

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK  
**CITY OF PORTLAND**

**BUILDING DEPARTMENT**  
**PERMIT**

Please Read Application And Notes, If Any, Attached

**PERMIT ISSUED**  
Permit Number: 051362  
NOV 3 2005  
**CITY OF PORTLAND**

This is to certify that SARCHI CHRISTOPHER J. KRISTINA ITS/Chris Sarchi  
has permission to Change of use to 7 unit Condo Conversion  
AT 199 SPRING ST L 045 E022001

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of the State of Oregon 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 in progress before this building or part thereof is occupied or closed-in. 48 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. Greg Case 11-1-05  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name \_\_\_\_\_

*Chris Sarchi*  
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: 05-1362	Issue Date: <b>PERMIT ISSUED</b> NOV 3 2005	Phone: 45 E022001
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<b>Location of Construction:</b> 199 SPRING ST	<b>Owner Name:</b> SARCHI CHRISTOPHER P & KRI	<b>Owner Address:</b> 3537 RUNNYMEADE DR	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Chris Sarchi	<b>Contractor Address:</b> 16 Covese Road Cumberland	<b>Phone:</b>
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Change of Use - Condo Conversion	<b>Zone:</b> R6

<b>Past Use:</b> Multi -unit apartment building <i>legal units 7</i>	<b>Proposed Use:</b> Change of use to 7 unit Condo Conversion	<b>Permit Fee:</b> \$1,575.00	<b>Cost of Work:</b> \$1,575.00	<b>CEO District:</b> 2
<b>Proposed Project Description:</b> Change of use to 7 unit Condo Conversion		<b>FIRE DEPT:</b> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <i>TO NFPA 100</i>	<b>INSPECTION:</b> Use Group: <i>R2</i> Type: <i>3B</i> <i>11/2/05</i> Signature: <i>[Signature]</i>	
		<b>PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)</b> Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Signature: _____ Date: _____		

<b>Permit Taken By:</b> Idobson	<b>Date Applied For:</b> 09/16/2005	<b>Zoning Approval</b>		
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<ol style="list-style-type: none"> <li>This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</li> <li>Building permits do not include plumbing, septic or electrical work.</li> <li>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..</li> </ol>	<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 w/cond. has</i> Date: <i>10/31/05</i> <i>ABU</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  Date: _____	<b>Historic Preservation <i>yes</i></b> <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 <i>Any exterior work requires a separate review and approval</i> Date: <i>10/19/05</i> <i>ABU</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

# 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>199 SPRING STREET</u>		
Total Square Footage of Proposed Structure <u>3,707 sq. feet</u>	Square Footage of Lot <u>4,938 sq. ft.</u>	
Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot# <u>map 45      E      22</u>	Owner: <u>CHRIS + KRISTI SARCHI</u>	Telephone: <u>207-781-5971 (H)</u> <u>610-299-2592 (C)</u>
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: <u>Chris + Kristi Sarchi</u> <u>16 Cooside Road, Cumberland Fside</u> <u>Maine 04110      207-781-5971</u>	Cost Of Work: \$ <u>TBD</u> Fee: \$
Current use: <u>Apartment Building</u>		
If the location is currently vacant, what was prior use: <u>residential apartments</u>		
Approximately how long has it been vacant: <u>Please see attached current tenant sheet (pg 1)</u>		
Proposed use: <u>Condominiums</u>		
Project description: <u>Conversion to condominium unit</u>		
Contractor's name, address & telephone:		
Who should we contact when the permit is ready: <u>Chris Sarchi</u>		
Mailing address: <u>16 Cooside Road</u> <u>207-781-5971 (H)</u> <u>610-299-2592</u> <u>Cumberland Foreside, ME 04110</u> <u>207-781-2790 (O)</u> <u>(cell)</u>		
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. <b>PHONE:</b>		

