

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

BUILDING INSPECTION PERMIT

Permit Number: 030213

Please Read
Application And
Notes, if Any,
Attached

This is to certify that Collette Gouse/n/a
has permission to Change Of Use / Two Apartments to Two Units
AT 24 Hanover St Portland, OR 97201 PL 033 I013001

provided that the person or persons who apply for and 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.

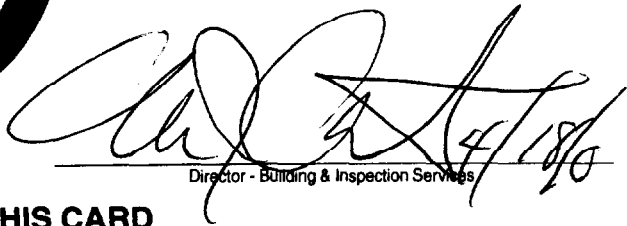
Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and when permission procedure before this building or part thereof is started 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. _____
Health Dept. _____
Appeal Board _____
Other _____
Department Name


Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD



CITY OF PORTLAND, MAINE
Department of Building Inspection

Certificate of Occupancy

LOCATION 24 A Hanover St

CBL 033 I013001

Issued to Collette Grube/n/a

Date of Issue 04/28/2003

This is to certify that the building, premises, or part thereof, at the above location, built — altered — changed as to use under Building Permit No: 03-0213 , has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

APPROVED OCCUPANCY

Entire

Single Family Residential

Limiting Conditions:

None

This certificate supersedes certificate issued

Approved:

4/28/03
(Date)

Thomas M. Wadley
Inspector

Al J. Lewis 04/28/03
Inspector of Buildings

Notice: This certificate identifies lawful use of building or premises, and ought to be transferred from owner to owner when property changes hands. Copy will be furnished to owner or lessee for one dollar.

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 03-0213	Issue Date:	CBL: 033 I013001
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Location of Construction: 24 Hanover St	Owner Name: Collette <i>Carube</i> Gosse	Owner Address: 24 Hanover St	Phone: 207-871-9793
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Business Name: n/a	Contractor Name: n/a	Contractor Address: n/a Portland	Phone:
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Lessee/Buyer's Name: n/a	Phone: n/a	Permit Type: Change of Use - Condo Conversion	Zone: <i>B2b, R-6</i>
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Past Use: Two Apartments	Proposed Use: Change of Use / Two Apartments to Two Condominium	Permit Fee: \$230.00	Cost of Work: \$0.00	CEO District: 2	<i>uses for Res. Use</i>
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FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied INSPECTION: Use Group: <i>R3</i> Type: <i>5B</i> <i>4/18/03</i> Signature: <i>[Signature]</i>	
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Proposed Project Description: Change Of Use / Two Apartments to Two Condomiums	Signature:	Signature:
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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: gg	Date Applied For: 03/19/2003	Zoning Approval	
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1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building permits do not include plumbing, septic or electrical work. 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..	Special Zone or Reviews <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"/> Denied Date: <i>4/16/03</i>	Zoning Appeal <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved Date:	Historic Preservation <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>
	<i>see permit # 03-0312 for the change of use from 1 to 2 units</i>		<i>OK with conditions</i>

CERTIFICATION

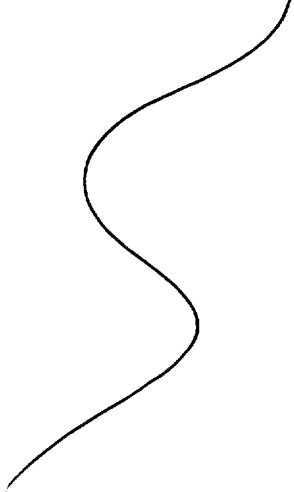
I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, 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

4/28/03 - inspected & found to be suitable
for approval. Tom M

Close out



CBE # 33-I-13

Permit # 03-0213

City of Portland, Maine - Building or Use Permit

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

Permit No: 03-0213	Date Applied For: 03/19/2003	CBL: 033 I013001
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Location of Construction: 24 Hanover St	Owner Name: Collette Gouse	Owner Address: 24 Hanover St	Phone: 207-871-9793
Business Name: n/a	Contractor Name: n/a	Contractor Address: n/a Portland	Phone:
Lessee/Buyer's Name: n/a	Phone: n/a	Permit Type: Change of Use - Condo Conversion	

Proposed Use: Change of Use / Two Apartments to Two Condominium	Proposed Project Description: Change Of Use / Two Apartments to Two Condomiums
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Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Marge Schmuckal **Approval Date:** 04/16/2003

Note: 4/15/03 A check of the microfiche, old files, new files, electronic files, 1955 & 1959 Directories and assessors records show this to be a legal single family - left message with owner. **Ok to Issue:**
04/16/2003 Owner applied for a ch. Of use under permit #03-0213

- 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 two (2) family dwelling. Any change of use shall require a separate permit application for review and approval.

