

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

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

Permit No: 05-0034	Issued Date: <b>PERMIT ISSUED</b> JUN - 9 2005	003 D014001
Owner Address: 83 Vesper St	Phone:	
Contractor Address: Portland	Phone:	
Permit Type: Change of Use - Condo Conversion	Zone: R-6	

Location of Construction: 83 Vesper St	Owner Name: Irwin Scott L &
Business Name:	Contractor Name: Owner
Lessee/Buyer's Name	Phone:

Past Use: Commercial 3 unit rental	(Proposed Use): 3 Unit Condo Conversion
<i>ieq use: Three (3) dwelling units</i>	
3 Unit Condo Conversion	

Permit Fee: \$675.00	Cost of Work: \$675.00	CEO District: 1
FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: R2 Type: SB	
Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i> 6/8/05	
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied		
Signature: _____ Date: _____		

Permit Taken By: Idobson	Date Applied For: 01/12/2005
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Zoning Approval		
<p>1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</p> <p>2. Building permits do not include plumbing, septic or electrical work.</p> <p>3. 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..</p>	<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 with conditions</i> Date: <i>8/24/05</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 2 e : _____
	<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 Date: <i>[Signature]</i>	

**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

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

# CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

BUILDING DEPARTMENT

PERMIT ISSUED  
Permit Number: 050034  
JUN - 9 2005  
CITY OF PORTLAND

This is to certify that Irwin Scott L & /Owner  
has permission to 3 Unit Condo Conversion  
AT 83 Vesper St

003 D014001

provided that the person or persons, firm or corporation 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 written permission procured before this building or part thereof is altered or closed-in. FOUR HOUR NOTICE IS REQUIRED.

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

**OTHER REQUIRED APPROVALS**  
Fire Dept. [Signature]  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name

[Signature] 6/8/05  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

Delete	Schedule Inspection	Add	Find	Print Permit	Print C of O	Print Insp	Invoicing	Taxes
Prmt	Text93	496	Constr Type	New	Num1	5		
Permit Nbr	05-0034	Location of Construction	83	Vesper St	Appl. Date			
Status	Hold	Permit Type	Change of Use - Condo Conversion		Issue Date			
CBL	003 D014001	District Nbr	1	Estimated Cost	\$675.00	Date Closed		

Comment Date	Comment	Add	Delete	Save
02/15/2005	Needs to document fire and sound rating of the repaired ceiling surface			
	Name	mjn	Follow Up Date	Completed

CreatedBy	ldobson	CreateDate	01/12/2005	ModBy	mes	ModDate	02/01
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\* Susan Nasson  
 781 9900  
 Developer Lawyer  
 OTT (Contractor)

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

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

Permit No: 05-0034	Date Applied For: 01/12/2005	CBL: 003 D014001
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Location of Construction: 83 Vesper St	Owner Name: Irwin Scott L &	Owner Address: 83 Vesper St	Phone:
Business Name:	Contractor Name: Owner	Contractor Address: Portland	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Condo Conversion	

Proposed Use: 3 Unit Condo Conversion	Proposed Project Description: 3 Unit Condo Conversion
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**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Marge Schmuckal      **Approval Date:** 02/09/2005

**Note:** 02/01/05 -see letter- did not submit all the required tenant information and notices - in M's holding area      **Ok to Issue:**   
2/9/05 sent in info on the vacant units

- 1) 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.
- 2) This is NOT an approval for an additional dwelling unit. You SHALL NOT add any additional kitchen equipment including, but not limited to items such as stoves, microwaves, refrigerators, or kitchen sinks, etc. Without special approvals.
- 3) This property shall remain a three (3) family dwelling. Any change of use shall require a separate permit application for review and approval.
- 4) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

**Dept:** Building      **Status:** Approved      **Reviewer:** Jeanine Bourke      **Approval Date:** 06/08/2005

**Note:** 6/8/05 spoke w/ Susan H. And Scott I. To figure out what the scope of work is. Per Scott, there was no wholesale removal of lath & plaster, just covering over of the existing damaged plaster. Kitchen & bath fixtures were replaced and some misc. Electrical. The floor/ceiling assemblies were kept intact. Also, no new bulkhead was constructed as shown on plans. **Ok to issue permit**      **Ok to Issue:**

- 1) Construction activity was not applied for or reviewed as a part of this permit. This permit authorizes a change in ownership ONLY.

**Dept:** Fire      **Status:** Approved with Conditions      **Reviewer:** Lt. MacDougal      **Approval Date:** 02/10/2005

**Note:**      **Ok to Issue:**

- 1) the boiler shall be separated with a one hour fire rated enclosure or a smoke enclosure with a domestic sprinkler
- 2) smoke detectors shall be installed in accordance with NFPA 101 life safety code
- 3) vertical openings shall be fire rated with a minimum of one hour rating

**Dept:** Fire      **Status:**      **Reviewer:**      **Approval Date:**

**Note:**      **Ok to Issue:**

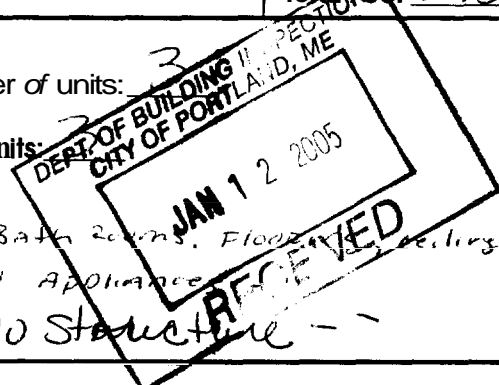
**Comments:**

02/15/2005-mjn: Needs to document fire and sound rating of the repaired ceiling surface

# Condominium Conversion and 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>83 VESPER ST. PORTLAND, ME</u>		
Total Square Footage of Proposed Structure <del>4,080</del> <u>5,125</u>	Square Footage of Lot <u>APPROX. 3,200</u>	
Tax Assessor's Chart, Block & Lot Chart# <u>3</u> Block# <u>D</u> Lot# <u>14</u>	Owner: <u>SCOTT L. IRWIN &amp; Michelle L. IRWIN</u>	Telephone: <u>450-0550</u>
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: <u>Scott Irwin &amp; Michelle Irwin</u>	Cost Of Work: \$ <del>175,000</del> <u>175,000</u> * Fee: \$ <del>600.00</del> <u>3</u> units @ \$150.00 per unit \$ <u>450</u> + \$75.00 per unit Cofo \$ <u>225</u> To: _____
Current use: <u>Residential Multi-Unit</u> number of units: <u>3</u>		
Proposed use: <u>R</u> <u>121</u> minimum number of units: <u>3</u>		
Project description: * <u>UP GRADE Kitchens, Bath Rooms, Floor coverings, cosmetic Repairs, new Appliances, ceilings, - Just Remodeling to Structure -</u>		
Contractor's name, address & telephone: <u>Scott Irwin</u>		
Whom should we contact when the permit is ready: <u>Scott Irwin</u>		
Mailing address: <u>83 Vesper St., Portland, ME 04101</u> Phone: <u>450-0550</u>		



**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>Scott Irwin</u>	Date: <u>3-1-04</u>
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**This is not a Permit, you may not commence ANY work until the Permit is issued.**

**NOTICE OF INTENT TO CONVERT-CONDOMINIUM CONVERSION for  
83 Vesper Street, Portland, Maine**

TO: Kathy McCrea, and ALL OTHER OCCUPANTS  
of Apt. #3, 83 Vesper Street, Portland, Maine (the "Premises")

FROM: Scott Irwin and Michelle Irwin (Landlord)

DATE: November 1, 2003

This notice of Landlords' intent to convert the Premises into a condominium is being furnished to you in accordance with the City of Portland's Code of Ordinance Sections 14-565 et seq. (the "Ordinance.") In accordance with the Ordinance, we are also furnishing you with a copy of the relevant portions of the Ordinance, informing you of your rights as a current tenant at the Premises. Those copies are attached to this notice and are incorporated herein.

