

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

Address of Proposed development: 201 Winthrop Street		
Zone(s): GS (Government Services District)		
Project Name: MIF New Hanger		
Existing Building (sq. ft.): 5,192 sf	Proposed Building (sq. ft.): 9,025 sf footprint	
Existing Impervious (sq. ft.): N/A	Proposed Imperv. (sq. ft.): 535 SF (new)	
Proposed Total Disturbed Area of the Site: 17,500 sf 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: Maine DOT c/o Rick Dubois 16 State House Station Augusta, ME 04333-0016 Phone #: 624-3410 Cell #: e-mail: Rick.Dubois@state.me.us	Applicant's Name/Address: Maine Instrument Flight c/o Bill Perry P.O. Box 2 Augusta, ME 04330-0002 Phone #: 622-1211 Cell #: e-mail: wperry@mif.aero	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 #: 9 Lots #: 5	Lot Size (acres): 375 +/- Frontage (Feet): 415'+	Form for Evidence of Standing (deed, purchase and sale agreement, other): Lease
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: May 14, 2015 Owner: _____ Date: _____ Agent: <u>James Coffin</u> Date: May 14, 2015		

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
10 copies of the application form and narrative	<input checked="" type="checkbox"/>	
10 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"/>
6 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"/>	
10 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: _____

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



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

May 13, 2015

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

Subject: Maine Instrument Flight
Winthrop Street
Augusta, Maine

Dear Matt:

Maine Instrument Flight (MIF), herein called the applicant, is proposing to erect a new hanger building at the Augusta Airport. The hanger will house a variety of aircraft and will be located along Winthrop Street. MIF is leasing a portion land identified as lot 5 on Tax Map 9 in the City of Augusta tax maps from the State of Maine. 375 acre parcel is located in the Government Services District (GS) as shown in the City of Augusta zoning maps.

The proposed hanger building will be built off Winthrop Street and is shown on the attached Site Plan (C-1). 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,
At this time there will not be any fixtures installed within the building. The floor drains will connect to a grease/oil separator and then into the existing pump station. Water and sewer services will be connected into the building for future use.
 3. The slope of the land and its effect upon effluents,
At this time there will not be any fixtures installed within the building. The floor drains will connect to a grease/oil separator and then into the existing pump station. Water and sewer services will be connected into the building for future use.
 4. The availability of streams for disposal of effluents;
There are no streams within the project area and this section is not applicable.
 5. The applicable state and local health and water resources rules and regulations.
At this time there will not be any fixtures installed within the building. The floor drains will connect to a grease/oil separator and then into the existing pump station. Water and sewer services will be connected into the building for future use.

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

The building will have a 1 1/4" diameter water line stubbed off for future use. 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.

The building will have a 1 1/4" diameter water line stubbed off for future use. A letter has been sent to the Greater Augusta Utility District (GAUD) asking if there is sufficient water available for the project.

- 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 area where the building will be erected is all impervious (building and pavement) and there will not be an increase in impervious area. All stormwater will continue to go into the existing stormwater system located to the north side of the new hanger as 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.

There will not be any significant vehicle trips associated with the hanger building. The hanger will store aircraft and has no vehicle trip ends associated with it and therefore the applicant is asking for a waiver in regard to traffic .

- 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 floor drains will connect to a grease/oil separator and then into the existing pump station. 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 require a Conditional Use Application be submitted for an expansion of a non-conforming use.
- 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 has provided a letter 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 not impact any wetlands and there are not any streams in the area. Therefore this section is not applicable.
- 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 for future use 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.
There are no wetlands near the proposed project and this section is not applicable.

- O. The proposed development will provide for adequate storm water management.
The area where the project will take place is all considered impervious. All stormwater will continue to flow into the existing stormwater system to the north of the new Hanger. A waiver is being sought in regard to stormwater.
- 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.
The new Hanger is being erected in a portion of the area where an existing building now exists. The Hanger is in line with three other buildings in the immediate area and therefore access to direct sunlight will not be impaired.
- 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 Augusta Airport currently has an existing Site Location of Development Permit (SLODA) with the MDEP. A SLODA Amendment is being filed to the DEP concurrently with this application.
- 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 are not any new exterior lights being proposed with this project and this section is not applicable.

