

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

BUILDING INSPECTION PERMIT

Permit Number: 070648

Please Read
Application And
Notes, If Any,
Attached

This is to certify that MASTERMAN DREW D. & KIMBERLY A. CUMMING ITS
has permission to Condo Conversion - Change Permit residential units to permit Condominium
AT 77 VESPER ST 003 D016001

provided that the person or persons who accept this permit shall comply with all of the provisions of the Statutes of the State 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.

PERMIT ISSUED
JUN 18 2007
CITY OF PORTLAND

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 procedure is completed or services 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 Chase
Health Dept. _____
Appeal Board _____
Other _____
Department Name

[Signature]
6/13/07
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: 07-0648 | Issue Date: | CBL: 003 D016001 |
|-----------------------|-------------|---------------------|

| | | | |
|---|--|--|-------------|
| Location of Construction: 77 VESPER ST | Owner Name: MASTERMAN DREW D & NANC | Owner Address: 77 VESPER ST | Phone: |
| Business Name: | Contractor Name: | Contractor Address: | Phone: |
| Lessee/Buyer's Name | Phone: | Permit Type: Change of Ownership - Condo Conversion | Zone: Rb |

| | | | | |
|---|--|---|--|--------------------|
| Past Use: 3 unit residential | Proposed Use: 3 unit condo - Condo Conversion - Change 3 unit residential to 3 Unit Condominium | Permit Fee: \$675.00 | Cost of Work: \$675.00 | CEO District: 1 |
| Proposed Project Description: Condo Conversion - Change 3 unit residential to 3 Unit Condominium | | FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied NPPA 101 # 31 Signature: <i>Craig Cass</i> | INSPECTION: Use Group: <i>R-2</i> Type: <i>5B</i> <i>IBC 2003</i> Signature: <i>[Signature]</i> | |

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)

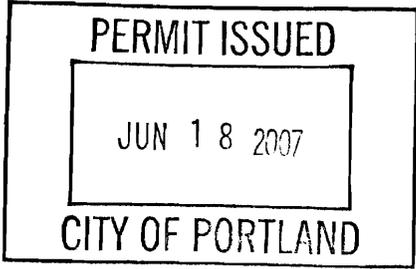
Action: Approved Approved w/Conditions Denied

Signature: _____ Date: _____

| | | |
|-----------------------------|---------------------------------|------------------------|
| Permit Taken By: Idobson | Date Applied For: 06/04/2007 | Zoning Approval |
|-----------------------------|---------------------------------|------------------------|

- This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
- Building permits do not include plumbing, septic or electrical work.
- 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..

| Special Zone or Reviews | Zoning Appeal | Historic Preservation |
|---|--|---|
| <input type="checkbox"/> Shoreland | <input type="checkbox"/> Variance | <input checked="" type="checkbox"/> Not in District or Landmark |
| <input type="checkbox"/> Wetland | <input type="checkbox"/> Miscellaneous | <input type="checkbox"/> Does Not Require Review |
| <input type="checkbox"/> Flood Zone | <input type="checkbox"/> Conditional Use | <input type="checkbox"/> Requires Review |
| <input type="checkbox"/> Subdivision | <input type="checkbox"/> Interpretation | <input type="checkbox"/> Approved |
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Approved | <input type="checkbox"/> Approved w/Conditions |
| Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> | <input type="checkbox"/> Denied | <input type="checkbox"/> Denied |
| Date: <i>6/12/07 ABM</i> | Date: _____ | Date: <i>ABM</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 |

City of Portland, Maine - Building or Use Permit

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

| | | |
|------------------------------|--|----------------------------|
| Permit No: 07-0648 | Date Applied For: 06/04/2007 | CBL: 003 D016001 |
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| Location of Construction: 77 VESPER ST | Owner Name: MASTERMAN DREW D & NANC | Owner Address: 77 VESPER ST | Phone: |
| Business Name: | Contractor Name: | Contractor Address: | Phone: |
| Lessee/Buyer's Name | Phone: | Permit Type: Change of Ownership - Condo Conversion | |

| | |
|---|--|
| Proposed Use: 3 unit condo - Condo Conversion - Change 3 unit residential to 3 Unit Condominium | Proposed Project Description: Condo Conversion - Change 3 unit residential to 3 Unit Condominium |
|---|--|

Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Ann Machado **Approval Date:** 06/12/2007

Note: **Ok to Issue:**

- 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) 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.
- 3) With the issuance of this permit and the certificate of occupancy this property shall be three residential condominiums. Any change of use shall require a separate permit application for review and approval.

Dept: Building **Status:** Approved with Conditions **Reviewer:** Tammy Munson **Approval Date:** 06/13/2007

Note: **Ok to Issue:**

- 1) This is a Change of Use ONLY permit. It does NOT authorize any construction activities.

