

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

## CITY OF PORTLAND

BUILDING INSPECTION

PERMIT

Please Read  
Application And  
Notes, If Any,  
Attached

PERMIT ISSUED

Permit Number APR 08 184 2003

CITY OF PORTLAND

This is to certify that CASCO BAY VENTURES Casco Bay Ventures/Wally Gey

has permission to Change of use from 7 unit residential to 1 unit Condominium renovations &amp; renovations to Carriage House

AT 102 EASTERN PROMENADE

003 C009001

provided that the person or persons firm or person accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and when permission procured before this building or part thereof is leased or otherwise closed-in. 24 HOUR NOTICE REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

## OTHER REQUIRED APPROVALS

Fire Dept. *Craig Cross*

Health Dept. \_\_\_\_\_

Appeal Board \_\_\_\_\_

Other \_\_\_\_\_

Department Name

4/9/08 *Cheryl M.*  
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

**City of Portland, Maine - Building or Use Permit Application**

389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

Permit No: 08-0184	Issue Date: 4/1/08	CBL: 003 C009001
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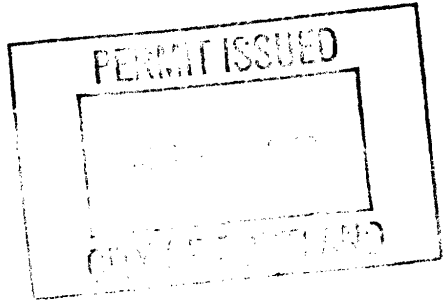
Location of Construction: 102 EASTERN PROMENADE	Owner Name: CASCO BAY VENTURES	Owner Address: 223 WOODVILLE RD	Phone:
Business Name:	Contractor Name: Casco Bay Ventures/Wally Geyer	Contractor Address: 223 Woodville Road Falmouth	Phone: 2073293885
Lessee/Buyer's Name	Phone:	Permit Type: Change of Ownership - Condo Conversion	Zone: R-6

Past Use: 7 unit residential	Proposed Use: 7 Unit Condominium - Change of use from 7 unit residential to 7 unit Condominium w/ renovations & renovations to Carriage House <i>legal use - 7 d.o. form 1-08-0425</i>	Permit Fee: \$2,895.00	Cost of Work: \$130,000.00	CEO District: 1
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <i>See Conditions</i>	INSPECTION: Use Group: R-2 Type: 5B <i>IBC-2003</i>	

Proposed Project Description: Change of use from 7 unit residential to 7 unit Condominium w/ renovations & renovations to Carriage House	Signature: <i>Greg Coors</i>	Signature: <i>4/1/08 C.M.</i>
PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)		
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied		
Signature: _____ Date: _____		

Permit Taken By: Idobson	Date Applied For: 02/29/2008	<b>Zoning Approval</b>
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<ol style="list-style-type: none"> <li>This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</li> <li>Building permits do not include plumbing, septic or electrical work.</li> <li>Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work..</li> </ol>	<b>Special Zone or Reviews</b> <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> <i>OK w/ conditions</i> Date: 3/24/08 <i>ABM</i>	<b>Zoning Appeal</b> <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date: _____	<b>Historic Preservation</b> <input checked="" type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied <i>ABM</i> Date: _____
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**CERTIFICATION**

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE

11-3-09 List of corrections: Unit #1 - label panel / #2 - OK / #3 - change GFI Kit, change  
light in closet / #4 - label panel / #5 - relocate smoke / #6 - label panel, secure  
wires in closet / #7 - OK

Note: Tested fire alarm with PFD - OK *nyfy*



**City of Portland, Maine - Building or Use Permit**

389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

<b>Permit No:</b> 08-0184	<b>Date Applied For:</b> 02/29/2008	<b>CBL:</b> 003 C009001
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<b>Location of Construction:</b> 102 EASTERN PROMENADE	<b>Owner Name:</b> CASCO BAY VENTURES	<b>Owner Address:</b> 223 WOODVILLE RD	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Casco Bay Ventures/Wally Geyer	<b>Contractor Address:</b> 223 Woodville Road Falmouth	<b>Phone</b> (207) 329-3885
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Change of Ownership - Condo Conversion	

<b>Proposed Use:</b> 7 Unit Condominium - Change of use from 7 unit residential to 7 unit Condominium w/ renovations & renovations to Carriage House	<b>Proposed Project Description:</b> Change of use from 7 unit residential to 7 unit Condominium w/ renovations & renovations to Carriage House
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**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Ann Machado      **Approval Date:** 03/24/2008

**Note:** **Ok to Issue:**

- 1) This permit is being issued with the understanding that the property line between 102 Eastern Prom and 84 Eastern Prom is not being changed at this time. The parking area for both 102 Eastern Prom and 84 Eastern Prom will continued to be shared at this point.
- 2) A separate permit must be applied for to put a new door and floor in the garage.
- 3) PLEASE NOTE: Under the City's Condominium Conversion regulations, if a tenant makes a decision not to purchase their unit and also decides not to remain in the building after their notification, that tenant has the right to move without penalty. If that protected tenant is under the 80% low/moderated income limit guidelines, there is still a requirement on the owner/developer to pay that tenant relocation payments as stated in the ordinance prior to vacating the unit. That tenant has not lost any rights under this ordinance by making a choice to move and vacate their unit after notification.
- 4) PLEASE NOTE: Under the City's Condominium conversion regulations, A) BEFORE a developer offers to convey a converted unit, a conversion permit shall be obtained. B) Rent may not be altered during the official noticing period unless expressly provided in a preexisting written lease. C) For a sixty (60) day period following the notice of intent to convert, the tenant has an exclusive and irrevocable option to purchase during which time the developer may not convey or offer to convey the unit to any other person. D) The developer shall post a copy of the permit in a conspicuous place in each unit, and shall make copies available to prospective purchasers upon request. E) If a tenant is eligible for tenant relocation payments, they SHALL be paid a CASH PAYMENT BEFORE the tenant is required to vacate.
- 5) With the issuance of this permit and the certificates of occupancy, this property shall be seven residential condominiums. Any change of use shall require a separate permit application for review and approval.

**Dept:** Building      **Status:** Approved with Conditions      **Reviewer:** Chris Hanson      **Approval Date:** 04/09/2008

**Note:** **Ok to Issue:**

- 1) Fire Alarm systems shall be installed per Sec. 907 of the IBC 2003
- 2) This permit is approved under IBC Sec. 3403.4, Existing Structures, which allows the alteration or replacement of existing stairs to not meet new construction dimensions when the space is restricted. Guardrails and handrails must comply with new codes to the fullest extent possible
- 3) Permit approved based on the plans submitted and reviewed w/owner/contractor, with additional information as agreed on and as noted on plans.
- 4) Separate permits are required for any electrical, plumbing, or HVAC systems. Separate plans may need to be submitted for approval as a part of this process.

**Dept:** Fire      **Status:** Approved with Conditions      **Reviewer:** Capt Greg Cass      **Approval Date:** 04/01/2008

**Note:** **Ok to Issue:**

- 1) A fire alarm system is required
- 2) Two means of egress are required from every story. "State Law"
- 3) Emergency lights and exit signs are required

<b>Location of Construction:</b> 102 EASTERN PROMENADE	<b>Owner Name:</b> CASCO BAY VENTURES	<b>Owner Address:</b> 223 WOODVILLE RD	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Casco Bay Ventures/Wally Geyer	<b>Contractor Address:</b> 223 Woodville Road Falmouth	<b>Phone</b> (207) 329-3885
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Change of Ownership - Condo Conversion	

- 4) The entire structure shall comply with NFPA 101 "Existing Apartments"  
Compliance shall be insured prior to the issuance of a Certificate of Occupancy.
- 5) All construction shall comply with NFPA 101

**Comments:**

3/3/2008-amachado: Spoke to Wally Geyer. Need copies of letters of notice of intent to convert to condominiums to current residents. If property line is being changed, we need site plan of existing conditions and proposed.

3/20/2008-amachado: Spoke to Wally Geyer. He gave me a siteplan on March 17, 2008 that showed a proposed change for the lot line between 84 Eastern Prom and 102 Eastern Prom to separate the parking for the two buildings. I showed the proposed site plan to Tom Erico and Jim Carmody yesterday and they said that it doesn't meet today's standards and they would not approve it. If Wally changes the lot line to separate the parking, he has to show that he has seven spaces for 102 Eastern Prom and 4 spaces for 84 Eastern Prom. Any change in the lot line would also have to meet the underlying criteria for the R-6 zone. I told Wally this. He said that he wants to move forward with the condo conversion without changing the lot line at this point.

3/21/2008-amachado: Received copies of the notices sent to the tenants about the conversion to condos.

3/4/2008-amachado: Spoke to Terry Snow, Wally's lawyer. He asked me about the parking for the condos. I told him that what is proposed does not meet parking standards. Can keep it how it is now. He said that he would get Wally to come in and talk to me.

3/7/2008-amachado: Met with Wally Geyer. At this point he has decided to not change the lot line. Terry Snow is sending out the letters with the intent to convert to condos to the tenants. Once he is ready to change the lot line he will bring in a scaled site plan that shows the new parking.

# All Purpose Building Permit Application

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address of Construction: <u>102 Eastern Promenade</u>		
Total Square Footage of Proposed Structure <u>7154.507 Sq. Ft</u>	Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Chart# <u>003</u> Block# <u>C</u> Lot# <u>009</u>	Owner: <u>Casco Bay Ventures</u> <u>223 Woodville Rd.</u> <u>Falmouth, ME</u>	Telephone: Office <u>797-7152</u> <u>329-3885 Cell</u>
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: <u>Casco Bay Ventures</u> <u>223 Woodville Rd.</u> <u>Falmouth, ME 04106</u> <u>329-3885</u>	Cost Of Work: \$ <u>130,000</u> Fee: \$ _____ C of O Fee \$ _____ Total Fees: \$ _____
Current use: <u>Seven apartments, each is fully furnished and rented by the week or month.</u>		
If the location is currently vacant, what was prior use: _____		
Approximately how long has it been vacant: _____		<u>\$1,320<sup>00</sup> / 100</u>
Proposed use: <u>Seven Condominiums</u>		<u>525 COFO</u>
Project description:		<u>1050.</u>
Contractor's name, address & telephone:		
Who should we contact when the permit is ready: <u>Wally Geyer</u>		
Mailing address: <u>223 Woodville Road</u> <u>Falmouth, ME 04101</u>		
We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A stop work order will be issued and a \$100.00 fee if any work starts before the permit is picked up. PHONE: <u>329-3885</u>		

FEB 29 2008

**IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT, WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.**

*I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.*

Signature of applicant: <u>Casco Bay Ventures</u> <u>Wally Geyer</u>	Date: <u>2-27-08</u>
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**This is NOT a permit, you may not commence ANY work until the permit is issued. If you are in a Historic District you may be subject to additional permitting and fees with the**

- Client COPY Issue w/ comments Sketch*
- (1) Option 1, buildings without fire suppression or detection systems
  - (2) Option 2, buildings provided with a complete approved automatic fire detection and notification system in accordance with 31.3.4.4
  - (3) Option 3, buildings provided with approved automatic sprinkler protection in selected areas, as described in 31.3.5.9
  - (4) Option 4, buildings protected throughout by an approved automatic sprinkler system

**31.1.1.2** The term *apartment building*, wherever used in this Code, shall include an apartment house, a tenement, a garden apartment, or any other structure meeting the definition of apartment building.

### 31.1.2 Multiple Occupancies.

**31.1.2.1** Multiple occupancies shall be in accordance with 6.1.14.

**31.1.2.2** No dwelling unit of an apartment building shall have its sole means of egress pass through any nonresidential occupancy in the same building, unless otherwise permitted by 31.1.2.2.1 or 31.1.2.2.2.

**31.1.2.2.1** In buildings that are protected by an automatic sprinkler system in accordance with Section 9.7, dwelling units of an apartment building shall be permitted to have their sole means of egress pass through a nonresidential occupancy in the same building, provided that the following criteria are met:

- (1) The dwelling unit of the apartment building shall comply with Chapter 31.
- (2) The sole means of egress from the dwelling unit of the apartment building shall not pass through a high hazard contents area, as defined in 6.2.2.4.

**31.1.2.2.2** In buildings that are not protected by an automatic sprinkler system in accordance with Section 9.7, dwelling units of an apartment building shall be permitted to have their sole means of egress pass through a nonresidential occupancy in the same building, provided that the following criteria are met:

- (1) The sole means of egress from the dwelling unit of the apartment building to the exterior shall be separated from the remainder of the building by fire barriers having a fire resistance rating of not less than 1 hour.
- (2) The dwelling unit of the apartment building shall comply with Chapter 31.
- (3) The sole means of egress from the dwelling unit of the apartment building shall not pass through a high hazard contents area, as defined in 6.2.2.4.

**31.1.2.3** Multiple dwelling units shall be permitted to be located above a nonresidential occupancy only where one of the following conditions exists:

- (1) Where the dwelling units of the residential occupancy and exits therefrom are separated from the nonresidential occupancy by construction having a fire resistance rating of not less than 1 hour
- (2) Where the nonresidential occupancy is protected throughout by an approved, supervised automatic sprinkler system in accordance with Section 9.7
- (3) Where not more than two dwelling units are located above a nonresidential occupancy that is protected by an automatic fire detection system in accordance with Section 9.6

### 31.1.3 Special Definitions.

**31.1.3.1 General.** Special terms applicable to this chapter are defined in Chapter 3. Where necessary, other terms are defined in the text.

**31.1.3.2 Apartment Building.** See 3.3.28.3.

**31.1.4 Classification of Occupancy.** See 6.1.8 and 31.1.3.

**31.1.5 Classification of Hazard of Contents.** The contents of residential occupancies shall be classified as ordinary hazard in accordance with 6.2.2.

**31.1.6 Minimum Construction Requirements.** (No special requirements)

**31.1.7 Occupant Load.** The occupant load, in number of persons for whom means of egress and other provisions are required, shall be determined on the basis of the occupant load factors of Table 7.3.1.2 that are characteristic of the use of the space or shall be determined as the maximum probable population of the space under consideration, whichever is greater.

### 31.2 Means of Egress Requirements.

#### 31.2.1 General.

**31.2.1.1** Means of egress from dwelling units to the outside of the building shall be in accordance with Chapter 7 and this chapter.

**31.2.1.2** Means of escape within the dwelling unit shall comply with the provisions of Section 24.2 for one- and two-family dwellings.

#### 31.2.2 Means of Egress Components.

##### 31.2.2.1 General.

**31.2.2.1.1** Components of means of egress shall be limited to the types described in 31.2.2.2 through 31.2.2.12.

**31.2.2.1.2** In buildings using Option 4, exit enclosures shall have a fire resistance rating of not less than 1 hour, and doors shall have a fire protection rating of not less than 1 hour.

**31.2.2.1.3** In non-high-rise buildings using Option 2, Option 3, or Option 4, exit stair doors shall be permitted to be 1¼ in. (44 mm) thick, solid-bonded wood core doors that are self-closing and self-latching and in wood frames not less than ¾ in. (19 mm) thick.

##### 31.2.2.2 Doors.

**31.2.2.2.1** Doors complying with 7.2.1 shall be permitted.

**31.2.2.2.2** Door-locking arrangements shall comply with 30.2.2.2.2.1, 30.2.2.2.2.2, or 30.2.2.2.2.3.

**31.2.2.2.2.1** No door in any means of egress shall be locked against egress when the building is occupied.

**31.2.2.2.2.2** Delayed-egress locks complying with 7.2.1.6.1 shall be permitted, provided that not more than one such device is located in any one egress path.