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

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



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

May 08, 2015

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

Subject: Maine Instrument Flight
Winthrop Street
Augusta, Maine

Dear Matt:

I have researched the proposed development located off Winthrop Street for **Maine Instrument Flight**, 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 MAJOR 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 project is within the Government Services (GS) District and is located along Winthrop Street adjacent to the airport. There are several similar buildings in the immediate area and there are no residential homes within 1,000 feet.
 - ii) Architectural design:
The proposed one-story Hangar will be a metal building utilized for aircraft storage.
 - iii) Scale, bulk and building height:
The proposed hangar will be 9,025 sf and the eave height will be 28' with a 1 on 12 pitch.
 - 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:
The proposed hangar is being erected in a portion of the existing hangar building that is being relocated on the other side of the property.

vi) Visual integrity:

The proposed hangar will be similar to the other structures in the immediate area in terms of height and size.

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 hangar is over 1,000' from any residence and this section is not applicable.

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

The proposed hangar will not result in unsafe or unhealthy conditions within the neighborhood as there are no neighbors within 1,000'.

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

The proposed hangar is over 1,000' from any residence and this section is not applicable.

T) PLANS AND POLICIES:

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

The proposed hangar is considered an expansion of a non-conforming use and as such a Conditional Use Application is being filed with this application.

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?

There will not be any significant traffic generated as a result of the new hangar as this new building is replacing an existing hanger. A waiver is being sought in regard to traffic.

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.

There is a widening of an existing curb cut off Winthrop Street to maintain access to the existing building to the east.

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

The current access allows 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?

There will be some parking on the west side of the new building.

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 being extended overhead from an existing utility pole along Winthrop Street into the new hanger.

d) Storm Drainage:

The project will continue to utilize the existing stormwater system currently in place to the north of the new hanger. The applicant is asking for a waiver in regard to stormwater management as there will not be an increase in impervious area.

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?

There are not any wetlands or steep slopes near this project and this section is not applicable.

- 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 already conforms to the DEP with the existing SLODA permit, which addresses water quality standards. The project does conform to the City's Land Use Ordinance in regard to stormwater quantity as well with no increase in impervious area.

- 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 Winthrop 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 not be any wetland impacts associated with the project.

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 construction process.

- 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.

Essentially we are replacing an existing hangar with a new larger hangar. 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?

No exterior lights are proposed and this section is not applicable.

- 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?

There is not any new landscaping being proposed with the project as there is not any new parking.

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

There are not any new signs proposed for the 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 is included 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.



General Project Information

5. Narrative:

- a) Description of development project you are proposing:
The project involves constructing a new 9,025 sf single story aircraft hangar. The 375 acre parcel is owned by the Maine Department of Transportation and this area is leased to Maine Instrument Flight (MIF). This portion of the parcel is in the Government Services (GS) District, which doesn't allow storage buildings. However the proposed building will be erected in a portion of the existing 5,192 sf storage building footprint that is being relocated. The project is considered an expansion of a non-conforming use.
- b) Size of any proposed building expansion (total sq.ft.):
The new hangar will be 9,025 sf in size.
- c) All the specific uses occurring on site (e.g. retail, warehouse, storage, manufact.):
The building will be utilized for storing aircraft.
- d) Number of employees on-site for your largest shift:
There will not be any employees inside the proposed building on a daily basis. .
- e) Estimated number of vehicles entering your site on a daily basis:
There will not be any additional vehicular trips associated with the new hangar as it is utilized for aircraft storage.
- f) Total square footage of impervious surface area existing on site today:
The proposed building is being erected over existing impervious surfaces. The parcel contains many acres of impervious surfaces utilized for buildings, runways, etc.
- g) Total square footage of impervious surface area after proposed development occurs:
The total new impervious area associated with this project is 535 sf.

