

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND

BUILDING PERMIT

This is to certify that NANCY LITROCAPES

Located At 31 PAYSON ST

Job ID: 2012-02-3347-CH OF USE

CBL: 066A-C-007-001

has permission to Legalization of Nonconforming units

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 the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

Fire Prevention Officer

Code Enforcement Officer / Plan Reviewer

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY
PENALTY FOR REMOVING THIS CARD**

BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

or email: buildinginspections@portlandmaine.gov

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

Required Inspections:

Final Inspection

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

Acting Director of Planning and Urban Development
Gregory Mitchell

Job ID: 2012-02-3347-CH OF USE

Located At: 31 PAYSON ST

CBL: 066A- C-007-001

Conditions of Approval:

Fire

Installation shall comply with City Code Chapter 10.

All construction shall comply with City Code Chapter 10.

Comply with plan of action.

Building

1. Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.
2. Construction activity was not applied for or reviewed as a part of this permit. This permit authorizes a change in ownership ONLY.

City of Portland, Maine - Building or Use Permit Application

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

Job No: 2012-02-3347-CH OF USE	Date Applied: 2/21/2012	CBL: 066A- C-007-001	
Location of Construction: 31 PAYSON ST	Owner Name: NANCY LITROCAPES	Owner Address: 917 MAIN ST., #2 WESTBROOK, ME 04092	Phone: 207-523-9202
Business Name:	Contractor Name: N/A	Contractor Address:	Phone:
Lessee/Buyer's Name:	Phone:	Permit Type: BLDG - Building	Zone: R-5
Past Use: Two dwelling units with one illegal unit	Proposed Use: Three dwelling units – legalize one illegal unit for a total of three units	Cost of Work: 1000.00	CEO District:
		Fire Dept: <input checked="" type="checkbox"/> Approved w/conditions <input type="checkbox"/> Denied <input type="checkbox"/> N/A	Inspection: Use Group: R-3 Type: 513 IBC 05
		Signature: <i>Capt. Perone 3/15/12</i>	Signature: <i>[Signature]</i>
Proposed Project Description: Legal 2 unit, Legalize 1 total 3		Pedestrian Activities District (P.A.D.)	

Permit Taken By:	Zoning Approval		
<p>1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</p> <p>2. Building Permits do not include plumbing, septic or electrical work.</p> <p>3. Building permits are void if work is not started within six (6) months of the date of issuance. False informatin may invalidate a building permit and stop all work.</p>	Special Zone or Reviews <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan <input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM Date: <i>OK w/condition 3/15/12 ABU</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 Dist 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: <i>ABU</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 appication 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

R.F.

Entered 2/22/12 (BJ)

Zoning Division
Marge Schmuckal
Zoning Administrator

Department of Planning & Development
Lee Urban, Director



Job ID 2012-02-3347
CoFU

RECEIVED
FEB 21 2012
Dept. of Planning & Development
City of Portland

CITY OF PORTLAND

APPLICATION FOR
LEGALIZATION OF NONCONFORMING DWELLING UNITS
Section 14-391 - In effect March 24, 2004

Location/Address of Legalization: 31-33 Payson Street Portland, ME 04102	
Tax Assessor's Chart, Block & Lot Chart# 66A Block# C Lot# 7	Owner: Nancy Litrocapis Telephone: 207-523-9202 Address: See address below
Contact name, address & telephone if different than above: 917 Main St, Unit 2 Westbrook, ME 04092	Cost of Work: \$ 375.00 Fee: \$ \$300 per legalized unit & \$75 per C of O
Current # of legal D.U. 2	Requested # of units To be legalized: 1 Total bldg. units: 3
Attach evidence that each requested unit to be legalized existed as of 4/1/95: List evidence that you are submitting: city directory 1991 (2 tenants) 1992 (3 tenants)	
Attach evidence that the current owner/applicant neither constructed nor established the non-conforming dwelling units to be legalized: List evidence that you are submitting: beed	

I hereby certify that I am the Owner of record of the above 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: *Nancy A. Litrocapis* Date: 2/22/2012

This is NOT a permit, you may not commence ANY work until the permit is issued.



