

# DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

SECTION

## PERMIT

Permit Number: 071099

This is to certify that SMITH IAN H & VIRGINIA CURIT SMITH ITS

has permission to Change of use from 2 unit residential to Permit Co

AT 2 HOULTON ST

PERMIT ISSUED  
OCT - 3  
CITY OF PORTLAND

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the ordinances of the City of Portland regulating 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 work on permit must be completed before this building or part thereof is closed or enclosed-in. 24 HOUR NOTICE IS REQUIRED.

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

### OTHER REQUIRED APPROVALS

- Fire Dept. \_\_\_\_\_
- Health Dept. \_\_\_\_\_
- Appeal Board \_\_\_\_\_
- Other \_\_\_\_\_  
Department Name

*Thomas N. Merrill* 10/3/07  
Director - Building & Inspection Services

### PENALTY FOR REMOVING THIS CARD

(4) 2 + 4<sup>(12)</sup> Houlton ST

SC



CITY OF PORTLAND, MAINE  
Department of Building Inspection

# Certificate of Occupancy

LOCATION 2 HOULTON ST

CBL 055 B031001

Issued to SMITH IAN H & VIRGINIA L CURIT-SMITH JTS

Date of Issue 01/16/2008

**This is to certify** that the building, premises, or part thereof, at the above location, built — altered — changed as to use under Building Permit No. 07-1099, has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

Left Side Only

APPROVED OCCUPANCY

Single Family Condo, Type 5b, Use Group R-3, IRC  
2003

**Limiting Conditions:**

This certificate supersedes  
certificate issued

Approved:

1/16/08  
(Date)

Inspector

Inspector of Buildings

Notice: This certificate identifies lawful use of building or premises, and ought to be transferred from owner to owner when property changes hands. Copy will be furnished to owner or lessee for one dollar.

# City of Portland, Maine - Building or Use Permit Application

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

Permit No: 07-1099	Issue Date:	CBL: 055 B031001
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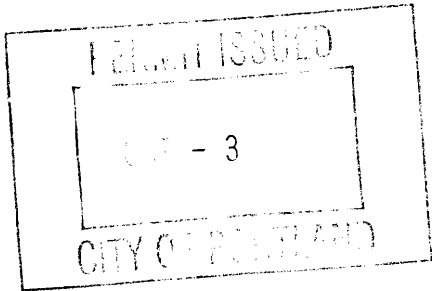
Location of Construction: 2 HOULTON ST	Owner Name: SMITH IAN H & VIRGINIA L CU	Owner Address: 2 HOULTON ST	Phone:
Business Name:	Contractor Name:	Contractor Address:	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Change of Ownership - Condo Conversion	Zone: R-6

Past Use: 2 Unit Residential  <i>legal use: 2 d.u.</i>	Proposed Use: 2 Unit Condo - Change of <del>use</del> <sup>ownership</sup> from 2 unit residential to 2 Unit Condo	Permit Fee: \$450.00	Cost of Work: \$450.00	CEO District: 2
Proposed Project Description: Change of <del>use</del> <sup>ownership</sup> from 2 unit residential to 2 Unit Condo		FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: <i>R3</i> Type: <i>SB</i> <i>IRC 2003</i>	
		Signature: <i>Jm 10/3/07</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: Idobson	Date Applied For: 09/07/2007	<b>Zoning Approval</b>		
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- This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.
- Building permits do not include plumbing, septic or electrical work.
- 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..

Special Zone or Reviews	Zoning Appeal	Historic Preservation
<input type="checkbox"/> Shoreland	<input type="checkbox"/> Variance	<input checked="" type="checkbox"/> <i>Yes</i> <input type="checkbox"/> Not in District or Landmark
<input type="checkbox"/> Wetland	<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Does Not Require Review
<input type="checkbox"/> Flood Zone	<input type="checkbox"/> Conditional Use	<input type="checkbox"/> Requires Review
<input type="checkbox"/> Subdivision	<input type="checkbox"/> Interpretation	<input type="checkbox"/> Approved
<input type="checkbox"/> Site Plan	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Conditions
Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/>	<input type="checkbox"/> Denied	<input type="checkbox"/> Denied
Date: <i>9/11/07</i> <i>OK w/ cond. has ABU</i>	Date: _____	Date: _____ <i>Any exterior work requires a separate review approval thru Historic Preservation.</i>



## 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
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE

1/16/08 - Checked left side of Duplex for Final  
Cords conversion - excellent workmanship - no  
issues seen - OK to issue # 2 Haultr.

