

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

# CITY OF PORTLAND

## PERMITS SECTION

Please Read Application and Notes, if Any, Attached

This is to certify that \_\_\_\_\_ NORTH/EAST RENTALS LLC/na

has permission to \_\_\_\_\_ 12 unit Condo Conversion

AT 168 NEAL ST

054 F030001

CITY OF PORTLAND

PERMIT ISSUED FEB 24 2009

Permit Number: 060123

provided that the person or persons performing or supervising the work shall comply with all the provisions of the Statutes of the State of Oregon and of the Ordinances of the City of Portland relating to 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 when permit on project is issued or closed-in.

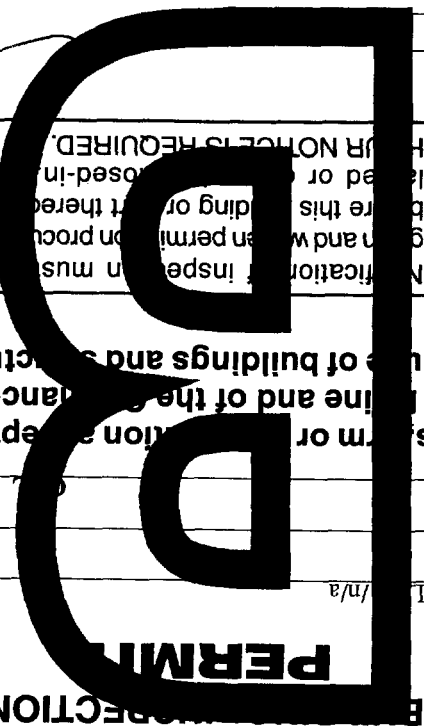
A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

OTHER REQUIRED APPROVALS  
 Fire Dept. *Joy Kelly FEB 0 9/17/08*  
 Health Dept.  
 Appeal Board  
 Other

Department Name \_\_\_\_\_  
 Director - Building & Inspection Services \_\_\_\_\_

PENALTY FOR REMOVING THIS CARD

*[Handwritten Signature]*  
 2/24/08



**City of Portland, Maine - Building or Use Permit Application**  
 389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

Permit No: 06-0123	Issue Date: <b>PERMIT ISSUED</b>	CBL: 054 F030001
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Location of Construction: 168 NEAL ST	Owner Name: NORTHEAST RENTALS LLC	Owner Address: 139 WESCOTT RD	Phone:
Business Name:	Contractor Name: n/a	Contractor Address: n/a Portland	Phone:
Tenant/Buyer's Name:	Phone:	Permit Type: Change of Use - Condo Conversion	Zone: R6
Past Use: Residential 12 unit	Proposed Use: Residential 12 unit to 12 unit condo conversion <i>illegal use - 12 dwellings units</i>	Permit Fee: \$948.00	Cost of Work: \$2,700.00
Proposed Project Description: 12 unit Condo Conversion		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied INSPECTION: Use Group: <i>R-2</i> Type: <i>5</i> <i>IBC 2003</i> Signature: <i>JCK P.F.D. 2/17/06</i> Signature: <i>[Signature]</i> PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.) Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Signature: _____ Date: _____	

Permit Taken By: dmartin	Date Applied For: 01/26/2006	<b>Zoning Approval</b>		
		<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 record has</i> Date <i>2/3/06</i> <i>AKB</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</b> <i>yo</i> <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>May exterior work require separate review</i> <i>Approve thru Historic Preservation</i> Date: _____

**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
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RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE	DATE	PHONE
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# All Purpose Building Permit Application

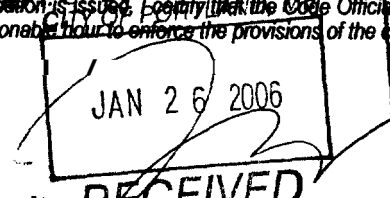
If you or the property Owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address of Construction: <b>168 Neal Street, Portland, Maine</b>		
Total Square Footage of Proposed structure (Existing) <b>14,738sf including basement and attic</b>		Total Square Footage of Lot: <b>8,906sf</b>
Chart# <b>54</b>	Block# <b>F</b>	Lot# <b>30</b>
Owner: <b>Redfern Properties LLC Jonathan Culley, Member</b>		Telephone: <b>207-221-5746</b>
Lessee/Buyer's Name Of Applicable)	Applicant name, address & telephone: <b>Jonathan Culley Box 8816 Portland, ME 04104</b>	cost Of work: \$ <b>\$150 per uni x 12 + 900.00 = 2700</b> Fee: \$ <b>\$4,800 # 2700.00</b>
Current use: <b>12-unit apartment building</b>		
If the location is currently vacant, what was prior use: <b>NIA</b>		
Approximately how long has it been vacant: <b>NIA</b>		
Proposed use: <b>Condominium Conversion - 12 unit condominium</b>		
Project description: <b>Conversion of 12-unit apartment building to 12 condominium units</b>		
Contractor's name, address & telephone: <b>N/A</b>		
Who should we contact when the permit is ready:		<b>Jonathan Culley</b>
Mailing address:		<b>Box 8816, Portland, ME 04104-8816</b>
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: 207-221-5746</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:

  
 RECEIVED  
 DEPT. OF BUILDING & PERMITS  
 CITY OF PORTLAND, ME  
 JAN 26 2006

,Date:

**1/25/2006**

**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 4th floor of City Hall**

Submit with Condominium Conversion Permit Application

**Project Data:**

Address: **168 Neal Street, Portland, Maine**

**54-F-30**

Number of Units in Building: **12 units**

Unit #	Tenant Name(s)	Tenant Tel#(s)	Occup. Length	Date of Notice	Eligible for \$
1	✓ Jennifer Rottman Sarah Walsh	207-754-1489 207-319-9174	7 months (6/1/2005)	1/23/2006	TBD
2	✓ Barbara Coleman	207-761-0895	1 yr, 4 mos (9/1/2004)	1/23/2006	TBD
3	✓ Carina Brown* Cara Brown*	207-890-6255 207-890-6457	4 months (9/1/2005)	1/23/2006	NO
4	✓ John Williams Adam Jutkiewicz		4 months (9/1/2005)	1/23/2006	TBD
5	✓ Marc Gaudreau	207-252-3536	1 month (12/1/2005)	1/23/2006	TBD
6	VACANT as of 12/30/05*			None	NO
3	Christopher Main	207-899-1019	1 yr, 11 mos. (2/1/2004)	1/23/2006	TBD
8	✓ Emily Norton Laura Diodati	603-285-5270 941-266-5929	4 months (9/1/2005)	1/25/2006	TBD
9	✓ Antonia Dimauro Patrick Donohue	508-596-6886 207-650-4060	1 yr, 9 mos. (4/1/2004)	1/23/2006	TBD
10	✓ Jeremy Ellis	207-653-8555	1 yr, 4 mos (9/1/2004)	1/23/2006 None	TBD NO
11	VACANT as of 01/08/06*			1/23/2006	NO
12	✓ Kellie Bourgault*	207-240-4182	7 months (6/1/2005)	1/23/2006	

Length of time building owned by applicant: From **12/30/2005**

Are any building improvements, renovations, or modifications being made associated with this conversion that requires a building, plumbing, electrical, or heating permit?

YES  NO  (check one) – UNDER SEPARATE COVER

Type and Cost of building improvements associated with this conversion that do not require permits (costs are estimates and are subject to change):

\$ **62,000** Exterior walls, windows, doors, roof

\$ **6,000** Insulation

\$ **31,600** Interior cosmetics (walls/floors/hallways/refinishing, etc.)

\$ **120,000** Other (specify) – Kitchen and bath cosmetic improvements, new cabinets, countertops, appliances, and fixtures

Jonathan Culley  
Redfern Properties LLC  
Box 8816  
Portland, ME 04104-8816  
(207) 221-5746  
[redfernproperties@gmail.com](mailto:redfernproperties@gmail.com)

January 25, 2006

Portland Planning and Development Department  
Inspections Division  
Room 315  
389 Congress Street  
Portland, ME 04101

Re: Application for Condominium Conversion Permit for 168 Neal Street

Dear Sir or Madam:

Please find attached an application for a condominium conversion permit for the 12-unit building at 168 Neal Street, Portland, Maine. Also attached is a check for \$1,800 or \$150 per unit for the conversion permit.

Additional materials included **are** copies of tenant notices to all tenants currently residing in the building, a summary of all tenants **with** contact information and length of tenancy, as well **as** a summary of tenants who have recently vacated or intend to vacate in the near **future**. A building permit for certain minor changes to the building will be submitted and applied for under separate cover.

Please advise me if there is any additional information you require for the condominium conversion permit. **Thank** you very much for your consideration of this application.

Sincerely,



Jonathan Culley  
Redfern Properties LLC

Enclosures

### Information about vacancies and pending vacancies

Following is a list of existing and known pending vacancies **as** of 01/17/2006. Each of the vacancies or pending vacancies (notification to vacate given by tenant) occurred prior to any notice, formal or informal, of the owner's intent to convert.

**Unit #3** – Tenants Carina Brown and **Cara** Brown notified the property manager of their intent to vacate on Jan 15,2006 and expect to vacate the unit by Jan 31,2006. **An** email correspondence from her indicating her intent to vacate is attached. They can be reached at (207) 890-6255 (Carina) and (207) 890-6457 (Cara).

**Unit #6** – Tenant Jennifer Sparling **was** evicted by the previous building owners on December 30,2005, for failure to pay rent and for blatant noise violations. She has since relocated to Baton Rouge, Louisiana. Her address is unknown. Her cell phone number is (207) 699-7225.

**Unit #11** – Tenants Sierra Roberts and Sommer Roberts notified the prior building manager of their intent to vacate on or around December 15,2005. They vacated the apartment on Jan 8,2006. They have subsequently relocated to 3 Gilman Place, Portland, Maine 04102. Their phone number is (603) 662-4973.

**Unit #12** – Tenant Kellie Bourgault informed the previous owner of her intent to vacate on or around December 15,2005 and intends to vacate the apartment by Jan 31,2006. She can be reached at (207) 240-4182. She intends to vacate due to some allergies that her roommate has been suffering from **as** a result of the pet-friendly **d e s** of the building. An email correspondence from her indicating her intent to vacate is attached.

A summary of this information is **as** follows:

<b>#</b>	<b>Tenant or Prior Tenant Name(s)</b>	<b>Tel#(s)</b>	<b>New Address</b>	<b>Date of Notice</b>	<b>Date vacated or to be vacated</b>
<b>3</b>	Carina Brown Cara Brown	207-890-6255 207-890-6457	TBD	1/15/2006	1/31/2006
<b>6</b>	Jennifer Sparling	207-699-7225	Baton Rouge, LA	Evicted	12/30/2005
<b>11</b>	Sierra Roberts Sommer Roberts	603-662-4973	3 Gilman Place Portland, ME 04102	12/15/2005	1/8/2006
		207-240-4182	TBD	12/15/2005	1/31/2006



Redfern Properties &lt;redfernproperties@gmail.com&gt;

**168 Neal St**

5 messages

Carina Brown <carinahv@yahoo.com>  
To: redfernproperties@gmail.com

Sun, Jan 15, 2006 at 9:00 PM

Jonathan Culley,

I am a tenant in apt. 3 and this is our information you requested:

additional tenants: cara brown, theodin brown-slack  
phones: 890-6255, 890-6457  
email: [carinahv@yahoo.com](mailto:carinahv@yahoo.com)autos: Mazda 626, VW Passat  
licenses: 7892 MH, 2003 MV  
parking stall #'s: 11, 12

**Also I just wanted to confirm that** I am informed you **of** our notice **that** we gave him. I had given him an early heads up in mid-December that we planned to be out by the 1st of February.