Pursuant to the Ordinance, we are required to give you 120 days' notice of our intent to convert the Premises into a condominium. The 120 day notice period expires on **February 28, 2004**.

Also pursuant to the Ordinance, for a sixty-day period following the giving of this notice, we are required to offer you an exclusive Option to Purchase the unit that is presently occupied by you. The terms of this offer are set forth in the proposed purchase and sale contract, also attached hereto. Your Option to Purchase your unit according to these terms expires on **December 30, 2003**. We are not permitted to convey or offer to convey your unit to any other person at a price or on terms more favorable than those set forth in the attached proposed contract, for a period of 180 days after your option expires.

As we discussed, we will be happy to refer mortgage lenders that we have worked with to you in order to facilitate your ability to finance the purchase of your unit.

If you should choose not to purchase your unit, we will be happy to provide assistance to you, upon demand, and in accordance with the Ordinance and Maine law to assist you in relocating. Other rights you may have to relocation payments and regarding who you may call at the City of Portland if you have any questions, are set forth in the attached copy of the Ordinance.

This is not a notice to terminate your lease. As we discussed, if you choose not to purchase your unit, we will discuss the timing of terminating your lease with you prior to giving you notice in accordance with your rights under your lease and according to Maine law.

**Acknowledgment of Receipt**

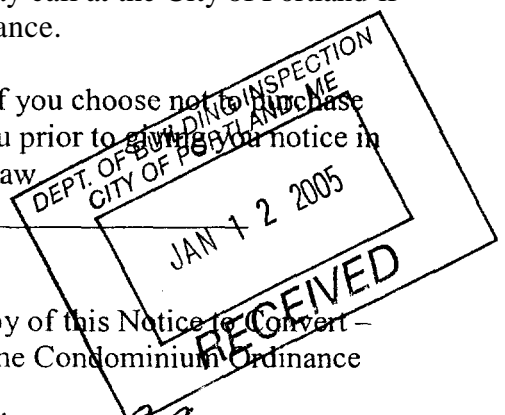
By signing, dating, and returning this form, I state that I received a copy of this Notice to Convert - Condominium Conversion for 83 Vesper Street, Portland, Maine and the Condominium Ordinance attachments.

Date: 11/1/03

*Kathy McCrea*  
Kathy McCrea  
83 Vesper St #3  
Portland, ME 04101  
207-828-1191

Address:

Phone:



*Condominium* means any interest in real estate created pursuant to the Unit Ownership Act, 33 M.R.S.A. § 560 et seq., or its equivalent, as it may from time to time be amended.

*Developer* means and includes any person or other legal entity, but not including an established lending institution unless it is an active participant in a common promotional scheme, who, whether acting as principal or agent, records a declaration of condominium that includes real estate, any portion of which was previously a rental unit.

*Tenant* means and includes any occupant in lawful possession of a rental unit, whether by lease, sublease, or otherwise.

*Unit* means any building, or portion thereof, used or intended to lie used primarily as a separate dwelling.  
(Ord. No. 213-81, § 608.3, 11-16-81)

**cross reference(s)**--Definitions and rules of construction generally, § 1-2

#### **Sec. 14-568. Protection of tenants.**

(a) Notice of intent to convert. A developer shall give to each tenant written notice of intent to convert at least one hundred twenty (120) days before the tenant is required by the developer to vacate. If a tenant has been in possession of any unit within the same building for more than four (4) consecutive years, the notice period shall be increased by thirty (30) additional days for each additional year, or fraction thereof, to a maximum of two hundred forty (240) additional days. The notice shall set forth specifically the rights of tenants under subsections (a) and (b) of this section and section 14-569, and shall contain the following statement:

If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law, or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 389 Congress Street, Portland, Maine 04101 (telephone: 874-8703).

If the notice specifies a date by which the tenant is required to vacate, the notice may also serve as a notice of termination under the applicable law of forcible entry and detainer, if it meets the requirements thereof. The notice shall be hand-delivered to the tenant or mailed, by certified mail, return receipt requested, postage prepaid, to the tenant at the address of the unit or such other address as the tenant may provide. The notice shall be effective when actually received. No tenant may be required by a developer to vacate without having been given notice as required herein, except for the reasons specified in the applicable law of forcible entry and detainer, and in accordance with the procedures thereof. The terms of a tenancy, including rent, may not be altered during the notice period, except as expressly provided in a preexisting written lease. If, within one hundred twenty (120) days after a tenant is required by a developer to vacate, the developer records a declaration of condominium without having given notice as required herein, the developer shall be presumed to have converted in violation of this article.

(b) *Option to purchase.* For a sixty-day period following the giving of notice as required in subsection (a), the developer shall grant to the tenant an exclusive and irrevocable option to purchase the unit of which the tenant is then possessed, which option may not be assigned. If the tenant does not purchase or contract to purchase the unit during the sixty-day period, the developer may not convey or offer to convey the unit to any other person during the following one hundred eighty (180) days at a price or on terms more favorable than the price or terms previously offered to the tenant, unless the more favorable price or terms are first offered exclusively and irrevocably to the tenant for an additional sixty-day period. This subsection shall not apply to any rental unit that, when converted, will be restricted exclusively to nonresidential use. If, within two (2) years after a developer records a declaration of condominium, the use of any such unit is changed such that but for the preceding sentence, this subsection would have applied, the developer shall be presumed to have converted in violation of this article.

(Ord. No. 213-81, § 608.4, 11-16-81)

#### **Sec. 14-569. Relocation payments.**

If the tenant does not purchase the unit, the developer shall, before the tenant is required by the developer to vacate, make a cash payment to the tenant in an amount equal to the amount of rent



paid by the tenant for the immediately preceding two (2) months; provided that this requirement shall not apply to any tenant whose gross income exceeds eighty (80) percent of the median income of the Portland SMSA, adjusted for family size, as determined by the U.S. Department of Housing and Urban Development at the time notice is given as required in section 14-568(a). Additionally, the developer shall, upon demand, provide assistance to the tenant in the form of referrals to other reasonable accommodations and in determining the tenant's eligibility for relocation payments as provided herein.

