

Zoning Division
Marge Schmuckal
Zoning Administrator

Department of Planning & Development
Lee Urban, Director



CITY OF PORTLAND

March 15, 2004

Bonnie L. Martinolich
c/o Preti Flaherty Beliveau Pachios & Haley LLC
P.O. Box 9546
Portland, ME 04112-9646

RE: 52 Bramhall Street – 054-D-003 – R-6 Zone – permit application #04-0139

Dear Attorney Martinolich,

I am in receipt of your permit application for your client, Gordon D. Simonds Trustee for R. G. Simonds Trust, requesting a condominium conversion permit. Your permit is denied due to the lack of submitting the required tenant notices as required under the Condominium Conversion Ordinance, section 14-566.

Your submittal shows eight tenants, but only 4 tenant notices were submitted as part of your application. You have stated in your cover letter that Mr. Simonds was able to locate the given tenants after “diligent inquiry”. It will be necessary to explain the process of his diligent inquiry. Were cancelled checks used? Were copies of tenant leases used? What other methods were implemented to verify past tenants? It will also be necessary to know the date when this building was vacated of tenants.

This application will be on hold until this further information is received and reviewed.

Very truly yours,

Marge Schmuckal
Zoning Administrator

cc: Mark Adelson, Housing & Neighborhood Services Division Director
Penny Littell, Corporation Counsel