Subject: Re: 97 Newbury st
From: betsy\_graves@hotmail.com
Date: Fri, 26 Apr 2013 12:07:23 -0400
To: BAB@portlandmaine.gov

Hi Barbara

I really appreciate your feedback, thank you!

Have a great weekend

Betsy

Sent from my iPhone

On Apr 26, 2013, at 10:50 AM, "Barbara Barhydt" <BAB@portlandmaine.gov> wrote:

Hi Betsy:

Ann Machado and I discussed this potential project today and she showed me the plans.  Converting the first floor to a residential unit could be handled as an Administrative Authorization as long as there is no site work required.  I think based on the plans when the site was converted to office space, you have the required number of parking spaces needed for the residential units.

I am attaching an application.

Thank you.

Barbara

Barbara Barhydt
Development Review Services Manager

Planning Division
389 Congress Street  4th Floor
Portland, ME 04101
(207) 874-8699
Fax: (207) 756-8256
bab@portlandmaine.gov

>>> Betsy Graves <betsy\_graves@hotmail.com> Tuesday, April 23, 2013 1:29 PM >>>

No problem, Barbara, I'm still just considering if the change to residential is possible and makes sense .

Thank you!

Sent from my iPhone

On Apr 23, 2013, at 11:20 AM, "Barbara Barhydt" <BAB@portlandmaine.gov> wrote:

Hi Betsy:

I see I have an administrative authorization application for a deck at this site.  I will discuss with Ann Machado regarding your proposal and get back to you regarding what is needed.  I apologize for the delay.

Barbara

Barbara Barhydt
Development Review Services Manager

Planning Division
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Portland, ME 04101
(207) 874-8699
Fax: (207) 756-8256
bab@portlandmaine.gov

>>> Betsy Graves <betsy\_graves@hotmail.com> Saturday, April 13, 2013 8:13 AM >>>

Hi Barbara
This property was a residential 2 unit when I bought it.  I left 1 apartment on the second floor and converted the first floor to 2 office units.
 I now want to convert the offices back to a residential unit - which would make this a residential 2 unit  property (as it was originally)

Per Ann's suggestion I wanted to check with you to see if there are any reasons I can't do this and what the requirements are from your perspective.

Thank you
Betsy Regards
Betsy

Date: Tue, 19 Mar 2013 08:04:15 -0400
From: AMACHADO@portlandmaine.gov
To: betsy\_graves@hotmail.com
Subject: Re: FW: 97 Newbury St

Betsy -

As far as zoning and building is concerned, you would need to apply for a permit to change the use from office back to a dwelling unit. If you don't need to do any construction the cost would be $30 for the permit and $75 for the certificate of occupancy.

You would also have to do a Level I Minor Residential Site Plan application because you are adding a dwelling unit to create a two family. The Level I Minor Residential Site Plan costs $400. Because the building was previously a two unit and you are not adding on to it, some of the requirements for the boundary survey/site plan might be waived. You would have to talk to Barbara Barhydt in planning about that.

Ann

Betsy Graves <betsy\_graves@hotmail.com> 3/19/2013 5:26 AM >>>

Hi Ann

This property was a residential 2 unit when I bought it.  I left 1 apartment on the second floor and converted the first floor to 2 office units.

What would be the process (from the city's perspective) to convert this back to a 2 unit residential property? and how much would it cost?

Best Regards
Betsy

Ann Machado

Zoning Specialist

Planning & Urban Development

Portland City Hall

(207) 874-8709

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<Administrative Authorization 2012.doc>