**31.2.2.2.2.3** Access-controlled egress doors complying with 7.2.1.6.2 shall be permitted.

**31.2.2.2.3** Revolving doors complying with 7.2.1.10 shall be permitted.

**31.2.2.2.4** Horizontal-sliding doors, as permitted by 7.2.1.14, shall not be used across corridors.

**31.2.2.2.5** Apartment occupancies protected throughout by an approved, supervised automatic sprinkler system shall be exempt from the re-entry provisions of 7.2.1.5.7 where the exit enclosure serves directly only one dwelling unit per floor, and such exit is a smokeproof enclosure in accordance with 7.2.3.

### 31.2.2.3 Stairs.

**31.2.2.3.1** Stairs complying with 7.2.2 shall be permitted.

**31.2.2.3.2** Within any individual dwelling unit, unless protected by an approved automatic sprinkler system in accordance with 31.3.5, stairs more than one story above or below the entrance floor level of the dwelling unit shall not be permitted.

**31.2.2.3.3** Spiral stairs complying with 7.2.2.2.3 shall be permitted within a single dwelling unit.

**31.2.2.3.4** Winders complying with 7.2.2.2.4 shall be permitted.

**31.2.2.4 Smokeproof Enclosures.** Smokeproof enclosures complying with 7.2.3 shall be permitted. (See also 31.2.11.1.)

**31.2.2.5 Horizontal Exits.** Horizontal exits complying with 7.2.4 shall be permitted.

**31.2.2.6 Ramps.** Ramps complying with 7.2.5 shall be permitted.

**31.2.2.7 Exit Passageways.** Exit passageways complying with 7.2.6 shall be permitted.

**31.2.2.8\* Escalators.** Escalators previously approved as a component in the means of egress shall be permitted to continue to be considered as in compliance.

**31.2.2.9 Fire Escape Stairs.** Fire escape stairs complying with 7.2.8 shall be permitted.

**31.2.2.10 Fire Escape Ladders.** Fire escape ladders complying with 7.2.9 shall be permitted.

**31.2.2.11 Alternating Tread Devices.** Alternating tread devices complying with 7.2.11 shall be permitted.

### 31.2.2.12 Areas of Refuge.

**31.2.2.12.1** Areas of refuge complying with 7.2.12 shall be permitted, as modified by 31.2.2.12.2.

**31.2.2.12.2\*** In buildings protected throughout by an approved, supervised automatic sprinkler system in accordance with 31.3.5, the two accessible rooms or spaces separated from each other by smoke-resistive partitions in accordance with the definition of area of refuge in 3.3.18 shall not be required.

### 31.2.3 Capacity of Means of Egress.

**31.2.3.1** The capacity of means of egress shall be in accordance with Section 7.3.

**31.2.3.2** Street floor exits shall be sufficient for the occupant load of the street floor plus the required capacity of stairs and ramps discharging onto the street floor.

**31.2.4 Number of Exits.** The minimum number of exits shall comply with 31.2.4.1, 31.2.4.2, 31.2.4.3, 31.2.4.4, or 31.2.4.5.

**31.2.4.1** Unless otherwise permitted by 31.2.4.2, every dwelling unit shall have access to not less than two separate exits remotely located from each other as required by 7.5.1. (See also Section 7.4)

**31.2.4.2** Any dwelling unit shall be permitted to have a single exit, provided that one of the following criteria is met:

- (1) The dwelling unit has an exit door opening directly to the street or yard at ground level.
- (2) The dwelling unit has direct access to an outside stair that complies with 7.2.2 and serves not more than two units, both located on the same floor.
- (3) The dwelling unit has direct access to an interior stair that serves only that unit and is separated from all other portions of the building by fire barriers having not less than a 1-hour fire resistance rating, with no opening therein.

**31.2.4.3** Buildings of four stories or less protected throughout by an approved, supervised automatic sprinkler system in accordance with 31.3.5.3 shall be permitted to have a single exit, provided that the following conditions are met:

- (1) The stairway is separated from the rest of the building by barriers having not less than a 1-hour fire resistance rating, with self-closing doors having not less than a 1-hour fire protection rating protecting all openings between the stairway enclosure and the building.
- (2) The stairway does not serve more than one-half of a story below the level of exit discharge.
- (3) All corridors serving as access to exits have not less than a ½-hour fire resistance rating.
- (4) There is not more than 35 ft (10.7 m) of travel distance from the entrance door of any dwelling unit to an exit.
- (5) One-half-hour fire-rated horizontal and vertical separation between dwelling units is provided.

**31.2.4.4** Any building of three stories or less in its entirety shall be permitted to have a single exit, provided that the following conditions are met:

- (1) The stairway is separated from the rest of the building by barriers having not less than a 1-hour fire resistance rating, with self-closing doors having not less than a 1-hour fire protection rating protecting all openings between the stairway enclosure and the building.
- (2) The stairway does not serve more than one-half of a story below the level of exit discharge.
- (3) All corridors serving as access to exits have not less than a 20-minute fire resistance rating.
- (4) The travel distance from the entrance door of any dwelling unit to an exit does not exceed 35 ft (10.7 m).
- (5) Horizontal and vertical separation with a fire rating of not less than ½ hour is provided between dwelling units.

**31.2.4.5** A building of any height with not more than four dwelling units per floor, with a smokeproof enclosure in accordance with the requirements of 7.2.3 or outside stair as the exit, where such exit is immediately accessible to all dwelling units served thereby, shall be permitted to have a single exit. *Immediately accessible* means that the travel distance from the entrance door of any dwelling unit to an exit shall not exceed 20 ft (6100 mm).

### 31.2.5 Arrangement of Means of Egress.

**31.2.5.1** Access to all required exits shall be in accordance with Section 7.5.

#### 31.2.5.2 Reserved.

**31.2.5.3** Common path of travel shall comply with 31.2.5.3.1 or 31.2.5.3.2.

**31.2.5.3.1** No common path of travel shall exceed 35 ft (10.7 m) in buildings not protected throughout by an approved, supervised automatic sprinkler system installed in



accordance with 31.3.5. Travel within a dwelling unit shall not be included when calculating common path of travel.

**31.2.5.3.2** No common path of travel shall exceed 50 ft (15 m) in buildings protected throughout by an approved, supervised automatic sprinkler system installed in accordance with 31.3.5. Travel within a dwelling unit shall not be included when calculating common path of travel.

**31.2.5.4** Dead-end corridors shall not exceed 50 ft (15 m).

### 31.2.6 Travel Distance to Exits.

**31.2.6.1** Travel distance within a dwelling unit (apartment) to a corridor door shall not exceed the following limits:

- (1) For buildings using Option 1 or Option 3, 75 ft (23 m)
- (2) For buildings using Option 2 or Option 4, 125 ft (38 m)

**31.2.6.2** The travel distance from a dwelling unit (apartment) entrance door to the nearest exit shall not exceed the following limits, as modified by 31.2.6.3:

- (1) For buildings using Option 1, 100 ft (30 m)
- (2) For buildings using Option 2 or Option 3, 150 ft (46 m)
- (3) For buildings using Option 4, 200 ft (61 m)

**31.2.6.3** Travel distance to exits shall not exceed 200 ft (61 m) for exterior ways of exit access arranged in accordance with 7.5.3.

### 31.2.7 Discharge from Exits.

**31.2.7.1** Exit discharge shall comply with Section 7.7.

**31.2.7.2** Any required exit stairway that is located so that it is necessary to pass through the lobby or other open space to reach the outside of the building shall be continuously enclosed to a level of exit discharge or to a mezzanine within a lobby at a level of exit discharge.

**31.2.7.3** The distance of travel from the termination of the exit enclosure to an exterior door leading to a public way shall not exceed 150 ft (46 m) in buildings protected throughout by an approved automatic sprinkler system and shall not exceed 100 ft (30 m) in all other buildings.

**31.2.8 Illumination of Means of Egress.** Means of egress shall be illuminated in accordance with Section 7.8.

**31.2.9 Emergency Lighting.** Emergency lighting in accordance with Section 7.9 shall be provided in all buildings with more than 12 dwelling units, or of more than 3 stories in height, unless every dwelling unit has a direct exit to the outside of the building at grade level.

**31.2.10 Marking of Means of Egress.** Means of egress shall have signs in accordance with Section 7.10 in all buildings requiring more than one exit.

### 31.2.11 Special Means of Egress Features.

**31.2.11.1\* High-Rise Buildings.** In high-rise buildings using Option 1, Option 2, or Option 3, smokeproof enclosures shall be provided in accordance with 7.2.3.

**31.2.11.2 Lockups.** Lockups in apartment buildings, other than approved existing lockups, shall comply with the requirements of 23.4.5.

## 31.3 Protection.

### 31.3.1 Protection of Vertical Openings.

**31.3.1.1** Vertical openings shall comply with 31.3.1.1.1 through 31.3.1.2.

**31.3.1.1.1** Vertical openings shall be enclosed or protected in accordance with Section 8.6.

#### 31.3.1.1.2 Reserved.

**31.3.1.1.3** Vertical openings in accordance with 8.6.8.2 shall be permitted.

**31.3.1.1.4** In buildings protected throughout by an approved automatic sprinkler system in accordance with 31.3.5, and in which exits and required ways of travel thereto are adequately safeguarded against fire and smoke within the building, or where every individual room has direct access to an exterior exit without passing through any public corridor, the protection of vertical openings that are not part of required exits shall not be required.

**31.3.1.2** No floor below the level of exit discharge used only for storage, heating equipment, or purposes other than residential occupancy and open to the public shall have unprotected openings to floors used for residential purposes.

### 31.3.2 Protection from Hazards.

**31.3.2.1 Hazardous Areas.** Any hazardous area shall be protected in accordance with Section 8.7.

**31.3.2.1.1** The areas described in Table 31.3.2.1.1 shall be protected as indicated.

Table 31.3.2.1.1 Hazardous Area Protection

Hazardous Area Description	Separation/Protection
Boiler and fuel-fired heater rooms serving more than a single dwelling unit	1 hour or sprinklers
Employee locker rooms	1 hour or sprinklers
Gift or retail shops >100 ft <sup>2</sup> (>9.3 m <sup>2</sup> )	1 hour or sprinklers*
Bulk laundries	1 hour or sprinklers
Laundries >100 ft <sup>2</sup> (>9.3 m <sup>2</sup> ) outside of dwelling units	1 hour or sprinklers*
Maintenance shops	1 hour or sprinklers
Rooms or spaces used for storage of combustible supplies and equipment in quantities deemed hazardous by the authority having jurisdiction	1 hour or sprinklers
Trash collection rooms	1 hour or sprinklers

\*Where sprinklers are provided, the separation specified in 8.7.1.2 and 31.3.2.1.2 is not required.

**31.3.2.1.2** Where sprinkler protection without fire-rated separation is used, areas shall be separated from other spaces by smoke partitions complying with Section 8.4.

#### 31.3.2.2 Reserved.

### 31.3.3 Interior Finish.

**31.3.3.1 General.** Interior finish shall be in accordance with Section 10.2.

**31.3.3.2 Interior Wall and Ceiling Finish.** Interior wall and ceiling finish materials complying with 10.2 shall be permitted as follows:

- (1) Exit enclosures — Class A or Class B
- (2) Lobbies and corridors — Class A or Class B
- (3) Other spaces — Class A, Class B, or Class C

**31.3.3.3 Interior Floor Finish.** In buildings utilizing Option 1 or Option 2, newly installed interior floor finish in exits and exit access corridors shall be not less than Class II in accordance with 10.2.7.

**31.3.3.4 Contents and Furnishings.**

**31.3.3.4.1** Contents and furnishings shall not be required to comply with Section 10.3.

**31.3.3.4.2** Furnishings or decorations of an explosive or highly flammable character shall not be used outside of dwelling units.

**31.3.3.4.3** Fire-retardant coatings shall be maintained to retain the effectiveness of the treatment under service conditions encountered in actual use.

**31.3.4 Detection, Alarm, and Communications Systems.**

**31.3.4.1 General.**

**31.3.4.1.1** Apartment buildings with more than three stories or with more than 11 dwelling units, other than those meeting 31.3.4.1.2 or 31.3.4.1.3, shall be provided with a fire alarm system in accordance with Section 9.6, except as modified by 31.3.4.2 through 31.3.4.5.2.

**31.3.4.1.2** A fire alarm system shall not be required where each dwelling unit is separated from other contiguous dwelling units by fire barriers (*see Section 8.3*) having a fire resistance rating of not less than ½ hour, and where each dwelling unit has either its own independent exit or its own independent stairway or ramp discharging at grade.

**31.3.4.1.3** A fire alarm system shall not be required in buildings that are protected throughout by an approved, automatic sprinkler system in accordance with 31.3.5.3 with listed quick-response or listed residential sprinklers installed throughout all dwelling units, that do not exceed four stories in height, and that contain not more than 16 dwelling units.

**31.3.4.2 Initiation.**

**31.3.4.2.1** Initiation of the required fire alarm system shall be by manual means in accordance with 9.6.2, unless the building complies with 31.3.4.2.2.

**31.3.4.2.2** Initiation of the required fire alarm system by manual means shall not be required in buildings not exceeding 4 stories in height, containing not more than 16 dwelling units, and protected throughout by an approved, supervised automatic sprinkler system installed in accordance with 31.3.5.3.

**31.3.4.2.3** In buildings using Option 2, the required fire alarm system shall be initiated by the automatic fire detection system in addition to the manual initiation means of 31.3.4.2.1.

**31.3.4.2.4** In buildings using Option 3, the required fire alarm system shall be initiated upon operation of the automatic sprinkler system in addition to the manual initiation means of 31.3.4.2.1.

**31.3.4.2.5** In buildings using Option 4, the required fire alarm system shall be initiated upon operation of the automatic sprinkler system in addition to the manual initiation means of 31.3.4.2.1.

**31.3.4.3 Notification.**

**31.3.4.3.1** Occupant notification shall be provided automatically in accordance with Section 9.6, and the following shall also apply:

- (1) Visible signals shall be installed in units designed for the hearing impaired.
- (2) Positive alarm sequence in accordance with 9.6.3.4 shall be permitted.
- (3) Existing approved presignal systems shall be permitted in accordance with 9.6.3.3.

**31.3.4.3.2** An annunciator panel, whose location shall be approved by the authority having jurisdiction, connected with the required fire alarm system shall be provided, unless the building meets the requirements of 31.3.4.3.3 or 31.3.4.3.4.

**31.3.4.3.3** Annunciation shall not be required in buildings not exceeding 2 stories in height and having not more than 50 rooms.

**31.3.4.3.4** Annunciation shall not be required in buildings that are protected throughout by an approved, supervised automatic sprinkler system installed in accordance with 31.3.5.3, that do not exceed 4 stories in height, and that contain not more than 16 dwelling units.

**31.3.4.3.5** Fire department notification shall be accomplished in accordance with 9.6.4.

**31.3.4.4 Detection.**

**31.3.4.4.1\*** In buildings using Option 2, a complete automatic fire detection system in accordance with 9.6.1.3 and 31.3.4.4.2 shall be required.