(check for egress windows in Bedrooms on final)

Jon M

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

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

<b>Permit No:</b> 07-1099	<b>Date Applied For:</b> 09/07/2007	<b>CBL:</b> 055 B031001
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<b>Location of Construction:</b> 2 HOULTON ST	<b>Owner Name:</b> SMITH IAN H & VIRGINIA L CU	<b>Owner Address:</b> 2 HOULTON ST	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b>	<b>Contractor Address:</b>	<b>Phone:</b>
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Change of Ownership - Condo Conversion	

<b>Proposed Use:</b> 2 Unit Condo - Change of ownership from 2 unit residential to 2 Unit Condo	<b>Proposed Project Description:</b> Change of ownership from 2 unit residential to 2 Unit Condo
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<b>Dept:</b> Zoning	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Ann Machado	<b>Approval Date:</b> 09/11/2007
<b>Note:</b> Permit 06-1144 interior demo & permit 06-1061 interior renovations to restore to two unit.			<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<p>1) ANY exterior work requires a separate review and approval thru Historic Preservation. This property is located within an Historic District.</p> <p>2) 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.</p> <p>3) PLEASE NOTE: Under the City's Condominium Conversion regulations, if a tenant makes a decision not to purchase their unit and also decides not to remain in the building after their notification, that tenant has the right to move without penalty. If that protected tenant is under the 80% low/moderated income limit guidelines, there is still a requirement on the owner/developer to pay that tenant relocation payments as stated in the ordinance prior to vacating the unit. That tenant has not lost any rights under this ordinance by making a choice to move and vacate their unit after notification.</p> <p>4) With the issuance of this permit and the certificate of occupancy, this property will be two residential condominiums. Any change of use shall require a separate permit application for review and approval.</p>			
<b>Dept:</b> Building	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Tom Markley	<b>Approval Date:</b> 10/03/2007
<b>Note:</b>			<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<p>1) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.</p> <p>2) Construction activity was not applied for or reviewed as a part of this permit. This permit authorizes a change in ownership ONLY.</p> <p>3) The basement is NOT approved as habitable space. A code compliant 2nd means of egress must be installed in order to change the use of this space.</p>			

