

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

BUILDING DEPARTMENT

PERMIT

Permit Number: 021268

This is to certify that Brunstad Donna/Applicant

has permission to Condominium Conversion/4 units

AT 98 Park St 045 B009001

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 work on permit must be completed before this building or part thereof is closed or enclosed-in. 24 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] 7/23/03
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: 02-1268	Issue Date:	CBL: 045 B009001
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Location of Construction: 98 Park St	Owner Name: Brunstad Donna	Owner Address: 98 Park St	Phone: 879-8707
Business Name:	Contractor Name: Applicant	Contractor Address: Portland	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Condo Conversion	Zone: R-6

Past Use: Multi Family/4 Units	Proposed Use: Condominiums/4 Units	Permit Fee: \$130.00	Cost of Work: \$130.00	CEO District: 2
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Proposed Project Description: Condominium Conversion/4 Units	FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: R2 Type: 5B 1/23/03
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legal 4 D.U per microfiche - no use change permitted

Signature: <i>[Signature]</i>	Signature: <i>[Signature]</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: gad	Date Applied For: 11/08/2002	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"/> Date: <i>1/17/03</i>	Zoning Appeal <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date:	Historic Preservation <input 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>any exterior work requires a separate review</i>
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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 _____

City of Portland, Maine - Building or Use Permit

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

Permit No: 02-1268	Date Applied For: 11/08/2002	CBL: 045 B009001
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Location of Construction: 98 Park St	Owner Name: Brunstad Donna	Owner Address: 98 Park St	Phone: () 879-8707
Business Name:	Contractor Name: Applicant	Contractor Address: Portland	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Condo Conversion	

Proposed Use: Condominiums/4 Units	Proposed Project Description: Condominium Conversion/4 Units
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Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Marge Schmuckal **Approval Date:** 01/17/2003**Note:** 98 Park Street **Ok to Issue:**

11/22/02 called owner -I only have one tenant notice for #1 - owners use #2 & #3 - Where is notice for apt #4?
 Also any exterior work to be done? In Historic Row House
 1/17/03 received fax explaining the 4th floor tenant - ok

- 1) ANY exterior work requires a separate review and approval thru Historic Preservation
- 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 four (4) 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:** 01/23/2003**Note:** **Ok to Issue:**

- 1) This permit does NOT authorize any building construction or alteration , simply a change in the form of ownership.

Dept: Fire **Status:** Approved **Reviewer:** Lt. McDougall **Approval Date:** 01/21/2003**Note:** **Ok to Issue:**

02-1268

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>98 Park Street</u>		
Total Square Footage of Proposed Structure <u>6,174</u>	Square Footage of Lot <u>2,650</u>	
Tax Assessor's Chart, Block & Lot Chart# <u>045</u> Block# <u>B</u> Lot# <u>009</u>	Owner: <u>Donna L. Brunstad</u> <u>98 Park St. #2 04101</u>	Telephone: <u>879-8707</u>
Lessee/Buyer's Name (if Applicable) <u>N/A</u>	Applicant name, address & telephone: <u>Same</u>	Cost Of Work: \$ <u>30.00</u> Fee: \$ <u>4</u> units @ \$25.00 per unit \$ <u>100.00</u>
Current use: <u>APARTMENTS</u> number of units: <u>4</u>		
Proposed use <u>CONDOMINIUMS</u> number of units: <u>4</u>		
Project description: <u>THIS IS A CONVERSION FROM 4 APARTMENTS TO 4 CONDOMINIUM UNITS. (THE OWNER + SPOUSE CURRENTLY OCCUPY UNITS 2,3.)</u>		
Contractor's name, address & telephone: <u>applicant</u>		
Who should we contact when the permit is ready: <u>DONNA L. BRUNSTAD</u>		
Mailing address: <u>98 PARK ST., #2</u> <u>PORTLAND, ME 04101</u>		
		Phone: <u>879-8707</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.

