

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

BUILDING DEPARTMENT

Please Read Application And Notes, If Any, Attached

Permit Number: 030425

This is to certify that Linsky Mary M/Helping Hand Renovat  
has permission to Renovate building, convert to condominiums (2 u  
AT 259 York St 058 D006001

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 occupied or closed-in. **48 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

*[Handwritten Signature]*  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

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

Permit No: 03-0425	Issue Date:	CBL: 058 D006001
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Location of Construction: 259 York St	Owner Name: Linsky Mary M	Owner Address: 259 York St	Phone:
Business Name:	Contractor Name: Helping Hands Renovations	Contractor Address: 279 Walton St. Portland	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Condo Conversion	Zone: R6

Past Use: Two dwelling units	Proposed Use: Two condominium units with renovations	Permit Fee: \$713.00	Cost of Work: \$70,000.00	CEO District: 3
FIRE DEPT: <input type="checkbox"/> Approved <input type="checkbox"/> Denied INSPECTION: <input type="checkbox"/> Approved <input type="checkbox"/> Denied Use Group: 23 Type 5 6/2/03 Signature: <i>[Signature]</i>		Signature: <i>[Signature]</i>		

Proposed Project Description: *Legal: 2 family D.U. per 1955 Directory*  
 Renovate building, convert to condominiums (2 units) *No change of use Allowed with this permit*

Signature:	Signature:
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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: kwd	Date Applied For: 04/30/2003	<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 <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"/> Denied Date: <i>5/19/03</i>	Zoning Appeal <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:	Historic Preservation <input checked="" 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 Date:
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**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

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

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

Permit No: 03-0425	Date Applied For: 04/30/2003	CBL: 058 D006001
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Location of Construction: 259 York St	Owner Name: Linsky Mary M	Owner Address: 259 York St	Phone:
Business Name:	Contractor Name: Helping Hands Renovations	Contractor Address: 279 Walton St. Portland	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Condo Conversion	

Proposed Use: Two condominium units with renovations	Proposed Project Description: Renovate building, convert to condominiums (2 units)
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**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Marge Schmuckal      **Approval Date:** 05/19/2003

**Note:** 5/6/03 left message with new owner - I need information on the last tenant's apartment (one apartment was lived in by the previous owner). When was this unit vacated? **Ok to Issue:**   
5/19/03 signed letter from agent - no tenants were in the bldg when the owner left and bldg was sold.

- 1) It is understood thru a signed letter from the agent involved that there was no other tenant within the building when the owner moved out and then the building was sold.
- 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.
- 3) This is NOT an approval for an additional dwelling unit. You SHALL NOT add any additional kitchen equipment including, but not limited to items such as stoves, microwaves, refrigerators, or kitchen sinks, etc. Without special approvals.
- 4) This property shall remain a two (2) family dwelling. Any change of use shall require a separate permit application for review and approval.

**Dept:** Building      **Status:** Approved with Conditions      **Reviewer:** Mike Nugent      **Approval Date:** 06/02/2003

**Note:** **Ok to Issue:**

- 1) This permit authorizes NO structural alterations, The basement sleeping room must have an egress window, this was discussed with Tom Blair on 5/30/03.
- 2) Separate permits are required for plumbing, electrical and gas installations . This work must be done by masters of their trade.

**Comments:**

05/19/2003-mjn: need more plan details, advised contractor *DONC 6/2/03*

# All Purpose Building Permit Application 03-0425

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>259 York Street, Portland, ME 04102</u>		
Total Square Footage of Proposed Structure <u>2692</u>	Square Footage of Lot <u>2329</u>	
Tax Assessor's Chart, Block & Lot Chart# <u>58</u> Block# <u>D</u> Lot# <u>6</u>	Owner: <u>Reginald W Ford + Charles R Delannoy</u>	Telephone: <u>(207)767-4753</u>
Lessee/Buyer's Name (If Applicable)  <u>N/A</u>	Applicant name, address & telephone: <u>Reginald Ford</u> <u>Po Box 11586</u> <u>Portland, Me</u>	Cost Of Work: <u>\$70,000</u>  Fee: \$ <u>2</u> units @ \$25.00 per unit \$ <u>50.00</u> <u>2 Colo 150.00</u>
Current use: <u>residential</u> number of units: <u>2</u> <u>Bldg Fee 513.</u>		
Purposed use <u>residential</u> number of units: <u>2</u> <u>Condo</u> <u>Total \$113.00</u>		
Project description: <u>Remodel Kitchens (2) Bathrooms (3) Restore walls</u> <u>Replace windows, Repair ceilings, Renovation Floors</u>		
Contractor's name, address & telephone: <u>Tom Blair, 279 Walton Street Portland ME 04103</u> <u>838-0612 (cell)</u>		
Who should we contact when the permit is ready: <u>Tom Blair</u>		
Mailing address: <u>279 Walton Street</u> <u>Portland ME 04103</u>		xx <u>Celf</u> Phone: <u>838-0612</u>

**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:	Date: <u>4/30/03</u>
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**This is not a permit, you may not commence ANY work until the permit is issued**