# 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.

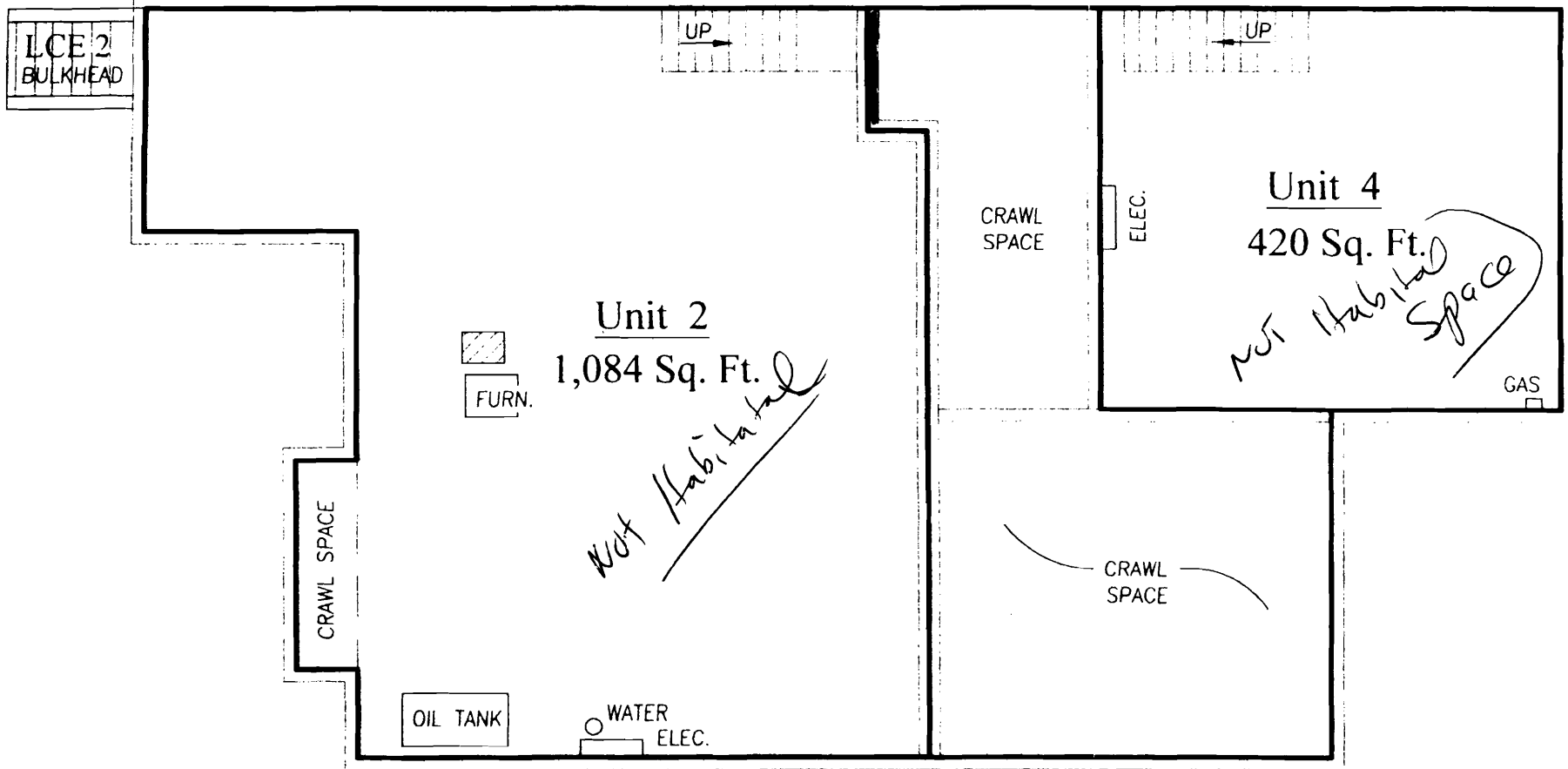
Location/Address of Construction: <u>2 + 4 HOULTON ST.</u>		
Total Square Footage of Proposed Structure	Square Footage of Lot <u>7786</u>	
Tax Assessor's Chart, Block & Lot Chart# <u>55</u> Block# <u>B</u> Lot# <u>31</u>	Owner: <u>IAN H SMITH</u> <u>VIRGINIA L. CURIT-SMITH</u>	Telephone: <u>207-871-5673</u> <u>207-329-5621</u>
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: <u>IAN SMITH</u> <u>82 FESSENDEN ST</u> <u>PORTLAND ME 04103</u> <u>207-329-5621</u>	Cost Of Work: \$ _____ Fee: \$ <u>300</u> C of O Fee \$ <u>150</u> Total Fees: \$ <u>450</u>
Current use: <u>RESIDENTIAL 2 UNIT</u>		
If the location is currently vacant, what was prior use: <u>RESIDENTIAL 2 UNIT</u>		
Approximately how long has it been vacant: <u>1 YEAR</u>		
Proposed use: <u>CONVERT 2 RESIDENTIAL UNITS TO</u> Project description: <u>2 CONDO UNITS</u>		
Contractor's name, address & telephone: <u>NA</u>		
Who should we contact when the permit is ready: <u>IAN SMITH</u>		
Mailing address:		
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: <u>207-329-5621</u></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.**