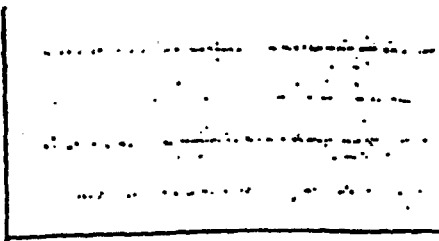
I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, 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>[Signature]</u>	Date: <u>4 MAY 02</u>
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This is not a permit, you may not commence ANY work until the permit is issued

REC'D
11/02/02
[Signature]

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: 98 PARK STREET Assessor's chart: _____
Block: _____
Lot: _____

Name of Owner: DANNA L. BRUNSTAD

Address: 98 PARK ST., #2, PORTLAND 04101

Telephone No.: 207-879-8707

Name of Project: 98 PARK STREET CONDOMINIUMS

No of Units to be Converted: 4

No. of Units applying for: 4

No. of Units in structure 4

Date on which Declaration of Condominiums was filed in Cumberland County Registry of Deeds _____

Approved by: _____

ZONING: _____ Date: _____

No. of units approved (circle)

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

Comments: _____

Condominium Conversion Permit Application, continued

PART III
PROJECT DATA

1. Assessor's reference, Chart, Block; Lot: _____
2. Number of units before conversion:
3 units with 1 bedroom;
1 units with 2 bedrooms;
_____ units with 3 or more bedrooms;
3. Monthly rent (range)
(specify with or without util.)
1500 - 1900 (INC. UTILITIES)
1200 - 1400 (INC. UTILITIES)

4. Number of units after conversion:
3 units with 1 bedroom;
1 units with 2 bedrooms;
_____ units with 3 or more bedrooms;
5. Purchase Price (range)
\$ 199,000 - 299,000
299,000

6. Length of time building owned by applicant? 6 years
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:
\$ _____ exterior walls, windows, doors, roof
\$ _____ insulation
\$ 50,000 interior cosmetic (wall/floor/refinishing, etc.)
\$ _____ other (specify) _____
_____ none

9. For each converted rental unit supply the following information on last tenants prior to conversion:

	Unit Number:	1	2	3	4	5	6	7	8	9	10
a) Length of occupancy-		1 yr. OWNERS VACANT									
b) Age of head of household-		50-50 64									
c) Number of children-		0 0									
d) Number of persons ages 60 or over-		2									
e) Will tenant purchase unit?		DONT KNOW									
f) If not, was (or will) relocation payment (be) made?		N/A									
g) If moving, check destination below:											
i) Same Neighborhood-											
ii) Elsewhere in Portland-											
iii) Out of Portland-											
iv) Unknown-		✓									

- tenant notice for APT #1
 - OWNERS occupy APT 2 & 3
 - see FAX concerning APT #4

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.
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
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

Zoning Division
Marge Schmuckai
Zoning Administrator



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

CITY OF PORTLAND

Condominium Conversion Tenant Forms

BUILDING ADDRESS: 98 PARK STREET, PORTLAND 04101

NUMBER OF UNITS: 4

TENANT NAME: VINCENT AND SHERA SBAND

TENANT'S UNIT #: 1

TENANT'S TEL. #: 772-7251

TENANT'S PRESENT ANNUAL INCOME: _____

NUMBER OF YEARS TENANT HAS CONSECUTIVE LIVED IN BLDG: 1

ATTACH COPY OF TENANT NOTICE

OWNER'S NAME/ADDRESS/TEL. #: DAVNA L. BRUNSTAD 98 PARK ST,
2, PORTLAND, ME 04101 207-879-8787

DEVELOPER'S INFO IF DIFFERENT THAN OWNER: _____

TYPE OF ALTERATIONS EXPECTED FOR THE CONVERSION - PLEASE DETAIL

Donna L. Brunstad
98 Park Street
Portland, Maine 04101

MEMO

To: Marge Schmuckal
Portland Economic Development Office

From: Donna Brunstad

Date: November 26, 2002

Re: Condominium Conversion, 98 Park Street
4th floor unit

We had a tenant in the unit who had an 18 month lease that expired August 30, 2002. He contracted to rent another apartment in Portland and asked to stay on until that apartment was ready. We agreed and he moved into the new apartment on, I believe, November 1st.

His income, according to the credit report and the information that he filled out for Fishman Realty, at the time of the origination his lease, was \$80,000+ per annum.

Received
1/17/03

↑
wrong

98 Park Street, Portland, Maine 04101,
FAX Number: 207-879-8715

facsimile transmittal

To: Marge Schmuckal Fax: 874-8716

From: Donna Brunstad Date: 17 January 2003

Re: 98 Park Street Condo Conversion Pages: 2 inc. cover

CC:

Urgent For Review Please Comment Please Reply Please Recycle



again. Thanks for the call.

Donna

.....