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Lee Urban- Director of Planning and Development
Marge Schmuckal, Zoning Administrator

LEGALIZATION OF NONCONFORMING DWELLING UNITS FOR OFFICE USE ONLY

Address & CBL: (31) 33 Payson St. 66A-C-007

Notices to owners of properties situated within 300 feet sent on: gave to byuk 2/24/12, sent at 2/27/12.

City Housing Ordinance compliance given on: 2/27/12 to Don received: approved w/ conditions 3/12/12
by Don

City NFPA compliance given on: gave to John Madell 2/24/12 received: approved 2/27/12 w/ conditions

Received any letters within 10 days from notices sent? no

Unit(s) existed prior to April 1, 1995? street directory 1992 - 3 dwelling units

Unit(s) shown to be established by different owner? owner purchased Sept. 29, 2000

Site plan included: yes

Floor plans included? yes

Is ZBA action required? no



CITY OF PORTLAND

NFPA LIFE SAFETY CODE – FIRE PREVENTION CODE
DWELLING UNIT COMPLIANCE

Section 14-391 of the Land Use Ordinance allows illegal nonconforming dwelling units to become legalized thru a given process. Part of this process is that the dwelling unit(s) that are requested to be legalized must comply or be able to comply with the NFPA Life Safety Code – Fire Prevention Code PRIOR to issuing the requested permit.

Please return this form to the Zoning Administrator (Marge Schmuckal) as to compliance or the ability to comply with these codes.

Location: 31-33 Payson St. 66A-C-007

Owner: Nancy Litrocapas

Address of Owner: 917 Main St. #2, Westbrook 04092 Telephone: 523-9202

Applicant information if different than above: _____

Current number of legal units: two (2)

Number of units to be legalized: one (1)

total: three (3)

Comments of approval or disapproval (list any and all conditions):

Fire Prevention approved. Owner will submit plan of action to FP Bureau to address installation of Fire Doors.

Signature: FF [Signature] Date: 2/27/12

Inspection Information:

Inspection date . . . : 1/30/12
Inspection type . . . : CITY LICENSE INSPECTION
Inspector 1 name . . . : JOHN R. MARTELL
Inspecting station . . : Fire HQ
Inspecting shift . . . : Staff 10 hrs
Inspecting apparatus: C41

Property Information:

Property number . . . : 233826
Property name : 31-33 PAYSON ST.
Address : 0031 PAYSON ST, PORTLAND ME 04102
Phone number : 207-523-9202
Contact person . . . : NANCY LITROCAPES
Phone number : 207-523-9202

Owner Information:

Owner name : NANCY LITROCAPES
Address : 33 PAYSON ST, PORTLAND ME 04102
Phone number : 207-523-9202

**** VIOLATIONS ****

Violation number . . : 1
Violation class . . . : APARTMENT BUILDINGS
Violation type . . . : DOOR ASSEMBLIES IN EXIT STAIRS MUST BE 1-HOUR RATE
D
Location : 60 MIN FIRE DOORS NEEDED WITH SELF CLOSING
HINGES, ALL UNITS, BASEMENT AND IN HALLWAYS
Compliance date . . : 3/03/12
Compliance remedy . : Per City Ordinance

Violation number . . : 2
Violation class . . . : APARTMENT BUILDINGS
Violation type . . . : HARDWIRED, PHOTOELECTRIC SMOKE ALARMS WITH
BATTERY BACK UP REQ IN EACH SLEEPING ROOM,
IMMEDIATELY OUTSIDE OF THE SLEEPING ROOMS AND
WITH IN 21 FEET AND ON EACH LEVEL WITH IN THE
DWELLING UNIT. ALARMS MUST BE INTERCONNECTED WITH
IN THE INDIVIDUAL DWELLING UNIT.
Code reference . . . : 10-1
Location : ALL UNITS IN BEDROOMS AND COMMON AREAS
Compliance date . . : 3/03/12
Compliance remedy . : Per City Ordinance