CITY OF AUGUSTA, MAINE

Conditional-Use Application

I. Applicant / Owner Information

1. Applicant Name: <u>Maine Instrument Flight (c/o Bill Perry)</u>
Mailing Address: <u>P.O. Box 2 Augusta, Maine 04330</u>
Phone Number: <u>622-1211</u> Email Address <u>wperry@mif.aero</u>
2. Authorized Agent: <u>E.S. Coffin Engineering & Surveying (c/o Jim Coffin)</u>
Mailing Address: <u>P.O. Box 4687 Augusta, ME 04330-1687</u>
Phone Number: <u>623-9475</u> Email Address <u>jcoffin@coffineng.com</u>
3. Property Owner Name: <u>Maine DOT (c/o Rick Dubois)</u>
Mailing Address: <u>State House Station 16 Augusta, Maine 04333-0016</u>
Phone Number: <u>624-3410</u> Email Address <u>Rick.Dubois@state.me.us</u>
4. Which form of required "evidence of standing" is being submitted with this application?:
<input type="checkbox"/> Deed <input checked="" type="checkbox"/> Signed Lease Contract <input type="checkbox"/> Signed Purchase/Sale/Option Agreement
<input type="checkbox"/> Signed Written Agreement from Owner

II. General Project Information

5. Please attach a narrative identifying the following about your project:

- a. Description of development project you are proposing (e.g. expansion of existing mixed-use commercial building; new office building; expansion of manufacturing shifts; expansion of commercial parking/loading areas; different land use; etc).
- b. size of any proposed building expansion (total sq.ft.).
- c. all the specific uses occurring on site (e.g. retail, warehouse, storage, manufact.) (identify what is occurring today and what will change after proposed development occurs).
- d. number of employees on-site for your largest shift (or for unmanned sites, how often per month site is visited by vehicles).
- e. estimated number of vehicles entering your site on a daily basis (broken down by number of delivery vehicles and number of customer/visitor/employee vehicles).
- f. total square footage of impervious surface area existing on site today (total square footage of first floor of each building plus square footage of all parking areas).
- g. total square footage of impervious surface area after proposed development occurs.

6. Lot Size: (ac.) 375 acres

7. Lot Frontage: (ft.) 415'+

8. Zoning District(s): GS

9. Project Location : 201 Winthrop Street
Street

9 - 5
Assessor Tax Map # + lot #(s)

III. Applicant Acknowledgments

10. Complete Application Required.

This application is being submitted under the requirements of the Augusta Land-Use Ordinance. As the applicant, I understand that this application must contain a complete submission of required materials by the application deadline date in order to be heard by the Planning Board. The deadline allows for adequate review by City Staff and the Planning Board; and as such, any applications that are not complete by the submission deadline date will not be placed on the Planning Board meeting agenda. To insure review by the Planning Board on the date desired, the applicant should submit materials at least 7 days ahead of the deadline so that staff can determine completeness of materials.

11. Drawings and/or Maps are required

For formal submittals to the Planning Board (see drawing requirements attached to this application). Generally, drawings for projects with new buildings or additions less than 1,000 sq. ft. in floor area, (or) projects that do not involve changing the existing structure, can be done by hand, as long as they are drawn to-scale. For developments creating 1,000 sq.ft. or more of new impervious development, a formal plan drawn by a professional engineer shall be required to be submitted with this application. Drawings are critical to the Planning Board and City staff in adequately understanding existing and proposed site conditions, as well as seeing the relationships between proposed structures and the projected impacts of parking, traffic, stormwater runoff, buffer areas, noise, etc. on abutters.