**31.3.4.4.2** Automatic fire detection devices shall be installed as follows:

- (1) Smoke detectors shall be installed in all common areas and workspaces outside the living unit, such as exit stairs, egress corridors, lobbies, storage rooms, equipment rooms, and other tenantless spaces in environments that are suitable for proper smoke detector operation.
- (2) Heat detectors shall be located within each room of the living unit.

**31.3.4.5 Smoke Alarms.**

**31.3.4.5.1** In buildings other than those equipped throughout with an existing, complete automatic smoke detection system, approved single-station smoke alarms shall be installed in accordance with 9.6.2.9, as modified by 31.3.4.5.2, outside every sleeping area in the immediate vicinity of the bedrooms and on all levels of the dwelling unit, including basements.

**31.3.4.5.2** Single-station smoke alarms without a secondary (standby) power source shall be permitted.

**31.3.5 Extinguishment Requirements.**

**31.3.5.1 Reserved.**

**31.3.5.2 Reserved.**

**31.3.5.3\*** Where an automatic sprinkler system is installed, either for total or partial building coverage, the system shall be installed in accordance with Section 9.7, as modified by 31.3.5.4 and 31.3.5.5. In buildings up to and including four stories in height above grade, systems in accordance with NFPA 13R, *Standard for the Installation of Sprinkler Systems in Residential Occupancies up to and Including Four Stories in Height*, shall be permitted.

**31.3.5.4** In individual dwelling units, sprinkler installation shall not be required in closets not exceeding 24 ft<sup>2</sup> (2.2 m<sup>2</sup>) and in bathrooms not exceeding 55 ft<sup>2</sup> (5.1 m<sup>2</sup>). Closets that

contain equipment such as washers, dryers, furnaces, or water heaters shall be sprinklered regardless of size.

**31.3.5.5** The draft stop and closely spaced sprinkler requirements of NFPA 13, *Standard for the Installation of Sprinkler Systems*, shall not be required for convenience openings complying with 8.6.8.2 where the convenience opening is within the dwelling unit.

**31.3.5.6 Reserved.**

**31.3.5.7 Reserved.**

**31.3.5.8 Reserved.**

**31.3.5.9** Buildings using Option 3 shall be provided with automatic sprinkler protection installed in accordance with 31.3.5.9.1 through 31.3.5.11.

**31.3.5.9.1** Automatic sprinklers shall be installed in the corridor, along the corridor ceiling, utilizing the maximum spacing requirements of the standards referenced in 31.3.5.3.

**31.3.5.9.2** An automatic sprinkler shall be installed within every dwelling unit that has a door opening to the corridor, with such sprinkler positioned over the center of the door, unless the door to the dwelling unit has not less than a 20-minute fire protection rating and is self-closing.

**31.3.5.9.3** The workmanship and materials of the sprinkler installation specified in 31.3.5.9 shall meet the requirements of Section 9.7.

**31.3.5.9.4** Where Option 3 is being used to permit the use of 1¼ in. (44 mm) thick, solid-bonded wood core doors in accordance with 31.2.2.1.3, sprinklers shall be provided within the exit enclosures in accordance with NFPA 13, *Standard for the Installation of Sprinkler Systems*.

**31.3.5.10** Buildings using Option 4 shall be protected throughout by an approved automatic sprinkler system in accordance with 31.3.5.3 and meeting the requirements of Section 9.7 for supervision for buildings more than six stories in height.

**31.3.5.11\*** Where sprinklers are being used as an option to any requirement in this *Code*, the sprinklers shall be installed throughout the space in accordance with the requirements of that option.

**31.3.5.12** All high-rise buildings, other than those meeting 31.3.5.12.1 or 31.3.5.12.2, shall be protected throughout by an approved, supervised automatic sprinkler system in accordance with 31.3.5.3.

**31.3.5.12.1** An automatic sprinkler system shall not be required where every dwelling unit has exterior exit access in accordance with 7.5.3.

**31.3.5.12.2\*** An automatic sprinkler system shall not be required in buildings having an approved, engineered life safety system in accordance with 31.3.5.12.3.

**31.3.5.12.3** Where required by 31.3.5.12.2, an engineered life safety system shall be developed by a registered professional engineer experienced in fire and life safety system design, shall be approved by the authority having jurisdiction, and shall include any or all of the following:

- (1) Partial automatic sprinkler protection
- (2) Smoke detection systems
- (3) Smoke control systems
- (4) Compartmentation
- (5) Other approved systems

**31.3.5.13** Portable fire extinguishers in accordance with 9.7.4.1 shall be provided in hazardous areas addressed by 31.3.2.1, unless the building is protected throughout with an approved, supervised automatic sprinkler system in accordance with 31.3.5.3.

**31.3.6 Corridors.**

**31.3.6.1\* Walls.** Exit access corridor walls shall consist of fire barriers in accordance with Section 8.3 that have not less than a ½-hour fire resistance rating.

**31.3.6.2 Doors.**

**31.3.6.2.1** Doors that open onto exit access corridors, other than those complying with 8.3.4 or in buildings meeting 31.3.6.2.2, shall have not less than a 20-minute fire protection rating in accordance with Section 8.3.

**31.3.6.2.2** In buildings using Option 3 or Option 4, doors shall be constructed to resist the passage of smoke.

**31.3.6.2.3** Doors that open onto exit access corridors shall be self-closing and self-latching.

**31.3.6.3 Unprotected Openings.**

**31.3.6.3.1** Unprotected openings, other than those from spaces complying with 31.3.6.3.2, shall be prohibited in exit access corridor walls and doors.

**31.3.6.3.2** Spaces shall be permitted to be unlimited in area and open to the corridor, provided that the following criteria are met:

- (1) The spaces are not used for guest rooms or guest suites or hazardous areas.
- (2) The building is protected throughout by an approved, supervised automatic sprinkler system in accordance with 31.3.5.3.
- (3) The space does not obstruct access to required exits.

**31.3.6.4 Transoms, Louvers, or Transfer Grilles.** Transoms, louvers, or transfer grilles shall be prohibited in walls or doors of exit access corridors.

**31.3.7 Subdivision of Building Spaces — Smoke Barriers.** In buildings other than those meeting 31.3.7.1, 31.3.7.2, 31.3.7.3, 31.3.7.4, or 31.3.7.5, the following criteria shall be met:

- (1) Smoke barriers in accordance with Section 8.5 shall be provided in exit access corridors to establish not less than two compartments approximately equal in size.
- (2) The length of each smoke compartment, measured along the corridor, shall not exceed 200 ft (61 m).
- (3) Smoke dampers shall not be required.

**31.3.7.1** Smoke barriers shall not be required in buildings using Option 4.

**31.3.7.2** Smoke barriers shall not be required in buildings having exterior exit access in accordance with 7.5.3 that provides access to two exits.

**31.3.7.3** Smoke barriers shall not be required in buildings complying with 31.2.4.2, 31.2.4.3, 31.2.4.4, or 31.2.4.5.

**31.3.7.4** Smoke barriers shall not be required in buildings with exits not more than 50 ft (15 m) apart.

**31.3.7.5** Smoke barriers shall not be required where each dwelling unit has direct access to the exterior at grade.

**31.3.8 Special Protection Features. (Reserved)**

### 31.4 Special Provisions.

**31.4.1 High-Rise Buildings.** High-rise buildings shall comply with 31.2.11.1 and 31.3.5.12.

**31.4.2 Reserved.**

### 31.5 Building Services.

**31.5.1 Utilities.** Utilities shall comply with the provisions of Section 9.1.

### 31.5.2 Heating, Ventilating, and Air-Conditioning.

**31.5.2.1** Heating, ventilating, and air-conditioning equipment shall comply with the provisions of Section 9.2.

**31.5.2.2** Unvented fuel-fired heaters, other than gas space heaters in compliance with NFPA 54, *National Fuel Gas Code*, shall not be used.

**31.5.3 Elevators, Escalators, and Conveyors.** Elevators, escalators, and conveyors shall comply with the provisions of Section 9.4.

**31.5.4 Rubbish Chutes, Incinerators, and Laundry Chutes.** Rubbish chutes, incinerators, and laundry chutes shall comply with the provisions of Section 9.5.

**31.6 Reserved.**

**31.7 Operating Features — Emergency Instructions for Residents of Apartment Buildings.** Emergency instructions shall be provided annually to each dwelling unit to indicate the location of alarms, egress paths, and actions to be taken, both in response to a fire in the dwelling unit and in response to the sounding of the alarm system.

## Chapter 32 New Residential Board and Care Occupancies

### 32.1 General Requirements.

#### 32.1.1 Application.

**32.1.1.1 General.** The requirements of this chapter shall apply to new buildings or portions thereof used as residential board and care occupancies (*see 1.3.1*).

**32.1.1.2 Reserved.**

**32.1.1.3 Chapter Sections.** This chapter is divided into five sections as follows:

- (1) Section 32.1 — General Requirements
- (2) Section 32.2 — Small Facilities (that is, sleeping accommodations for not more than 16 residents)
- (3) Section 32.3 — Large Facilities (that is, sleeping accommodations for more than 16 residents)
- (4) Section 32.4 — Suitability of an Apartment Building to House a Board and Care Occupancy (*Sections 32.5 and 32.6 are reserved.*)
- (5) Section 32.7 — Operating Features

**32.1.1.4 Conversion.** For the purposes of this chapter, exceptions for conversions shall apply only for a change of occupancy from an existing residential or health care occupancy to a residential board and care occupancy.

#### 32.1.2 Multiple Occupancies.

**32.1.2.1** Multiple occupancies shall comply with 6.1.14.

**32.1.2.2 Reserved.**

**32.1.2.3** No board and care occupancy shall have its sole means of egress or means of escape pass through any nonresidential or non-health care occupancy in the same building.

**32.1.2.4** No board and care occupancy shall be located above a nonresidential or non-health care occupancy, unless the board and care occupancy and exits therefrom are separated from the nonresidential or non-health care occupancy by construction having a fire resistance rating of not less than 2 hours.

**32.1.3 Special Definitions.** A list of special terms used in this chapter follows:

- (1) **Personal Care.** See 3.3.181.
- (2) **Point of Safety.** See 3.3.186.
- (3) **Residential Board and Care Occupancy.** See 3.3.168.12.
- (4) **Residential Board and Care Resident.** See 3.3.203.
- (5) **Staff (Residential Board and Care).** See 3.3.232.
- (6) **Thermal Barrier.** See 3.3.24.3.

**32.1.4 Acceptability of Means of Egress or Escape.** No means of escape or means of egress shall be considered as complying with the minimum criteria for acceptance, unless emergency evacuation drills are regularly conducted using that route in accordance with the requirements of 32.7.3.

**32.1.5\* Fire Resistance-Rated Assemblies.** Fire resistance-rated assemblies shall comply with Section 8.3.

**32.1.6 Reserved.**

**32.1.7 Reserved.**

### 32.2 Small Facilities.

#### 32.2.1 General.

##### 32.2.1.1 Scope.

**32.2.1.1.1** Section 32.2 shall apply to residential board and care occupancies providing sleeping accommodations for not more than 16 residents.

**32.2.1.1.2** Where there are sleeping accommodations for more than 16 residents, the occupancy shall be classified as a large facility in accordance with Section 32.3.

**32.2.1.2 Reserved.**

**32.2.1.3 Minimum Construction Requirements.** (No requirements)

**32.2.2 Means of Escape.** Designated means of escape shall be continuously maintained free of all obstructions or impediments to full instant use in the case of fire or emergency.

**32.2.2.1 Reserved.**

##### 32.2.2.2 Primary Means of Escape.

**32.2.2.2.1** Every sleeping room and living area shall have access to a primary means of escape located to provide a safe path of travel to the outside.

**32.2.2.2.2** Where sleeping rooms or living areas are above or below the level of exit discharge, the primary means of escape shall be an interior stair in accordance with 32.2.2.4, an exterior stair, a horizontal exit, or a fire escape stair.

##### 32.2.2.3 Secondary Means of Escape.

**32.2.2.3.1** Sleeping rooms, other than those complying with 32.2.2.3.2, and living areas in facilities without a sprinkler system installed in accordance with 32.2.3.5 shall have a second means of escape consisting of one of the following:

Submit with Condominium Conversion Permit Application

**Project Data:**

Address: 102 Eastern Promenade

C-B-L: 003-C-009

Number of Units in Building: Seven

Tenant Name	Tenant Tel#	Occup. Length	Date of Notice	Eligible for \$?
Unit 1 Victorian Terrace		Weekly	0	
Unit 2 " "		"	0	
Unit 3 " "		"	0	
Unit 4 " "		"	0	
Unit 5 " "		"	0	
Unit 6 " "		"	0	
Unit 7 " "		"	0	
Unit 8				

If more units, submit same information on all units

Length of time building owned by applicant \_\_\_\_\_

Are any building improvements, renovations, or modifications being made associated with this conversion that requires a building, plumbing, electrical, or heating permit?

YES \_\_\_\_\_ NO  (check one)

Type and cost of building improvements associated with this conversion that do not require permits:

\$ 8,000 Exterior walls, windows, doors, roof

\$ 0 Insulation

\$ 30,000 Interior cosmetics (walls/floors/hallways/refinishing, etc.)

\$ 85,000 Other (specify) New Siding & Painting

7,000 wood frame garage will be sided, painted, get a new door and a new floor in the garage.

# *Victorian Terrace*

## *On the Prom*

84 Eastern Promenade  
Tel: 207.774.9083  
www.victorianterrace.com

Portland, Maine 04101  
Fax: 207.775-0530  
info@victorianterrace.com

February 28, 2008

Dear Ms. Schumuckal,

I am applying for a condo conversion permit and would explain that the seven units at 102 Eastern Promenade are part of *Victorian Terrace On the Prom*, which are fully furnished short-term rentals. Currently, we are only renting by the week and month. Feel free to contact me with any questions you may have.

Thank you,

Wally Geyer  
Casco Bay Ventures



**Law Office of Terry N. Snow, P.A.**

294 Main Street, P.O. Box 275  
Cumberland Ctr., Maine 04021-0275

Terry N. Snow, Esq.  
Alan E. Wolf, Esq.  
Karen JM Mitchell, Esq.  
S & W Associates

Telephone: (207) 829-6363  
Facsimile: (207) 829-4481  
E-Mail: [tsnowlaw@maine.rr.com](mailto:tsnowlaw@maine.rr.com)

March 20, 2008

Marge Schmuckal, Zoning Admin.  
City of Portland  
389 Congress St.  
Portland, ME 04112-8555

**Re: 102 Eastern Promenade / Condo Conversion (Captain's Quarters)**


Dear Marge:

This office represents Casco Bay Ventures relating to its conversion of 102 Eastern Promenade to condominium units.

I enclose for your records, the Notice to Vacate and Notice of Conversion to Condominium to the tenants at the time of application. I further enclose copies of the certified mailings of said notices.

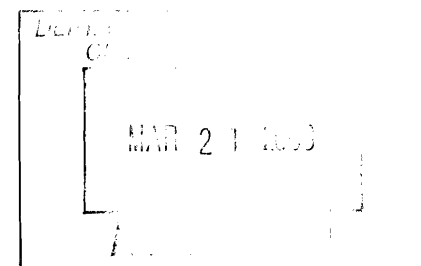
If you have any questions or comments on the enclosed, give me a call.

Very truly yours,



Terry N. Snow

TNS/drs  
Enclosures  
cc: Waldon Geyer (w/o encls.)