Dept: Building **Status:** Approved with Conditions **Reviewer:** Mike Nugent **Approval Date:** 04/18/2003

Note: **Ok to Issue:**

- 1) NO CONSTRUCTION, JUST A USE PERMIT

City of Portland, Maine - Building or Use Permit

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

Permit No: 03-0213	Date Applied For: 03/19/2003	CBL: 033 I013001
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Proposed Use: Change of Use / Two Apartments to Two Condominium	Proposed Project Description: Change Of Use / Two Apartments to Two Condominiums
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Dept: Building **Status:** Pending **Reviewer:** **Approval Date:**

Note: **Ok to Issue:**


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.

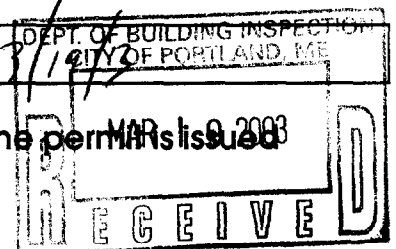
Location/Address of Construction: <u>24 Hanover St.</u>		
Total Square Footage of Proposed Structure <u>3,215</u>	Square Footage of Lot <u>3,531 SF</u>	
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>MAP 33 I 13</u>	Owner: <u>Collette Grube / Kimberly Wick</u>	Telephone: <u>871-9793</u>
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: <u>Collette Grube, Kimberly Wick</u> <u>24 Hanover St.</u> <u>Portland</u> <u>871-9793</u>	Cost Of Work: \$ <u>30.00</u> Fee: \$ <u>2</u> units @ \$25.00 per unit \$ <u>50.00</u>
Current use: <u>2 FAMILY</u> number of units: <u>2</u>		
Proposed use <u>condominiums</u> number of units: <u>2</u>		
Project description: <u>condominium conversion</u>		
Contractor's name, address & telephone:		
Who should we contact when the permit is ready: <u>Collette Grube</u>		<u>871-9793</u>
Mailing address:		Phone:

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>3/19/03</u>	DEPT. OF BUILDING INSPECTION CITY OF PORTLAND, ME
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This is not a permit, you may not commence ANY work until the permit is issued



WARRANTY DEED

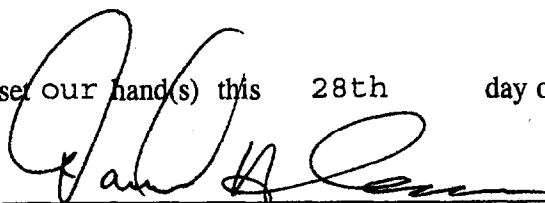
Know All Men By These Presents That We, Daniel A. Connor and Jennifer A. Connor of 24 Hanover Street, Portland, County of Cumberland and State of Maine,

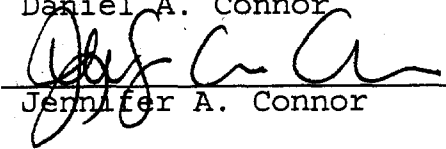
for consideration paid, grant to Kimberly A. Wick and Collette C. Grube of 101 Danforth Street Unit 12, Portland, County of Cumberland and State of Maine as Joint Tenants with **WARRANTY COVENANTS:**

A certain lot or parcel of land together with any buildings thereon situated in Portland County of Cumberland and State of Maine, more particularly described in Exhibit A attached hereto and incorporated herein by reference.

In Witness Whereof, we have hereunto set our hand(s) this 28th day of February, 2003.

Witness


Daniel A. Connor

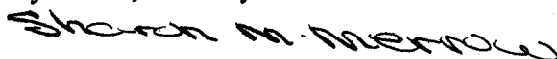

Jennifer A. Connor

State of Maine
County of Cumberland ss.

On this 28th day of February, 2003, personally appeared before me the above named Daniel A. Connor and Jennifer A. Connor

and acknowledged the foregoing to be his/her/their free act and deed.


