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Via email: 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 – 501 Cumberland Avenue

Dear Inspections Division Staff:

Enclosed please find an application to convert the vacant property at 501 Cumberland Avenue (formerly a three-family property) into three condominium units. As part of the conversion, there was cosmetic work done within each dwelling unit, but no structural work that required a permit. Because the property was vacant when acquired by our client in November, 2013, there was no need to send notices to tenants. There are no other documents, plans or materials needed for this conversion application. My assistant will call 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.