Donna L. Brunstad
98 Park Street
Portland, Maine 04101

1 November 2002

DELIVERED BY HAND 11/1/02

Sheila and Vincent Sbano
98 Park Street, Apt. #1
Portland, Maine 04101

Dear Sheila and Vin,

This letter serves to notify you of my intention to convert this building to condominiums. The first unit to be sold will be Unit #4, which will be placed on the market this month.

The offering price for your unit will be \$299,000.

Should you wish to purchase your apartment, for the next 60 days you will have the exclusive and irrevocable option to purchase it, which option may not be assigned,. Should you choose not to purchase it within that sixty-day period, (which ends December 31, 2002) you will continue to occupy the unit until the expiration of your lease on April 30, 2003, or until you give us the pre-discussed 30 day notice if you desire to move elsewhere. We will begin to show the unit on March 1, 2003, under the provisions of your lease, unless you grant us the right to show the unit at an earlier date.

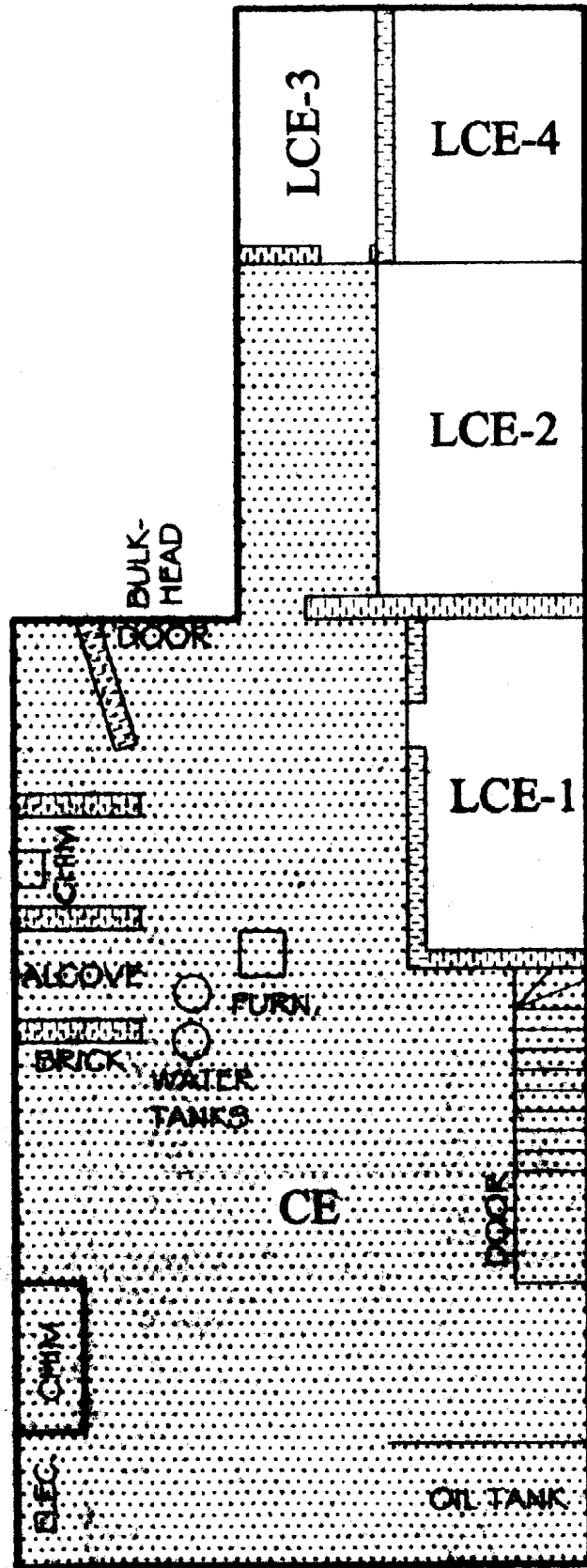
If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law, or complaints about the way you have been treated by the 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).¹

If you have any questions, please feel free to contact me.