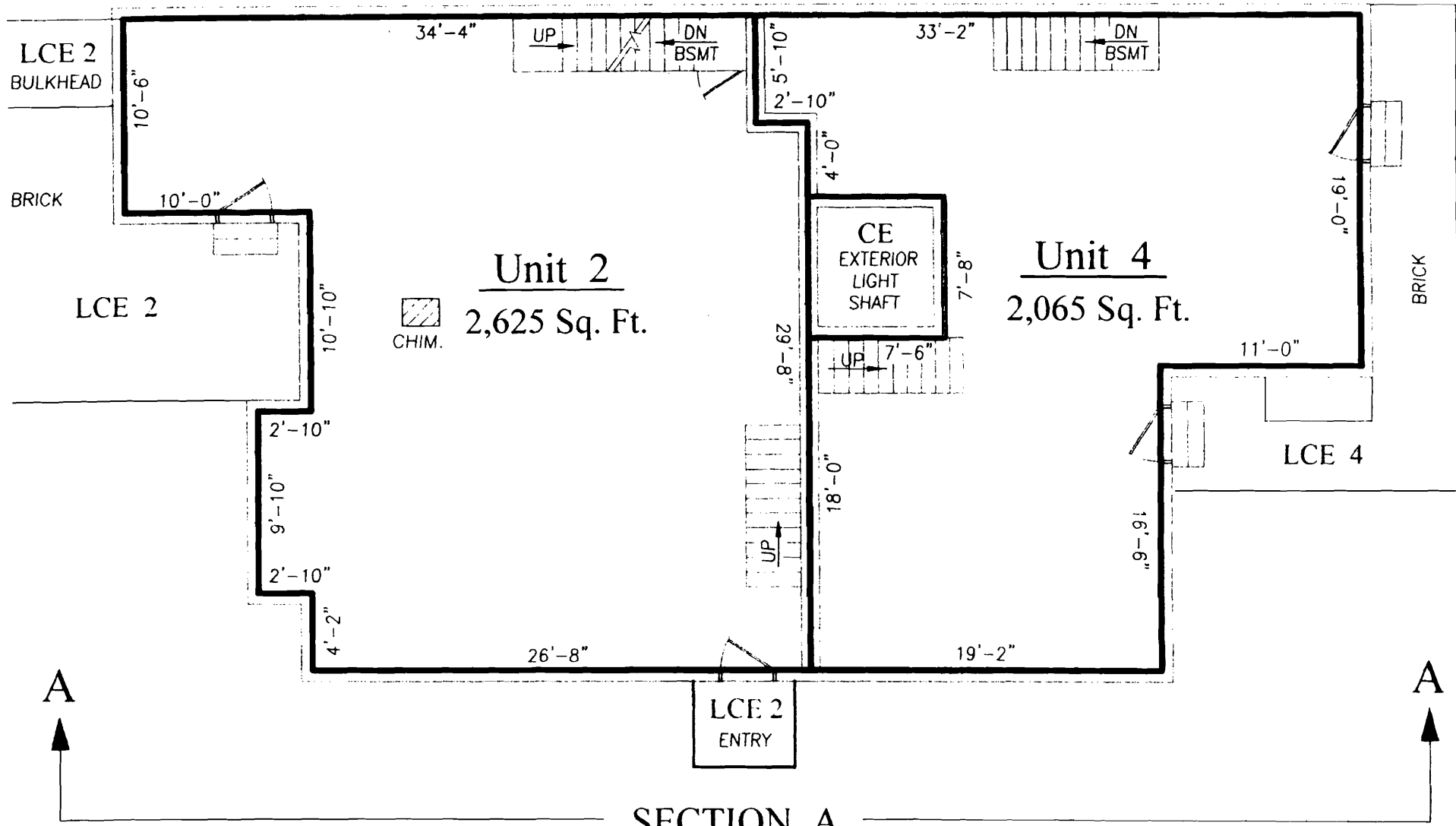
*I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, 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: <u><i>IAN SMITH</i></u>	Date: <u>8/29/07</u>
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**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**



Basement -  
Havlan St.