Zoning Division  
Marge Schmuckal  
Zoning Administrator

Department of Urban Development  
Joseph E. Gray, Jr.  
Director



CITY OF PORTLAND

Condominium Conversion Tenant Forms

BUILDING ADDRESS: 259 York Street, Portland, ME 04102

NUMBER OF UNITS: 2

TENANT NAME: \_\_\_\_\_

TENANT'S UNIT #: \_\_\_\_\_

TENANT'S TEL. #: \_\_\_\_\_

TENANT'S PRESENT ANNUAL INCOME: \_\_\_\_\_

NUMBER OF YEARS TENANT HAS CONSECUTIVE LIVED IN BLDG: \_\_\_\_\_

ATTACH COPY OF TENANT NOTICE

OWNER'S NAME/ADDRESS/TEL. #: Reginald N Ford (207) 767-4753 PO Box 11586 Portland ME 04104  
+ Charles R Delannoy, 4206 S. Irby Loop, Kennebec WA 99337 (509) 586-1606

DEVELOPER'S INFO IF DIFFERENT THAN OWNER: \_\_\_\_\_

TYPE OF ALTERATIONS EXPECTED FOR THE CONVERSION - PLEASE DETAIL

Upgraded plumbing, heating, electrical systems; remodeled kitchens +  
bathrooms; new siding + exterior paint; patch + paint interior walls as needed;  
refinish hardwood floors

CONDOMINIUM CONVERSION PERMIT  
CITY OF PORTLAND, MAINE  
PART I

To the Chief of Building and Inspection Services, Portland, Maine, the undersigned hereby applies for a Condominium Conversion Permit.

Location of Project: \_\_\_\_\_ Assessor's chart: 58  
Block: D  
Lot: #6

Name of owner: Reginald N Ford + Charles R Delannay

Address: PO Box 11986 Portland ME 04104

Telephone No.: (207) 767-4753

Name of Project: \_\_\_\_\_

No of Units to be Converted: 2

No. of Units applying for: 2

No. of Units in structure 2

Date on which Declaration of Condominiums was filed in Cumberland County Registry of Deeds \_\_\_\_\_

Approved by: \_\_\_\_\_

ZONING: \_\_\_\_\_ Date: \_\_\_\_\_

No. of units approved (circle)

Fire Dept: ... 1 3 3 4 5 6 7 8 9 10 Date: \_\_\_\_\_

others  
Plumbing: 1 2 3 4 5 6 7 8 9 10 Date: \_\_\_\_\_

others  
Elec: 1 2 3 4 5 6 7 8 9 10 Date: \_\_\_\_\_

others  
Bldg. & Housing: 1 2 3 4 5 6 7 8 9 10 Date: \_\_\_\_\_

Comments: \_\_\_\_\_

CONDOMINIUM CONVERSION APPLICATION  
PART II

CODE COMPLIANCE:

1. Please attach copy of Notice of Intent to this application.
2. Attach also a list of names of tenants or occupants to whom letters were sent.
3. Please include addresses of those receiving notices of intent and dates such notice was received. (Please give apt. number wherever possible)
4. Have notices of intent been given to tenants in accordance with Chapter 608.4 of the Municipal Code entitled "Condominium Conversion Ordinance"?  
yes                    no
5. Have relocation payments been made to eligible tenants in accordance with Chapter 608.5 of the Municipal Code?    yes                    no
6. Have relocation referrals and assistance been provided to tenants on demand?  
yes                    no

Condominium Conversion Permit Application, continued

PART III

PROJECT DATA

1. Assessor's reference, Chart, Block; Lot: \_\_\_\_\_
2. Number of units before conversion:
  - 1 units with 1 bedroom;
  - \_\_\_\_\_ units with 2 bedrooms;
  - 1 units with 3 or more bedrooms;
3. Monthly rent (range)  
(specify with or without util.)  
\$800 - \$900 w/o utilities  
\_\_\_\_\_  
\$1450 w/o utilities
4. Number of units after conversion:
  - \_\_\_\_\_ units with 1 bedroom;
  - 1 units with 2 bedrooms;
  - 1 units with 3 or more bedrooms;
5. Purchase Price (range)  
\_\_\_\_\_  
\$180,000  
\$220,000
6. Length of time building owned by applicant? purchased April 2003
7. Are any building improvements, renovations, or modifications being made associated with this conversion that require a Building, Plumbing, Electrical, or Heating Permit  
Yes  No \_\_\_\_\_ (Please circle applicable permit type.)
8. Type and cost of building improvements associated with this conversion that do not require permits:
  - \$21,000 exterior walls, windows, doors, roof
  - \$1,500 insulation
  - \$41,000 interior cosmetic (wall/floor/refinishing, etc.)
  - \$26,000 other (specify) plumbing, heating, electrical
  - \_\_\_\_\_ none



9. For each converted rental unit supply the following information on last tenants prior to conversion:

Unit Number:      1      2      3      4      5      6      7      8      9      10