(Ord. No. 213-81, § 608.5, 11-16-81)

**Sec. 14-570. Conversion permit.**

Before conveying or offering to convey a converted unit, the developer shall obtain a conversion permit from the building inspection division of the department of planning and urban development. The permit shall issue only upon receipt of a completed application therefor in a form to be devised for that purpose, payment of a fee of one hundred and fifty dollars (\$150.00) per unit, and a finding, upon inspection, that each unit, together with any common areas and facilities appurtenant thereto, is in full compliance with all applicable provisions of article II of chapter 6 (building code), article III of chapter 6 (electrical installations), article V of chapter 6 (minimum standards for dwellings) and article II of chapter 10 (fire prevention code) of this Code, and the Life Safety Code as adopted by the state. 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.

(Ord. No. 213-81, § 608.6, 11-16-81)

**Sec. 14-571. Variation by agreement,**

No provision of, or right conferred by, this article may be waived by a tenant, by agreement or otherwise, and any such waiver shall be void. Any attempt to require, encourage, or induce a tenant to waive any provision hereof, or right conferred hereby, shall be a violation of this article. Nothing herein shall be construed to void any term of a lease which offers greater rights than those conferred hereby.

(Ord. No. 213-81, § 698.7, 11-16-81)

**Sec. 14-572. Reserved.**

Susan C. Hasson Law Office LLC

P.O. Box 7788  
Portland, Maine 04112

(207)775-5900  
Fax (207)775-5955

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January 6, 2005

City of Portland, Maine  
Dept. of Planning & Development  
389 Congress Street, Rm 315  
Portland, Maine 04101

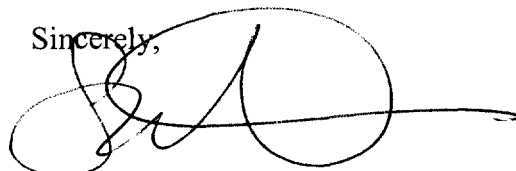
RE: Condominium Conversion Application – 83 Vesper Street

Enclosed please find the Condominium Conversion Application for the above-referenced property, together with payment in the amount of \$1,281.00, which is the amount that we were quoted by your department for this project.

If you require any further information in order to accept this application for processing, please contact me directly, as the applicant is currently in Florida for the holidays.

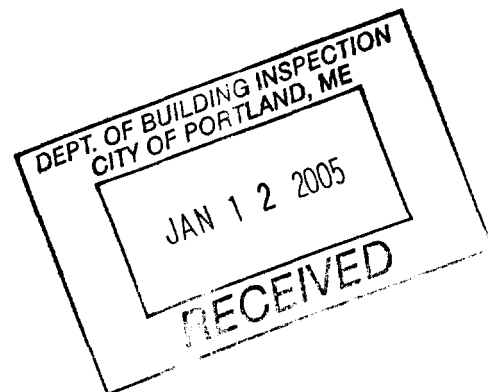
Thank you for your prompt attention to this matter.

Sincerely,



Susan C. Hasson

Enc.



Zoning Division  
Marge Schmuckal  
Zoning Administrator

Department of Planning & Development  
Lee Urban, Director



**CITY OF PORTLAND**

February 1, 2005

Michelle and Scott Irwin  
83 Vesper Street.  
Portland, ME 04101

RE: 83 Vesper Street – 003-D-014 – R-6 residential zone – application # 05-0034

Dear Michelle and Scott,

I am in receipt of your application requesting a condominium conversion for your building located at 83 Vesper Street. Your application is incomplete and cannot be acted upon until all the required information has been submitted. I am including copies of our application and requirements.

There are three legal units within this building. This office only received one tenant notice of intent to convert to condominiums. There is no information concerning the other two dwelling units. You must submit information on the other two units before this office can further review your application. Your permit will be on hold until we receive the required information

Very truly yours,

→ 2/9/05  
received upon vacant units

Marge Schmuckal  
Zoning Administrator

Cc: file



*Strengthening a Remarkable City. Building a Community for Life • www.portlandmaine.gov*

**Planning & Development  
Department**

Lee D. Urban, Director

**Housing & Neighborhood Services  
Division**

Aaron Shapiro, Director

**Zoning Division**

Marge Schmukal, Zoning Administrator

**CONDOMINIUM CONVERSION PERMITS**

**Fee: \$150.00 per unit and a \$75.00 per unit Fee for Certificate of Occupancy. There is an additional fee for any building alterations**

**Before** an owner offers to convey a converted unit, a conversion permit shall be obtained. Condo conversions are not a change of use. They are considered a change of ownership of building areas, not land. Subdivision is not involved. Only the legal number of dwelling units may be condominiumized. Any illegal units shall be removed or made legal by proper permitting.

**The entire purpose of this Ordinance is to protect existing residential tenants & to ensure that converted housing is safe & decent.**

**Notice of intent to convert:** All tenants shall be given a specific notice of intent to convert the unit to a condominium from the owner. This notice shall contain a specific offer and terms for the tenant to purchase the unit. The notice shall contain specific wording outlined within the ordinance that notifies the tenants of irrevocable rights and how to contact the City of Portland. The tenant shall also be given a specific time for notice to vacate based upon the number of years that they have occupied their unit. The minimum notice to vacate is 120 day notice. A tenant of more than 4 consecutive years shall have the minimum notice period increased 30 days for each additional year to a maximum of 240 additional days notice.

3-4 years = 120 days notice	7 years=210 days notice	10 years=300 days notice
5 years=150 days notice	8 years=240 days notice	11 years=330 days notice
6 years= 180 days notice	9 years=270 days notice	12+years=360days notice
		(Maximum notice period is 360 days)

Sixty days after their notice, the tenant has an exclusive, irrevocable option to purchase the unit that the tenant possesses. During that time the owner/ developer may not convey nor offer to convey the unit to any other person. For the next 180 days, the developer/ owner can not offer a more favorable price or terms to any other person unless the same terms are offered to the original tenant.

**Rent** may not be altered during the official noticing period unless expressly provided in pre-existing written lease.

The owner/developer shall post a copy of the issued permit in a conspicuous place in each unit. and shall make copies available to prospective purchasers upon request.