Signature of Applicant / Agent: James Cobbi

Signature of Property Owner: _____

Today's Date: **May 14, 2015**

12. Checklist of Required Submission Materials:

Paper Copy	Included	Waiver Requested
11 copies of the application form and narratives	<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 \$50 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:

\$50 **Conditional Use** Application Fee Paid. Received By (Initials): _____ Date: _____

\$ _____ **Abutter** Notification Fee Paid. Received By (Initials): _____ Date: _____

MAINE INSTRUMENT FLIGHT

Since 1946

Tel. 888-643-3597 or 207-622-1211 P.O. Box 2 Augusta, ME 04332-0002

May 06, 2015

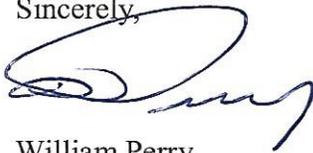
Mr. James Coffin, P.E.
E.S. Coffin Engineering & Surveying, LLC.
432 Cony Road
P.O. Box 4687
Augusta, Maine 04330

Subject: Agent Authorization
Planning Board & DEP Submissions

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 and Department of Environmental Protection (DEP) applications as needed. The applications are for Maine Instrument Flight and their proposed new hanger building at the Augusta Airport located off Winthrop Street in Augusta, Maine.

Sincerely,



William Perry,
President, Maine Instrument Flight



Paul R. LePage
GOVERNOR

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION
16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

David Bernhardt
COMMISSIONER

LETTER OF INTENT

February 23, 2015

This letter serves as a record of MaineDOT and Maine Instrument Flight's intent and agreement to amend the existing lease between the parties dated January 3, 2013 (the "MIF Lease"), expanding the Leased Premises to include additional ground lease area for accommodation of a storage hanger to be constructed by MIF at the Augusta State Airport (the "MIF Hanger"). The amendment, which shall be drafted by MaineDOT as soon as practicable, shall incorporate the following conditions as conceptually agreed upon by the parties through recent negotiations:

1. The ground lease area will be expanded to include the area along the northerly side of Winthrop Street currently improved with a storage hanger and office space owned by MaineDOT and occupied, in part, by FAA (the "Existing Hanger"). The newly added ground lease area (the "Additional Ground Lease Area") will consist of up to 12,000 square feet, and the final area will be determined by MIF in accordance with the design of the MIF Hanger.
2. The rental fee for the Additional Ground Lease Area will be \$7,000.00 per year, based on the following:
 - a. \$3,000.00 based on a rate of \$0.25/square foot for the 12,000 SF ground space; and
 - b. \$4,000.00 as mitigation for MaineDOT's loss of rental income for the space currently leased by FAA.

Regardless of the final designed size of the MIF Hanger, the portion of the rental fee allocated to the ground space shall not be adjusted for size.

3. MaineDOT, at its sole expense and cost, shall demolish and remove the Existing Hanger (the "Demolition Activity"). The timing of such demolition shall be coordinated with MIF, and is expected to occur around April 2015.
4. MIF, at its sole expense and cost, shall construct the MIF Hanger on the Additional Ground Lease Area (the "Construction Activity") once the Demolition Activity is complete. The MIF Hanger will be the sole property of MIF and will be incorporated by reference in the MIF Lease as a MIF Building and treated in the same manner as all other MIF Buildings referenced in the MIF Lease.
5. MIF shall be responsible for securing all necessary federal, state and local permits required in connection with the construction of the MIF Hanger, and for abiding by all federal, state and local laws, regulations and ordinances related thereto.

6. MaineDOT agrees to provide MIF with all necessary authorizations and permissions to implement the Construction Activity on MaineDOT's property.
7. Consistent with the terms of the MIF Lease, MIF shall agree to indemnify, defend and hold the State of Maine, its officers, agents and employees harmless from and against all claims, actions, causes of action, demands, suits, judgments, costs, losses, liabilities, damages and expenses, including all actions for contribution and/or indemnity and for reasonable attorneys' fees, for any injury or damage occurring on or about the Leased Premises and Facilities in connection with the Construction Activity due to the negligence of MIF, or its agents, employees, contractors or representatives;
8. All other terms of the MIF Lease shall remain in full force and effect, and the terms thereof shall not be altered beyond those necessary to reflect the items outlined in this Letter of Intent.

Execution of this Letter of Intent in the space provided below shall indicate MaineDOT and Maine Instrument Flight's formal intention to enter into the lease amendment in accordance with the agreed upon terms outlined in this Letter of Intent.