**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.**

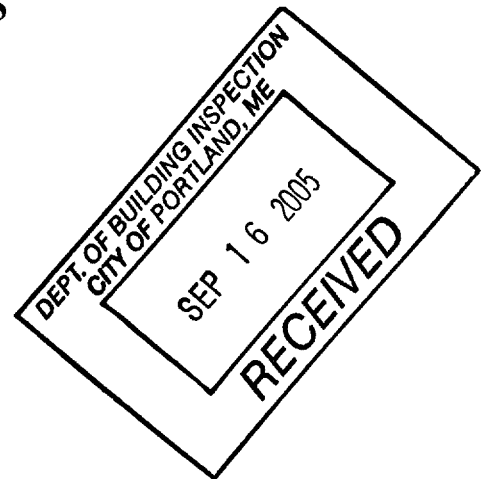
*I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, 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>Chris Sarchi</u>	Date: <u>9-16-2005</u>
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**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  
Planning Department on the 4<sup>th</sup> floor of City Hall**

**APPLICATION  
FOR  
CONDOMINIUM CONVERSION  
PERMIT**

**Submitted by:  
Christopher & Kristi Sarchi  
September 15, 2005**



September 16, 2005

To: The City of Portland / Department of Planning and Urban Development  
From: Christopher and Kristi Sarchi  
Re: Condominium Conversion of property at 199 Spring Street, Portland, Maine

To Whom It May Concern:

Attached you will find our application for a condominium conversion permit for our property located at 199 Spring Street in Portland, Maine, along with \$1,575 to cover the cost of permit fee per unit (7 x \$150) and the cost of the Certificate of Occupancy fee (7 x \$75). The building is currently a 7 unit rental property that consists of 5 one bedroom apartments, 1 efficiency apartment, and a large one bedroom with a loft. There is off-street parking for seven compact vehicles, a common area washer and dryer, and limited storage in the basement. Architectural blue prints for this project have been completed by John Snow of Owen Haskell, Inc, and can be provided to you for review upon request.

In addition to the exterior painting and new heating system/boiler that was replaced last spring, there have been many cosmetic improvements that have been done over the last 2 years, none of which have required a building permit. Each unit will also have all new appliances when complete. We estimate that the average cost of cosmetic work and updating will be apx. \$7,500 per unit.

Below is a summary of the current tenant sheet, along with rents, and time at residence.

Unit 1	Anne Nault/Nicole Willett	1/15/05 – current	\$ 725
Unit 2	Anna Schwartz (now vacant)*	10/16/02-4/1/05	\$ 550
Unit 3	Katherine Dwyer (now vacant)**	7/15/04-7/15/05	\$ 695
Unit 4	David Hamilton	10/1/04-current	\$ 550
Unit 5	Michael Tadema-Wielandt	1/1/03-current	\$ 925
Unit 6	Pat Shaw	9/1/98-current	\$ 575 <sup>7-years</sup>
Unit 7	Francisco Guerra	4/1/05-current	\$ 675

\* Anna wanted a room-mate and larger apt. She can be reached at 124 Bracket Street, #1, Portland, Maine, (207)831-5796

\*\* Katherine wanted a room-mate and larger apt. She can be reached at (207) 423-2296

For the current tenants, the attached letters of notice will be provided immediately upon approval of our conversion permit. These letters have been drafted by Rick Shinay, from the law office of Drummond, Woodsum and McMahan. Once the final association bylaws and remaining legal documents are complete (on/before Sept 26<sup>th</sup>), they can be forwarded to you for your review upon request.

Please don't hesitate to contact me directly with any additional questions or concerns at 610-299-2592 (mobile) , 207-781-2790 (office) or 207-781-5971 (home).

Thank you for your consideration of this request, and we look forward to hearing from you soon.