**Relocation payments:** If the tenant does not purchase, the developer shall (before the tenant vacates) make a cash payment to the tenant in the amount of rent for the preceding two (2) months only if the tenant meets the current 50% of the low/moderate income. Adjusted for family size. as given to the City of Portland by the Federal Government. Additionally, the **developer shall provide other assistance to the tenant in the form of reasonable accommodations, referrals, and determining tenant eligibility**

**\*\*\* Copies of your notice to each of your tenants must be attached to your permit application. No permit will be issued without copies of tenant notices. If there are building vacancies, this office requires the reason why the unit is vacant, with the prior tenant's name & new address and telephone number. \*\*\***

**PLEASE READ SPECIFIC ORDINANCE FOR EXACT INFORMATION**

## Submit with Condominium Conversion Permit Application

**Project Data:**

Address: 03 Vesper St

C-B-L: 00' - D - 4  
Three

Unit 1 Previous owner's it				
Unit 2 VACATED on August 1st Broke the lease Sept				
Unit 3 Scott & Michelle & Irwin				
Unit 4				
Unit 5				
Unit 6				
Unit 7				
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:

- \$ \_\_\_\_\_ Exterior walls, windows, doors, roof
- \$ \_\_\_\_\_ Insulation
- \$ \_\_\_\_\_ Interior cosmetics (walls/floors/hallways/refinishing, etc.)
- \$ \_\_\_\_\_ Other (specify)

Susan C. Hasson Law Offices LLC  
66 Pearl Street, Suite 200  
Portland, Maine 04101

(207)775-5900  
(207) 775-5955 (fax)

February 8, 2005

Marge Schmuckal  
Zoning Administrator  
City of Portland, Dept. of Planning & Development  
389 Congress Street, Room 315  
Portland, Maine 04101

RE: 83 Vesper Street – 003-D-014-R-6 residential zone – application #05-0034

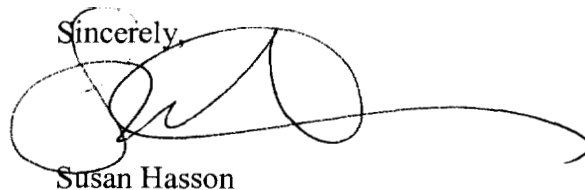
Dear Marge:

I am writing in response to your letter to Michelle and Scott Irwin, dated February 1, 2005, requesting further information regarding the notices to tenants of their intent to convert the above-referenced property into a condominium form of ownership.

The information provided with their original application was that Unit 1 and Unit 2 were both vacant at the time the Irwins initiated the conversion process. Unit 1 had been owner-occupied; and the tenant in Unit 2 had broken her lease and vacated the apartment at least two months prior to the Irwins' decision to start the conversion process. I talked with Scott Irwin after receiving your letter and his recollection is that the Unit 2 tenant had broken her lease and moved out sometime in August or September. The notice provided to the tenant in Unit 3 was submitted along with the application that we filed.

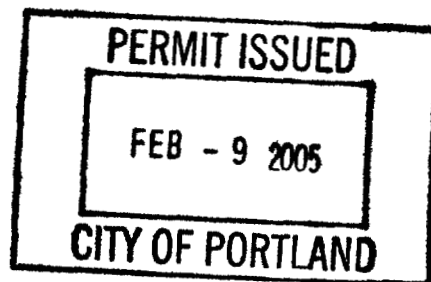
If you need further information in order to begin processing this application, please let me know.

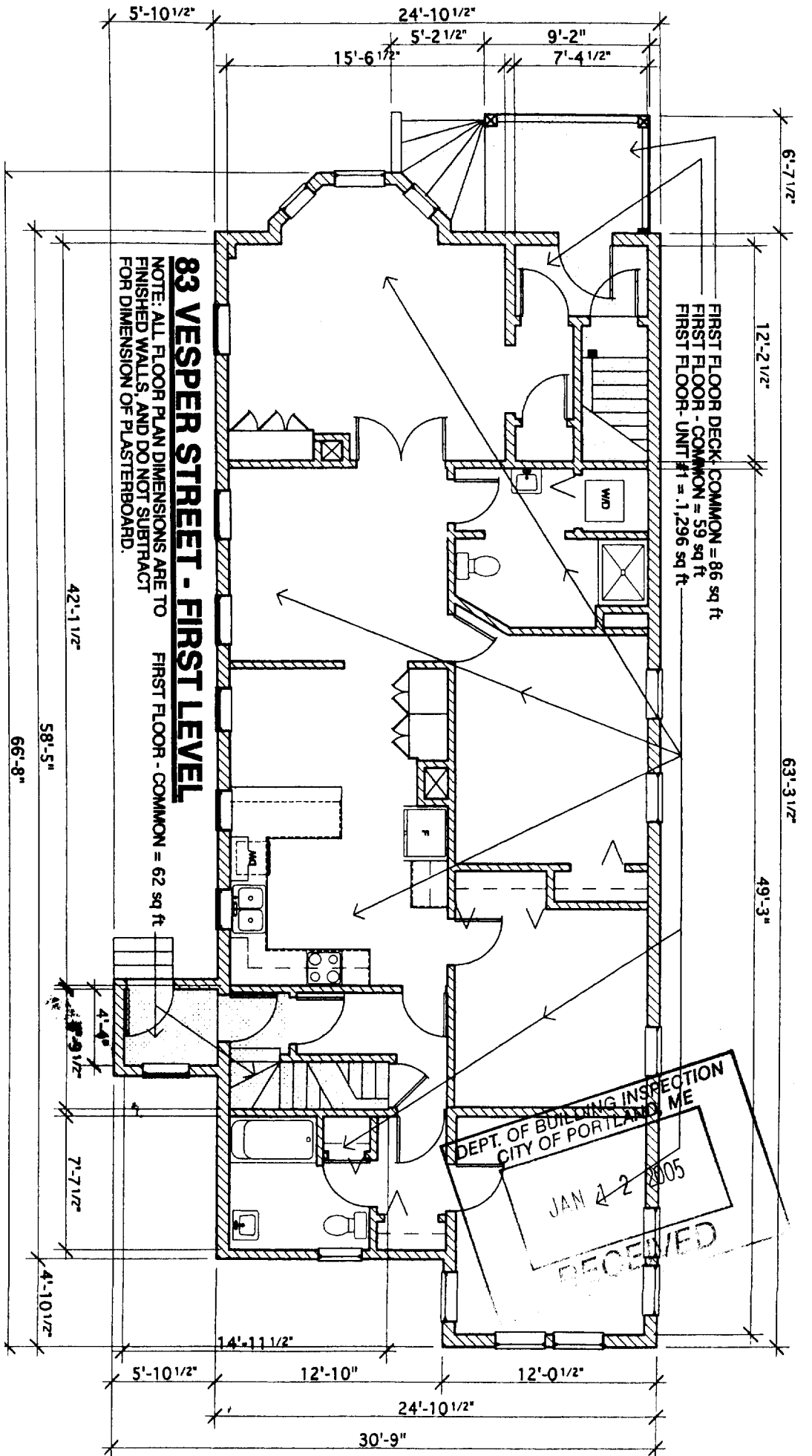
Sincerely,



Susan Hasson

cc: Michelle & Scott Irwin





FIRST FLOOR DECK - COMMON = 86 sq ft  
 FIRST FLOOR - COMMON = 59 sq ft  
 FIRST FLOOR - UNIT #1 = 1,296 sq ft

**83 VESPER STREET - FIRST LEVEL**  
 NOTE: ALL FLOOR PLAN DIMENSIONS ARE TO FINISHED WALLS, AND DO NOT SUBTRACT FOR DIMENSION OF PLASTERBOARD.  
 FIRST FLOOR - COMMON = 62 sq ft