Carina Brown

Yahoo! Photos  
Ring in the New Year with [Photo Calendars](#). Add photos, events, holidays, whatever.Redfern Properties <redfernproperties@gmail.com>  
To: Carina Brown <carinahv@yahoo.com>

Mon, Jan 16, 2006 at 11:57 AM

Hi Carina,

I was not informed that you were planning to move out. Please keep me informed as your move-out date approaches and let me know when you have vacated so that I can do an inspection. Thanks.

Jonathan

[Quoted text hidden]

Carina Brown <carinahv@yahoo.com>  
To: Redfern Properties <redfernproperties@gmail.com>

Sat, Jan 21, 2006 at 10:25 PM

Jonathan,

**I believe that** I had last **told** you we were planning to be **out** by February 1st, and that **date** still stands. I will be sure to inform you when we are officially moved out.



Redfern Properties &lt;redfernproperties@gmail.com&gt;

**168 Neal st #12**

16 messages

**Bourgault.Kellie** <KBourgault@nne.aaa.com>  
To: redfernproperties@gmail.com

Wed, Jan 4, 2006 at 5:08 PM

I was writing to talk to you about ~~the fact that~~ we are moving around the 15<sup>th</sup> of January. I had advised the old landlord of the situation but I thought I would let you know as well just in case he didn't pass a long this information. We got the notices saying our security deposit has been transferred to your company. I am not sure what I need to do to make sure that we get this back. My cell phone # 207-240-4182. If you have any questions please call me.

Thanks,

Kellie Bourgault

**Redfern Properties** <redfernproperties@gmail.com>  
To: "Bourgault.Kellie" <KBourgault@nne.aaa.com>

Thu, Jan 5, 2006 at 7:28 AM

Hi Kellie,  
The previous owners did not pass along this information. They seem unaware of your moving. Can you advise when and whom you notified? Normally 21 days notice is required, so I will check with them again to establish your notification date. I will let you know.

If you intend to move out on Jan 15<sup>th</sup>, then you should pay 1/2 months rent for January.

With respect to recovery of your security deposit, 3 things will be considered, your having given ample notification, any damage to the apartment, and the cleanliness of the apartment.

Please keep me up to date on your move out date.

Do not hesitate to contact me with any questions. My phone is 221-5746 or 776-9715 (cell).

Jonathan Culley

On 1/4/06, **Bourgault.Kellie** <KBourgault@nne.aaa.com> wrote:

I was writing to talk to you about the fact that we are moving around the 15<sup>th</sup> of January. I had advised the old landlord of the situation but I thought I would let you know as well just in case he didn't pass a long this information. We got the notices saying our security deposit has been transferred to your company. I am not sure what I need to do to make sure that we get this back. My cell phone # 207-240-4182. If you have any questions please call me.

Thanks,

Kellie Bourgault



Jonathan Culley  
REDFERN PROPERTIES LLC  
Box 8816  
Portland, Me 04104-8816  
(207)221-5746  
[redfernproperties@gmail.com](mailto:redfernproperties@gmail.com)

January 20, 2006

Hand Delivered  
Ms. Jennifer Rottman  
Ms. Sarah Walsh  
Apartment 1  
168 Neal Street  
Portland, ME 04102

Re: Notice of intent to convert 168 Neal Street to condominiums

Dear Jennifer and Sarah,

The purpose of this letter to you to inform you that we intend to convert the building at 168 Neal Street, Portland, Maine into 12 condominium units. We are required by statute to give you a minimum 120 days notice of our intent to convert to condominiums. You will not be asked to leave the premises for at least 120 days. This notice is **not** a notice to vacate the unit. If it comes to that, a separate **30-day** notice to quit may be provided to you at a future date.

One of our obligations is to offer you a 60 day option to purchase the unit in which you reside. We intend to sell this unit, with significant changes and improvements from its current condition. Among the changes is a change to the footprint of the unit, in which the rear bedroom would no longer be part of the unit. The unit will have a completely remodeled kitchen and bath and in-unit laundry.

We are offering you the option to purchase this unit for \$153,500. We intend to offer the remodeled 1-bedroom unit to the public at a price of around \$165,000-\$170,000. If you are interested in understanding more about the planned changes and improvements to the units and to the building, please let us know. We would be pleased to brief you on the detailed plans and proceed with the negotiation of a purchase and sale agreement. If you decline to purchase the unit and we are unable to sell it in the next 180 days and subsequently reduce the price, you will have another opportunity to purchase the unit at the reduced price.

As the Developer of this project, we are required by City of Portland ordinance to give you the following notice:

***If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 289 Congress Street, Portland, ME 04101 (telephone: 874-8703).***

January 20, 2006  
Page 2

We may be required to assist you with relocation payments unless your gross income exceeds 80% of the median income of the Portland SMSA, adjusted for household size, as determined by the US Department of Housing and Urban Development. If you would like us to investigate whether you qualify for this assistance, or if you would like us to provide assistance to you in the form of referrals to other reasonable accommodations, please let us know.

We are committed to minimizing any potential disruption to you caused by the condominium conversion process. Do not hesitate to contact me with any questions.