Dept: Fire **Status:** Approved with Conditions **Reviewer:** Capt Greg Cass **Approval Date:** 06/12/2007

Note: **Ok to Issue:**

- 1) All units shall comply with NFPA 101 "existing apartments"

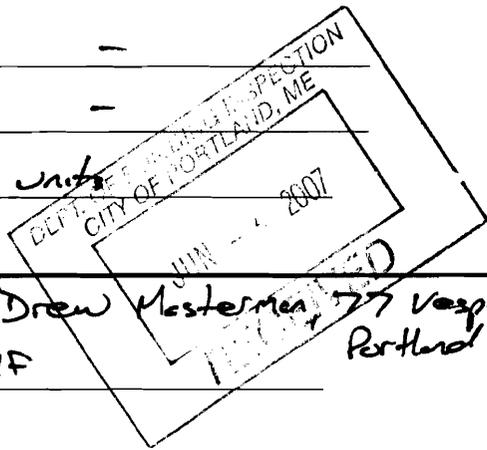
Comments:

6/8/2007-amachado: Left message for Drew Masterson. Letters to tenants said 60 day period where can't have better offer instead of 180 day period. Were the letters hand delivered? Why only three tenant letters when there were three tenants in unit one & three tenants in unit 2?

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>77 VESPER STREET, PORTLAND ME 04101</u> | | |
| Total Square Footage of Proposed Structure <u>EACH UNIT IS @ 1,700 sq. ft.</u> | Square Footage of Lot <u>0.093</u> | |
| Tax Assessor's Chart, Block & Lot Chart# <u>3</u> Block# <u>3 D</u> Lot# <u>16</u> <u>22149/59</u> | Owner: <u>Drew D. Masterman</u> <u>& Nancy A. Cumming</u> | Telephone: <u>650-8241</u> |
| Lessee/Buyer's Name (If Applicable) <u>N/A</u> | Applicant name, address & telephone: <u>Drew Masterman</u> <u>77 Vesper Street</u> <u>Portland ME</u> <u>650-8241</u> | Cost Of Work: \$ <u>N/A</u> Fee: \$ <u>75</u> C of O Fee \$ <u>150</u> Total Fees: \$ _____ |
| Current use: <u>3 unit apartment building</u> | | |
| If the location is currently vacant, what was prior use: _____ | | |
| Approximately how long has it been vacant: _____ | | |
| Proposed use: <u>condominium conversion -- 3 units</u> | | |
| Project description: _____ | | |
| Contractor's name, address & telephone: <u>self - Drew Masterman</u> , <u>77 Vesper Street</u> <u>Portland 650-8241</u> | | |
| Who should we contact when the permit is ready: <u>self</u> | | |
| Mailing address: _____ | | |
| 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>650-8241</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:  | Date: <u>30 May 2007</u> |
|---|--------------------------|

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

Submit with Condominium Conversion Permit Application

Project Data:

Address: 77 Vesper Street, Portland ME 04101

C-B-L: ~~22149/50/1~~ 3 - D - 16

Number of Units in Building: 3

| Tenant Name | Tenant Tel# | Occup. Length | Date of Notice | Eligible for \$? |
|---|---------------------|--------------------|------------------|------------------|
| Unit 1 <u>NATE HICKS PJ Meyers, Anna Lumsden</u> | <u>756-9364</u> | <u>1 YEAR</u> | <u>5/31/2007</u> | <u>No</u> |
| Unit 2 <u>KATIE FREDOSSO Kerry Elson, Bronwen Wyeth</u> | <u>574-261-3600</u> | <u>1 YEAR</u> | <u>5/31/2007</u> | <u>No</u> |
| Unit 3 <u>- self -</u> | <u>650-8241</u> | <u>1 1/2 YEARS</u> | <u>5/31/2007</u> | <u>N/A</u> |
| Unit 4 | | | | |
| Unit 5 | | | | |
| Unit 6 | | | | |
| Unit 7 | | | | |
| Unit 8 | | | | |

If more units, submit same information on all units N/A

Length of time building owned by applicant 1 1/2 years

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:

\$ 15,000 - Exterior walls, windows, doors, roof

\$ 1,000 - Insulation

\$ 5,000 - Interior cosmetics (walls/floors/hallways/refinishing, etc.)

\$ 30,000 - Other (specify) plumbing & electrical

} All done in 2006

Ms. PJ Meyer
77 Vesper Street #1
Portland, Maine 04101

June 10, 2007

Dear PJ:

I want to let you know of some potential future plans for our building. Nan & I are proceeding with the conversion of 77 Vesper Street into condominiums. It is a process with lots of steps, and it may take some time. But an initial part of the formal process concerns some guidelines that you need to know about.