Sincerely Yours,

  
Christopher Sarchi

  
Kristi Sarchi

September 16, 2005

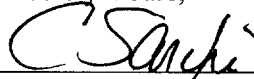
To: The City of Portland / Department of Planning and Urban Development  
From: Christopher and Kristi Sarchi  
Re: Condominium Conversion of property at 199 Spring Street, Portland, Maine

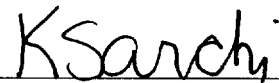
To Whom It May Concern:

During the application process, it came to our attention that one of the tax bills for 199 Spring Street in Portland was sent to our previous address in Pennsylvania (all other tax bills for properties owned in Portland were sent to our correct address in Cumberland Foreside). Since we did not receive the bill, the payment that we sent in was not accurate and a balance of \$44.89 (including penalties) was applied to our tax bill. Since we were not aware of the difference (between our estimate and the actual bill which was not received), a lien was placed on the property. Once discovered, all previous due taxes, along with penalties (\$44.89) and pending taxes due in September of 2006 (\$3,278.68) were paid. Attached is the receipt from these payments.

Please don't hesitate to contact me directly with any additional questions or concerns at 610-299-2592 (mobile) , 207-781-2790 (office) or 207-781-5971 (home).

Sincerely Yours,

  
\_\_\_\_\_  
Christopher Sarchi

  
\_\_\_\_\_  
Kristi Sarchi

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

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

Permit No: 05-1362	Date Applied For: 09/16/2005	CBL: 045 E022001
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Location of Construction: 199 SPRING ST	Owner Name: SARCHI CHRISTOPHER P & KRI	Owner Address: 3537 RUNNYMEADE DR	Phone:
Business Name:	Contractor Name: Chris Sarchi	Contractor Address: 16 Coveside Road Cumberland	Phone: (207) 781-5971
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Condo Conversion	

Proposed Use: Change of use to 7 unit Condo Conversion	Proposed Project Description: Change of use to 7 unit Condo Conversion
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**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Ann Machado      **Approval Date:** 10/31/2005

**Note:** Called Chris Sarchi 10/4/05. Left message that he should issue the letters of notice to the tenants changing the dates so the tenant has the 120 day notice. He also has to let us know the specific offer & terms for tenant to purchase the unit. He has to notify us in writing when he does issue the notices. **Ok to Issue:**

10/28/05 Tried to return Chris's call. No answer or answering machine-couldn't leave message.

- 1) 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.
- 2) This property shall remain as seven family dwellings. Any change of use shall require a separate permit application for review and approval.
- 3) 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.
- 4) ANY exterior work requires a separate review and approval thru Historic Preservation
- 5) 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.

**Dept:** Building      **Status:** Approved with Conditions      **Reviewer:** Mike Nugent      **Approval Date:** 11/02/2005

**Note:** **Ok to Issue:**

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

**Dept:** Fire      **Status:** Approved with Conditions      **Reviewer:** Cptn Greg Cass      **Approval Date:** 11/01/2005

**Note:** **Ok to Issue:**

- 1) Building to comply with NFPA 101

T A X   R E C E I P T  
City of Portland, Maine  
P O Box 544  
Portland ME 041120544  
207-874-8856

Paid by: SARCHI CHRISTOPHER P &  
KRISTI A JTS  
3537 RUNNYMEADE DR  
NEWTON SQUARE PA 19073

Receipt#: 15593 / 515120  
Batch: TONYAM 9/06/2005 00  
Date paid: 9/06/2005

Account ID:	6992	Parcel Id	045 - E-022-001
	199 SPRING ST		REAL ESTATE TAX
Owner:	SARCHI CHRISTOPHER P &		45-E-22
ACCOUNT #	P13877		SPRING ST 199-201
WEST END			4939 SF

Year	Value	Rate	Base	Pen & Int	Coll fee	Total paid
2005 2 MAIL 1		4.42	1.05			1.05
2005 2 MAIL 2		3.94	8.84			8.84
2005 2 LIEN		35.00	35.00			35.00
	Year total:		44.89			44.89