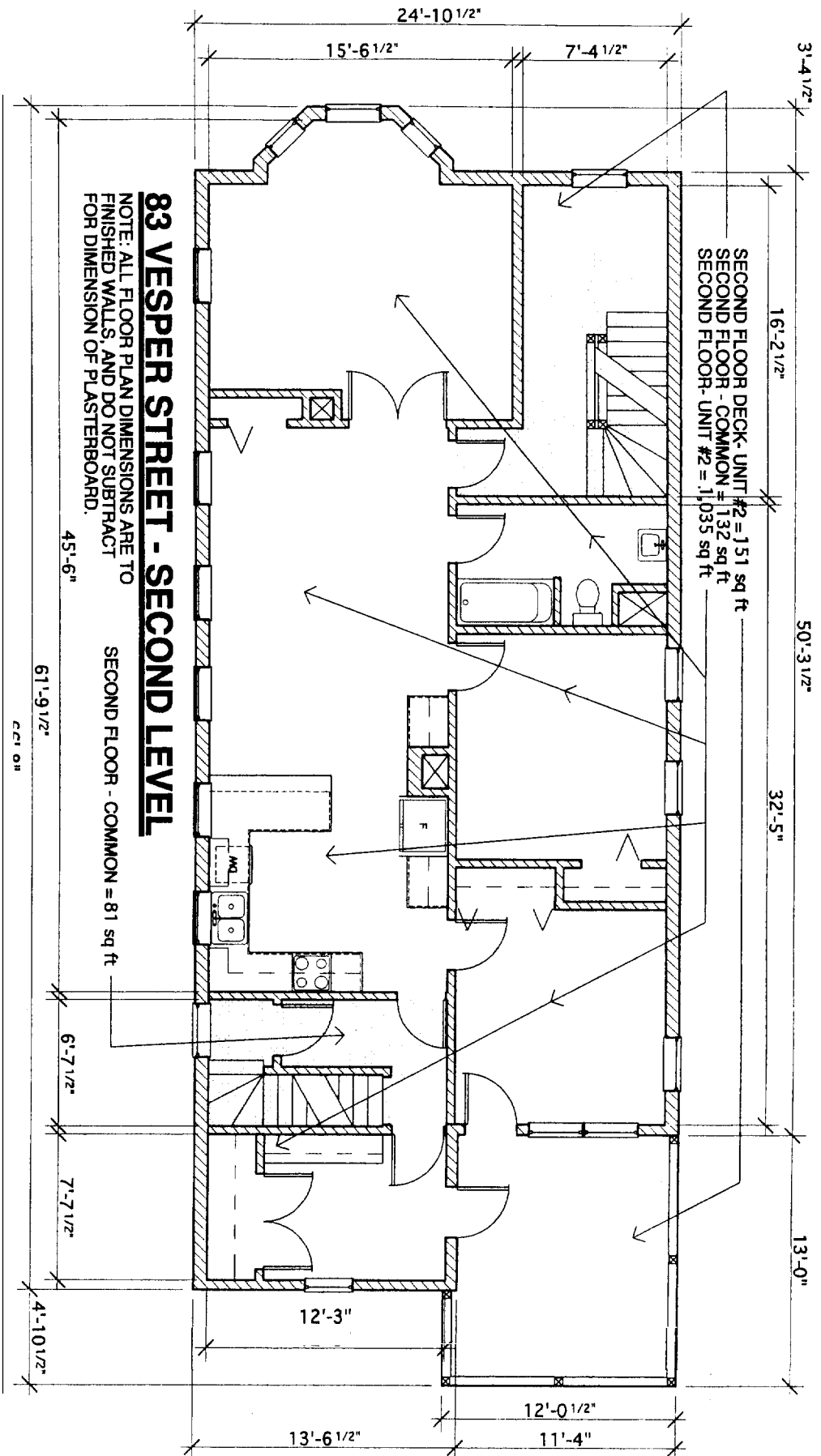
DEPT. OF BUILDING INSPECTION  
 CITY OF PORTLAND, ME  
 JAN 22 2005  
 RECEIVED