**NOTICE TO VACATE AND**  
**NOTICE OF CONVERSION TO CONDOMINIUM**

To JANEEN FAITHFULL, and ALL OTHER OCCUPANTS AND SUBTENANTS of Unit 1, 102 Eastern Promenade, Portland, Maine.

**You are hereby notified and required to quit and deliver up to Casco Bay Ventures, no later than July 31, 2008, at midnight, possession of Unit 1, 102 Eastern Promenade, Portland, Maine,** now occupied by you, and belonging to Casco Bay Ventures. Please be advised that the above-described premises will be converted to a condominium. Attached hereto for your review, please find a copy of the public offering statement for The Captain's Quarters, Portland, Maine. 33 M.R.S.A. § 1604-111 generally provides tenants and subtenants of a building being converted to condominium with the following rights:

A. A declarant of a condominium containing conversion buildings shall give each of the residential tenants and any residential subtenant in possession of a portion of a conversion building notice of the conversion and provide those persons with the public offering statement no later than 120 days before the declarant will require the tenant and any subtenant in possession to vacate.

B. No tenant or subtenant may be required by the declarant to vacate upon less than 120 days' notice, except by reason of nonpayment of rent, waste or conduct that disturbs other tenants' peaceful enjoyment of the premises, and the terms of the tenancy may not be altered during that period.

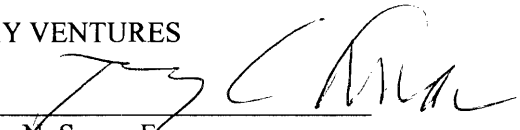
C. For 60 days after delivery or mailing of the notice of conversion, the declarant shall offer to convey each unit or proposed unit occupied for residential use to the tenant who leases that unit. If a tenant fails to purchase the unit during that 60-day period, the declarant may not offer to dispose of an interest in that unit during the following 180 days at a price or on terms more favorable to the offeree than the price or terms offered to the tenant.

Notice to Tenant: Pursuant to 33 M.R.S.A. § 1604-111(b), you are hereby entitled to purchase Unit 1 of The Captain's Quarters, 102 Eastern Promenade, Portland, Maine, being substantially the same premises you currently occupy, for the purchase price of Three hundred nine Thousand nine Hundred Dollars (\$309,900.00), and upon such terms and conditions as Casco Bay Ventures may reasonably require and as are indicated in the public offering statement. This offer, and your entitlement to purchase said Unit, shall expire if Casco Bay Ventures does not receive, within sixty (60) days from the date of service of this notice, your executed written offer to purchase said Unit upon terms reasonably acceptable to Casco Bay Ventures.

**Please make arrangements to remove yourselves and your personal belongings from the above-described premises no later than the above stated day, at midnight.**

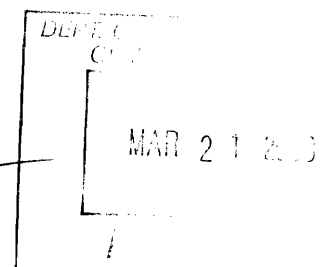
Dated this 14<sup>th</sup> day of March, 2008.

CASCO BAY VENTURES

By:   
Terry M. Snow, Esq.  
Attorney for Casco Bay Ventures

On this 14<sup>th</sup> day of March, 2008, I personally delivered the within Notice by delivering a copy of this Notice to Janeen Faithfull, by mailing via first class U.S. mail, postage prepaid to: Janeen Faithfull, Unit 1, 102 Eastern Promenade, Portland, ME 04101.

  
Terry N. Snow





**NOTICE TO VACATE AND**  
**NOTICE OF CONVERSION TO CONDOMINIUM**

To JENAU KRONSTANT, and ALL OTHER OCCUPANTS AND SUBTENANTS of Unit 2, 102 Eastern Promenade, Portland, Maine.

**You are hereby notified and required to quit and deliver up to Casco Bay Ventures, no later than July 31, 2008, at midnight, possession of Unit 2, 102 Eastern Promenade, Portland, Maine,** now occupied by you, and belonging to Casco Bay Ventures. Please be advised that the above-described premises will be converted to a condominium. Attached hereto for your review, please find a copy of the public offering statement for The Captain's Quarters, Portland, Maine. 33 M.R.S.A. § 1604-111 generally provides tenants and subtenants of a building being converted to condominium with the following rights:

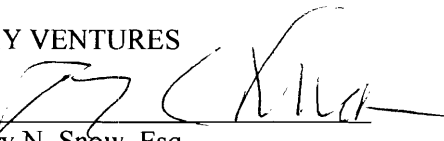
- A. A declarant of a condominium containing conversion buildings shall give each of the residential tenants and any residential subtenant in possession of a portion of a conversion building notice of the conversion and provide those persons with the public offering statement no later than 120 days before the declarant will require the tenant and any subtenant in possession to vacate.
- B. No tenant or subtenant may be required by the declarant to vacate upon less than 120 days' notice, except by reason of nonpayment of rent, waste or conduct that disturbs other tenants' peaceful enjoyment of the premises, and the terms of the tenancy may not be altered during that period.
- C. For 60 days after delivery or mailing of the notice of conversion, the declarant shall offer to convey each unit or proposed unit occupied for residential use to the tenant who leases that unit. If a tenant fails to purchase the unit during that 60-day period, the declarant may not offer to dispose of an interest in that unit during the following 180 days at a price or on terms more favorable to the offeree than the price or terms offered to the tenant.

Notice to Tenant: Pursuant to 33 M.R.S.A. § 1604-111(b), you are hereby entitled to purchase Unit 2 of The Captain's Quarters, 102 Eastern Promenade, Portland, Maine, being substantially the same premises you currently occupy, for the purchase price of Two Hundred Ninety-Nine Thousand Nine Hundred Dollars (\$299,900.00), and upon such terms and conditions as Casco Bay Ventures may reasonably require and as are indicated in the public offering statement. This offer, and your entitlement to purchase said Unit, shall expire if Casco Bay Ventures does not receive, within sixty (60) days from the date of service of this notice, your executed written offer to purchase said Unit upon terms reasonably acceptable to Casco Bay Ventures.

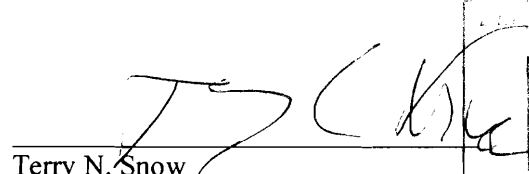
**Please make arrangements to remove yourselves and your personal belongings from the above-described premises no later than the above stated day, at midnight.**

Dated this 14<sup>th</sup> day of March, 2008.

CASCO BAY VENTURES

By:   
Terry N. Snow, Esq.  
Attorney for Casco Bay Ventures

On this 14<sup>th</sup> day of March, 2008, I personally delivered the within Notice by delivering a copy of this Notice to Jenau Kronstant, by mailing via first class U.S. mail, postage prepaid to: Jenau Kronstant, Unit 2, 102 Eastern Promenade, Portland, ME 04101.

  
Terry N. Snow

MAR 21 2008

**NOTICE TO VACATE AND**  
**NOTICE OF CONVERSION TO CONDOMINIUM**

To JULIE O'BAOIGHILL, and ALL OTHER OCCUPANTS AND SUBTENANTS of Unit 3, 102 Eastern Promenade, Portland, Maine.

**You are hereby notified and required to quit and deliver up to Casco Bay Ventures, no later than July 31, 2008, at midnight, possession of Unit 3, 102 Eastern Promenade, Portland, Maine**, now occupied by you, and belonging to Casco Bay Ventures. Please be advised that the above-described premises will be converted to a condominium. Attached hereto for your review, please find a copy of the public offering statement for The Captain's Quarters, Portland, Maine. 33 M.R.S.A. § 1604-111 generally provides tenants and subtenants of a building being converted to condominium with the following rights:

A. A declarant of a condominium containing conversion buildings shall give each of the residential tenants and any residential subtenant in possession of a portion of a conversion building notice of the conversion and provide those persons with the public offering statement no later than 120 days before the declarant will require the tenant and any subtenant in possession to vacate.

B. No tenant or subtenant may be required by the declarant to vacate upon less than 120 days' notice, except by reason of nonpayment of rent, waste or conduct that disturbs other tenants' peaceful enjoyment of the premises, and the terms of the tenancy may not be altered during that period.

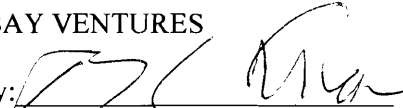
C. For 60 days after delivery or mailing of the notice of conversion, the declarant shall offer to convey each unit or proposed unit occupied for residential use to the tenant who leases that unit. If a tenant fails to purchase the unit during that 60-day period, the declarant may not offer to dispose of an interest in that unit during the following 180 days at a price or on terms more favorable to the offeree than the price or terms offered to the tenant.

Notice to Tenant: Pursuant to 33 M.R.S.A. § 1604-111(b), you are hereby entitled to purchase Unit 3 of The Captain's Quarters, 102 Eastern Promenade, Portland, Maine, being substantially the same premises you currently occupy, for the purchase price of Two Hundred Ninety-Nine Thousand Nine Hundred Dollars (\$\_\_\_\_\_00), and upon such terms and conditions as Casco Bay Ventures may reasonably require and as are indicated in the public offering statement. This offer, and your entitlement to purchase said Unit, shall expire if Casco Bay Ventures does not receive, within sixty (60) days from the date of service of this notice, your executed written offer to purchase said Unit upon terms reasonably acceptable to Casco Bay Ventures.

**Please make arrangements to remove yourselves and your personal belongings from the above-described premises no later than the above stated day, at midnight.**

Dated this 14<sup>th</sup> day of March, 2008.

CASCO BAY VENTURES

By:   
Terry N. Snow, Esq.  
Attorney for Casco Bay Ventures

On this 14<sup>th</sup> day of March, 2008, I personally delivered the within Notice by delivering a copy of this Notice to Julie O'Baoighill, by mailing via first class U.S. mail, postage prepaid to: Julie O'Baoighill, Unit 3, 102 Eastern Promenade, Portland, ME 04101.

  
Terry N. Snow

**NOTICE TO VACATE AND**  
**NOTICE OF CONVERSION TO CONDOMINIUM**

To TOM PIERCE, and ALL OTHER OCCUPANTS AND SUBTENANTS of Unit 4, 102 Eastern Promenade, Portland, Maine.

**You are hereby notified and required to quit and deliver up to Casco Bay Ventures, no later than July 31, 2008, at midnight, possession of Unit 4, 102 Eastern Promenade, Portland, Maine**, now occupied by you, and belonging to Casco Bay Ventures. Please be advised that the above-described premises will be converted to a condominium. Attached hereto for your review, please find a copy of the public offering statement for The Captain's Quarters, Portland, Maine. 33 M.R.S.A. § 1604-111 generally provides tenants and subtenants of a building being converted to condominium with the following rights:

A. A declarant of a condominium containing conversion buildings shall give each of the residential tenants and any residential subtenant in possession of a portion of a conversion building notice of the conversion and provide those persons with the public offering statement no later than 120 days before the declarant will require the tenant and any subtenant in possession to vacate.

B. No tenant or subtenant may be required by the declarant to vacate upon less than 120 days' notice, except by reason of nonpayment of rent, waste or conduct that disturbs other tenants' peaceful enjoyment of the premises, and the terms of the tenancy may not be altered during that period.

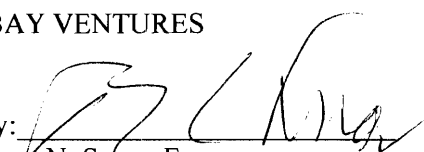
C. For 60 days after delivery or mailing of the notice of conversion, the declarant shall offer to convey each unit or proposed unit occupied for residential use to the tenant who leases that unit. If a tenant fails to purchase the unit during that 60-day period, the declarant may not offer to dispose of an interest in that unit during the following 180 days at a price or on terms more favorable to the offeree than the price or terms offered to the tenant.

Notice to Tenant: Pursuant to 33 M.R.S.A. § 1604-111(b), you are hereby entitled to purchase Unit 4 of The Captain's Quarters, 102 Eastern Promenade, Portland, Maine, being substantially the same premises you currently occupy, for the purchase price of Two Hundred Ninety-Nine Thousand Nine Hundred Dollars (\$299,900.00), and upon such terms and conditions as Casco Bay Ventures may reasonably require and as are indicated in the public offering statement. This offer, and your entitlement to purchase said Unit, shall expire if Casco Bay Ventures does not receive, within sixty (60) days from the date of service of this notice, your executed written offer to purchase said Unit upon terms reasonably acceptable to Casco Bay Ventures.

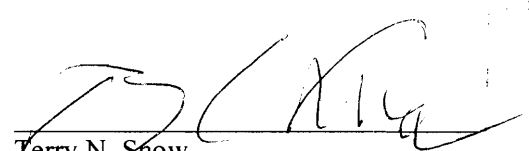
**Please make arrangements to remove yourselves and your personal belongings from the above-described premises no later than the above stated day, at midnight.**

Dated this 14<sup>th</sup> day of March, 2008.

CASCO BAY VENTURES

By:   
Terry N. Snow, Esq.  
Attorney for Casco Bay Ventures

On this 14<sup>th</sup> day of March, 2008, I personally delivered the within Notice by delivering a copy of this Notice to Tom Pierce, by mailing via first class U.S. mail, postage prepaid to: Tom Pierce, Unit 4, 102 Eastern Promenade, Portland, ME 04101.

  
Terry N. Snow

**NOTICE TO VACATE AND**  
**NOTICE OF CONVERSION TO CONDOMINIUM**

To BRIAN WALLACE, and ALL OTHER OCCUPANTS AND SUBTENANTS of Unit 5, 102 Eastern Promenade, Portland, Maine.

**You are hereby notified and required to quit and deliver up to Casco Bay Ventures, no later than July 31, 2008, at midnight, possession of Unit 5, 102 Eastern Promenade, Portland, Maine,** now occupied by you, and belonging to Casco Bay Ventures. Please be advised that the above-described premises will be converted to a condominium. Attached hereto for your review, please find a copy of the public offering statement for The Captain's Quarters, Portland, Maine. 33 M.R.S.A. § 1604-111 generally provides tenants and subtenants of a building being converted to condominium with the following rights:

A. A declarant of a condominium containing conversion buildings shall give each of the residential tenants and any residential subtenant in possession of a portion of a conversion building notice of the conversion and provide those persons with the public offering statement no later than 120 days before the declarant will require the tenant and any subtenant in possession to vacate.

B. No tenant or subtenant may be required by the declarant to vacate upon less than 120 days' notice, except by reason of nonpayment of rent, waste or conduct that disturbs other tenants' peaceful enjoyment of the premises, and the terms of the tenancy may not be altered during that period.

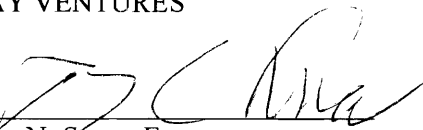
C. For 60 days after delivery or mailing of the notice of conversion, the declarant shall offer to convey each unit or proposed unit occupied for residential use to the tenant who leases that unit. If a tenant fails to purchase the unit during that 60-day period, the declarant may not offer to dispose of an interest in that unit during the following 180 days at a price or on terms more favorable to the offeree than the price or terms offered to the tenant.