2006 1 RE TAX	325750	20.13000	3,278.68			3,278.68
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Printed: 9/06/05 13:00:43	Receipt total:	3,323.57
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Tender: CHECK	1016	3,337.66
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UNPAID BALANCE AS OF: 9/06/05		Base	Pen & Int	Coll fee	Total unpaid
2006 2 RE TAX		3,278.68			3,278.68



**T A X    R E C E I P T**  
City of Portland, Maine  
P O Box 544  
Portland ME 041120544  
207-874-8856

aid by: C & K PROPERTIES  
16 COVESIDE RD  
CUMBERLAND FORESIDE ME 04110

Receipt#: 15593 / 515121  
Batch: TONYAM 9/06/2005 00  
Date paid: 9/06/2005

-----  
Account ID: 18269 Description: 045 E022  
99 SPRING ST PERSONAL PROPERTY TAX  
Owner: C & K PROPERTIES  
CHRISTOPHER & KRISTI SARCHI  
Account Number S09900A  
-----

Year	Value	Rate	Base	Pen & Int	Coll fee	Total paid
006 1 PP	1400	20.13000	14.09			14.09

Printed: 9/06/05 13:00:44 Receipt total: 14.09

Tender: CHECK 1016 3,337.66

UNPAID BALANCE AS OF:	9/06/05	Base	Pen & Int	Coll fee	Total unpaid
006 2 PP		14.09			14.09

(COPY)



CITY OF PORTLAND, MAINE  
Department of Building Inspection

# Certificate of Occupancy

Issued to **Allie H. White, Jr.**

LOCATION **199-201 Spring Street**

Date of Issue **November 24, 1971**

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. \_\_\_\_\_, has had final inspection, has been found to conform occupancy or use, limited or otherwise, as indicated below.

**POSITION OF BUILDING OR PREMISES**  
Entire

Limiting Conditions:

**APPROVED OCCUPANCY**

- 1st floor - 3 apartments
- 2nd floor - 3 apartments
- 1st floor - 1 apartment

This certificate supersedes certificate issued \_\_\_\_\_

Approved: \_\_\_\_\_

(Date) \_\_\_\_\_

Inspector \_\_\_\_\_

Inspector of Buildings \_\_\_\_\_

Note: This certificate identifies legal use of building or premises, and ought to be transferred from owner to owner when property changes hands. Owner will be furnished in error or issue for use.

**Submit with Condominium Conversion Permit Application**

**Project Data:**

Address: 199 Spring Street, Portland, Maine

C-B-L: \_\_\_\_\_

Number of Units in Building: Seven

Tenant Name	Tenant Tel#	Occup. Length	Date of Notice	Eligible for \$?
Unit 1 Anne Nault / Nicole Willett		1-15-05 - Current	TBD	TBD
Unit 2 Anna Schwartz	831-5796	6/02-4/05	Tenant gave notice 3/1/05	NO
Unit 3 Katherine Dwyer	423-2296	7/04-7/05	Tenant gave notice 6/1/05	NO
Unit 4 David Hamilton	272-0176	10/04 - Current	TBD	NO
Unit 5 Michael Tadema-Wielandt	856-0277	8/03 - Current	TBD	TBD
Unit 6 Pat Shaw	761-0029	9/98 - Current	TBD	NO
Unit 7 Francisco Guerra	317-8840	1/05 - Current	TBD	NO
Unit 8				

If more units, submit same information on all units

Length of time building owned by applicant 6+ 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 X (check one)

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

\$ \_\_\_\_\_ Exterior walls, windows, doors, roof

\$ \_\_\_\_\_ Insulation

~ \$ 54,000 Interior cosmetics (walls/floors/hallways/refinishing, etc.)