Sincerely,



Jonathan Culley  
Redfern Properties LLC

Jonathan Culley  
REDFERN PROPERTIES LLC  
Box 8816  
Portland, Me 04104-8816  
(207) 221-5746  
[redfernproperties@gmail.com](mailto:redfernproperties@gmail.com)

January 20, 2006

**Hand Delivered**

Ms. Barbara Coleman  
Apartment 2  
168 Neal Street  
Portland, ME 04102

**Re: Notice of intent to convert 168 Neal Street to condominiums**

Dear Barbara,

The purpose of this letter to you is to inform you that we intend to convert the building at 168 Neal Street, Portland, Maine into 12 condominium units. We are required by statute to give you a minimum 120 days notice of our intent to convert to condominiums. You will not be asked to leave the premises for at least 120 days. This notice is not a notice to vacate the unit. If it comes to that, a separate 30-day notice to quit may be provided to you at a future date.

One of our obligations is to offer you a 60 day option to purchase the unit in which you reside. We intend to sell this unit, with significant changes and improvements from its current condition. Among the changes is a change to the footprint of the unit, in which the rear bedroom would no longer be part of the unit. The unit will have a completely remodeled kitchen and bath and in-unit laundry.

We are offering you the option to purchase this unit for \$153,500. We intend to offer the remodeled 1-bedroom unit to the public at a price of around \$165,000-\$170,000. If you are interested in understanding more about the planned changes and improvements to the units and to the building, please let us know. We would be pleased to brief you on the detailed plans and proceed with the negotiation of a purchase and sale agreement. If you decline to purchase the unit and we are unable to sell it in the next 180 days and subsequently reduce the price, you will have another opportunity to purchase the unit at the reduced price.

As the Developer of this project, we are required by City of Portland ordinance to give you the following notice:

*If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 289 Congress Street, Portland, ME 04101 (telephone: 874-8703).*

We may be required to assist you with relocation payments unless your gross income exceeds 80% of the median income of the Portland SMSA, adjusted for household size, as determined by the US

January 20, 2006  
Page 2

Department of Housing and Urban Development. If you would like us to investigate whether you qualify for this assistance, or if you would like us to provide assistance to you in the form of referrals to other reasonable accommodations, please let us know.

We are committed to minimizing any potential disruption to you caused by the condominium conversion process. Do not hesitate to contact me with any questions.

Sincerely,



Jonathan Culley  
Reform Properties LLC

Jonathan Culley  
REDFERN PROPERTIES LLC  
Box 8816  
Portland, Me 04104-8816  
(207) 221-5746  
[redfernproperties@aol.com](mailto:redfernproperties@aol.com)

January 20, 2006

**Hand Delivered**

Ms. Carina Brown  
Ms. Cara Brown  
Apartment 3  
168 Neal Street  
Portland, ME 04102

Re: Notice of intent to convert 168 Neal Street to condominiums

Dear Carina and Cara,

The purpose of this letter to you is to inform you that we intend to convert the building at 168 Neal Street, Portland, Maine into 12 condominium units. We are required by statute to give you a minimum 120 days notice of our intent to convert to condominiums. You will not be asked to leave the premises for at least 120 days. This notice is not a notice to vacate the unit. If it comes to that, a separate 30-day notice to quit may be provided to you at a future date.

One of our obligations is to offer you a 60 day option to purchase the unit in which you reside. We intend to sell this unit, with significant changes and improvements from its current condition. Among the changes is a change to the footprint of the unit, in which the living room would be expanded to include the rear bedroom from the front unit. The unit will have a completely remodeled kitchen and bath and in-unit laundry.

We are offering you the option to purchase this unit for \$164,000. We intend to offer the remodeled 2-bedroom unit to the public at a price of around \$175,000-\$180,000. If you are interested in understanding more about the planned changes and improvements to the units and to the building, please let us know. We would be pleased to brief you on the detailed plans and proceed with the negotiation of a purchase and sale agreement. If you decline to purchase the unit and we are unable to sell it in the next 180 days and subsequently reduce the price, you will have another opportunity to purchase the unit at the reduced price.

As the Developer of this project, we are required by City of Portland ordinance to give you the following notice:

***If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 289 Congress street, Portland, ME 04101 (telephone: 8748703).***

January 20, 2006  
Page 2

We may be required to assist you with relocation payments unless your gross income exceeds 80% of the median income of the Portland SMSA, adjusted for household size, as determined by the US Department of Housing and Urban Development. If you would like us to investigate whether you qualify for this assistance, or if you would like us to provide assistance to you in the form of referrals to other reasonable accommodations, please let us know.

We are committed to minimizing any potential disruption to you caused by the condominium conversion process. Do not hesitate to contact me with any questions.

Sincerely,



Jonathan Culley  
Redfern Properties LLC

Jonathan Culley  
REDFERN PROPERTIES LLC  
Box 8816  
Portland, Me 04104-8816  
(207) 221-5746  
[redfernDroperties@gmail.com](mailto:redfernDroperties@gmail.com)

January 20, 2006

Hand Delivered

Mr. John Williams  
Mr. Adam Jutkiewicz  
Apartment 4  
168 Neal Street  
Portland, ME 04102

Re: ~~Notice of~~ intent to convert 168 Neal Street to condominiums

Dear John and Adam,

The purpose of this letter to you to inform you that we intend to convert the building at 168 Neal Street, Portland, Maine into 12 condominium units. We are required by statute to give you a minimum 120 days notice of our intent to convert to condominiums. You will not be asked to leave the premises for ~~at~~ least 120 days. This notice is ~~not~~ a notice to vacate ~~the~~ unit. If it comes to that, a separate **30-day** notice to quit may be provided to you at a future date.

One of our obligations is to offer you a 60 day option to purchase the unit in which you reside. We intend to sell this unit, with significant changes and improvements from its current condition. Among the changes is a change to ~~the~~ footprint of the unit, in which ~~the~~ living room would be expanded to include ~~the~~ rear bedroom from ~~the~~ front unit. The unit will have a completely remodeled kitchen and bath and in-unit laundry.