Notary Public, Attorney at Law


Sharon M. Morrow

Return to: Kimberly A. Wick

March 19, 2003

Marge Schmuckal
Zoning Administrator
315-389 Congress St.
Portland, ME 04101

Dear Ms. Schmuckel:

Per our conversation over the phone, we are submitting a detailed cover letter along with our application for a Condominium Conversion at 24 Hanover St.

We closed on the above mentioned property February 28, 2003. At the time of our closing both the front and rear units were vacant. The previous owners Dan and Jennifer Connors were living in the front unit, and the rear unit was vacant the entire month of February. We went under contract in December of 2002, at which time the rear unit was rented and the tenants were on a month to month arrangement with rent of \$850.00. We were called by our realtor Edmund Gardner of Bay Realty sometime during the first few days of February and informed that the rear tenants had vacated the property without notice to the previous owners, we were then asked if we wanted the Connors to find another renter for that unit, our reply was to leave it vacant. We have no information as to where the tenants relocated or as to why they vacated the property. This information would have to be obtained by the previous owners or their realtor.

We are more than willing to provide you with a copy of our contract, as it will show that there were no prior arrangements for the removal of tenants. Furthermore, you may contact our realtor Edmund Gardner at Bay Realty or Will Honan of Bay Properties to confirm this cover letter.

Sincerely,



Collette C. Grube

OWNERS OCCUPY UNIT # 1 OR UNIT A = to front unit

Zoning Division
Marge Schmuckal
Zoning Administrator



Department of Urban Development
Joseph E. Gray, Jr.
Director

CITY OF PORTLAND

Condominium Conversion Tenant Forms

BUILDING ADDRESS: 24 Hanover

NUMBER OF UNITS: # = 2

TENANT NAME: ~~na~~ Reel - vacant (Rent) owners unit = 1 of A

TENANT'S UNIT #: Na

TENANT'S TEL. #: Na

TENANT'S PRESENT ANNUAL INCOME: ~~na~~ no tenant

NUMBER OF YEARS TENANT HAS CONSECUTIVE LIVED IN BLDG: ~~na~~ vacant
no tenant

ATTACH COPY OF TENANT NOTICE

OWNER'S NAME/ADDRESS/TEL. #: Collette Grobe / Kimberly Wick
24 Hanover Portland, Me 04101 871-9793 * Cover letter included

DEVELOPER'S INFO IF DIFFERENT THAN OWNER: Same

TYPE OF ALTERATIONS EXPECTED FOR THE CONVERSION - PLEASE DETAIL
Minor interior work Back Unit, IE Floor Repair.
New Box Head.

CONDOMINIUM CONVERSION PERMIT
CITY OF PORTLAND, MAINE
PART I

To the Chief of Building and Inspection Services, Portland, Maine, the undersigned hereby applies for a Condominium Conversion Permit.

Location of Project: _____ Assessor's chart: MAP 33
Block: I
Lot: 13

Name of Owner: Collette Grobe / Kimberly Wick

Address: 24 Hanover St Portland, Me 04101

Telephone No.: 207/871-9793

Name of Project: 24 Hanover St. Condominium Assoc.

No of Units to be Converted: 2

No. of Units applying for: 2

No. of Units in structure 2

Date on which Declaration of Condominiums was filed in Cumberland County Registry of Deeds Will not be filed until 1st unit is sold. Changes may need to

Approved by: be made

ZONING: _____ Date: _____

No. of units approved (circle)

Fire Dept:	1	3	3	4	5	6	7	8	9	10	Date: _____
Plumbing:	1	2	3	4	5	6	7	8	9	10	Date: _____
Elec:	1	2	3	4	5	6	7	8	9	10	Date: _____
Bldg. & Housing:	1	2	3	4	5	6	7	8	9	10	Date: _____

Comments: _____

CONDOMINIUM CONVERSION APPLICATION
PART II

CODE COMPLIANCE:

1. Please attach copy of Notice of Intent to this application.
2. Attach also a list of names of tenants or occupants to whom letters were sent.
none sent as no tenants when building was acquired
3. Please include addresses of those receiving notices of intent and dates such notice was received. (Please give apt. number wherever possible)
4. Have notices of intent been given to tenants in accordance with Chapter 608.4 of the Municipal Code entitled "Condominium Conversion Ordinance"?
yes no *N/A*
5. Have relocation payments been made to eligible tenants in accordance with Chapter 608.5 of the Municipal Code? yes no *N/A*
6. Have relocation referrals and assistance been provided to tenants on demand?
yes no *N/A*