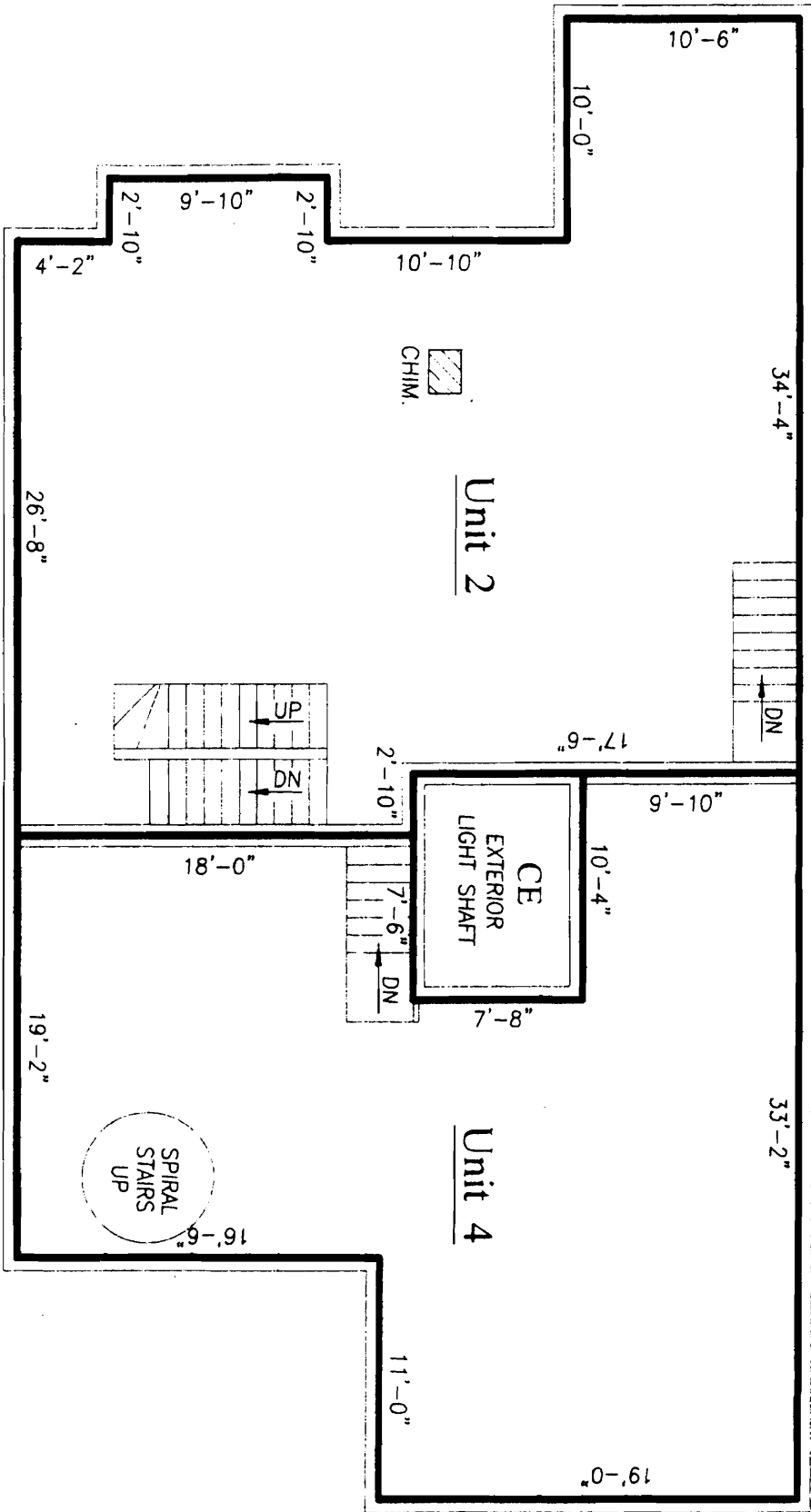


SECTION A

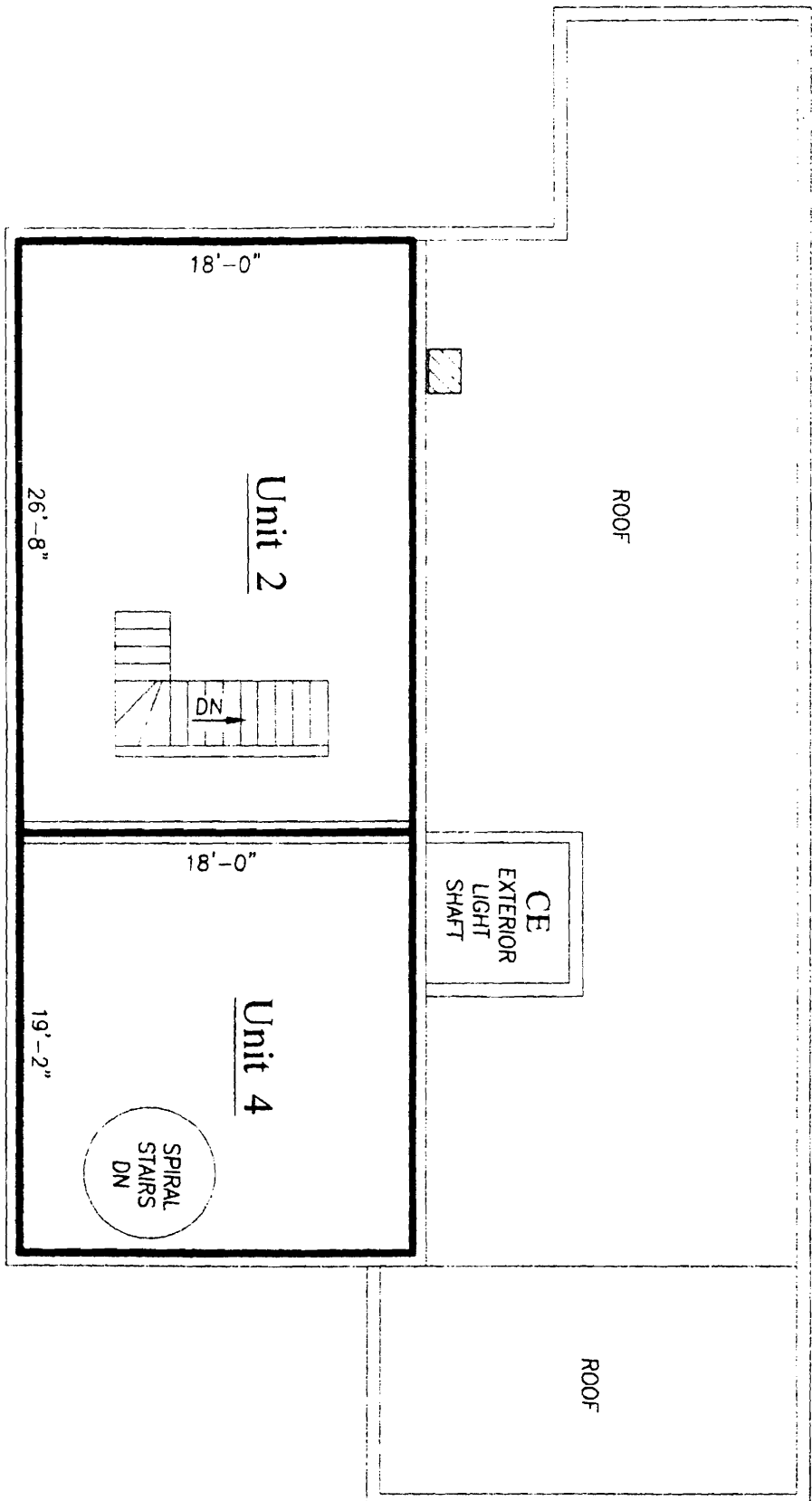
FIRST FLOOR



Second Floor



THIRD FLOOR



Ian Smith & Virginia Lynn Curit-Smith  
82 Fessenden St. Portland, ME 04103  
207-871-5673 home 207-329-5621 cell

55B31

Permits & Inspections Div.  
City of Portland, ME

8/27/2007


Re: 2-4 Houlton St. Portland 2 unit condo conversion [55-B-31]

To all whom it may concern,

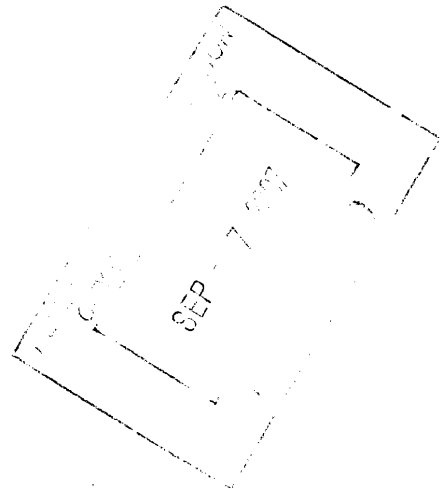
My wife and I became interested in this building just over one year ago. It was a legal two unit that had been divided into five units and was in bad shape. At that time it had stickers on the exterior that read, "DO NOT OCCUPY." At the time of sale the building was vacant and not habitable. Under permits first for demolition and then for building we are in the process of restoring the building and changing it back to a two unit arranged as townhouses with separate entrances and addresses.