✓
Josh

Violation number . . : 3
Violation class . . . : APARTMENT BUILDINGS
Violation type . . . : HARDWIRED CARBON MONOXIDE ALARMS WITH BATTERY BACK
UP REQUIRED WITH IN EACH DWELLING UNIT ON EACH LE
VEL. INSTALLATION MUST COMPLY WITH NFPA 720.
Code reference . . . : 10-3

✓
Josh

Violation number . . : 3 (Continued)
Location : COMMON AREA OF EACH UNIT
Compliance date . . : 3/03/12
Compliance remedy . : Per City Ordinance



Violation number . . : 4
Violation class . . . : APARTMENT BUILDINGS
Violation type : LABEL UNIT DOORS
Location : LABEL UNIT DOORS
Compliance date . . . : 3/03/12
Compliance remedy . . : Per City Ordinance

me

Violation number . . : 5
Violation class . . . : APARTMENT BUILDINGS
Violation type : IMPROPERLY VENTED BOILER
Location : VERIFY MONITOR HEATER ON 3RD FLOOR UNIT
IS PROPERLY INTSTALLED PER MANUFACTURER
Compliance date . . . : 3/03/12
Compliance remedy . . : Per City Ordinance

*me to
send info to
fire inspector*



CITY OF PORTLAND

CITY OF PORTLAND HOUSING CODE
DWELLING UNIT COMPLIANCE

Section 14-391 of the Land Use Ordinance allows illegal nonconforming dwelling units to become legalized thru a given process. Part of this process is that the dwelling unit(s) that are requested to be legalized must comply or be able to comply with the City of Portland's Housing Code PRIOR to issuing the requested permit.

Please return this form to the Zoning Administrator (Marge Schmuckal) as to compliance or the ability to comply with these codes.

Location: 31-33 Payson St

66-A-007

Owner: Nancy Litnaper

Address of Owner: 917 Main St, #2 Westbrook 04092 Telephone: 523-9202

Applicant information if different than above:

Current number of legal units: two (2)

Number of units to be legalized: one (1)

total: three (3)

Comments of approval or disapproval (list any and all conditions):

1-30-12 Repair hole in 1st floor floor, GFCI in bathroom, Installation instructions for 3rd floor heater. Vent is in window.

Signature: Don M. Plummer

Date: 2-27-12

FLOORPLAN

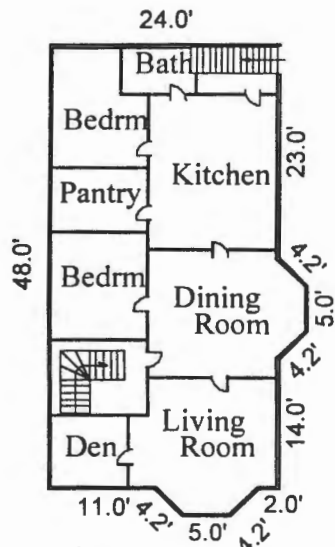
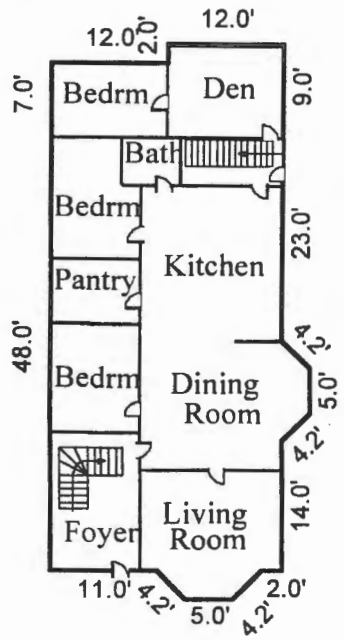
Apex, Nancy
 31 Payson Street