PHIL KAPLAN  
 ARCHITECT

P 207-781-5983 F 207-781-8503

SCALE: 1/8" = 1'-0" DATE: 9/24/04 DRAWING: FIRST FLOOR PLAN  
 PROJECT: 83 VESPER STREET, PORTLAND, MAINE

SHEET A101



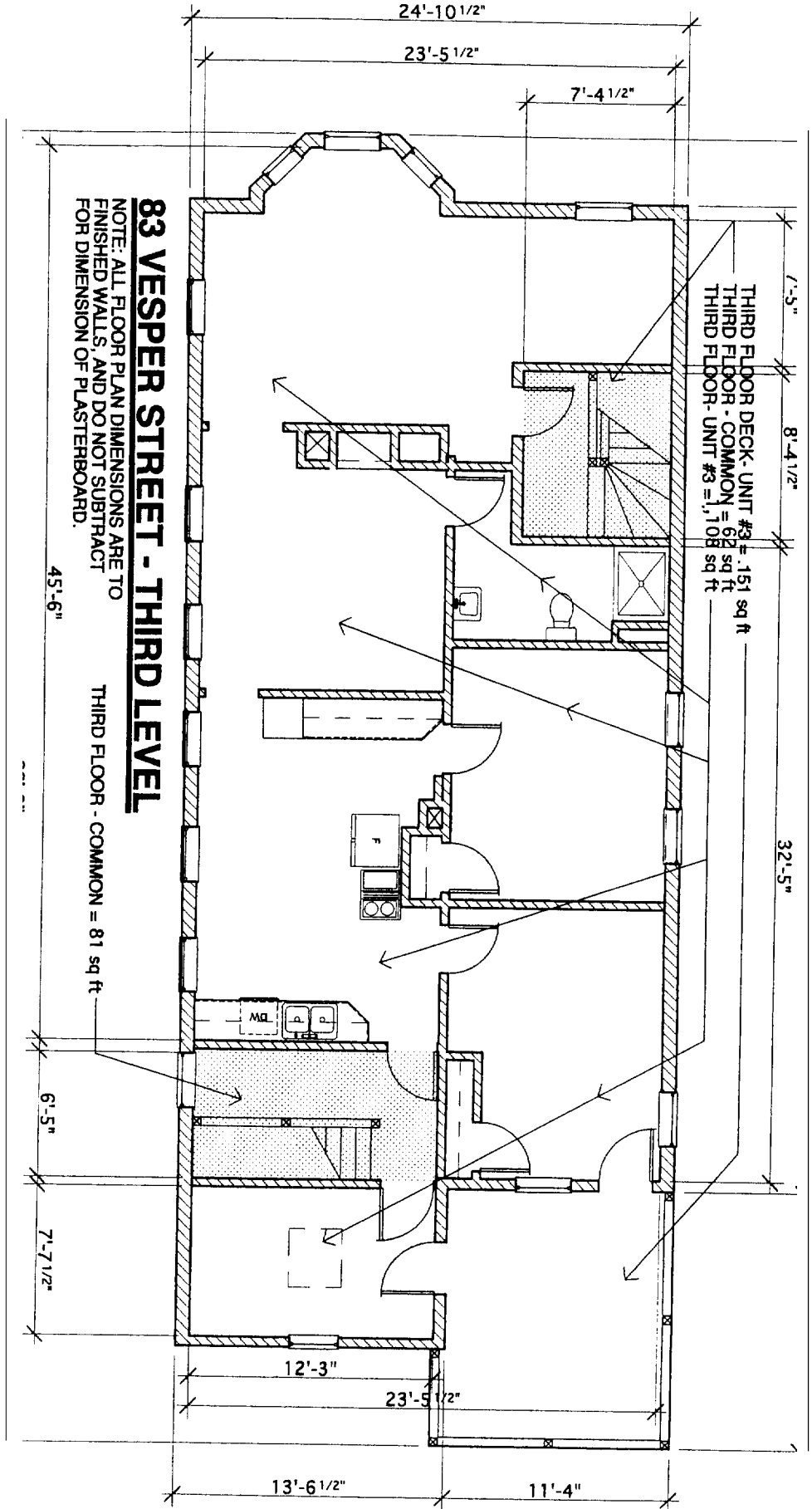
PHIL KAPLAN  
 ARCHITECT

PROJECT NO. 2007-781-5983 P 207-781-5983 F 207-781-8503

SCALE: 1/8" = 1'-0" DATE: 9/24/04 DRAWING: SECOND FLOOR PLAN  
 PROJECT: 83 VESPER STREET, PORTLAND, MAINE

SHEET A102





**83 VESPER STREET - THIRD LEVEL**

NOTE: ALL FLOOR PLAN DIMENSIONS ARE TO FINISHED WALLS, AND DO NOT SUBTRACT FOR DIMENSION OF PLASTERBOARD.

THIRD FLOOR - COMMON = 81 sq ft

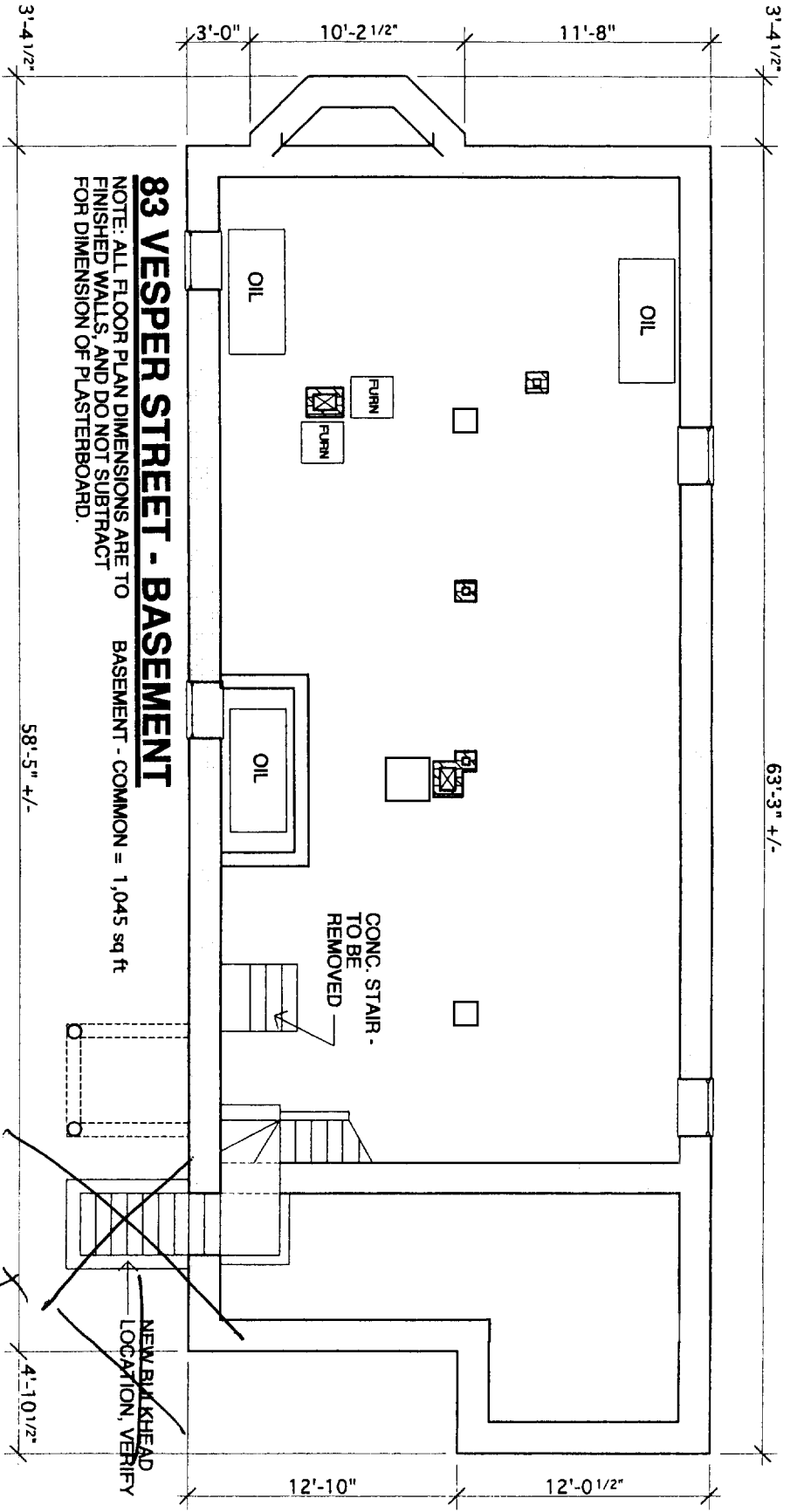
THIRD FLOOR DECK - UNIT #3 = 151 sq ft  
 THIRD FLOOR - COMMON = 62 sq ft  
 THIRD FLOOR - UNIT #3 = 1,108 sq ft

J J L L  
 PHIL KAPLAN

ARCHITECT: PHILIP J. KAPLAN ARCHITECTS, P.A. 207-781-5983 FAX: 207-781-8503 300 BROADWAY, PORTLAND, ME 04101

SCALE: 1/8" = 1'-0" DATE: 9/24/04 DRAWING: THIRD FLOOR PLAN  
 PROJECT: 83 VESPER STREET, PORTLAND, MAINE

SHEET A103



**83 VESPER STREET - BASEMENT**  
 NOTE: ALL FLOOR PLAN DIMENSIONS ARE TO FINISHED WALLS, AND DO NOT SUBTRACT FOR DIMENSION OF PLASTERBOARD.  
 BASEMENT - COMMON = 1,045 sq ft

