cony Street
Augusta, Maine 04330

Subject: The Viles House
71 Stone Street
Traffic and Parking Impact

Dear Lionel,

The Elsie & William Viles Foundation, herein called the applicant, own a parcel of land identified as lot 31 on Tax Map 10 in the City of Augusta tax maps. The 85 acre parcel is located at 71 Stone Street and is on the east side of the street. The applicant is proposing to utilize the existing two-story house as a conference center that will contain three meeting rooms on the first floor.

Parking:

The City of Augusta does not contain a "Conference Center" or "Assembly Use" use in the Land Use Ordinance (LUO) for the purposes of calculating off-street parking. We found the following in the City of Bangor LUO:

*Place of assembly, such as a restaurant, tavern, entertainment or recreation facility, private club, community center or church, for which seating capacity can be determined: one space for every four seats and every eight linear feet of bench space. **Such places of assembly for which seating capacity cannot be determined: one space for every 200 square feet of gross floor area.***

Although a conference center is not listed as a particular use, we feel that utilizing one space per 200 sf of building is reasonable. The second floor will not be utilized by the public and the first floor has an area of 5,371 sf. Taking this area and utilizing one space per 200 square feet yields 26.9 parking spaces required. We have implemented 27 parking spaces on the Site Plan (C-1) to accommodate the proposed use.

Traffic:

The entrance/exit is off from Stone Street, which has two lanes in each direction. A right-turn only sign will be implemented at the exit so that any vehicle leaving the site will go west towards the east side rotary. The current driveway is only 14' wide with no radii at the Stone Street intersection. The driveway will be widened to 24' with radii of 8' and 15' at the Stone Street intersection to ensure proper traffic flow.

The Institute of Transportation Engineers (ITE) Manual (8th addition) does not include a Conference Center category or related land use. However after conversations with Patsy West (Executive Director) the following information has been ascertained:

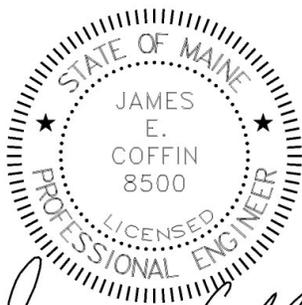
- There will only be two-three meetings per week at the facility.
- Only one organization will utilize one meeting room in the facility at any one time.
- The largest meeting room can hold 35-40 people.
- Meetings take place from 9-12 am or 1-3 pm during the week.
- There are no cooking facilities available for the meetings.
- Most attendees are retired people, who car pool.

With the above mentioned information, it is found that the meetings will take place during non-peak hours (7-9 am or 4-6 pm) and therefore there will not be any significant peak hour traffic. Therefore, the 35-trip threshold with the City of Augusta and the 100-trip threshold of the MDOT will not be exceeded. The project conforms to the Land Use Ordinance and if you should have any questions or concerns, please do not hesitate to contact me at 623-9475.

Respectfully Submitted,



James E. Coffin, PE



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