File No.: CS102321

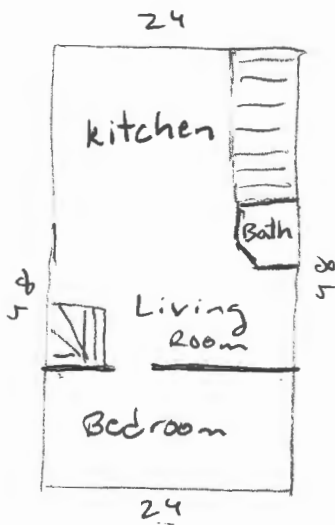
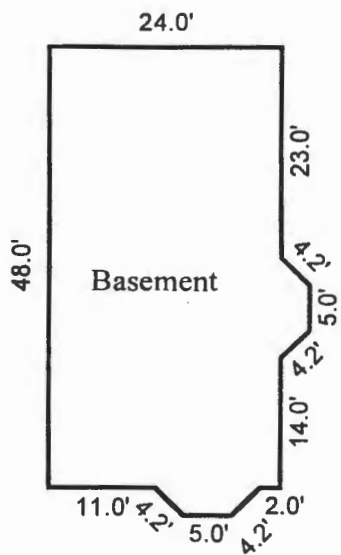
Case No.:

State: ME

Zip: 04102



Interior Not To Scale
 Exhibit Only



Sketch by Apex IV Windows™

AREA CALCULATIONS SUMMARY			
Code	Description	Size	Totals
GLA1	First Floor	1392.00	1392.00
GLA2	Second Floor	1200.00	1200.00
BSMT	Basement	1200.00	1200.00

LIVING AREA BREAKDOWN		
Breakdown		Subtotals
First Floor		
3.0 x	5.0	15.00
0.5 x	3.0 x 3.0	4.50
0.5 x	3.0 x 3.0	4.50
	3.0 x 5.0	15.00
0.5 x	3.0 x 3.0	4.50
0.5 x	3.0 x 3.0	4.50
	24.0 x 48.0	1152.00
	9.0 x 12.0	108.00
	7.0 x 12.0	84.00
Second Floor		

1992

Dunlap

INSURANCE & BONDING

24 City Center, P.O. Box 10609, Portland ME 04104

207-773-1111

© HOMEOWNER

186

PATRICIA DR (CE)-Contd

- 3 Mooney James P Jr pntr © 799-2640
- 4 Ingalls John M © 799-4623
- 7 Hartford Blaine F human resource dev constl 799-0473
- 8 Murray James E Jr © 799-7298
- 11 Dicroe Albert F 767-3830
- 15 Bennett Ronald S © 799-0953
- 16 Anderson Stephen D © 767-5800
- 19 Carville Albert F Jr © 799-2565
DEAD END

- 25 Tibbetts R Wayne summer res © 799-5397
- 28 Berry June C © 767-2832
- 27 Nicholson Earl © 799-8672
- 30 Ahrens Gerda P ©
O'Reilly Danl sum res © 767-3359
★Botello Lawrence sum res ©
Flynn John J sum res 799-7249
Gillian Ruth sum res 799-1764
Hurd Helen sum res
Jacobson Ella © 799-4958
- 36 Lyons James H sum res © 799-8072
Moulton Herbert sum res © 767-3783
Marston Laura M sum res © 799-2512
Shaw William sum res ©
Strathie John © 767-5037
Sweet Norman © 799-5050
★Cobleigh Francis A © 799-1135
★Barrett Kenneth © 799-2490
★Cardillo Kenneth © 799-7689
★Webber Charles ©
★Whitney Irving C © 799-6575
DEAD END

- 147 Apartments
1 Vacant
2 No Return
3★Tran Hieu Thi 773-4628
4 Stewart Beverly 773-9730
5★Balkansky Geo 828-4014
6 Vacant
7★Kabachiev Nikolay S 773-3083
8 Vacant
9 No Return
- 150 Vacant
- 151★Cox Patricia A 772-4623
Vacant
- 152 Apartments
1-6 Vacant (6 Apts)
- 158 Apartments
1★Walley Scott P
2★Leadbetter Michl 879-0157
3★Carter Eliz I 774-5109
4★Nguyen Nhung Thi 773-3308
4 Colburn Ronald W 874-0825
5★Nigussie Hailegorie 773-7719
6 Vacant
7★Burrill Cath E 871-8097
8 No Return
9★Beaudoin Gloria V 871-9309
10 Vacant
- 161 Apartments
1★Mc Donald Arnold J
2 Mc Donald Arnold J Jr 772-3612
3 Mc Donald Michael G
4★Trynor Chris
- 164 Apartments
1 Jones Lewis F © 772-9047
2 Frank Raymond G 772-3694
3 Davis Robert L 772-2306
- 165★Breen Patty 761-0824
★Fitzsimmons Ethel A 828-0929
★Breen John