Notice to Tenant: Pursuant to 33 M.R.S.A. § 1604-111(b), you are hereby entitled to purchase Unit 5 of The Captain's Quarters, 102 Eastern Promenade, Portland, Maine, being substantially the same premises you currently occupy, for the purchase price of Two Hundred Ninety-Nine Thousand Nine Hundred Dollars (\$299,900.00), and upon such terms and conditions as Casco Bay Ventures may reasonably require and as are indicated in the public offering statement. This offer, and your entitlement to purchase said Unit, shall expire if Casco Bay Ventures does not receive, within sixty (60) days from the date of service of this notice, your executed written offer to purchase said Unit upon terms reasonably acceptable to Casco Bay Ventures.

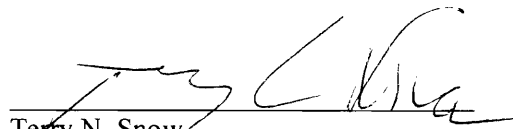
**Please make arrangements to remove yourselves and your personal belongings from the above-described premises no later than the above stated day, at midnight.**

Dated this 14<sup>th</sup> day of March, 2008.

CASCO BAY VENTURES

By:   
Terry N. Snow, Esq.  
Attorney for Casco Bay Ventures

On this 14<sup>th</sup> day of March, 2008, I personally delivered the within Notice by delivering a copy of this Notice to Brian Wallace, by mailing via first class U.S. mail, postage prepaid to: Brian Wallace, Unit 5, 102 Eastern Promenade, Portland, ME 04101.

  
Terry N. Snow

**NOTICE TO VACATE AND**  
**NOTICE OF CONVERSION TO CONDOMINIUM**

To MARTHA AND MICHAEL FASULO, and ALL OTHER OCCUPANTS AND SUBTENANTS of Unit 6, 102 Eastern Promenade, Portland, Maine.

**You are hereby notified and required to quit and deliver up to Casco Bay Ventures, no later than July 31, 2008, at midnight, possession of Unit 6, 102 Eastern Promenade, Portland, Maine,** now occupied by you, and belonging to Casco Bay Ventures. Please be advised that the above-described premises will be converted to a condominium. Attached hereto for your review, please find a copy of the public offering statement for The Captain's Quarters, Portland, Maine. 33 M.R.S.A. § 1604-111 generally provides tenants and subtenants of a building being converted to condominium with the following rights:

A. A declarant of a condominium containing conversion buildings shall give each of the residential tenants and any residential subtenant in possession of a portion of a conversion building notice of the conversion and provide those persons with the public offering statement no later than 120 days before the declarant will require the tenant and any subtenant in possession to vacate.

B. No tenant or subtenant may be required by the declarant to vacate upon less than 120 days' notice, except by reason of nonpayment of rent, waste or conduct that disturbs other tenants' peaceful enjoyment of the premises, and the terms of the tenancy may not be altered during that period.

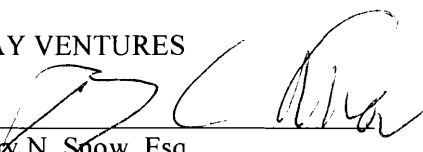
C. For 60 days after delivery or mailing of the notice of conversion, the declarant shall offer to convey each unit or proposed unit occupied for residential use to the tenant who leases that unit. If a tenant fails to purchase the unit during that 60-day period, the declarant may not offer to dispose of an interest in that unit during the following 180 days at a price or on terms more favorable to the offeree than the price or terms offered to the tenant.

Notice to Tenant: Pursuant to 33 M.R.S.A. § 1604-111(b), you are hereby entitled to purchase Unit 6 of The Captain's Quarters, 102 Eastern Promenade, Portland, Maine, being substantially the same premises you currently occupy, for the purchase price of Two Hundred Seventy-Nine Thousand Nine Hundred Dollars (\$279,900.00), and upon such terms and conditions as Casco Bay Ventures may reasonably require and as are indicated in the public offering statement. This offer, and your entitlement to purchase said Unit, shall expire if Casco Bay Ventures does not receive, within sixty (60) days from the date of service of this notice, your executed written offer to purchase said Unit upon terms reasonably acceptable to Casco Bay Ventures.


**Please make arrangements to remove yourselves and your personal belongings from the above-described premises no later than the above stated day, at midnight.**

Dated this 14<sup>th</sup> day of March, 2008.

CASCO BAY VENTURES

By:   
Terry N. Snow, Esq.  
Attorney for Casco Bay Ventures

On this 14<sup>th</sup> day of March, 2008, I personally delivered the within Notice by delivering a copy of this Notice to Martha and Michael Fasulo, by mailing via first class U.S. mail, postage prepaid to: Martha and Michael Fasulo, Unit 6, 102 Eastern Promenade, Portland, ME 04101.

  
Terry N. Snow

**NOTICE TO VACATE AND**  
**NOTICE OF CONVERSION TO CONDOMINIUM**

To ELLEN SIDAR, and ALL OTHER OCCUPANTS AND SUBTENANTS of Unit 7, 102 Eastern Promenade, Portland, Maine.

**You are hereby notified and required to quit and deliver up to Casco Bay Ventures, no later than July 31, 2008, at midnight, possession of Unit 7, 102 Eastern Promenade, Portland, Maine**, now occupied by you, and belonging to Casco Bay Ventures. Please be advised that the above-described premises will be converted to a condominium. Attached hereto for your review, please find a copy of the public offering statement for The Captain's Quarters, Portland, Maine. 33 M.R.S.A. § 1604-111 generally provides tenants and subtenants of a building being converted to condominium with the following rights:

A. A declarant of a condominium containing conversion buildings shall give each of the residential tenants and any residential subtenant in possession of a portion of a conversion building notice of the conversion and provide those persons with the public offering statement no later than 120 days before the declarant will require the tenant and any subtenant in possession to vacate.

B. No tenant or subtenant may be required by the declarant to vacate upon less than 120 days' notice, except by reason of nonpayment of rent, waste or conduct that disturbs other tenants' peaceful enjoyment of the premises, and the terms of the tenancy may not be altered during that period.

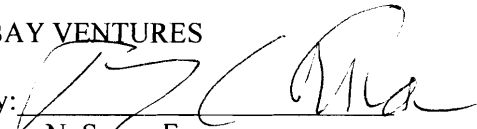
C. For 60 days after delivery or mailing of the notice of conversion, the declarant shall offer to convey each unit or proposed unit occupied for residential use to the tenant who leases that unit. If a tenant fails to purchase the unit during that 60-day period, the declarant may not offer to dispose of an interest in that unit during the following 180 days at a price or on terms more favorable to the offeree than the price or terms offered to the tenant.

Notice to Tenant: Pursuant to 33 M.R.S.A. § 1604-111(b), you are hereby entitled to purchase Unit 7 of The Captain's Quarters, 102 Eastern Promenade, Portland, Maine, being substantially the same premises you currently occupy, for the purchase price of Three Hundred Twenty-Nine Thousand Nine Hundred Dollars (\$329,900.00), and upon such terms and conditions as Casco Bay Ventures may reasonably require and as are indicated in the public offering statement. This offer, and your entitlement to purchase said Unit, shall expire if Casco Bay Ventures does not receive, within sixty (60) days from the date of service of this notice, your executed written offer to purchase said Unit upon terms reasonably acceptable to Casco Bay Ventures.

**Please make arrangements to remove yourselves and your personal belongings from the above-described premises no later than the above stated day, at midnight.**

Dated this 14<sup>th</sup> day of March, 2008.

CASCO BAY VENTURES

By:   
Terry N. Snow, Esq.  
Attorney for Casco Bay Ventures

On this 14<sup>th</sup> day of March, 2008, I personally delivered the within Notice by delivering a copy of this Notice to Ellen Sidar, by mailing via first class U.S. mail, postage prepaid to: Ellen Sidar, Unit 7, 102 Eastern Promenade, Portland, ME 04101.

  
Terry N. Snow

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

## 1. Article Addressed to:

Jenau Kronstant  
826 Iris Lane  
Vero Beach, FL 32963

## 2. Article Number (Copy from service label)

7005 0390 0002 3564 0273

PS Form 3811, July 1999

Domestic Return Receipt

102595-00-M-0952

**COMPLETE THIS SECTION ON DELIVERY**

A. Received by (Please Print Clearly) B. Date of Delivery

C. Signature

**X** Agent AddresseeD. Is delivery address different from item 1?  YesIf YES, enter delivery address below:  No

## 3. Service Type

 Certified Mail Express Mail Registered Return Receipt for Merchandise Insured Mail C.O.D.

4. Restricted Delivery? (Extra Fee)

 Yes

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Julie O'Baoighill  
3036 31ST AVE SOUTH  
MINNEAPOLIS MN 55406

**COMPLETE THIS SECTION ON DELIVERY**A. Received by (*Please Print Clearly*)

B. Date of Delivery

C. Signature

**X** Agent AddresseeD. Is delivery address different from item 1?  YesIf YES, enter delivery address below:  No

3. Service Type

 Certified Mail  Express Mail Registered  Return Receipt for Merchandise Insured Mail  C.O.D.4. Restricted Delivery? (*Extra Fee*) Yes2. Article Number (*Copy from service label*)

7005 0390 0002 3564 0266

PS Form 3811, July 1999

Domestic Return Receipt

102595-00-M-0952



**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

## 1. Article Addressed to:

Tom Pierce  
P.O. Box 31  
Portland, ME 04112

**COMPLETE THIS SECTION ON DELIVERY**A. Received by *(Please Print Clearly)* B. Date of Delivery

C. Signature

**X** Agent  
 AddresseeD. Is delivery address different from item 1?  Yes  
If YES, enter delivery address below:  No

## 3. Service Type

 Certified Mail  Express Mail  
 Registered  Return Receipt for Merchandise  
 Insured Mail  C.O.D.4. Restricted Delivery? *(Extra Fee)*  Yes2. Article Number *(Copy from service label)*

7005 0390 0002 3564 0259

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Ellen Sidar  
2317 Rosedown Dr  
Reston VA 20191

**COMPLETE THIS SECTION ON DELIVERY**A. Received by (*Please Print Clearly*)

B. Date of Delivery

C. Signature

**X** Agent AddresseeD. Is delivery address different from item 1?  YesIf YES, enter delivery address below:  No

3. Service Type

 Certified Mail  Express Mail Registered  Return Receipt for Merchandise Insured Mail  C.O.D.4. Restricted Delivery? (*Extra Fee*) Yes2. Article Number (*Copy from service label*)

7005 0390 0002 3564 0242

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

## 1. Article Addressed to:

BRIAN WALLACE  
223 MITCHEL RD  
CAPE ELIZABETH ME 04107

## 2. Article Number (Copy from service label)

**COMPLETE THIS SECTION ON DELIVERY**

A. Received by (Please Print Clearly) B. Date of Delivery

C. Signature

**X** Agent  
 AddresseeD. Is delivery address different from item 1?  Yes  
If YES, enter delivery address below:  No

## 3. Service Type

 Certified Mail  Express Mail  
 Registered  Return Receipt for Merchandise  
 Insured Mail  C.O.D.4. Restricted Delivery? (Extra Fee)  Yes

7005 0390 0002 3564 0235

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

## 1. Article Addressed to:

Michael & Martha Fasulo  
PO BOX 105  
NEW LIMERICK ME 04761

**COMPLETE THIS SECTION ON DELIVERY**A. Received by (*Please Print Clearly*)

B. Date of Delivery

C. Signature

**X** Agent AddresseeD. Is delivery address different from item 1?  YesIf YES, enter delivery address below:  No

## 3. Service Type

 Certified Mail  Express Mail Registered  Return Receipt for Merchandise Insured Mail  C.O.D.4. Restricted Delivery? (*Extra Fee*) Yes2. Article Number (*Copy from service label*)

7005 0390 0002 3564 0228

**Registered No.****Date Stamp**

RA3048805721US

To Be Completed By Post Office	Reg. Fee	\$10.15	
	Handling Charge	\$0.00	Return Receipt \$2.15
	Postage	\$8.65	Restricted Delivery \$0.00
	Received by	<i>[Signature]</i>	
Customer Must Declare Full Value \$0.00		<input type="checkbox"/> With Postal Insurance <input checked="" type="checkbox"/> Without Postal Insurance	Domestic Insurance up to \$25,000 is included in the fee. International indemnity is limited. (See Reverse).

**OFFICIAL USE**

To Be Completed By Customer (Please Print) All Entries Must Be in Ballpoint or Typed	FROM	04021 TERRY N. SNOW PA PO BOX 275 Cumberland ME 04021-0275
	TO	ALL AUSTRALIA Faithfull 303 A Edinburgh Road Castlecrag NSW 2068 AUSTRALIA

PS Form 3806, Receipt for Registered Mail Copy 1 - Customer  
 May 2004 (7530-02-000-9051) (See Information on Reverse)  
 For domestic delivery information, visit our website at www.usps.com®

# *Jim's*

## **PLUMBING & HEATING, INC.**

89 Lamb Street Westbrook, ME 04092

(207) 854-8068

February 18, 2008

To Whom It May Concern:

On our inspection of a building located at 102 Eastern Promenade, Portland, ME, what could be seen, the basement area and fixtures installed seem to be in good working order. Boiler is in good working order. It has public sewer and water and is in good working order. The plumbing fixtures in the above apartments are also in good working order.

A handwritten signature in cursive script that reads "James Michaud". To the right of the signature is a small circular stamp containing the initials "EM".

James A. Michaud

# **MARC'S ELECTRICAL SERVICES**

**527 Blackstrap Road Falmouth ME 04105 TEL/FAX (207) 797-7722**

February 15, 2008

RE: Condo conversions at 102 Eastern Promenade, Portland, Maine

To Whom it May Concern:

In as much as I have been able to see and inspect the electrical wiring systems throughout the above-referenced building, I have found the wiring and breaker panels to be recent and in good condition and up to Code.

I am unable to form an opinion to the wiring inside existing walls and ceilings, but if the visible wiring I have seen is any indication, I would believe it to be in good shape.

Sincerely,



Marc Gagne

msg

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**SEI** SHELLEY ENGINEERING, INC.  
STRUCTURAL CONSULTANTS

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Casco Bay Ventures  
223 Woodville Road  
Falmouth, Maine 04105

February 21, 2008  
SEI Job No. 2008-027  
Pg. 1 of 2

**Subject:** Structural inspection of the building located at 102 Eastern Promenade, Portland, Maine.

**Attention:** Mr. Geyer

Mr. Geyer:

At your request, I made a site visit on February 20, 2008 to the apartment building located at 102 Eastern Promenade. The building has three levels, and a daylight basement. The building was constructed in the late 1800s.

The apartment units are planned to be converted into condominiums. It is my understanding that the conversion from apartments to condominiums will not require structural modifications (new wall openings, etc.)

The purpose of my site visit was to inspect the condition of the building and to determine if the structure substantially complies with the current addition of the IBC building code for structural loading requirements.

I performed a visual inspection of the building. Architectural finishes concealed all framing. I inspected the apartments on each level of the building. Overall, I found the interior of the building to be in excellent condition. I found no signs of structural distress, such as sheetrock cracks or building settlement. Generally, if a floor is not adequately framed, deflection of the floor will cause noticeable cracks in the plaster. The floors felt solid, with little bounce to them. There were no signs of water infiltration on the walls or ceilings.