We are offering you the option to purchase this unit ~~for~~ \$164,000. We intend to ~~offer~~ the remodeled 2-bedroom unit to the public ~~at~~ a price ~~of~~ around **\$175,000-\$180,000**. If you are interested in understanding more about ~~the~~ planned changes and improvements to the units and to ~~the~~ building, please let us know. We would be **pleased** to brief you on the detailed plans and proceed with the negotiation of a purchase and sale agreement. ~~If~~ you decline to purchase the unit and we are unable to sell it in ~~the~~ next 180 days and subsequently reduce the price, you **will** have another opportunity to purchase the unit ~~at~~ the reduced price.

As the Developer of this **project**, ~~we~~ are required by **City** of Portland ordinance to give you the following notice:

*If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 289 Congress Street, Portland, ME 04101 (telephone: 874-8703).*

January 20, 2006  
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We are committed to minimizing any potential disruption to you caused by the condominium conversion process. Do not hesitate to contact me with any questions.

Sincerely,



Jonathan Culley  
Redfern Properties LLC



Jonathan Culley  
REDFERN PROPERTIES LLC  
Box 8816  
Portland, Me 04104-8816  
(207) 221-6746  
[redfernproperties@gmail.com](mailto:redfernproperties@gmail.com)

January 20, 2006

**Hand Delivered**  
Mr. Marc Gaudreau  
Apartment 5  
168 Neal Street  
Portland, ME 04102

Re: Notice of intent to convert 168 Neal Street to condominiums

Dear Marc,

The purpose of ~~this~~ letter to you is to inform you that we intend to convert ~~the~~ building at 168 Neal Street, Portland, Maine into 12 condominium units. We ~~are~~ required **by statute** to give ~~you~~ a minimum 120 days notice of our intent to convert to condominiums. You will not be asked to leave the premises for ~~at least~~ 120 days. This notice is **not** a notice to vacate the ~~unit~~. **If it comes** to that, a separate **30-day** notice to quit may be provided to you at a future date.

One of our ~~obligations~~ is to **offer** you a 60 day option to purchase the unit in which you reside. We intend to sell this unit, with significant changes and improvements ~~from~~ its **current** condition. Among ~~the~~ changes is a change to ~~the~~ footprint of the unit, in which ~~the~~ rear bedroom would no longer be part of ~~the~~ unit. The unit **will have** a completely remodeled **kitchen** and bath and in-unit laundry.

We are offering you ~~the~~ option to purchase this unit for \$153,500. We intend to offer ~~the~~ remodeled 1-bedroom unit to ~~the~~ public at a price of around \$165,000-\$170,000. If you are interested in understanding more ~~about~~ the planned changes and improvements **to the units** and to ~~the~~ building, please let us know. We would be pleased to **brief** you on the detailed plans and ~~proceed~~ with the negotiation of a purchase and sale agreement. If you ~~dedine~~ to purchase the unit and we are unable to sell it in the next **180 days** and subsequently reduce ~~the~~ price, you **will** have another opportunity to purchase ~~the~~ unit **at the reduced price**.

As the Developer of this **project**, we ~~am~~ required by City of Portland ordinance to give you the following notice:

*If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 289 Congress Street, Portland, ME 04101 (telephone: 874-8703).*

**We may be required to assist you with relocation payments unless your gross income exceeds 80%**

January 20, 2006  
Page 2

of the median income of the Portland SMSA, adjusted for household size, as determined by the US Department of Housing and Urban Development. If you would like us to investigate whether you qualify for this assistance, or if you would like us to provide assistance to you in the form of referrals to other reasonable accommodations, please let us know.

We are committed to minimizing any potential disruption to you caused by the condominium conversion process. Do not hesitate to contact me with any questions.

Sincerely,



Jonathan Culley  
Redfern Properties LLC

Jonathan Culley  
REDFERN PROPERTIES LLC  
Box 8816  
Portland, Me 04104-8816  
(207) 221-5746  
[redfernproperties@gmail.com](mailto:redfernproperties@gmail.com)

January 20, 2006

**Hand Delivered**

Mr. Christopher Main  
Apartment 7  
168 Neal Street  
Portland, ME 04102

**Re:** Notice of intent to **convert** 168 Neal **Street** to condominiums

**Dear** Christopher,

The purpose of this letter to you to inform you that we intend to convert the building at 168 Neal Street, Portland, Maine into 12 condominium units. We are required by statute to give you a minimum 120 days notice of our intent to convert to condominiums. You will not be asked to leave the premises for ~~at~~ least 120 days. This notice is **not** a notice to vacate the unit. If it comes to that, a separate **30-day** notice to quit may be provided to you at a future date.

One of our obligations is to offer you a 60 day option to purchase the unit in which you reside. We intend to sell this unit, with significant changes and improvements from its current condition. Among ~~the~~ changes is a change to ~~the~~ footprint of ~~the~~ unit, in which the living room would be expanded to include ~~the~~ rear bedroom from ~~the~~ front unit. The unit will have a **completely** remodeled kitchen and bath and in-unit laundry.

We are offering ~~you~~ the option to purchase this unit for \$166,000. We intend to **offer the** remodeled 2-bedroom unit to ~~the~~ public ~~at~~ a price of around **\$177,000-\$182,000**. If you are interested in understanding more about the planned changes and improvements to the units and to the building, please let ~~us~~ know. We would be **pleased** to brief you on the detailed plans and proceed with the negotiation of a purchase and sale agreement. If you decline to purchase the unit and we are unable to sell it in the **next 180** days and **subsequently** reduce ~~the~~ price, you will have another opportunity to purchase the unit at the reduced price.

As the **Developer** of this project, ~~we~~ are required by *C i* of **Portland** ordinance to give you the following notice:

*If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 289 Congress Street, Portland, ME 04101 (telephone: 874-8703).*

January 20, 2006  
Page 2

We may be required to assist you with **relocation** payments unless your gross income **exceeds** 80% of the median income **of the** Portland **MSA**, **adjusted** for household **size**, as determined by **the** US Department **of** Housing and Urban Development. If you would like us to investigate whether you qualify for **this** assistance, **or** if you would like us to provide assistance to you in the form of referrals to other reasonable **accommodations**, **please let us know**.