*Cover
letter
included*

Condominium Conversion Permit Application, continued

PART III

PROJECT DATA

033-I-013

1. Assessor's reference, Chart, Block; Lot:

- 2. Number of units before conversion:
 - _____ units with 1 bedroom;
 - 2 units with 2 bedrooms;
 - _____ units with 3 or more bedrooms;

3. Monthly rent (range)
 (specify with or without util.)
 previously rented rear unit
 for \$850 w/water + sewer only;
 units vacant when purchased;
 previous owners occupied front unit; no
 rental history.

- 4. Number of units after conversion:
 - _____ units with 1 bedroom;
 - 2 units with 2 bedrooms;
 - _____ units with 3 or more bedrooms;

5. Purchase Price (range)

 Front unit will not be sold owners consent
 will give time
 Rear unit
 \$165,000 - 179,000

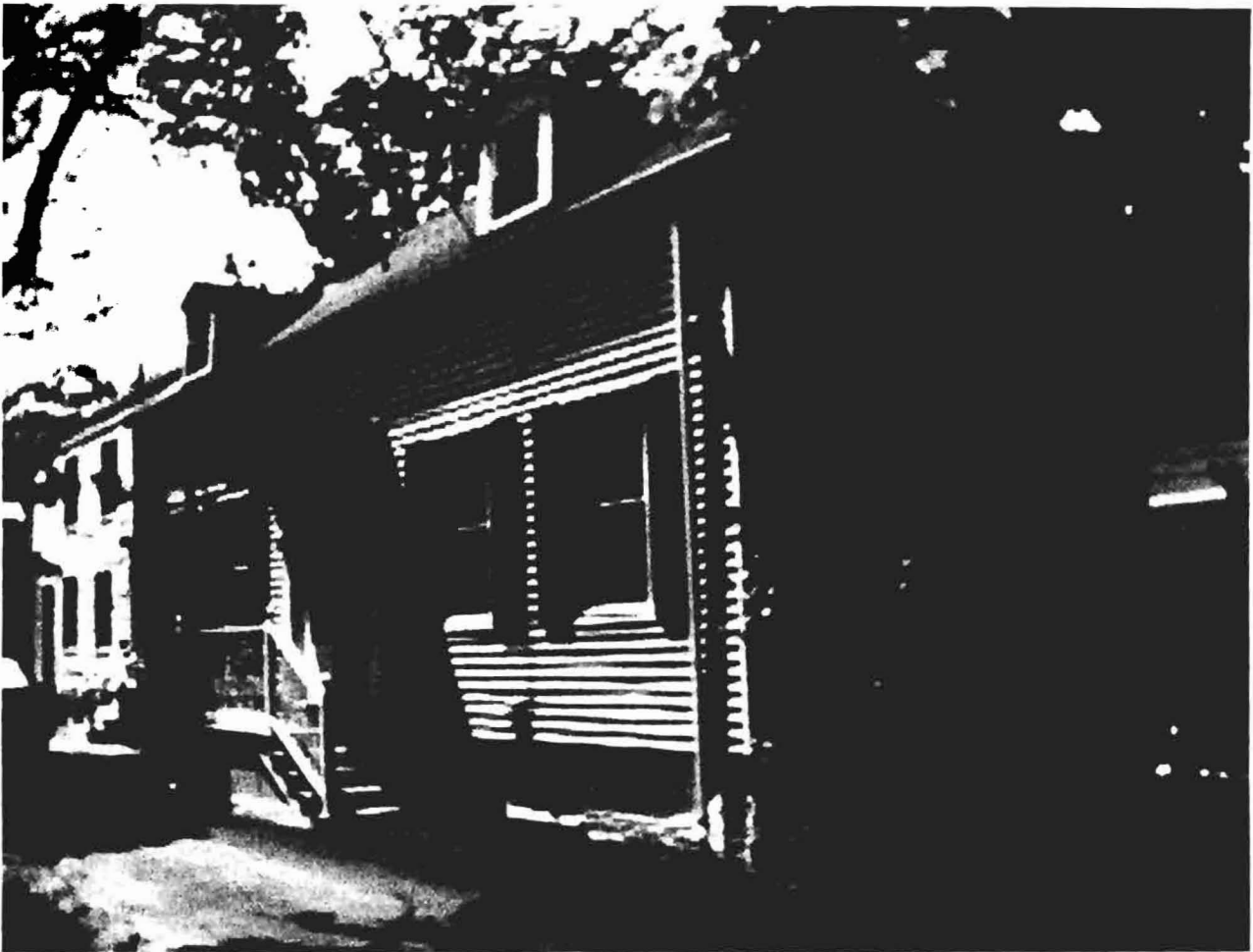
6. Length of time building owned by applicant? 3 WKS