Seen and agreed to by: _____

Maine Instrument Flight:

William H. Perry
William H. Perry
Shirley P. Whitney
Shirley P. Whitney

State of Maine, Dept. of Transportation

Rick J. Dubois
Rick J. Dubois
Title: Director, Multimodal Operations
Duly authorized



May 8, 2015

David O. McLaughlin
The Bank of Maine
2 Canal Plaza
Portland, Maine 04101

William Perry
Maine Instrument Flight
215 Winthrop St.
Augusta, ME 04330

Dear Bill:

I understand you are seeking approval from the local planning board on behalf of Maine Instrument Flight. We have provided you with a Term Sheet for financing in support of the project. While a Term Sheet is not a commitment, we are committed to the project and that is based on our very long term valued relationship and an understanding of your company's capacity to fund this project. In addition, we can confirm that you have the liquid resources to provide any needed equity.

Our practice is to only issue Term Sheets where we have a sufficient knowledge of the company and project that we fully expect to issue a commitment letter once all remaining information has been provided. As a matter of note, the Term Sheet is approved by the decision makers who ultimately approve the commitment.

I hope this helps to provide an understanding of our commitment to the project.

Best Regards,

A handwritten signature in black ink that reads "David O. McLaughlin". The signature is written in a cursive, flowing style.

David O. McLaughlin
Senior Vice President
The Bank of Maine

City of Augusta, Maine

Bureau of Public Works



Bureau of Solid Waste

May 12, 2015

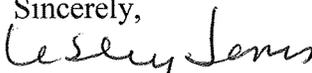
James Coffin, P. E.
E. S. Coffin Engineering & Surveying, Inc.
P.O. Box 4687
432 Cony Road
Augusta, ME 04330

RE: Maine Instrument Flight
Winthrop Street
Augusta, Maine
Tax Map 9, Lot 5

Dear Jim,

This is in response to your request for information for solid waste disposal capacity for the proposed new airplane hangar to be located on leased property at the Augusta Airport on Winthrop Street in Augusta, Maine.

The City of Augusta owns and operates the Hatch Hill Solid Waste Facility located on South Belfast Avenue. This is a regional facility that serves Augusta and eight surrounding communities. Approximately 28,000 tons of material are received and either landfilled or recycled annually. In 2001 the City started placing waste in Expansion III, which has an estimated remaining life of 15 years based on current waste volumes. Sufficient capacity is available in Expansion III to accommodate the waste that will be generated from this new hotel. If you have any questions or need more information, please feel free to contact me at 626-2435.

Sincerely,

Lesley Jones, P. E.
Director of Public Works

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



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

May 14, 2015

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

Subject: Maine Instrument Flight
Traffic Report
Winthrop Street
Augusta, Maine

Dear Lionel,

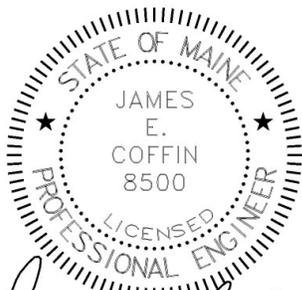
Maine Instrument Flight (MIF), herein called the applicant, is proposing to erect a new hangar building at the Augusta Airport. The hangar will house a variety of aircraft and will be located along Winthrop Street. MIF is leasing a portion land identified as lot 5 on Tax Map 9 in the City of Augusta tax maps from the State of Maine.

The applicant is relocating an existing storage building on the Augusta Airport site and erecting a new aircraft hangar. Both buildings are or have been used for storage and this usage doesn't have any peak hour trips associated with it. Therefore since there will not be any significant vehicular trips associated with the project, the applicant is asking for a waiver in regard to traffic impact. The project will not cause unreasonable public road congestion and if you should have any questions or concerns, please do not hesitate to contact me at 623-9475.

Respectfully Submitted,

A handwritten signature in cursive script that reads "James Coffin".

James E. Coffin, PE



A handwritten signature in cursive script that reads "James Coffin".