We are committed to minimizing any potential disruption to you **caused** by **the** condominium conversion process. Do not **hesitate** to contact me with any questions.

Sincerely,



Jonathan Culley  
Redfern Properties LLC

Jonathan Culley  
REDFERN PROPERTIES LLC  
Box 8816  
Portland, Me 04104-8816  
(207) 221-5746  
[redfernproperties@gmail.com](mailto:redfernproperties@gmail.com)

January 20, 2006

**Hand Delivered**

Ms. Emily Norton  
Ms. Laura Diodati  
Apartment 8  
168 Neal Street  
Portland, ME 04102

Re: Notice of intent to *convert* 168 Neal **Street** to condominiums

Dear Emily and Laura,

The purpose of this letter to you to inform you ~~that~~ we intend to convert ~~the~~ building at 168 Neal Street, Portland, Maine into 12 condominium units. We are required by statute to give you a minimum 120 days notice of our intent to convert to condominiums. You Will not **be asked** to leave the premises for ~~at~~ least 120 days. This notice is **not** a notice to vacate the unit. If it comes to that, a separate **30-day** notice to quit may be provided to you at a future **date**.

One of our obligations is to *offer* you a 60 day option to purchase the unit in which you reside. We intend to sell this unit, with significant changes and improvements from its current condition. Among the changes is a change to ~~the~~ footprint of the unit, in which the living room would be expanded to include ~~the~~ rear bedroom from ~~the~~ front unit. The unit will have a **completely remodeled** kitchen and bath and in-unit laundry.

We are offering you ~~the~~ option to purchase this unit for **\$166,000**. We intend to ~~offer~~ the remodeled 2-bedroom unit to ~~the~~ public at a price of around **\$177,000-\$182,000**. If you are interested in understanding more about the planned changes and improvements to ~~the~~ units and to the building, please let us know. We ~~would~~ be pleased to **brief** you on ~~the~~ detailed plans and proceed with ~~the~~ negotiation of a purchase and sale agreement. If you **decline** to purchase ~~the~~ unit and we are unable to sell it in ~~the~~ next 180 days and ~~subsequently~~ reduce ~~the~~ price, you will have another opportunity to purchase ~~the~~ unit at ~~the~~ reduced price.

As the Developer of this project, ~~we~~ are required by City of Portland ordinance to give you the following **notice**:

***If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 289 Congress Street, portland, ME 04101 (telephone: 874-8703).***

January 20, 2006  
Page 2

We may be required to assist you with relocation payments unless your gross income exceeds 80% of the median income of the Portland SMSA, adjusted for household size, as determined by the US Department of Housing and Urban Development. If you would like us to investigate whether you qualify for this assistance, or if you would like us to provide assistance to you in the form of referrals to other reasonable accommodations, please let us know.

We are committed to minimizing any potential disruption to you caused by the condominium conversion process. Do not hesitate to contact me with any questions.

Sincerely,



Jonathan Culley  
Redfern Properties LLC

Jonathan Culley  
REDFERN PROPERTIES LLC  
Box 8816  
Portland, Me 04104-8816  
(207)221-5746  
[redfernproperties@gmail.com](mailto:redfernproperties@gmail.com)

January 20, 2006

Hand Delivered  
Ms. Antonia Oimauro  
Mr. Patrick Donohue  
Apartment 9  
168 Neal Street  
Portland, ME 04102

Re: Notice of intent to convert 168 Neal Street to condominiums

Dear Antonia and Patrick,

The purpose of this letter to you is to inform you that we intend to convert the building at 168 Neal Street, Portland, Maine into 12 condominium units. We are required by statute to give you a minimum 120 days notice of our intent to convert to condominiums. You will not be asked to leave the premises for at least 120 days. This notice is **not** a notice to vacate the unit. If it comes to that, a separate 30-day notice to quit may be provided to you at a future date.

One of our obligations is to offer you a 60 day option to purchase the unit in which you reside. We intend to sell this unit, with significant changes and improvements from its current condition. Among the changes is a change to the footprint of the unit, in which the rear bedroom would no longer be part of the unit. The unit will have a completely remodeled kitchen and bath and in-unit laundry.

We are offering you the option to purchase this unit for \$151,500. We intend to offer the modeled 1-bedroom unit to the public at a price of around \$162,000-\$167,000. If you are interested in understanding more about the planned changes and improvements to the units and to the building, please let us know. We would be pleased to brief you on the detailed plans and proceed with the negotiation of a purchase and sale agreement. If you decline to purchase the unit and we are unable to sell it in the next 180 days and subsequently reduce the price, you will have another opportunity to purchase the unit at the reduced price.

As the Developer of this project, we are required by City of Portland ordinance to give you the following notice:

***If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 289 Congress Street, Portland, ME 04101 (telephone: 874-8703).***

January 20, 2006  
Page 2

We may be required to assist you with relocation payments unless your gross income exceeds 80% of the median income of the Portland SMSA, adjusted for household size, as determined by the US Department of Housing and Urban Development. If you would like us to investigate whether you qualify for this assistance, or if you would like us to provide assistance to you in the form of referrals to other reasonable accommodations, please let us know.

We are committed to minimizing any potential disruption to you caused by the condominium conversion process. Do not hesitate to contact me with any questions.