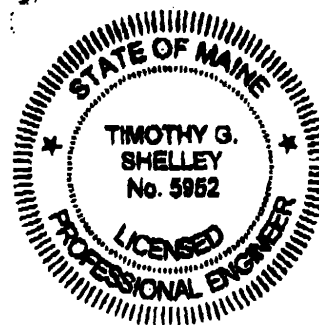
Pg. 2 of 2

**Conclusion:**

Overall, the building located at 102 Eastern Promenade was found to be in sound structural condition. Although much of the framing of the building was concealed, the interior of the building is in very good condition with no signs of any structural distress. Given the age of the building, if a problem had developed it would be detectable. Although I could not analyze the roof framing for snow load carrying capacity, I am confident in its adequacy due to the many severe Maine winters it has withstood. In conclusion, although I cannot verify with structural calculations that every aspect of this building meets current building code loading, it's age and good condition are proof that it can withstand current code loadings. I therefore find the building located at 102 Eastern Promenade in Portland, Maine to be suitable from a structural framing standpoint to be converted from apartments to condominiums. This report does not warranty in any way that some structural defects may exist in this building.

Qualified contractors have inspected the electrical and mechanical systems of the apartments, and the findings of their inspections are exclusive of this report.

Please do not hesitate to contact me should you have any questions.



Sincerely,

*Timothy G. Shelley*  
Timothy G. Shelley, P.E.



SHELLEY ENGINEERING, INC.

STRUCTURAL CONSULTANTS

Casco Bay Ventures  
223 Woodville Road  
Falmouth, Maine 04105

February 26, 2008  
SEI Job No. 2008-032  
Pg. 1 of 1

**Subject:** Structural inspection of the Carriage House at 102 Eastern Promenade, Portland, Maine.

**Attention:** Mr. Geyer

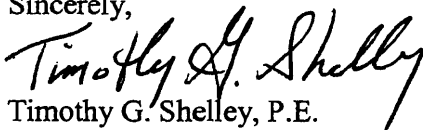
Mr. Geyer:

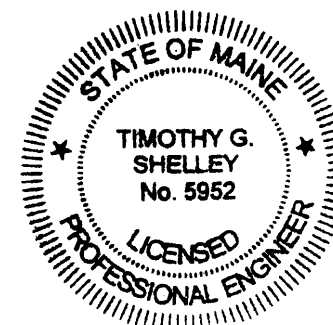
At your request, I made a site visit on February 25, 2008 to inspect the framing of the carriage house. It is my understanding that the first floor level will be used for tenant storage. The second floor space will be used as a general recreation room, available for all tenants of 102 Eastern Promenade.

The first floor is wood framed, spanning over a crawl space and a partial basement. Per our meeting, the existing floor framing will be removed and the crawl space and partial basement will be backfilled with compacted fill. A 6" concrete slab on grade will then be placed, which will be adequate for code mandated light storage loads (125psf). The second floor is framed with 2"x7.75" Douglas fir joists spaced at 24"oc. The joists span 10ft. from the exterior walls to an interior-bearing wall. This framing arrangement is adequate for code-mandated assembly loading (100psf). In a few places, the original Douglas fir joists were replaced with common 2x8s. At these locations an additional 2x8 should be sistered to the existing 2x8. The concrete floor slab should be thickened to 10"x12" wide at the location of the re-built interior load bearing wall. The thickened slab should be reinforced with (3) #4 bars in the long direction, and #4 bars at 24"oc in the short direction.

Please do not hesitate to contact me should you have any questions.

Sincerely,

  
Timothy G. Shelley, P.E.



REFERENCE IS MADE TO THE LAND USE ORDINANCE FOR THE CITY OF  
PORTLAND FOR ADDITIONAL DIMENSIONAL REQUIREMENTS.

6. REFERENCE IS MADE TO FIRST AMERICAN TITLE INSURANCE COMPANY  
TITLE COMMITMENT NO. 031104-01 FILE NO. 04010052 EFFECTIVE  
DATE FEBRUARY 17, 2004.

**SCHEDULE B SECTION II SPECIAL EXCEPTIONS**

1. NON SURVEY ITEM
2. NON SURVEY ITEM
3. AREA OF PARCEL AS SHOWN
4. ADJACENT STREET AS SHOWN
5. NON SURVEY ITEM
6. NON SURVEY ITEM
7. AREA OF PARCEL AS SHOWN
8. ADJACENT STREET AS SHOWN
9. NON SUVEY ITEM
10. NON SURVEY ITEM
11. AREA OF PARCEL AS SHOWN
12. ADJACENT STREET AS SHOWN
13. RIGHT OF WAY BOOK 3057 PAGE 136AS SHOWN
14. SETTLEMENT AGREEMENT BOOK 15781 PAGE 184 AND  
BOOK 16603 PAGE 51 AS SHOWN
15. PLAN BOOK 200 PAGE 288 AS SHOWN AND PLAN  
REFERENCE 3

REV. 1 | 05-14-04 | ADD INTERIOR LINES, AREAS & LEGAL DESC.

**ALTA/ACSM LAND TITLE SURVEY**

ON

**EASTERN PROMENADE & MORNING STREET**

**PORTLAND, MAINE**

MADE FOR

**ESTATE OF EVA HORTON**

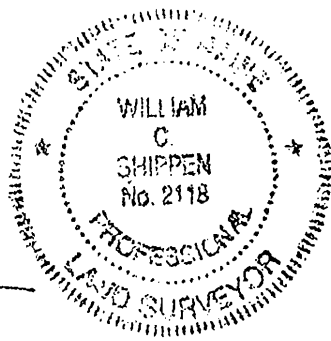


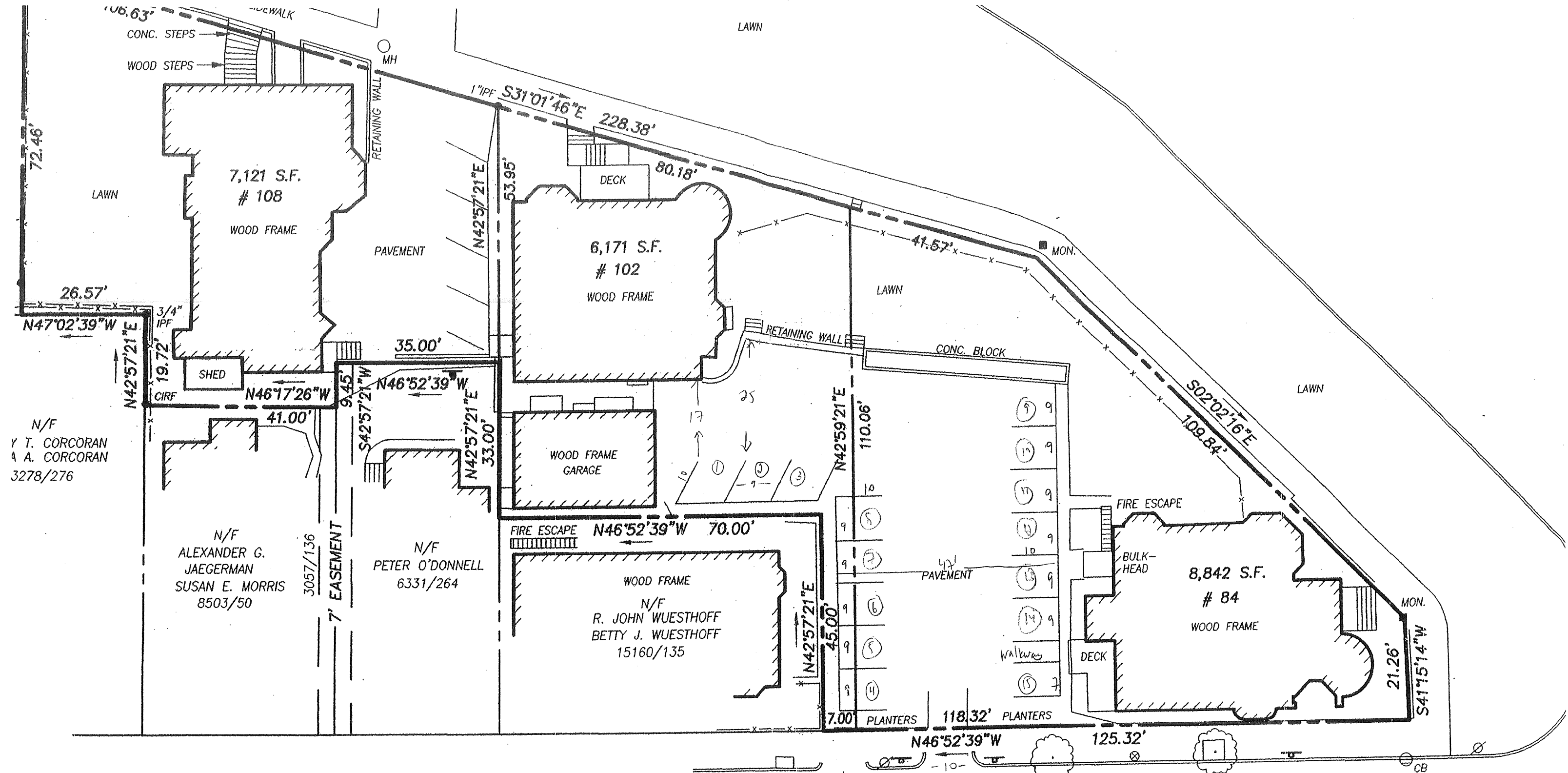
**OWEN HASKELL, INC.**

16 CASCO ST., PORTLAND, ME 04101 (207) 774-0424

PROFESSIONAL LAND SURVEYORS

Drwn By	WCS	Date	Job No.
Trace By	JLW	MARCH 25, 2004	2004-052P
Check By	WCS	Scale	Drwg. No.
Book No.	985	1" = 20'	1

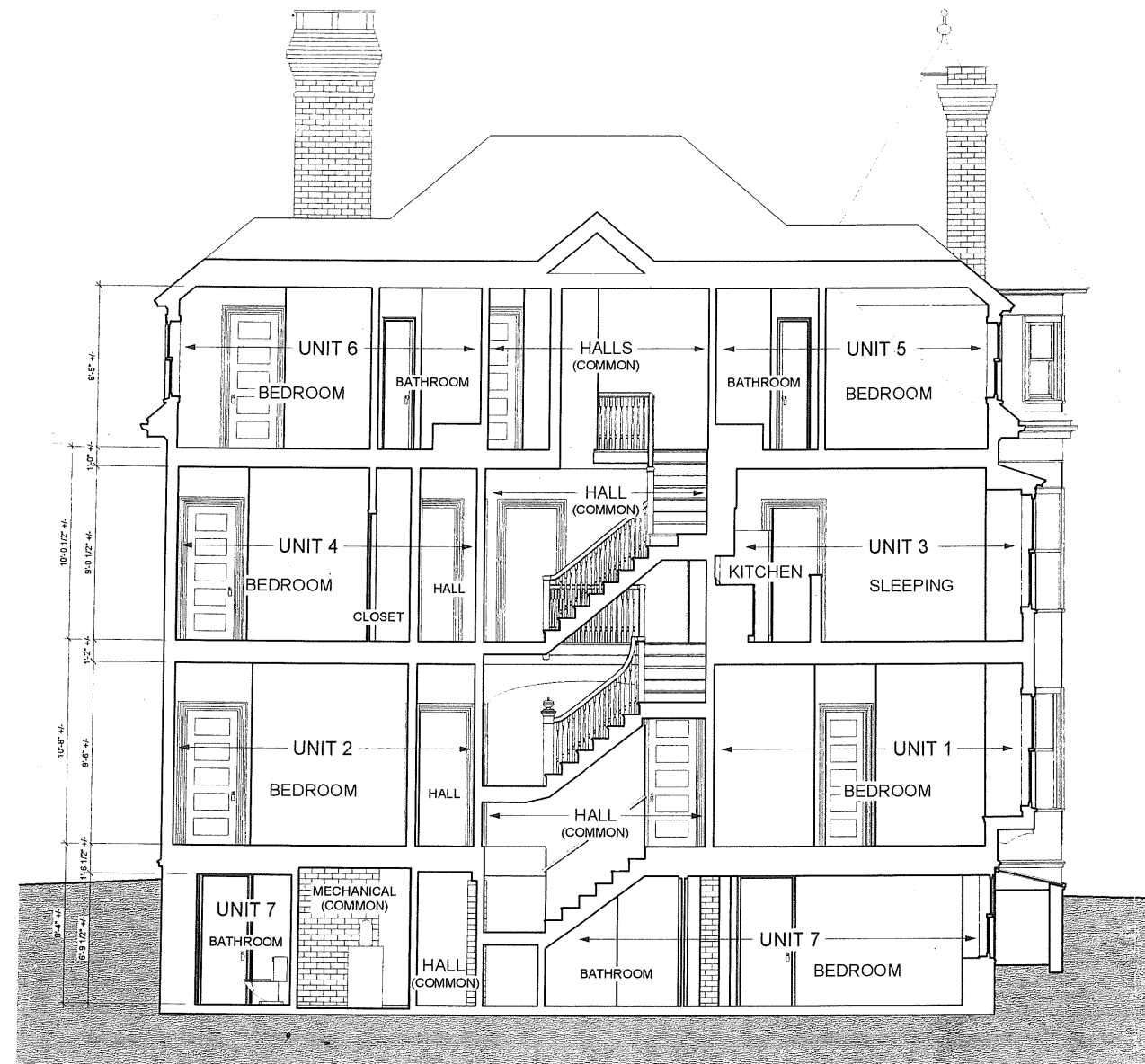




SCANNED

**MORNING STREET**  
PAVED - PUBLIC 50' WIDE

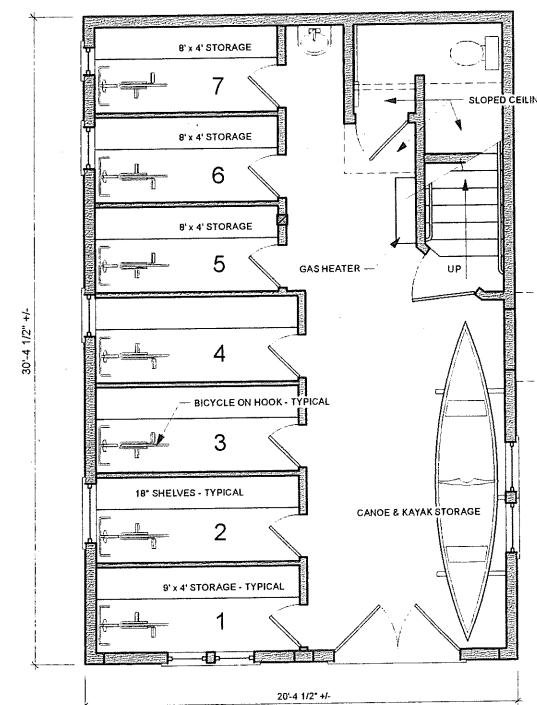
if 19' spaces - ailes width  
only need 11 bhd.



