

Lambert Coffin Haenn

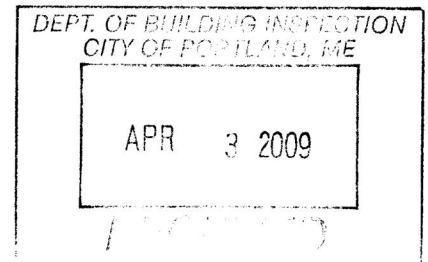
attorneys at law ■■■■

April 3, 2009

info@lambertcoffin.com

City of Portland
Housing and Inspections Department
Attn: Marge Schmuckal
Ben Wallace
389 Congress St.
Portland, ME 04101

Re: 551 Cumberland Avenue
602 Congress Street



Dear Ms. Schmuckal and Mr. Wallace:

I am writing as owner of the property at 551 Cumberland Avenue as well as property located at 602 Congress Street in response to you request for a action plan for permitting and work to be performed in connection with the fire safety improvement to be performed at both locations. I will also be making façade improvements at 602 Congress Street as part of the improvements at 602 Congress.

The owner will submit the following materials in the following order and carry out construction as described:

1. Plans and specifications to be produced by Jim Sterling by May 1, 2009.
2. Application for permit of legalization of units and construction bids to be submitted by June 1, 2009 with responses from the City due no later than the end of June. This component will be integral to the application for financing. If possible the application will be completed in April with the City's response due by June 1.
3. All contracts to be let the first week in June and the construction phase to commence in July and ending on or about September 30, 2009.


4. An application for financing the project will be submitted and loan completed by July 1. Tenant terminations will be pursued as necessary to accommodate the work at 602 Congress Street and for recombination of units at 602 Congress Street per the schematic.

For purposes of this action plan all units at both locations per the schematics are assumed to be legal according to the preliminary record search at the Inspections Department. Any additional permitting time or delays in permitting are to be added to this schedule. Any delays related to the completion of financing necessary to this project will be shared with the City and unanticipated changes in the financing may alter this calendar. I will proceed with all deliberate speed taking into account the scheduling requirements of the architect, my contractors and tradespeople and my lender's requirements.

Given the urgency of this action plan, the plan is being submitted on Friday April 3. The owner will have further discussions with the architect in the next week and will submit any revisions to the plan following comments by the architect and following the opportunity to search records at City Hall in connection with any application for legalization of units.

If you have questions concerning this action plan please feel free to give me a call. Thank you for your patient attention.

Very truly yours,


Geoffrey I. Rice

PSB/sbl

cc: Danielle West Chuhta, Corporation Counsel Office
Jim Sterling Cheehaak@sterlingarchitect.com