Sincerely,



Jonathan Culley  
Redfern Properties LLC



Jonathan Culley  
REWERN PROPERTIES LLC  
Box 8816  
Portland, Me 04104-8816  
(207)221-5746  
[redfernproperties@gmail.com](mailto:redfernproperties@gmail.com)

January 20, 2006

Hand Delivered  
Mr. Jeremy Ellis  
Apartment 10  
168 Neal Street  
Portland, ME 04102

Re: Notice of intent to convert 168 Neal Street to condominiums

Dear Jeremy,

The purpose of this letter to you to inform you that we intend to convert the building at 168 Neal Street, Portland, Maine into 12 condominium units. We are required by statute to give you a minimum 120 days notice of our intent to convert to condominiums. You **will** not be asked to leave the premises for ~~at~~ least 120 days. This notice is **not** a notice to vacate the unit. If it comes to that, a separate **30-day** notice to quit may be provided to you ~~at~~ a future date.

One of our obligations is to offer you a 60 day option to purchase ~~the~~ the unit in which you reside. We intend to sell this unit, with significant changes and improvements from its current condition. Among the changes is a change to the footprint of ~~the~~ the unit, in which ~~the~~ the rear bedroom would no longer be part of ~~the~~ the unit. The unit will have a completely **remodeled** kitchen and **bath** and in-unit laundry.

We are offering you ~~the~~ the option to purchase this unit for \$151,500. We intend to ~~offer~~ the remodeled 1-bedroom unit to ~~the~~ the public at a price of around \$162,000-\$167,000. If you are interested in understanding more about the planned changes and improvements to the units and to ~~the~~ the building, please ~~let~~ us know. We would be **pleased** to brief you on the **detailed plans** and proceed with ~~the~~ the negotiation of a purchase and **sale** agreement. If you decline to purchase the unit and we are unable to sell it in ~~the next~~ 180 days and subsequently reduce ~~the~~ the price, you will have another opportunity to purchase ~~the~~ the unit ~~at~~ the reduced price.

~~As the~~ Developer of this project, we are required by City of Portland ordinance to give you the following notice:

***If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 289 Congress Street, Portland, ME 04101 (telephone: 874-8703).***

We may be required to assist you with relocation payments unless your gross income exceeds **80%** of the median income of the Portland SMSA, adjusted for household size, as determined by the US

January 20, 2006  
Page 2

Department of Housing and Urban Development. If you would like us to investigate whether you qualify for this assistance, or if you would like us to provide assistance to you in the form of referrals to other reasonable accommodations, please let us know.

We are committed to minimizing any potential disruption to you caused by the condominium conversion process. Do not hesitate to contact me with any questions.

Sincerely,



Jonathan Culley  
Redfern Properties LLC

Jonathan Culley  
REDFERN PROPERTIES LLC  
Box 8816  
Portland, Me 04104-8816  
(207) 221-5746  
[redfernproperties@aol.com](mailto:redfernproperties@aol.com)

January 20, 2006

Hand Delivered  
Ms. Kellie Bourgault  
Apartment 12  
168 Neal Street  
Portland, ME 04102

**Re: Notice of intent to convert 168 Neal Street to condominiums**

Dear Kellie,

The purpose of this letter to you is to inform you that we intend to convert the building at 168 Neal Street, Portland, Maine into 12 condominium units. We are required by statute to give you a minimum 120 days notice of our intent to convert to condominiums. You will not be asked to leave the premises for at least 120 days. This notice is **not** a notice to vacate the unit. If it comes to that, a separate **30-day** notice to quit may be provided to you at a future date.

One of our obligations is to offer you a 60 day option to purchase the unit in which you reside. We intend to sell this unit, with significant changes and improvements from its current condition. Among the changes is a change to the footprint of the unit, in which the living room would be expanded to include the rear bedroom from the front unit. The unit will have a completely remodeled kitchen and bath and in-unit laundry.

We are offering you the option to purchase this unit for \$165,000. We intend to offer the remodeled 2-bedroom unit to the public at a price of around \$175,000-\$188,000. If you are interested in understanding more about the planned changes and improvements to the units and to the building, please let us know. We would be pleased to brief you on the detailed plans and proceed with the negotiation of a purchase and sale agreement. If you decline to purchase the unit and we are unable to sell it in the next 180 days and subsequently reduce the price, you will have another opportunity to purchase the unit at the reduced price.

As the Developer of this project, we are required by City of Portland ordinance to give you the following notice:

*If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 289 Congress Street, Portland, ME 04101 (telephone: 874-8703).*

January 20, 2006  
Page 2

We may be required to assist you with relocation payments unless your gross income exceeds 80% of the median income of the Portland SMSA, adjusted for household size, as determined by the US Department of Housing and Urban Development. If you would like us to investigate whether you qualify for this assistance, or if you would like us to provide assistance to you in the form of referrals to other reasonable accommodations, please let us know.

We are committed to minimizing any potential disruption to you caused by the condominium conversion process. Do not hesitate to contact me with any questions.

Sincerely,



Jonathan Culley  
Redfern Properties LLC

Location of Construction: 166 Neal St		Owner: Over Co.	Phone:
Owner Address:	Lessee/Buyer's Name:	Phone:	Business Name:
Contractor Name: Oriffin Electric	Address: 12 Downeast Ln Scarborough, ME 04074	Phone: 883-2806	
Past Use: 12 Pkg	Proposed Use: Same	COST OF WORK: \$ 5,500.00	PERMIT FEE: \$ 50.00
Proposed Project Description: Install Fire Alarm System		FIRE DEPT. INSPECTION: <input type="checkbox"/> Denied <input checked="" type="checkbox"/> Approved	INSPECTION: Use Group: Type:
Permit Taken By: Henry Greenik	Date Applied For: 25 February 1998	Signature: <i>[Signature]</i>	Signature: Date:

1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal rules.
2. Building permits do not include plumbing, septic or electrical work.
3. 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.