- a) Length of occupancy- \_\_\_\_\_
- b) Age of head of household- \_\_\_\_\_
- c) Number of children- \_\_\_\_\_
- d) Number of persons ages 60 or over- \_\_\_\_\_
- e) Will tenant purchase unit? \_\_\_\_\_
- f) If not, was (or will) relocation payment (be) made? \_\_\_\_\_
- g) If moving, check destination below:
  - i) Same Neighborhood- \_\_\_\_\_
  - ii) Elsewhere in Portland- \_\_\_\_\_
  - iii) Out of Portland- \_\_\_\_\_
  - iv) Unknown- \_\_\_\_\_

TITLE:  
COVER

259 YORK STREET  
PORTLAND, MAINE  
SCALE: 3/16" = 12"  
FLOOR:  
DATE 3/3/2003  
PAGE: COVER

CL - CLOSET  
WH - WASHING MACHINE  
DRY - DRYER  
TB - BATHTUB  
DW - DISH WASHER  
LS - LAZY SUSAN  
ST - STOVE  
PN - PANTRY  
FRG - REFRIGERATOR  
VAN - VANITY  
▨ - REMOVE WALL  
▬ - NEW WALL



### COVER SHEET

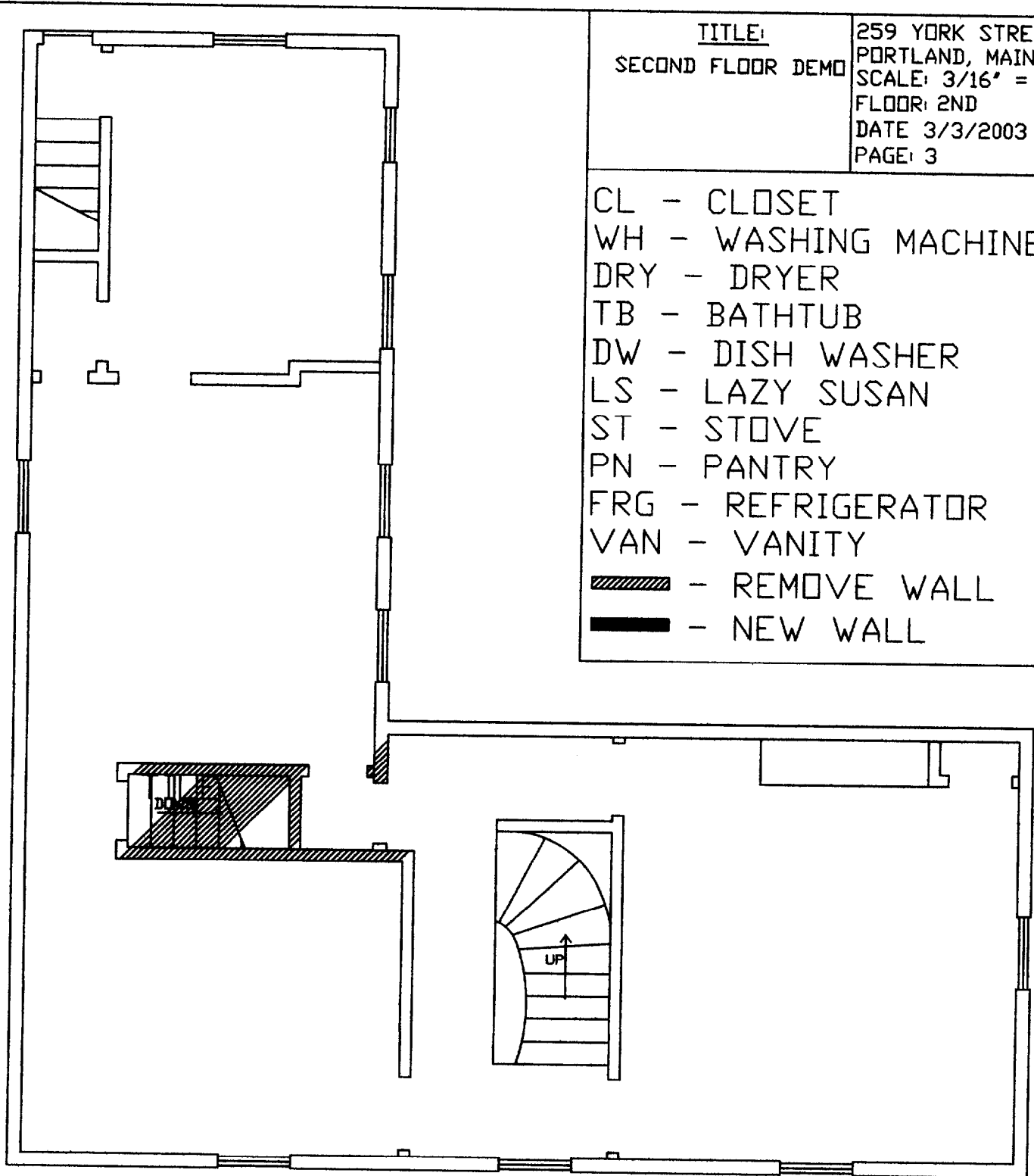
THE FOLLOWING ITEMS WILL ALSO BE  
DONE:

- \* NEW VINYL REPLACEMENT WINDOWS
- \* NEW VINYL SIDING TO REPLACE  
THE EXISTING ASPHALT SIDING
- \* FRONT OF BUILDING TO BE POWER  
WASHED AND PAINTED
- \* ALL EXISTING EXTERIOR TRIM TO  
BE RESTORED
- \* 2 GAS HEATING SYSTEMS TO BE  
INSTALLED, ONE PER UNIT
- \* ALL ELECTRICAL & PLUMBING WORK  
TO BE DONE TO CODE
- \* ALL WORK TO BE DONE TO CODE

TITLE:  
SECOND FLOOR DEMO

259 YORK STREET  
PORTLAND, MAINE  
SCALE: 3/16" = 12"  
FLOOR: 2ND  
DATE 3/3/2003  
PAGE: 3



- CL - CLOSET
- WH - WASHING MACHINE
- DRY - DRYER
- TB - BATHTUB
- DW - DISH WASHER
- LS - LAZY SUSAN
- ST - STOVE
- PN - PANTRY
- FRG - REFRIGERATOR
- VAN - VANITY
-  - REMOVE WALL
-  - NEW WALL

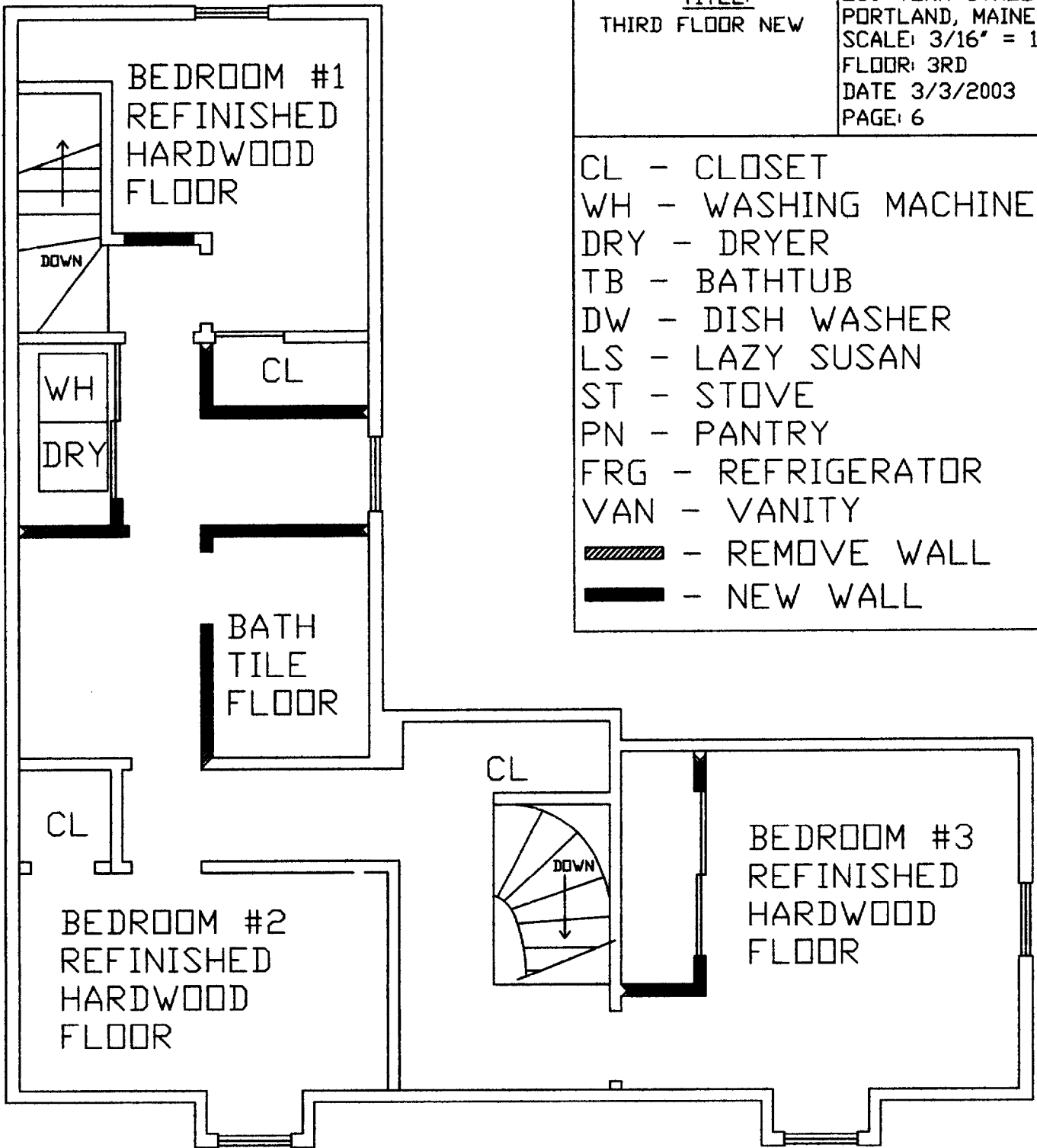


SECOND FLOOR

TITLE:  
THIRD FLOOR NEW

259 YORK STREET  
PORTLAND, MAINE  
SCALE: 3/16" = 12"  
FLOOR: 3RD  
DATE 3/3/2003  
PAGE: 6



- CL - CLOSET
- WH - WASHING MACHINE
- DRY - DRYER
- TB - BATHTUB
- DW - DISH WASHER
- LS - LAZY SUSAN
- ST - STOVE
- PN - PANTRY
- FRG - REFRIGERATOR
- VAN - VANITY
-  - REMOVE WALL
-  - NEW WALL