Please contact me at 329-5621 for more information. Thanks.

Sincerely,



Ian Smith



Submit with Condominium Conversion Permit Application

55B31

**Project Data:**

Address: 2 - 4 HOULTON ST.

C-B-L: 55 - B - 31

Number of Units in Building: 2

Tenant Name	Tenant Tel#	Occup. Length	Date of Notice	Eligible for \$?
Unit 1				
Unit 2				
Unit 3				
Unit 4				
Unit 5				
Unit 6				
Unit 7				
Unit 8				

SEE COVER LETTER

If more units, submit same information on all units

Length of time building owned by applicant 1 YEAR

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) PREVIOUS PERMITS #06-

Type and cost of building improvements associated with this conversion that do not require permits: 1061

\$ \_\_\_\_\_ Exterior walls, windows, doors, roof

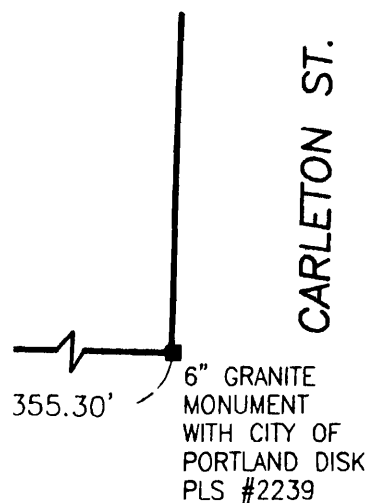
\$ \_\_\_\_\_ Insulation

\$ \_\_\_\_\_ Interior cosmetics (walls/floors/hallways/refinishing, etc.)