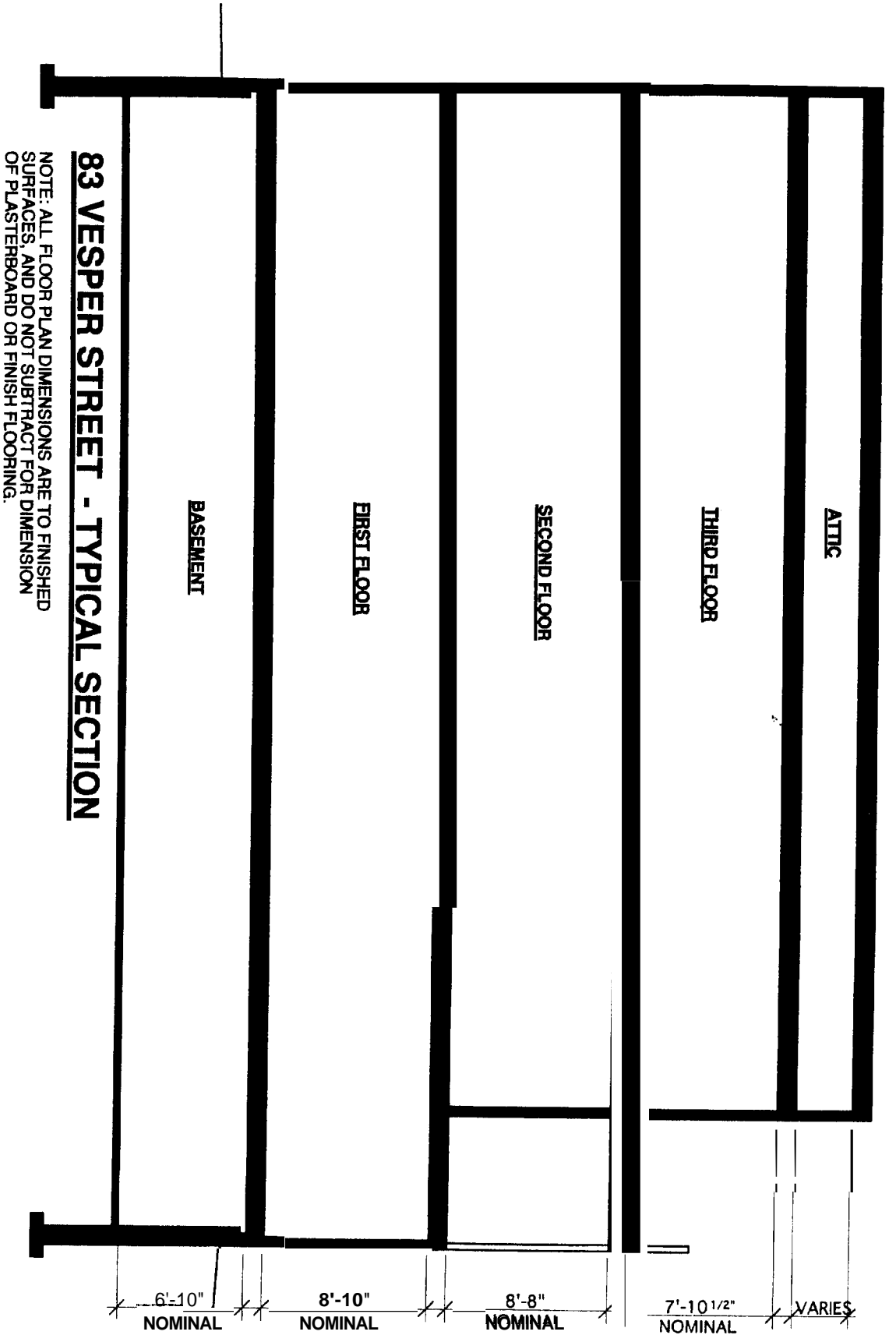
*NOT doing per Scott 6/8/05*

PHIL KAPLAN  
 ARCHITECT

PROJECT: 83 VESPER STREET, PORTLAND, MAINE

SCALE: 1/8" = 1'-0" DATE: 9/24/04 DRAWING: BASEMENT FLOOR PLAN

SHEET A104



NOTE: ALL FLOOR PLAN DIMENSIONS ARE TO FINISHED SURFACES, AND DO NOT SUBTRACT FOR DIMENSION OF PLASTERBOARD OR FINISH FLOORING.

**83 VESPER STREET - TYPICAL SECTION**

J J L L  
 PHIL KAPLAN

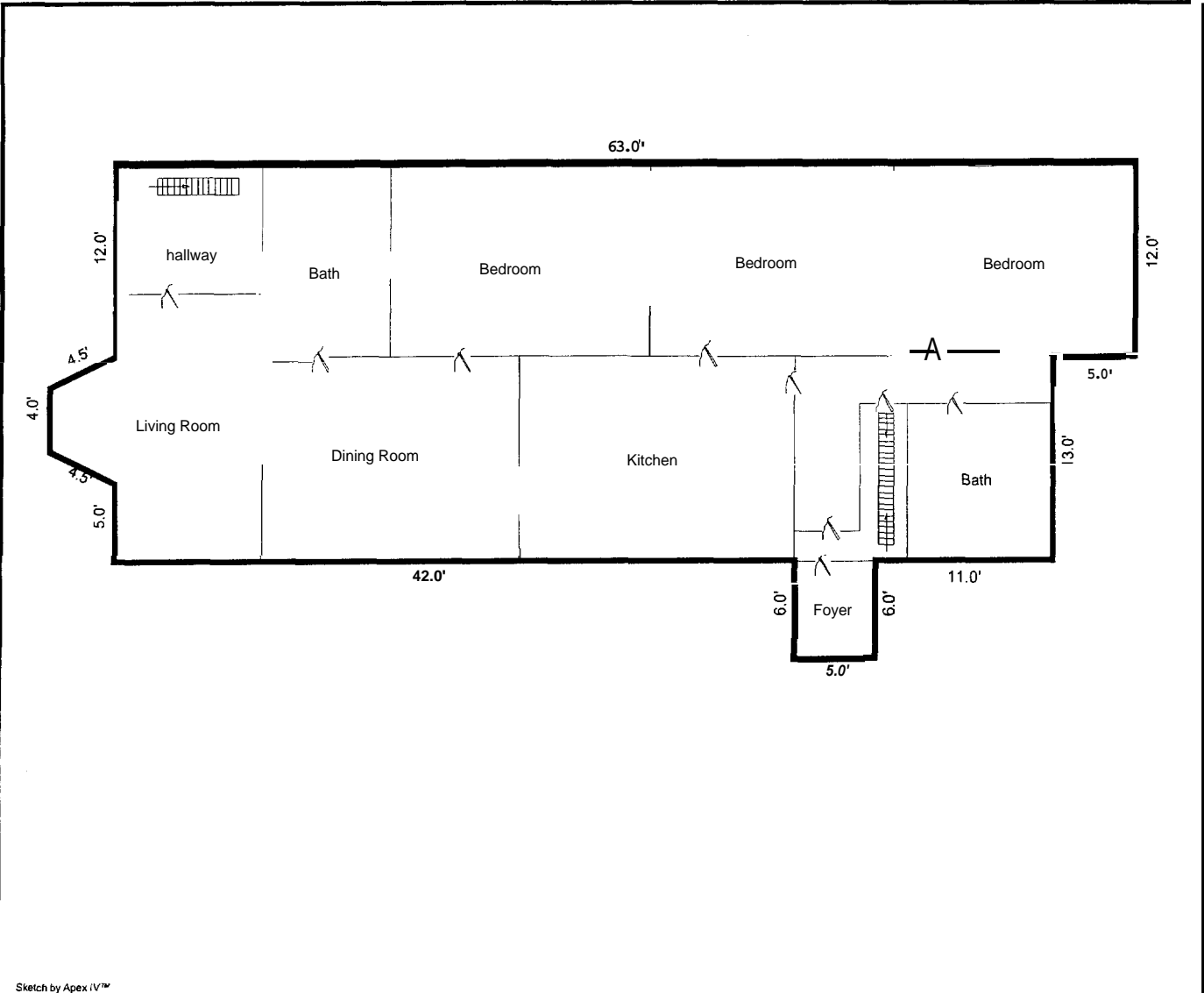
SALES AND SERVICE DEPT. P 207-781-5983 F 207-781-8502