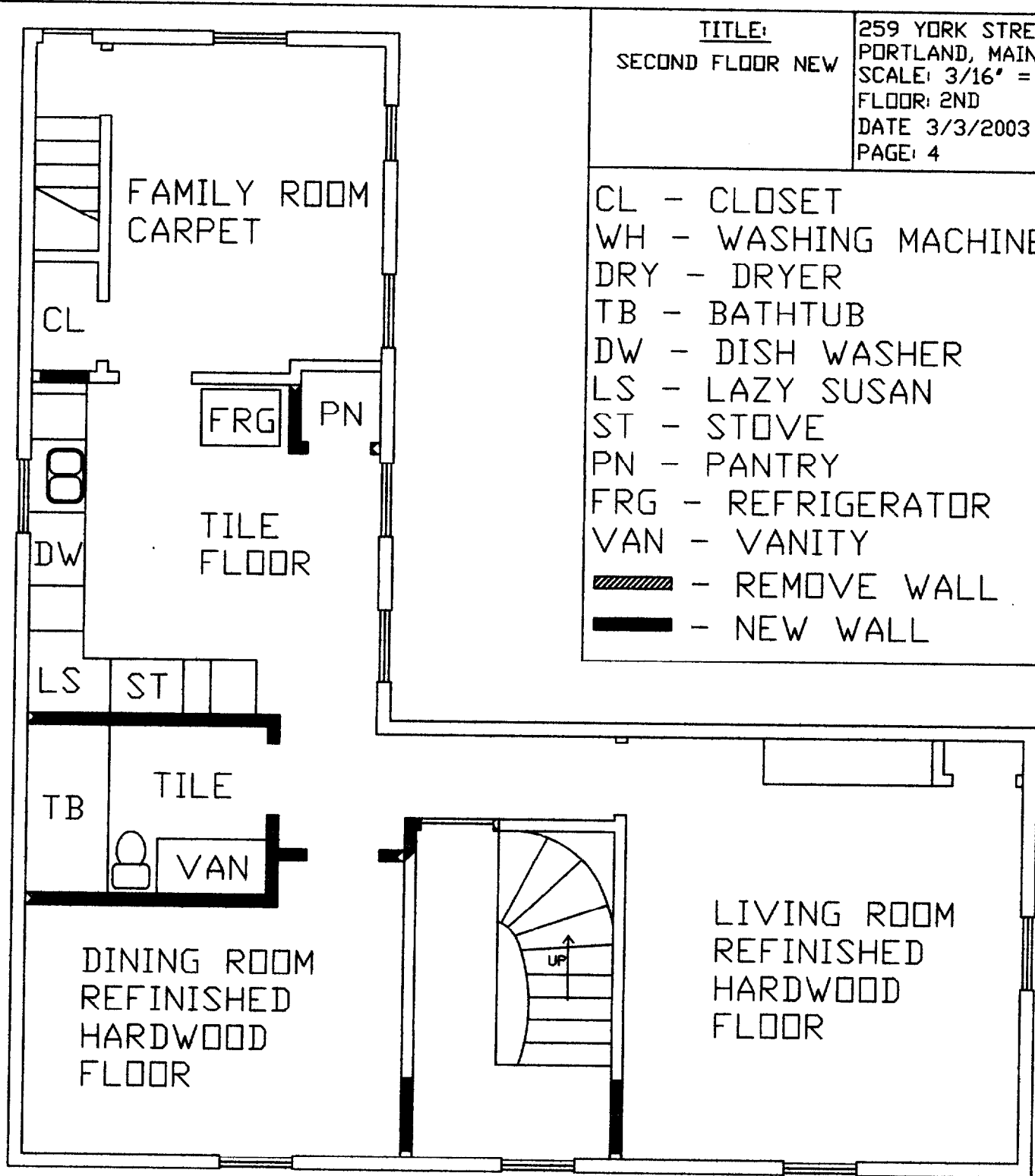


THIRD FLOOR

TITLE:  
SECOND FLOOR NEW

259 YORK STREET  
PORTLAND, MAINE  
SCALE: 3/16" = 12"  
FLOOR: 2ND  
DATE 3/3/2003  
PAGE: 4



- CL - CLOSET
- WH - WASHING MACHINE
- DRY - DRYER
- TB - BATHTUB
- DW - DISH WASHER
- LS - LAZY SUSAN
- ST - STOVE
- PN - PANTRY
- FRG - REFRIGERATOR
- VAN - VANITY
-  - REMOVE WALL
-  - NEW WALL