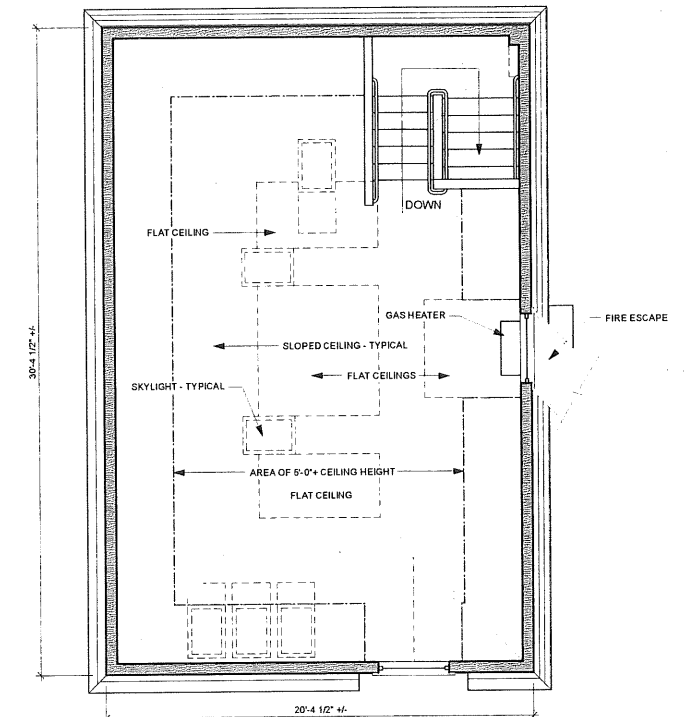
CROSS SECTION  
Scale: 1/4" = 1'-0"



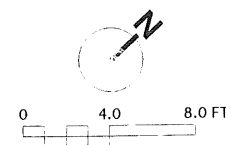
FRONT (SOUTHEAST) ELEVATION  
Scale: 1/4" = 1'-0"



FIRST FLOOR PLAN  
Scale: 1/4" = 1'-0"



SECOND FLOOR PLAN  
Scale: 1/4" = 1'-0"

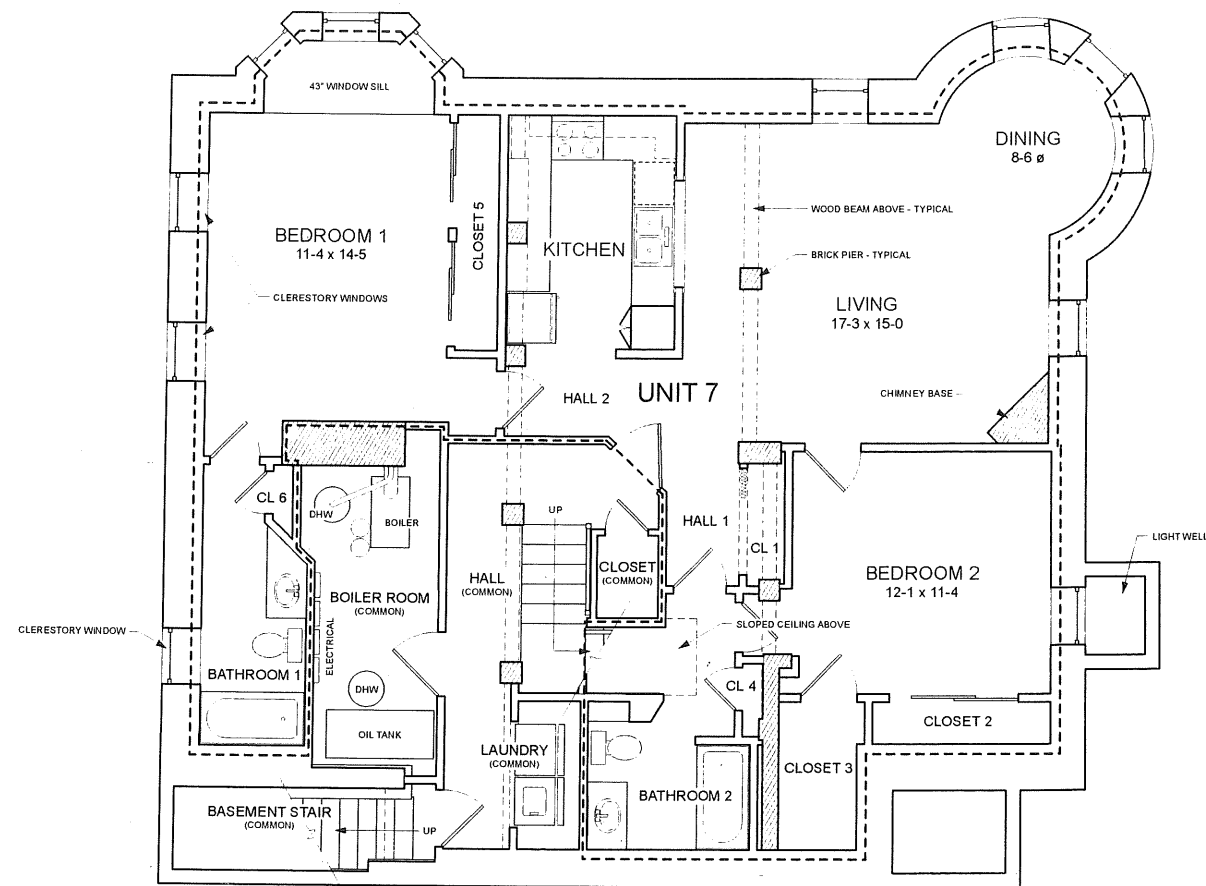


# The Captain's Quarters

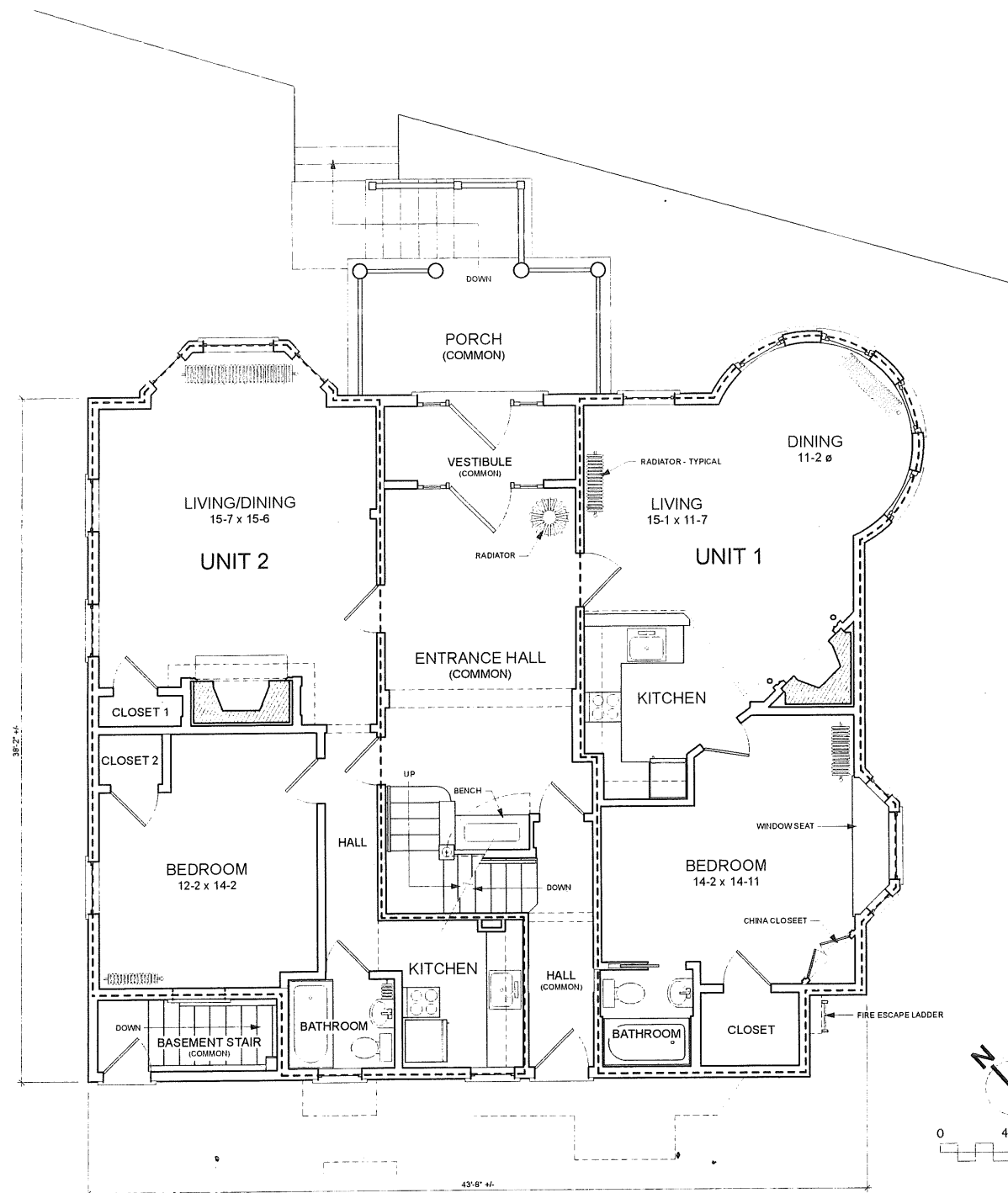
CONDOMINIUMS  
102 EASTERN PROMENADE, PORTLAND, MAINE

Casco Bay Ventures 223 Woodville Road Falmouth, Maine 04105 (207)797-7752	February 28, 2008	13
	<h1>3 OF 3</h1>	

SECTION & CARRIAGE HOUSE



**BASEMENT PLAN**  
Scale: 1/4" = 1'-0"



**FIRST FLOOR PLAN**  
Scale: 1/4" = 1'-0"

**ZONING REQUIREMENTS**

Zone:	R-6 Residential
Synopsis:	Codominium conversion of an existing 4-story (including basement level), 7-unit apartment building with an existing detached storage building
<b>Description</b>	<b>Requirement</b> <b>Design Specs</b>
Minimum Lot Size	4,500 sf 7,154.5 sf
Minimum area per unit	7,800 sf 7,154.5 sf
Minimum Street Frontage	40 ft 102'-8" +/-
Front Yard	10' No (Existing Building)
Side Yards	10' No (Existing Building)
Rear Yard	20' No (Existing Building)
Maximum Lot Coverage	50% 35.3%
Footprint - Carriage House	618.38 sf
Footprint - Apartment Building	1,906.01 sf
Minimum Lot Width	50' 72' +
Maximum Structure Height	45' < 45'
Open Space Ratio	20% 21.0%
Parking	0 7 1,659.64 sf

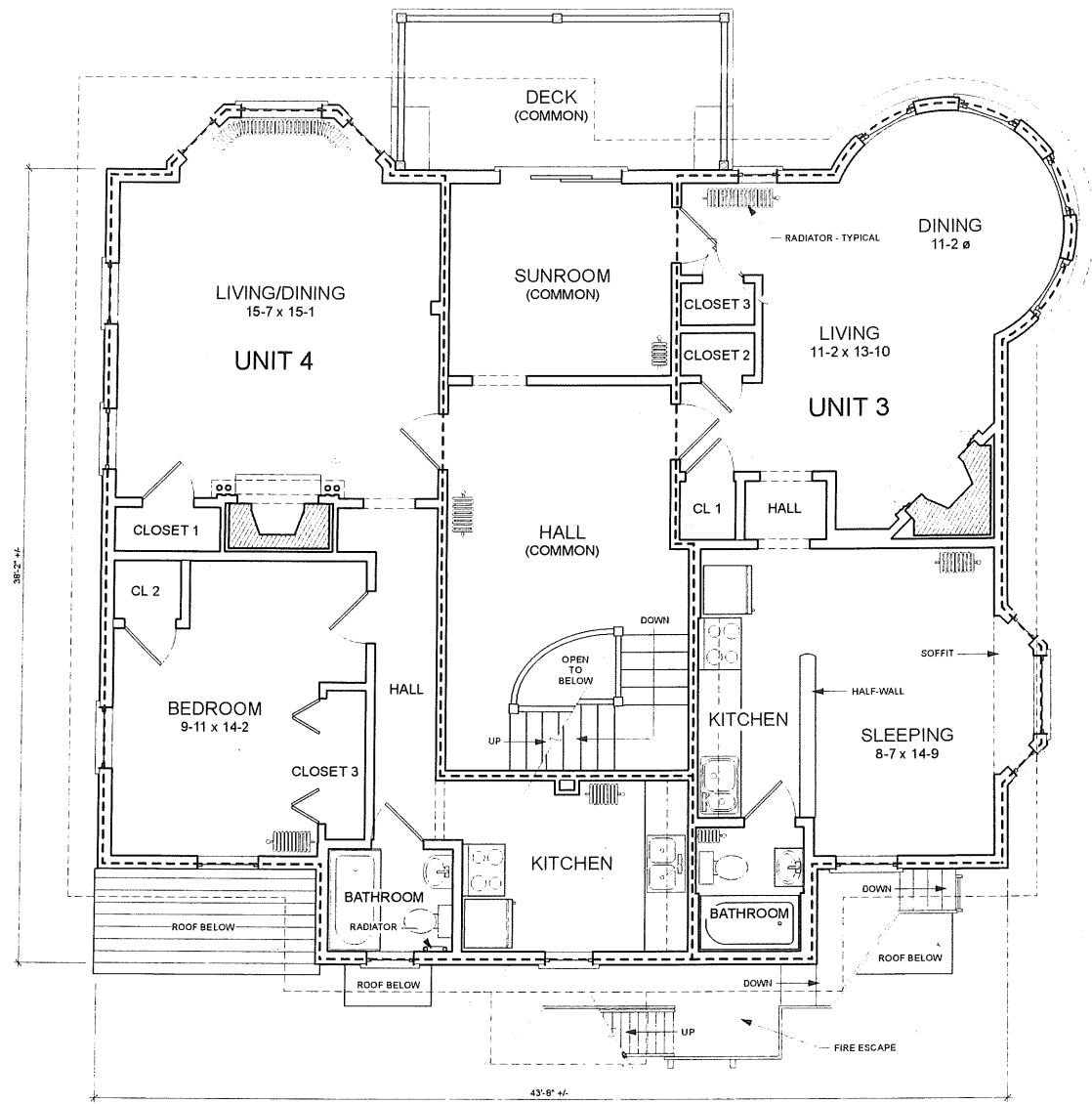
**BUILDING AREAS**

<b>BUILDING AREA</b>	<b>1,638 GSF</b>
00-Basement Level	1,683 GSF
01-First Floor	1,865 GSF
02-Second Floor	1,677 GSF
03-Third Floor	1,413 GSF
(GSF includes Porch Areas with sloped ceilings less than approximately 4'-6" not included.)	
<b>DWELLING UNIT AREAS</b>	<b>5,001 GSF</b>
UNIT 1	663 GSF
UNIT 2	690 GSF
UNIT 3	632 GSF
UNIT 4	727 GSF
UNIT 5	547 GSF
UNIT 6	571 GSF
UNIT 7	1,170 GSF
(Dwelling Unit Areas are to outside face of exterior walls (up to 7'-1/2" maximum) or to centerlines of common walls between Units. Areas with sloped ceilings less than approximately 4'-6" not included.)	