7. Are any building improvements, renovations, or modifications being made associated with this conversion that require a Building, Plumbing, Electrical, or Heating Permit

Yes _____ No (Please circle applicable permit type.)

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

- \$ 1,300 exterior walls, windows, doors, roof
- \$ _____ insulation
- \$ 1,400 interior cosmetic (wall/floor/refinishing, etc.)
- \$ _____ other (specify) _____
- _____ none



This page contains a detailed description of the Parcel ID you selected. Press the **New Search** button at the bottom of the screen to submit a new query.

Current Owner Information

Card Number 1 of 1
Parcel ID 033 I013001
Location 24 HANOVER ST
Land Use TWO FAMILY

Owner Address CONNOR DANIEL A & JENNIFER A CONNOR JTS
 24 HANOVER ST
 PORTLAND ME 04101

Book/Page 16421/063
Legal 33-I-13
 HANOVER ST 24-26

 3531 SF

Valuation Information

Land	Building	Total
\$32,340	\$69,300	\$101,640

Property Information

Year Built 1855	Style Old Style	Story Height 1.5	Sq. Ft. 2274	Total Acres 0.081	
Bedrooms 4	Full Baths 2	Half Baths 1	Total Rooms 9	Attic None	Basement Full

Outbuildings

Type	Quantity	Year Built	Size	Grade	Condition
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Sales Information

Date	Type	Price	Book/Page
06/18/2001	LAND + BLDING	\$199,000	16421-063
06/01/1998	LAND + BLDING	\$103,750	13898-043

Picture and Sketch

<u>Picture</u>	<u>Sketch</u>
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[Click here to view Tax Roll Information.](#)

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or [e-mailed](#).





CITY OF PORTLAND

Condominium Conversions

The permit fee is \$25.00 per unit. There is an additional fee for any building alterations.

Condo conversions are not a change of use, they are a change of ownership. It concerns the ownership of building areas not land. Subdivision is not involved. Only the legal number of units may be condominiumized. Any illegal units shall be removed or made legal by proper permitting.

The purpose of this ordinance is to protect existing tenants and to ensure that converted housing is safe and decent.

Notice of intent to convert: All tenants shall be given a minimum of 120 days before the tenant is required to vacate. 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.

0-4 years = 120 day notice	9 years = 270 day notice
5 years = 150 day notice	10 years = 300 day notice
6 years = 180 day notice	11 years = 330 day notice
7 years = 210 day notice	12+ years = 360 day notice – (maximum)
8 years = 240 day notice	

60 days after their notice, the tenant has an exclusive an irrevocable option to purchase the unit that the tenant possesses. 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.

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 proceeding two (2) months only if the tenant meets the current 80% of the low/mode 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.

PLEASE READ SPECIFIC ORDINANCE FOR EXACT INFORMATION



CITY OF PORTLAND, MAINE

Department of Building Inspections

_____ 2010

Received from John J. ...

Location of Work 24 ...

Cost of Construction \$ _____

Permit Fee \$ 200.00

Building (I1) ___ Plumbing (I5) ___ Electrical (I2) ___ Site Plan (U2) ___

Other ...

CBL: ...

Check #: ...

Total Collected \$ 200.00

THIS IS NOT A PERMIT

No work is to be started until PERMIT CARD is actually posted upon the premises. Acceptance of fee is no guarantee that permit will be granted. PRESERVE THIS RECEIPT. In case permit cannot be granted the amount of the fee will be refunded upon return of the receipt less \$10.00 or 10% whichever is greater.

WHITE - Applicant's Copy
YELLOW - Office Copy
PINK - Permit Copy



CITY OF PORTLAND, MAINE
Department of Building Inspections

20

Received from _____

Location of Work _____

Cost of Construction \$ _____

Permit Fee \$ _____

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Other _____

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