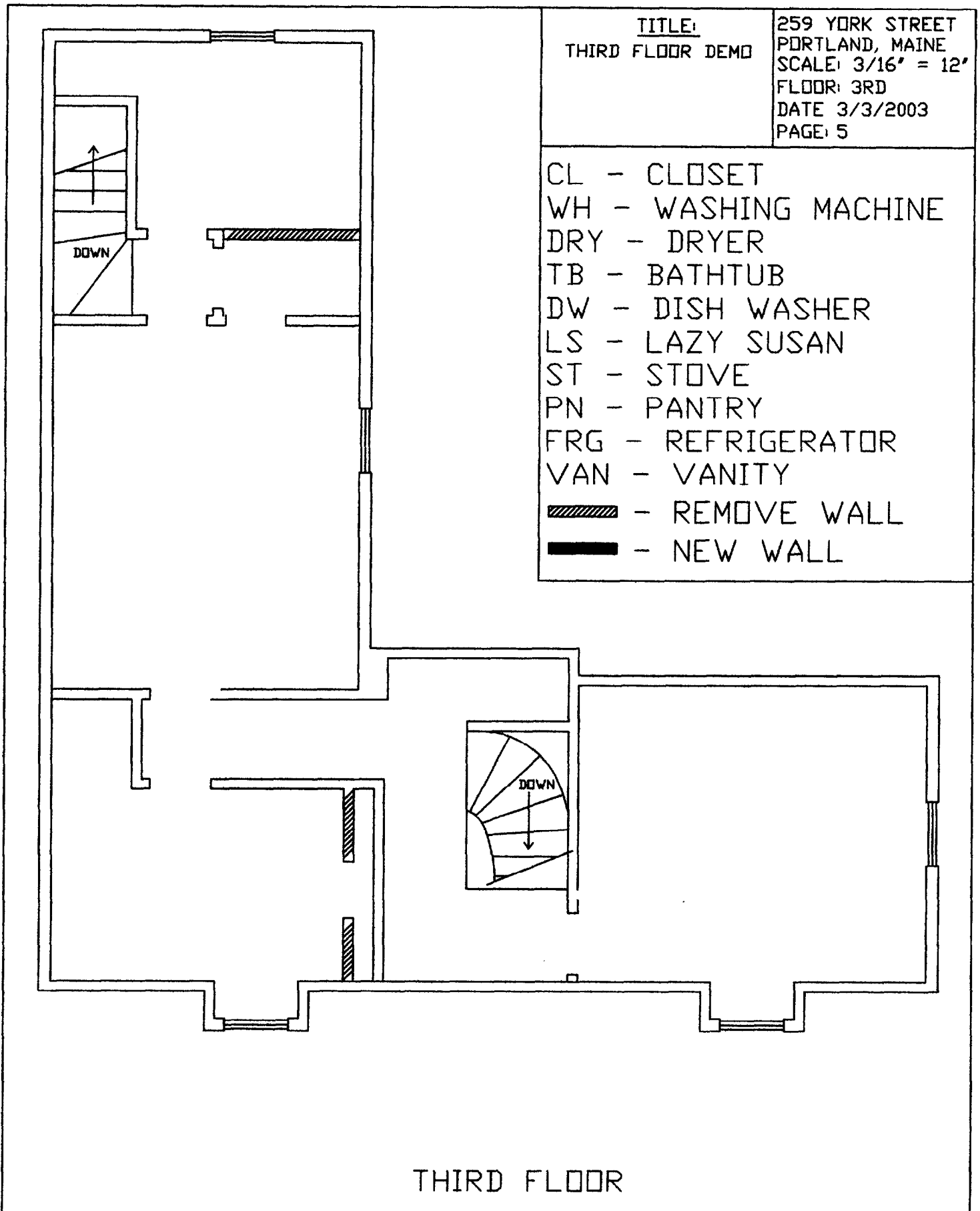


SECOND FLOOR

TITLE:  
THIRD FLOOR DEMO

259 YORK STREET  
PORTLAND, MAINE  
SCALE: 3/16" = 12"  
FLOOR: 3RD  
DATE 3/3/2003  
PAGE: 5

- CL - CLOSET
- WH - WASHING MACHINE
- DRY - DRYER
- TB - BATHTUB
- DW - DISH WASHER
- LS - LAZY SUSAN
- ST - STOVE
- PN - PANTRY
- FRG - REFRIGERATOR
- VAN - VANITY
-  - REMOVE WALL
-  - NEW WALL