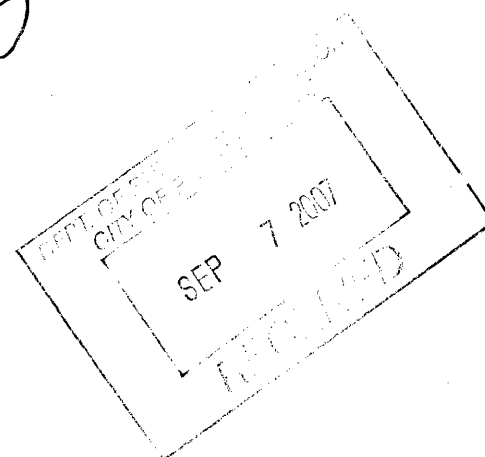
\$ \_\_\_\_\_ Other (specify)

DATE \_\_\_\_\_


JOHN C. SCHWANDA, PLS #1252



SSB31

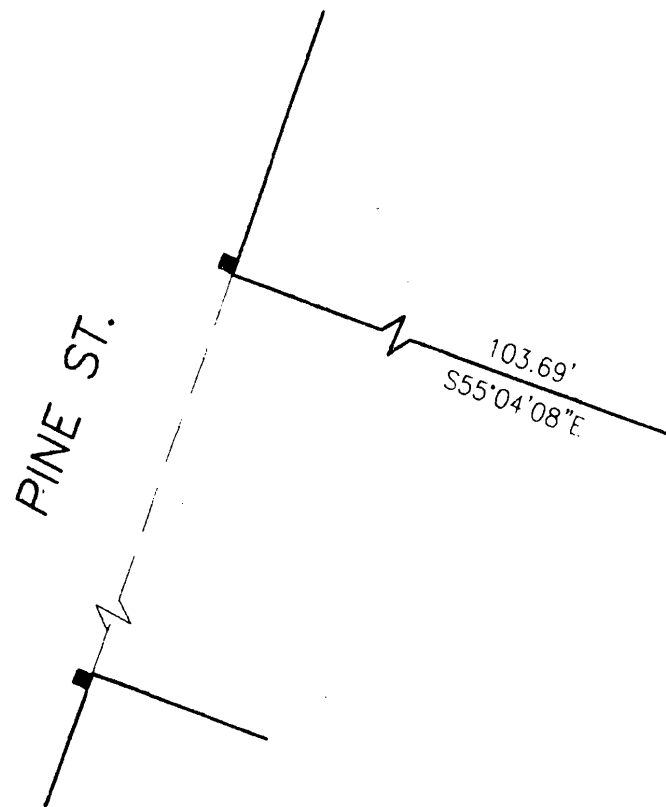


**CONDOMINIUM PLAT**  
**"2 & 4 HOULTON STREET CONDOMINIUM"**  
#2 & #4 HOULTON STREET, PORTLAND, MAINE  
MADE FOR RECORD OWNER  
**IAN SMITH**  
82 FESSENDEN STREET, PORTLAND, MAINE

 **OWEN HASKELL, INC.**  
16 CASCO ST., PORTLAND, ME 04101 (207) 774-0424  
PROFESSIONAL LAND SURVEYORS

Drwn By	JMW	Date	Job No.
Trace By	JLW	APRIL 23, 2007	2006-261P
Check By	JCS	Scale	Drwg. No.
Book No.	1046	1" = 10'	1 OF 2

C:\06-261\06-261.dwg, 4/23/2007 9:58:36 AM



**LEGEND:**

●	IRON PIPE FOUND
⊗	WATER VALVE
⊗	UTILITY POLE
□	SIGN
—x—x—	FENCE
====	CURB
—OHW—	OVERHEAD WIRES
—W—	WATER LINE
—G—	GAS LINE
LCE	LIMITED COMMON ELEMENT