**PERMIT ISSUED  
WITH REQUIREMENTS**

**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 provisions of the code(s) applicable to such permit

SIGNATURE OF APPLICANT: Henry Greenik ADDRESS: \_\_\_\_\_ DATE: \_\_\_\_\_ PHONE: \_\_\_\_\_

RESPONSIBLE PERSON IN CHARGE OF WORK TITLE: \_\_\_\_\_ PHONE: \_\_\_\_\_

White-Permit Desk Green-Assessor's Canary-D.P.W. Pink-Public File Ivory Card-Inspector

Permit No: **980170**

**PERMIT ISSUED**

Permit Issued: **MAR - 4 1998**

**CITY OF PORTLAND**

Zone: \_\_\_\_\_ CBL: 054-P-030

- Zoning Approval: \_\_\_\_\_
- Special Zone or Reviews:
- Shoreland
  - Wetland
  - Flood Zone
  - Subdivision
  - Site Plan maj
  - Minor Dmm t

- Zoning Appeal**
- Variance
  - Miscellaneous
  - Conditional Use
  - Interpretation
  - Approved
  - Denied

- Historic Preservation**
- Not in District or Landmark
  - Does Not Require Review
  - Requires Review

- Action:
- Approved
  - Approved with Conditions
  - Denied
- Date: \_\_\_\_\_

CEO DISTRICT

JEWELL  
A  
477  
Portland,

Thomas F. Jewell  
Daniel W. Boutin

Email: tjewell@jewellandboutin.com  
Email: dboutin@jewellandboutin.com

Telephone: 207-774-6665  
Fax: 207-774-1626

**TELECOPIER TRANSMITTAL**

DATE: February 3, 2006

NO. OF PAGES: 3 (Including this page)

TO: Ann Machado

FAX NO.: 8748716

FROM: Thomas F. Jewell, Esq.

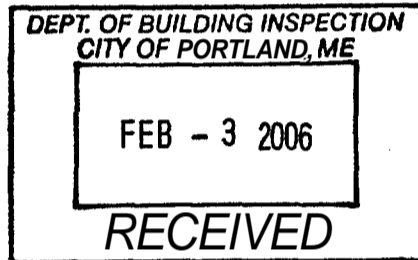
FAX NO.: 207-774-1626

RE: Northeast Rentals, LLC to Redfern Properties, LLC and Jonathan Culley.

**Please call Margie at (207) 774-6665 if you do not receive all pages or if material is illegible.**

**SPECIAL INSTRUCTIONS OR MESSAGES:**

Enclosed please find the recorded deed pursuant to your request. Please let us know if you need anything further. Thanks.



*This transmission is intended only for the use of the individual or entity to which it is addressed and may contain information which is privileged, confidential and exempt from disclosure under applicable law. If the reader of this transmission is not delivering the transmission to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this transmission is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone and return the original transmission to us at the above address via the United States Postal Service. Thank you.*

Doc#: 95365 Bk:23551 Pg: 293

I

WARRANTY DEED

MAINE REAL ESTATE TAX PAID

Being a portion of the premises conveyed to the Grantor

IN WITNESS WHEREOF, the said NORTHEAST RENTALS, LLC has caused

NORTHEAST RENTALS, LLC

Thomas Jewell  
Witness

BY: Charlton S. Smith  
Its duly authorized Manager

December 30, 2005

STATE OF MAINE  
COUNTY OF CUMBERLAND

Then personally appeared NORTHEAST RENTALS, LLC, by its duly authorized Manager, Charlton S. Smith, and acknowledged the foregoing instrument to be his free act and deed and the free act and deed of said company.

Before me,

Thomas Jewell  
Notary Public/Attorney at Law  
Thomas Jewell

Doc#: 95365 Bk:23551 Pg: 294

**EXHIBIT A****168 Neal Street, Portland, Maine:**

A certain lot or parcel of land with the buildings thereon situated on the westerly side of Neal Street in said Portland, between land formerly of late George E. Cook on the north and land formerly of the late J.W. Symonds on the south, with a frontage of sixty-two (62) feet, more or less, including No. 166 $\frac{1}{2}$ , 168 and 170 on said street and running westerly; the northerly sideline one hundred forty (140) feet, more or less, and the southerly sideline one hundred thirty-three and three tenths (133.3) feet, more or less, to Towbridge Place, formerly known as Essex Lane, on which place a westerly portion of the lot herein conveyed is known and numbered as 11 to 15 with a frontage on said place of seventy (70) feet, more or less.

Received  
Recorded Register of Deeds  
Dec 30, 2005 02:28:58P  
Cumberland County  
John B O'Brien



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

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

<b>Permit No:</b> 06-0123	<b>Date Applied For:</b> 0112612006	<b>CBL:</b> 054 F030001
<b>Location of Construction:</b> 168 NEAL ST	<b>Owner Name:</b> NORTHEAST RENTALS LLC	<b>Owner Address:</b> 139 WESCOTT RD
<b>Business Name:</b>	<b>Contractor Name:</b> n/a	<b>Contractor Address:</b> n/a Portland
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Change of Use - Condo Conversion
<b>Proposed Use:</b> Residential 12 unit to 12 unit condo conversion		<b>Proposed Project Description:</b> 12 unit Condo Conversion

- 4) 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.
- 5) ANY exterior work requires a separate review and approval thru Historic Preservation

**Dept:** Building      **Status:** Approved with Conditions      **Reviewer:** Tammy Munson      **Approval Date:** 02/24/2006  
**Note:**      **Ok to Issue:**

- 1) Construction activity was not applied for or reviewed as a part of this permit. This permit authorizes a change in ownership ONLY.

**Dept:** Fire      **Status:** Approved      **Reviewer:** Jay Kelley      **Approval Date:** 0211712006  
**Note:**      **Ok to Issue:**

- 1) Maintain All NFPA codes pertinent to Condo

**Comments:**

2/3/06-amachado: Left message for Jonathan Culley. We need a deed or purchase & sales agreement to show that he owns the building.