SCALE: 1/8" = 1'-0" DATE: 9/24/04 DRAWING: TYPICAL SECTION  
 PROJECT: 83 VESPER STREET PORTLAND MAINE

SHEET A201

**Building Sketch (Page - 1)**

Borrower/Client SCOTT IRWIN			
Property Address 83 Vesper St			
City PORTLAND	County CUMBERLAND	State ME	Zip Code 04101-4491
Lender DFC OF MAINE			



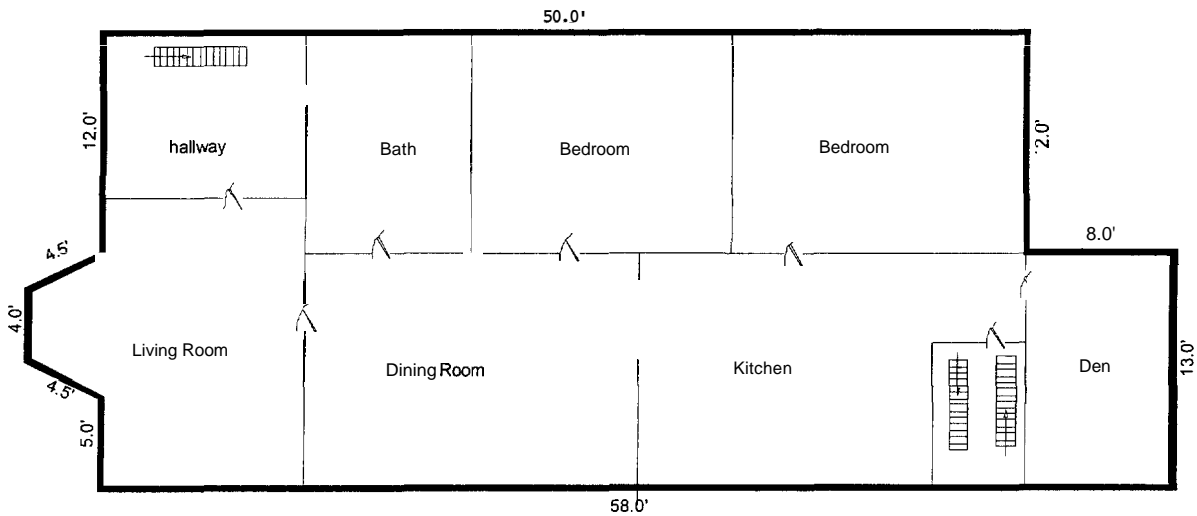
Sketch by Apex IV™

Comments:

				LIVING AREA BREAKDOWN		
				Breakdown		Subtotals
GLAI	First Floor	1564.00	1564.00	First Floor		
				5.0 x	6.0	30.00
				12.0 x	63.0	756.00
				8.0 x	58.0	464.00
				4.0 x	4.0	16.00
				0.5 x	2.0 x 4.0	4.00
				0.5 x	2.0 x 4.0	4.00
				5.0 x	58.0	290.00

### Building Sketch (Page - 2)

Borrower/Client SCOT IRWIN			
Property Address 83 Vesper St			
City PORTLAND	County CUMBERLAND	State ME	Zip Code 04101-4491
Lender DFC OF MAINE			



Sketch by Apex IV™

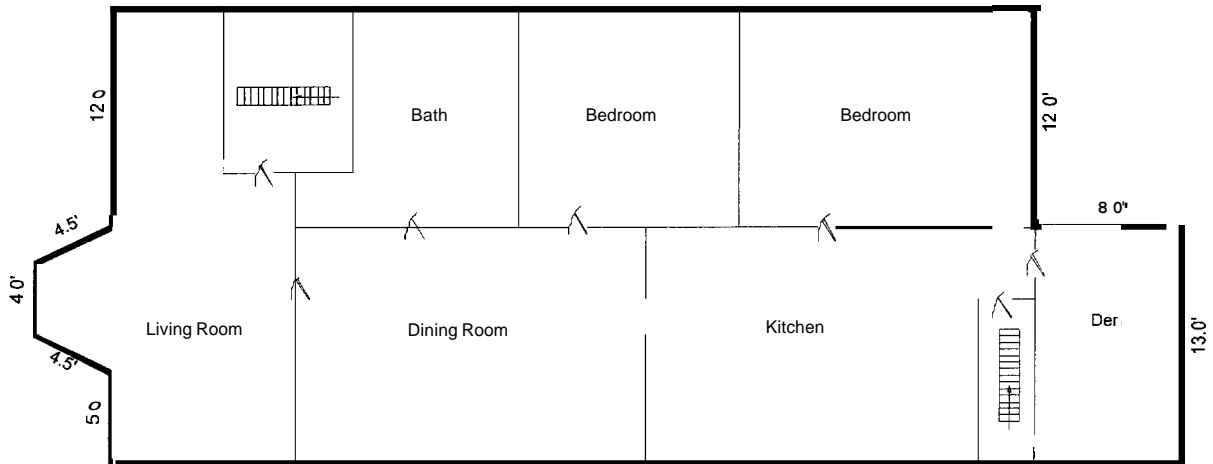
Comments:

AREA CALCULATIONS SUMMARY			
Code	Description	Size	Net Totals
GLA2	Second Floor	1378.00	1378.00

LIVING AREA BREAKDOWN			
Breakdown			Subtotals
<b>Second Floor</b>			
	12.0 x	50.0	600.00
	8.0 x	58.0	464.00
	4.0 x	4.0	16.00
0.5 x	2.0 x	4.0	4.00
0.5 x	2.0 x	4.0	4.00
	5.0 x	58.0	290.00

### Building Sketch (Page - 3)

Borrower/Client SCOTT IRWIN			
Property Address 83 Vesper St			
City PORTLAND	County CUMBERLAND	State ME	Zip Code 04101-4491
Lender DFC OF MAINE			



Sketch by ApexIV™

Comments:

GLA3	Third Floor	1378.00	1378.00
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LIVING AREA BREAKDOWN			
Breakdown			Subtotals
Third Floor			
	12.0 x	50.0	600.00
	8.0 x	58.0	464.00
	4.0 x	4.0	16.00
0.5 x	2.0 x	4.0	4.00
0.5 x	2.0 x	4.0	4.00
	5.0 x	58.0	290.00