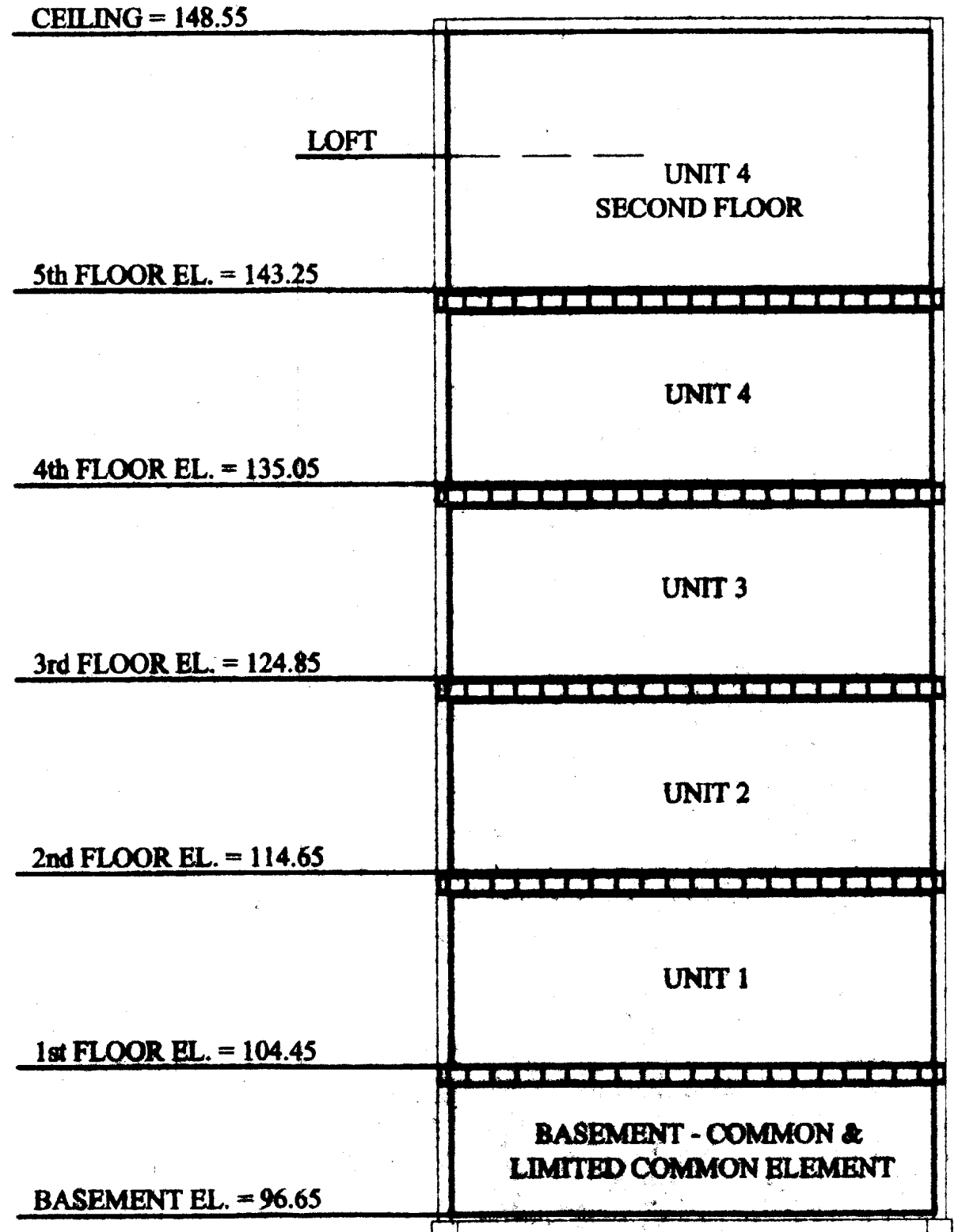
Best regards,

Donna Brunstad

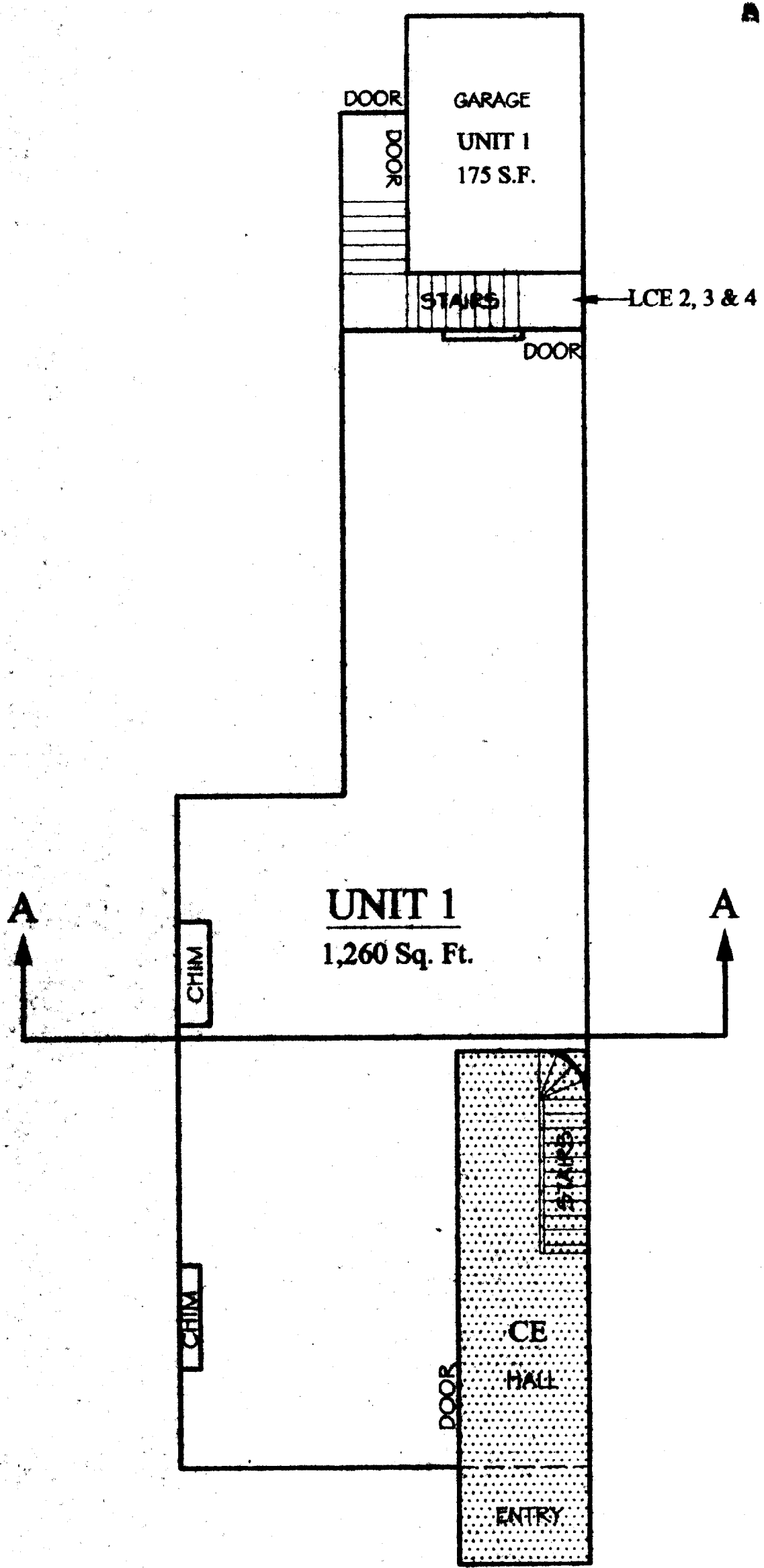
¹ This paragraph is required by law and does not apply to any tenant whose gross income exceeds either (80) percent of the median income of the Portland SMSA, adjusted for family size, as determined by the U.S. Department of Housing and Urban Development at the time notice is given as required in section 14-468 (a).