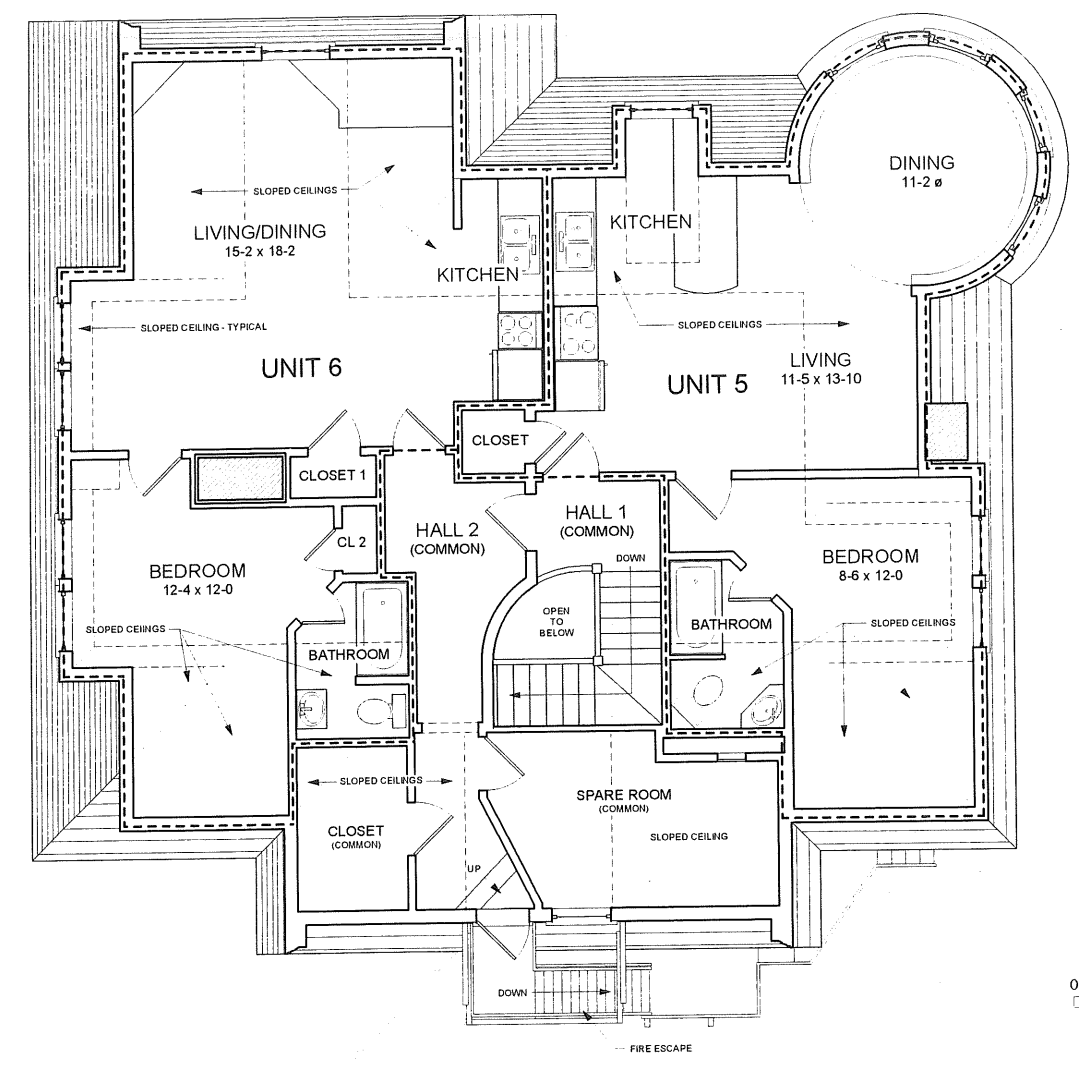
**The Captain's Quarters**  
CONDOMINIUMS  
102 EASTERN PROMENADE, PORTLAND, MAINE

Casco Bay Ventures 223 Woodville Road Falmouth, Maine 04105 (207)797-7752	February 28, 2008	13
	<b>1 OF 3</b>	

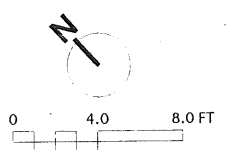
LOWER FLOOR PLANS



SECOND FLOOR PLAN  
Scale: 1/4" = 1'-0"



THIRD FLOOR PLAN  
Scale: 1/4" = 1'-0"



## The Captain's Quarters

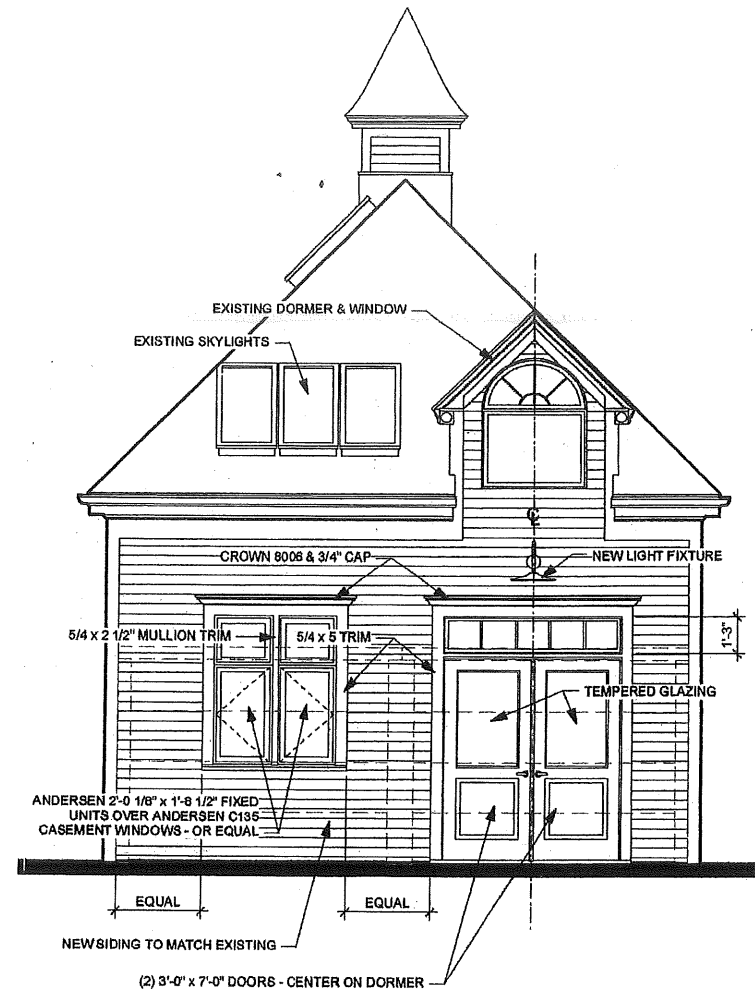
CONDOMINIUMS  
102 EASTERN PROMENADE, PORTLAND, MAINE

Casco Bay Ventures  
223 Woodville Road  
Falmouth, Maine 04105  
(207)797-7752

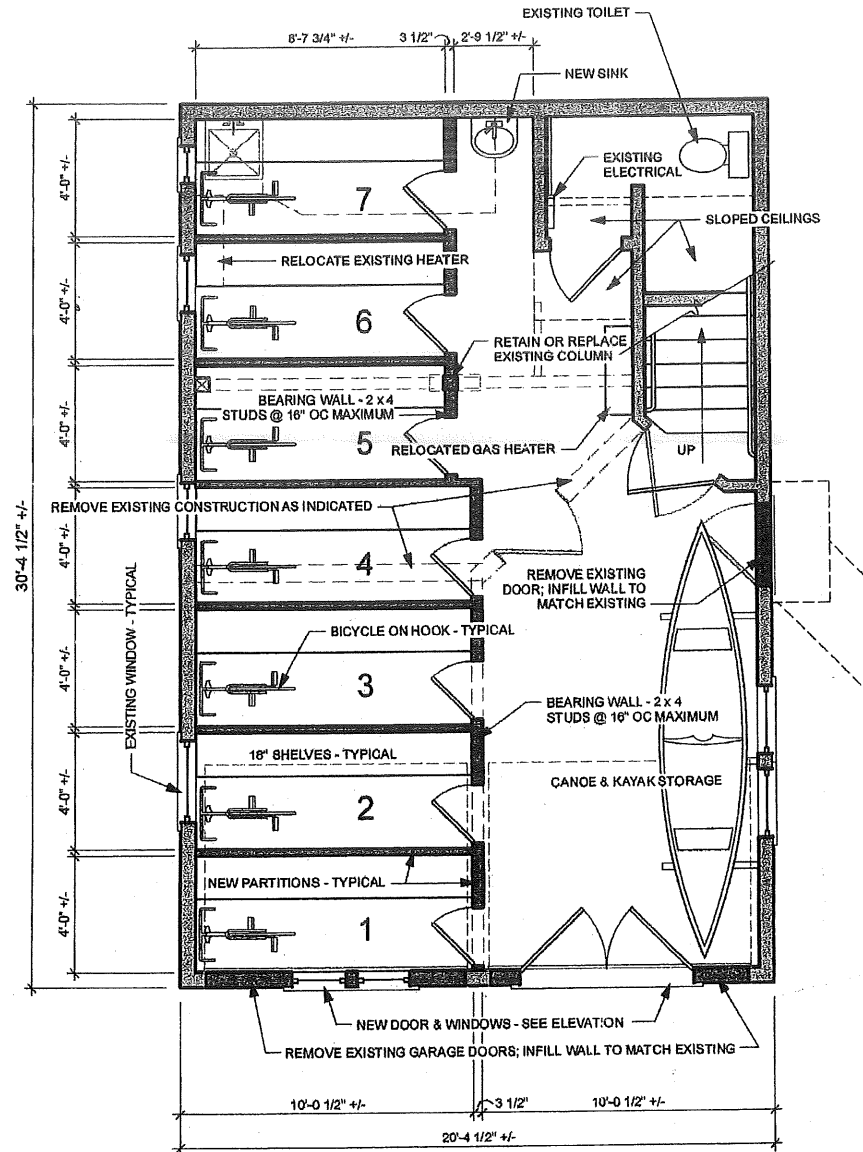
February 28, 2008 13

UPPER FLOOR PLANS

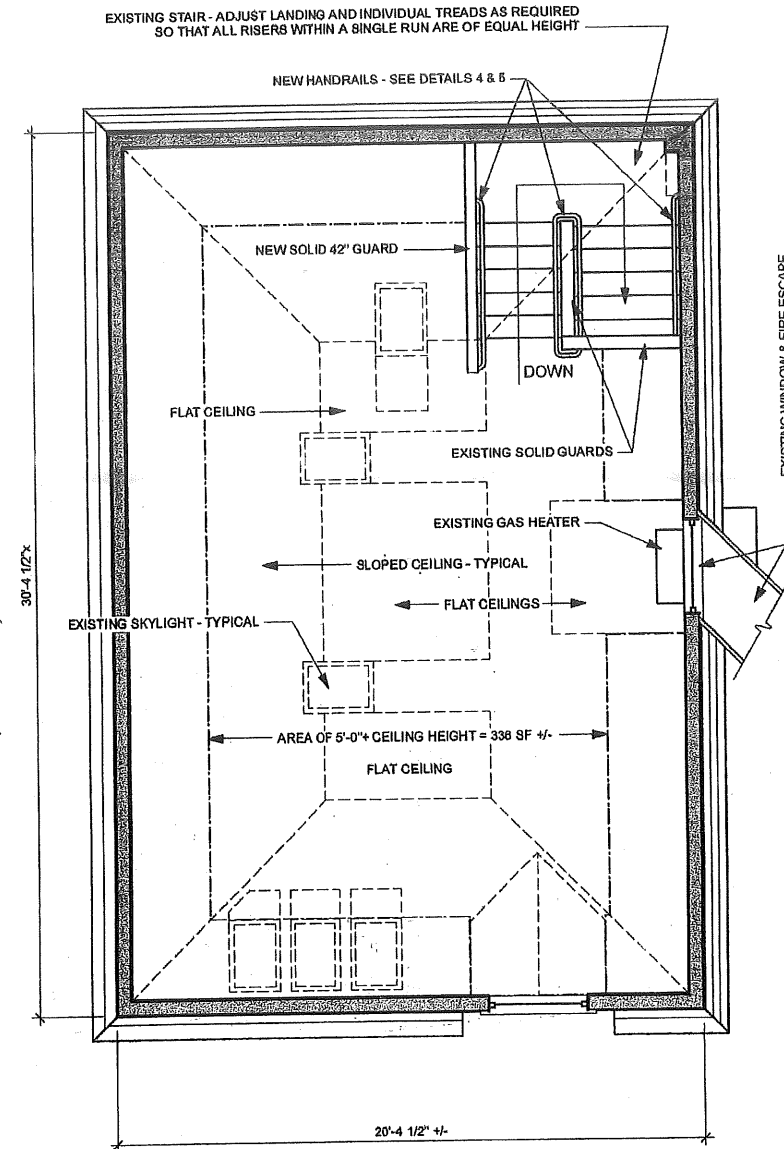
2 OF 3



1 FRONT (SOUTHEAST) ELEVATION  
Scale: 1/4" = 1'-0"



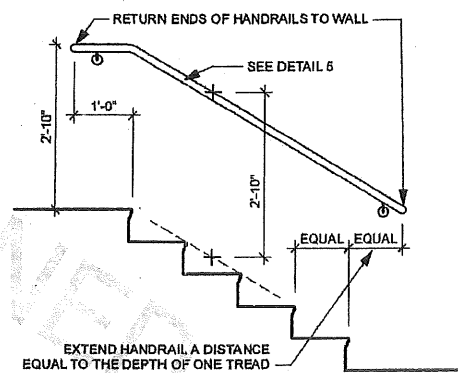
2 FIRST FLOOR PLAN  
Scale: 1/4" = 1'-0"



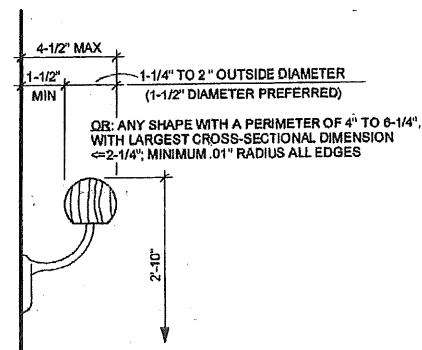
3 SECOND FLOOR PLAN  
Scale: 1/4" = 1'-0"

**ZONING REQUIREMENTS**

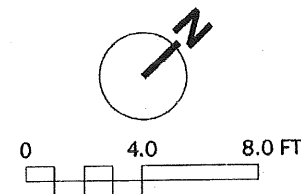
Zone:	R-8 Residential		
Synopsis:	Renovation of an existing detached garage that is accessory to an existing 4-story, 7-unit apartment building.		
<b>Description</b>	<b>Requirement</b>	<b>Design Specs</b>	
Minimum Lot Size	4,500 sf	7,154.5 sf	
Minimum area per unit	7,800 sf	7,154.5 sf	
Minimum Street Frontage	40 ft	102'-8" +/-	
Front Yard	10'	No (Existing Building)	
Side Yards	10'	No (Existing Building)	
Rear Yard	20'	No (Existing Building)	
Maximum Lot Coverage	50%	35.3%	
Footprint - Carriage House		618.38 sf	
Footprint - Apartment Building		1,906.01 sf	
Minimum Lot Width	60'	72' +	
Maximum Structure Height	45'	< 45'	
Open Space Ratio	20%	21.0%	
	Open Space	1,659.64 sf	
Parking	0	7	



4 HANDRAIL ELEVATION  
Scale: 1/2" = 1'-0"



5 HANDRAIL DETAILS  
Scale: 3" = 1'-0"



**The Captain's Quarters**  
CARRIAGE HOUSE RENOVATION  
102 EASTERN PROMENADE, PORTLAND, MAINE

<p>Casco Bay Ventures 223 Woodville Road Falmouth, Maine 04105 (207)797-7752</p>	<p>February 27, 2008 10</p>
	<p><b>1 OF 1</b></p>

FLOOR PLANS & ELEVATION