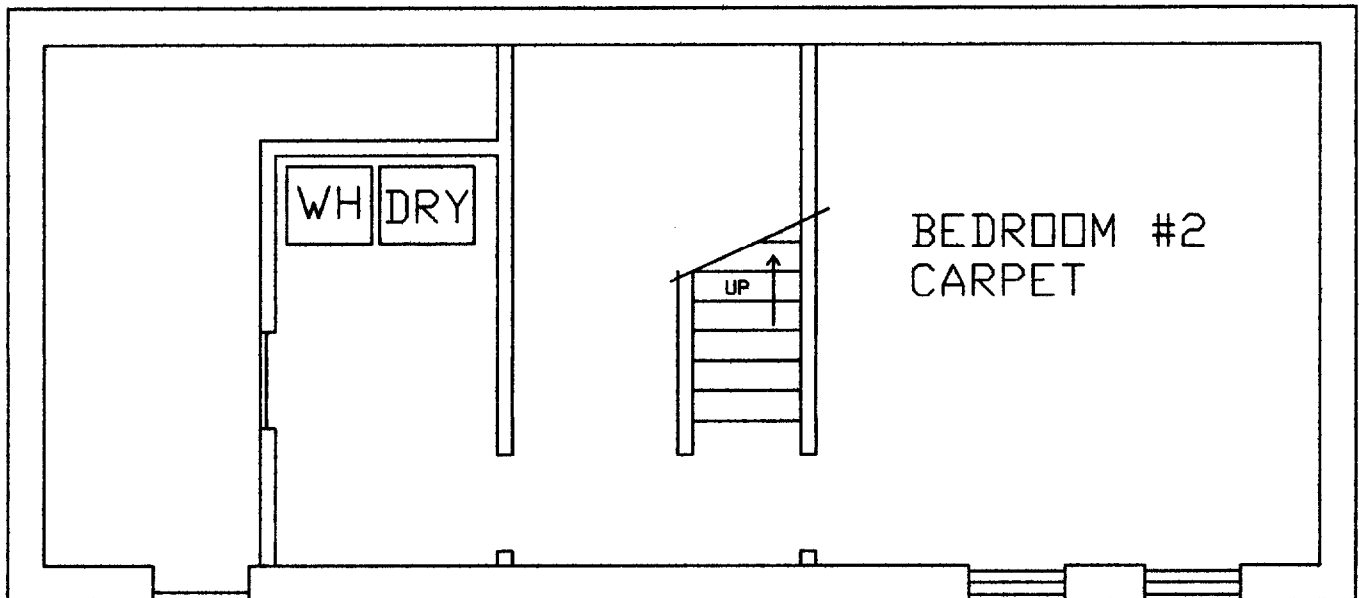


THIRD FLOOR

TITLE:  
BASEMENT NEW

259 YORK STREET  
PORTLAND, MAINE  
SCALE: 3/16" = 12"  
FLOOR: BASEMENT  
DATE 3/3/2003  
PAGE: 7



CL - CLOSET  
WH - WASHING MACHINE  
DRY - DRYER  
TB - BATHTUB  
DW - DISH WASHER  
LS - LAZY SUSAN  
ST - STOVE  
PN - PANTRY  
FRG - REFRIGERATOR  
VAN - VANITY  
▨ - REMOVE WALL  
▬ - NEW WALL