After talking with the people at City Hall, there are a few specific points that I need to articulate. As always, please talk to me about any thoughts or questions you may have. The next paragraph is from Planning & Development and is intended to protect the rights of tenants in these situations; following paragraphs are summaries by me of other points:

“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).”

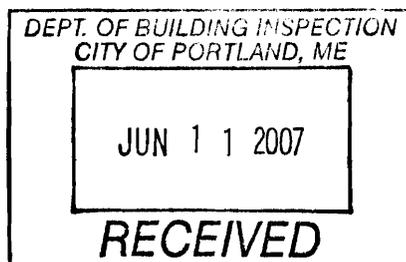
There are plenty of other paragraphs. The salient points include: the delivery of this letter counts as official notice, and a time-table begins; you (any tenant) has at least 120 days before being asked to vacate; the terms of tenancy cannot be altered during this notice period (unless your lease expressly states so); your option to purchase is exclusive for sixty days; if the tenant (you) does not buy during those sixty days, then I may not make a better offer to anyone else unless those terms are first offered exclusively to you for another 180 day period.

Importantly, if you do not purchase, and if you were required to vacate, I would have to make a cash payment to you of two months rent, providing your gross income “does not exceed eighty (80) percent of the median income of the Portland SMSA...” For three people, that figure is listed as \$49,100. Additionally, I would have to, upon demand, provide assistance to the tenant in the form of referrals to other accommodations, etc.

So that is the overview of the protections in place for tenants. But I hope my first paragraph helps obviate any angst from all this formality.

All the best,

Drew Masterman
77 Vesper Street, #3
Portland, Maine 04101



Ms. Anna Lombard
77 Vesper Street #1
Portland, Maine 04101

June 10, 2007

Dear Anna:

I want to let you know of some potential future plans for our building. Nan & I are proceeding with the conversion of 77 Vesper Street into condominiums. It is a process with lots of steps, and it may take some time. But an initial part of the formal process concerns some guidelines that you need to know about.

After talking with the people at City Hall, there are a few specific points that I need to articulate. As always, please talk to me about any thoughts or questions you may have. The next paragraph is from Planning & Development and is intended to protect the rights of tenants in these situations; following paragraphs are summaries by me of other points:

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All the best,

Drew Masterman
77 Vesper Street, #3
Portland, Maine 04101

Mr. Nate Hicks
77 Vesper Street #1
Portland, Maine 04101

June 10, 2007

Dear Nate:

Nan & I are proceeding with the conversion of 77 Vesper Street into condominiums. Last week, I let you know of this plan via e-mail. Nan and I were so pleased by your (cautiously) expressed interest. We'd love to have you stay. Regardless, the formal process has some guidelines that you need to know about.

After talking with the people at City Hall, there are a few specific points that I need to articulate. As always, please talk to me about any thoughts or questions you may have. The next paragraph is from Planning & Development and is intended to protect the rights of tenants in these situations; following paragraphs are summaries by me of other points:

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All the best,

Drew Masterman
77 Vesper Street, #3
Portland, Maine 04101

Ms. Kerry Elson
77 Vesper Street #2
Portland, Maine 04101

June 10, 2007

Dear Kerry:

Nan & I are proceeding with the conversion of 77 Vesper Street into condominiums. Last week, I let you know of this plan via e-mail. Our broad plans are still the same: continue living in #3, continue renting #2 to you, sell #1, and buy another building. Regardless, the formal process has some guidelines that you need to know about.

After talking with the people at City Hall, there are a few specific points that I need to articulate. As always, please talk to me about any thoughts or questions you may have. The next paragraph is from Planning & Development and is intended to protect the rights of tenants in these situations; following paragraphs are summaries by me of other points:

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All the best,

Drew Masterman
77 Vesper Street, #3
Portland, Maine 04101

Ms. Katrina Freddoso
77 Vesper Street #2
Portland, Maine 04101

June 10, 2007

Dear Katie:

Nan & I are proceeding with the conversion of 77 Vesper Street into condominiums. Last week, I let you know of this plan via e-mail. Our broad plans are still the same: continue living in #3, continue renting #2 to you, sell #1, and buy another building. Regardless, the formal process has some guidelines that you need to know about.

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All the best,

Drew Masterman
77 Vesper Street, #3
Portland, Maine 04101

Ms. Bronwen Wyatt
77 Vesper Street #2
Portland, Maine 04101

June 10, 2007

Dear Bronwen:

Nan & I are proceeding with the conversion of 77 Vesper Street into condominiums. Last week, I let you know of this plan via e-mail. Our broad plans are still the same: continue living in #3, continue renting #2 to you, sell #1, and buy another building. Regardless, the formal process has some guidelines that you need to know about.

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Drew Masterman
77 Vesper Street, #3
Portland, Maine 04101