~ \$ 6,000 Other (specify) \*

\* includes \$4,200 architectural fees, \$2,800 legal fees

DEPT. OF BUILDING INSPECTION  
CITY OF PORTLAND, ME

NOV 21 2005

RECEIVED

2597 642E 5000 0287 5002

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For delivery information visit our website at www.usps.com®

**OFFICIAL USE**  
PORTLAND, ME 04102

Postage	\$ 3.85
Certified Fee	2.30
Return Receipt Fee (Endorsement Required)	1.75
Restricted Delivery Fee (Endorsement Required)	
<b>Total Postage &amp; Fees</b>	<b>\$ 7.90</b>

Sent To: Pat Shaw  
Street, Apt. No., or PO Box No.: 199 Spring St #6  
City, State, ZIP+4: Portland ME 04110

UNIT ID: 0096  
Postmark Here: 86  
Clerk: KYCJHZ  
10/28/05

PS Form 3800, June 2002 See Reverse for Instructions

**CERTIFIED MAIL™ RECEIPT**  
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com®

**OFFICIAL USE**  
PORTLAND, ME 04102

Postage	\$ 3.85
Certified Fee	2.30
Return Receipt Fee (Endorsement Required)	1.75
Restricted Delivery Fee (Endorsement Required)	
<b>Total Postage &amp; Fees</b>	<b>\$ 7.90</b>

Sent To: Francis Guera  
Street, Apt. No., or PO Box No.: 199 Spring Street #7  
City, State, ZIP+4: Portland ME 04110

UNIT ID: 0096  
Postmark Here: 86  
Clerk: KYCJHZ  
10/28/05

PS Form 3800, June 2002 See Reverse for Instructions

EE97 E42E 5000 0287 5002

**U.S. Postal Service™**  
**CERTIFIED MAIL™ RECEIPT**  
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com®

**OFFICIAL USE**  
PORTLAND, ME 04102

Postage	\$ 3.85
Certified Fee	2.30
Return Receipt Fee (Endorsement Required)	1.75
Restricted Delivery Fee (Endorsement Required)	
<b>Total Postage &amp; Fees</b>	<b>\$ 7.90</b>

Sent To: David Hamilton  
Street, Apt. No., or PO Box No.: 199 Spring St #4  
City, State, ZIP+4: Portland ME 04110

UNIT ID: 0096  
Postmark Here: 86  
Clerk: KYCJHZ  
10/28/05

PS Form 3800, June 2002 See Reverse for Instructions

**U.S. Postal Service™**  
**CERTIFIED MAIL™ RECEIPT**  
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com®

**OFFICIAL USE**  
PORTLAND, ME 04102

Postage	\$ 3.85
Certified Fee	2.30
Return Receipt Fee (Endorsement Required)	1.75
Restricted Delivery Fee (Endorsement Required)	
<b>Total Postage &amp; Fees</b>	<b>\$ 7.90</b>

Sent To: Michael Tadema Wildatt + Nicole Bradick  
Street, Apt. No., or PO Box No.: 199 Spring St, unit #5  
City, State, ZIP+4: Portland ME 04102

UNIT ID: 0096  
Postmark Here: 86  
Clerk: KYCJHZ  
10/28/05

PS Form 3800, June 2002 See Reverse for Instructions

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For delivery information visit our website at www.usps.com®

**OFFICIAL USE**  
PORTLAND, ME 04102

Postage	\$ 3.85
Certified Fee	2.30
Return Receipt Fee (Endorsement Required)	1.75
Restricted Delivery Fee (Endorsement Required)	
<b>Total Postage &amp; Fees</b>	<b>\$ 7.90</b>

Sent To: Anne Neuh/ Nicole Willett  
Street, Apt. No., or PO Box No.: 199 Spring St #1  
City, State, ZIP+4: Portland ME 04110

UNIT ID: 0096  
Postmark Here: 86  
Clerk: KYCJHZ  
10/28/05

PS Form 3800, June 2002 See Reverse for Instructions

7005 1820 0005 3743 1626

7005 1820 0005 3743 1640

7005 1820 0005 3743 1664