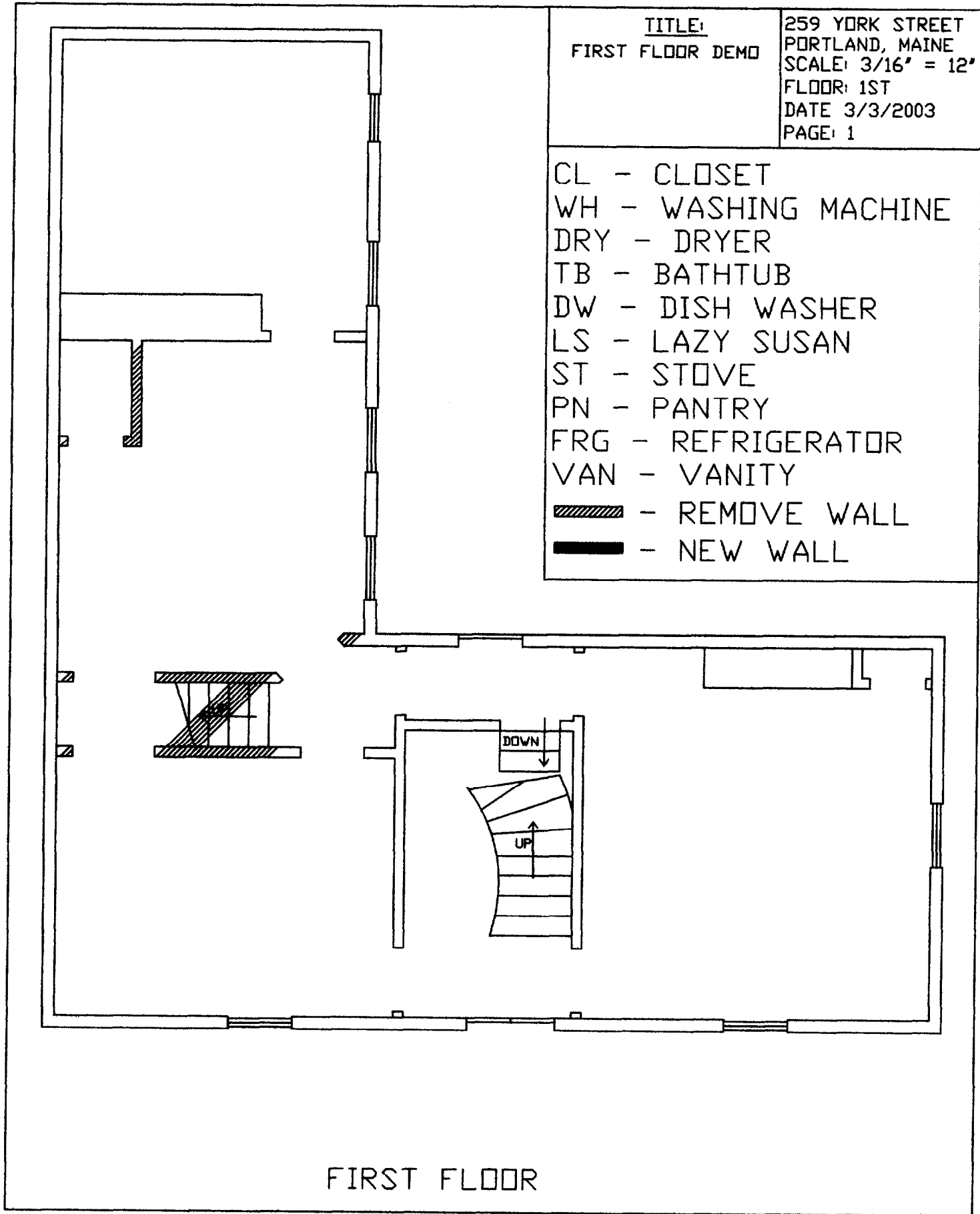


BASEMENT

TITLE:  
FIRST FLOOR DEMO

259 YORK STREET  
PORTLAND, MAINE  
SCALE: 3/16" = 12"  
FLOOR: 1ST  
DATE 3/3/2003  
PAGE: 1

- CL - CLOSET
- WH - WASHING MACHINE
- DRY - DRYER
- TB - BATHTUB
- DW - DISH WASHER
- LS - LAZY SUSAN
- ST - STOVE
- PN - PANTRY
- FRG - REFRIGERATOR
- VAN - VANITY
-  - REMOVE WALL
-  - NEW WALL





FIRST FLOOR

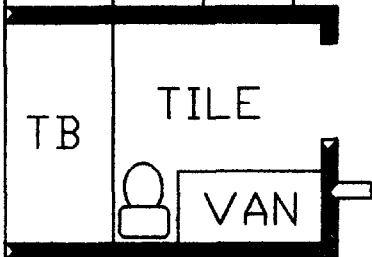
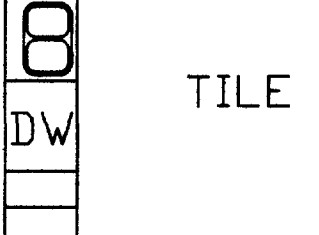
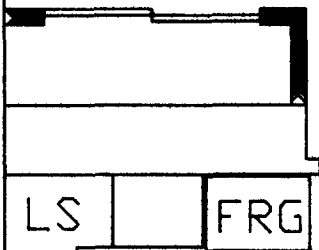


TITLE:  
FIRST FLOOR NEW

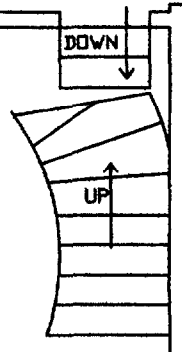
259 YORK STREET  
PORTLAND, MAINE  
SCALE: 3/16" = 12"  
FLOOR: 1ST  
DATE 3/3/2003  
PAGE: 2

- CL - CLOSET
- WH - WASHING MACHINE
- DRY - DRYER
- TB - BATHTUB
- DW - DISH WASHER
- LS - LAZY SUSAN
- ST - STOVE
- PN - PANTRY
- FRG - REFRIGERATOR
- VAN - VANITY
-  - REMOVE WALL
-  - NEW WALL

BEDROOM #1  
CARPET



DINING ROOM  
REFINISHED  
HARDWOOD  
FLOOR



LIVING ROOM  
REFINISHED  
HARDWOOD  
FLOOR

FIRST FLOOR



***Residential & Investment Real Estate***

www.flynnisin.com

Zoning Administration  
Attn: Ms. Marge Schmuckal  
389 Congress Street  
Portland, ME 04101

May 14, 2003

Dear Ms. Schmuckal,

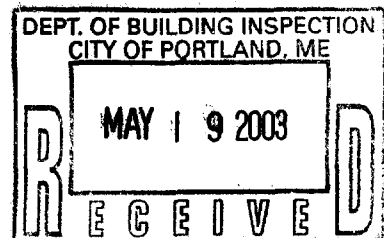
Concerning the sale of 259 York Street, Portland, Maine, I would like you to know the building was vacant at the time of sale. My client, Mary Linsky, then and now resides at the South Portland Nursing home on Anthoine Street. If you need any more information regarding this property please feel free to contact me directly at my office.

Regards,

A handwritten signature in cursive script, appearing to read "Jeff Flynn".

Jeff Flynn  
Flynn & Company Real Estate

Cc Joseph Piccone



Mary M. Linsky  
259 York Street  
Portland, Maine 04102

March 4, 2003

To Whom It May Concern:

259 York Street, Portland, Maine has been an owner occupied two family and is currently vacant.

Hadley Hutchins, POA  
Mary M. Linsky