**GRAPHIC SCALE**



2 & 4 HOULTON STREET  
CONDOMINIUM

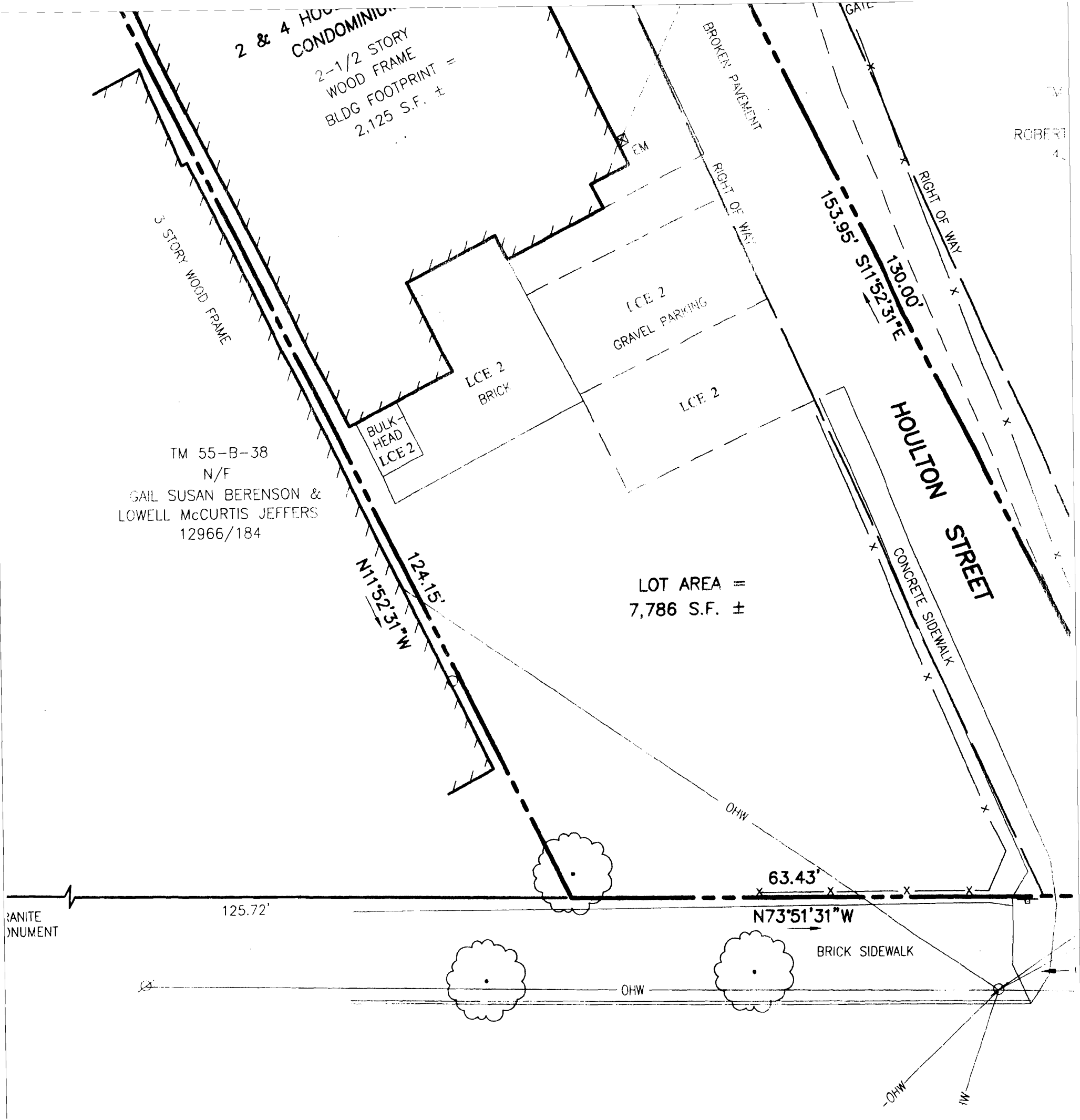
2-1/2 STORY  
WOOD FRAME  
BLDG FOOTPRINT =  
2,125 S.F. ±

3 STORY WOOD FRAME

TM 55-B-38  
N/F  
GAIL SUSAN BERENSON &  
LOWELL McCURTIS JEFFERS  
12966/184

LOT AREA =  
7,786 S.F. ±

ROBERT  
4



GRANITE MONUMENT

125.72'

63.43'

N73°51'31" W

BRICK SIDEWALK

OHW

OHW

M

HOULTON STREET

CONCRETE SIDEWALK

BROKEN PAVEMENT

RIGHT OF WAY

RIGHT OF WAY

153.95' S11°52'31" E

130.00'

124.15'  
N11°52'31" W

LCE 2 BRICK

LCE 2 GRAVEL PARKING

LCE 2

BULK-HEAD LCE 2