BASEMENT



**SECTION A
FRONT VIEW**

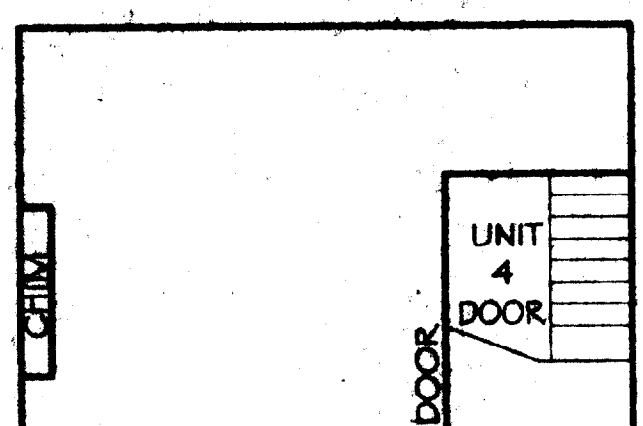


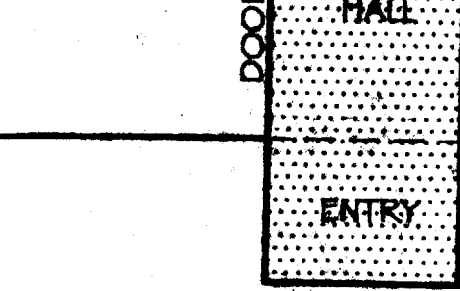
FIRST FLOOR

SECO

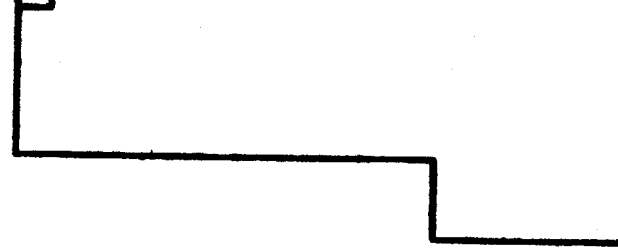
← PAR

VERTICAL

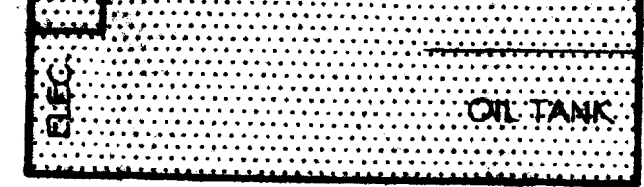




FIRST FLOOR



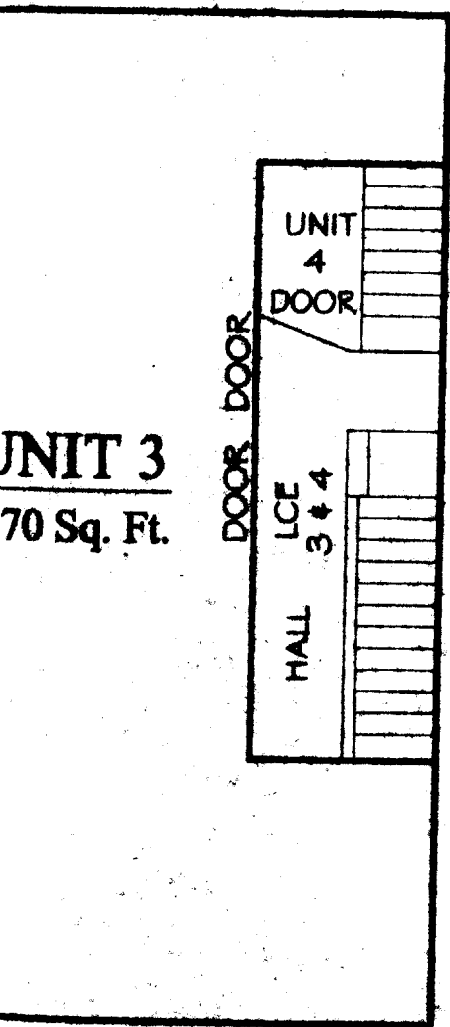
SECOND FLOOR



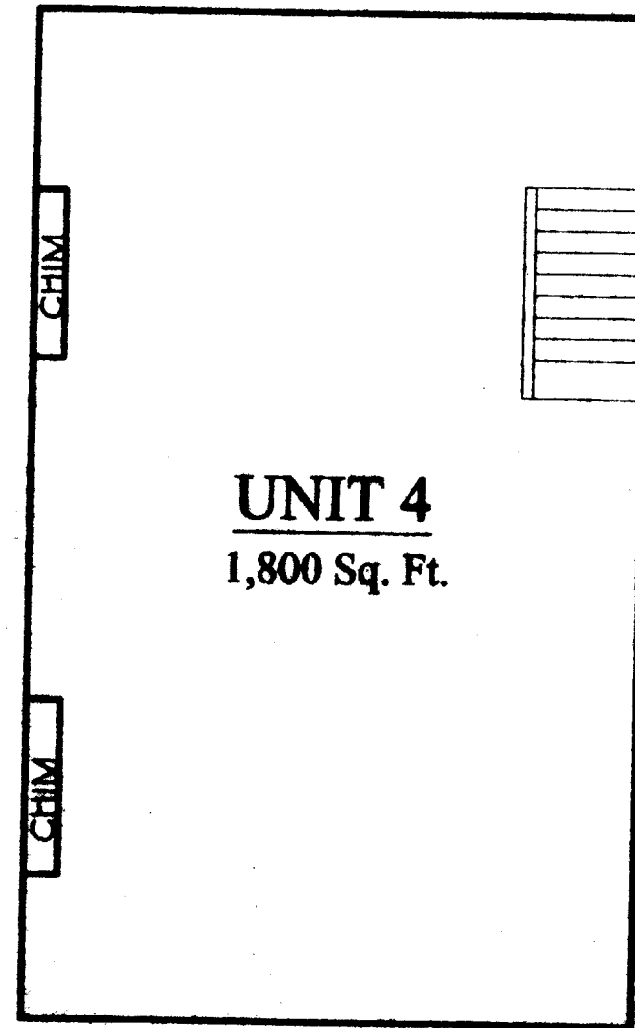
BASEMENT

← PARK STREET →

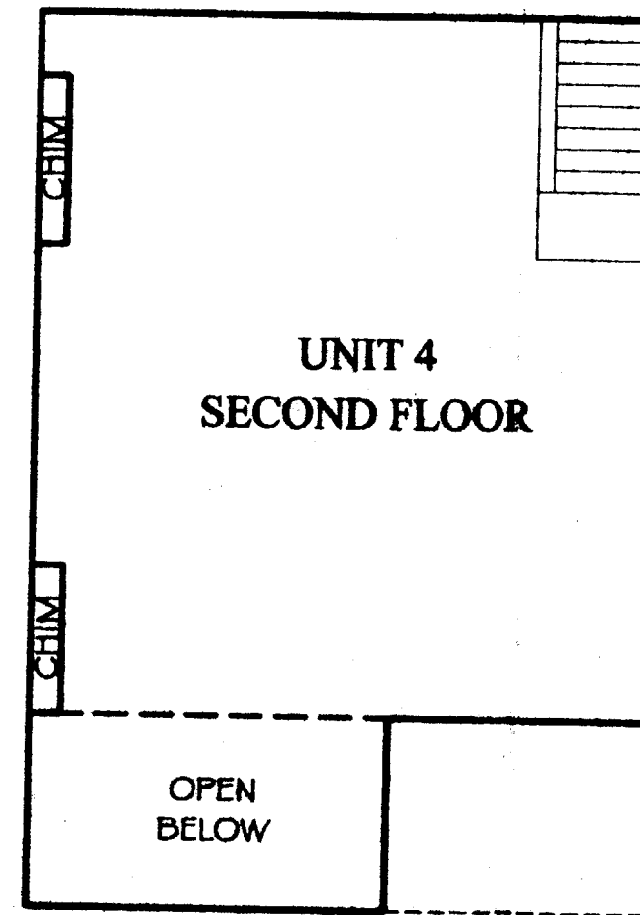
VERTICAL BOUNDARY



THIRD FLOOR



FOURTH FLOOR

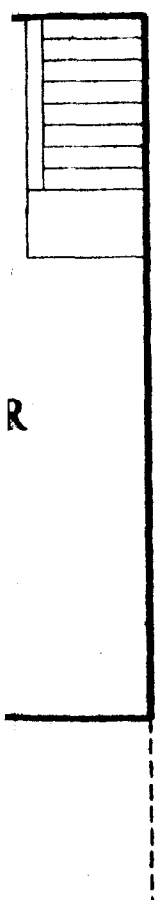


FIFTH FLOOR


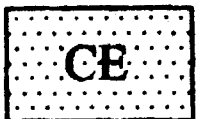

BASEMENT

SECTION A
FRONT VIEW

HORIZONTAL BOUNDARY



LEGEND

-  UNIT BOUNDARY
-  COMMON ELEMENT
-  LIMITED COMMON ELEMENT UNIT 2

R

OR

NOTE: ALL ELEVATIONS BASED ON OFFICIAL CITY OF PORTLAND DATUM ON FILE AT PORTLAND ENGINEERING DEPARTMENT

HORIZONTAL & VERTICAL BOUNDARIES
"98 PARK STREET CONDOMINIUM"
 98 PARK STREET, PORTLAND, MAINE
 MADE FOR
DONNA BRUNSTAD
 98 PARK STREET, PORTLAND, MAINE

OWEN HASKELL, INC.
 16 CASCO ST., PORTLAND, ME 04103 (207) 774-0424
 PROFESSIONAL LAND SURVEYORS

Drawn By	EC	Date	JUL 15, 2002
Issue By	JLW	Date	2002-12-22
Check By	JWS	Date	07/15/02
Scale	1/8" = 1'		