



# Drummond & Drummond

A Limited Liability Partnership  
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Via email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)  
City of Portland  
Inspections Division  
389 Congress Street, Room 315  
Portland, Maine 04101

*Re: Application to Convert Rental Units to Condominium Units*

Dear Inspections Division Staff:

Enclosed please find an application to convert the vacant property at 521 Cumberland Avenue (formerly a three-family property) into three condominium units. Also enclosed is the building permit for recent work completed at the property. This work has been completed and inspected or, if not yet inspected, is scheduled to be inspected within the next few days. Because the property was vacant when acquired by our client in July, 2013, there was no need to send notices to tenants. There are no other documents, plans or materials needed for this conversion application. Please call my assistant, Fatima Lima, at 774-0317, to arrange payment of the fees, which we understand are application fees (\$150 x 3 units = \$450) and certificate of occupancy fees (\$75 x 3 units = \$225).

Please contact me if you have any questions about this conversion permit application. When the permit is issued, please send it to me by email or at the address above. Thank you for your prompt review and anticipated approval.

Very truly yours,

Nathaniel R. Huckel-Bauer, Esq.