PATRICIA LA -FROM 66 LONGVIEW DR EAST THEN SOUTH TO LONGVIEW DR

62-B

- ZIP CODE 04103
- 10 Bryce Brad © 797-4074
 - 18 Vacant
 - 24 Powell Thos A © 797-8938
 - 34 Silverman Milton N © 797-6483
 - 46★Larman Joanne M © 797-2342
LONGVIEW DR INTERSECTS

PATRIOTS RD (WESTBROOK)-FROM 17 CONSTITUTION DR WEST TO 7 SETTLERS RD (COLONIAL ACRES)

- ZIP CODE 04092
- 1 Profenno Faye F © 797-5976
 - 3 Cote Germaine M © 797-0335
 - 4 Bolduc Larry C © 797-7595
 - 5 Data Documents 797-2210
 - Walsh Brian J © 797-4324
 - 6 Curtis Roberta P © 797-5989
SETTLERS RD INTERSECTS

90 PEARL ST -FROM 107 COMMERCIAL ST WEST TO 10 SOMERSET ST

79

- ZIP CODE 04101
- FORE ST CROSSES
 - 16 Parking Lot
 - 17 Parking Lot
 - 25 Liberty Group Inc (Addl Sp)
Liberty Group Inc ins 775-0458
 - 27 Marion Building
Campbell Payson & Noyes Insurance Co 774-1431
Commercial Union Insurance Companies 774-1431
 - MILK ST BEGINS
SOMERSET ST INTERSECTS

PAYSON ST -FROM 129 WASHBURN AV NORTHWEST TO 48 WOODMONT ST

6

- ZIP CODE 04102
- 29a Stewart Marie A © 773-0676
 - 29b Morrissey Mary R 773-3471
 - 31 Wyse Joseph 775-1067
★Gaskell Edw J 772-4012
 - 33 Levy Valerie 761-2058
 - 35 Sinclair Danl C 772-6171
 - 37 Salpietra Paul D 761-9515
GRANITE ST CROSSES
 - 50a Toohy Peter C © 871-7294
 - 50b Clements Geo
 - 53 No Return
 - 54 Foss S 773-4078
 - 55★Gray Doreen A 773-7350
Vacant
 - 56 Fletcher
 - 58 Bernstein Edw I © 772-4143
 - 59-60 No Return (2 Hses)
 - 61 Nee Michl J Jr © 775-3244
 - 63 Dalphonse Antonio J 773-2968
 - 64a Vacant
 - 64b Lucy John B 773-3812
 - 64c Brown Mark
 - 64d No Return
 - 65 Royer Paul M © 772-2214
 - 66★Mc Kenney Richd 772-2564
 - 67 Gallagher Francis J © 773-8938
 - 69★Dyer Merle 773-3247
 - 70 Nowak Mark E © 772-4592
 - 71 Neuts Frank S © 773-8921
 - 73 O'Brien Harold J Jr © 774-2701
 - 76 No Return
 - 80 Potter Lillian F © 772-0493
 - 84 Neumann Beverly R Mrs © 774-1364
FALMOUTH ST CROSSES
WOODMONT ST INTERSECTS

- MIDDLE ST CROSSES
- 66 Office Building
Rooms
101 Highveldt Ventures Inc
201 Vacant
202 First Atlantic Corporation development co 874-2700
 - 210 Vacant
 - 211 U S Dept of Labor (Wage & Hour Div) 780-3344
 - 212 Vacant
 - 301 State Court Mediation Serv 879-4301
 - 301 State Court Appointed Spl Advocates Prog (CASA) 879-4700
 - 301 State District Court Administration 879-4702
 - 302 Reef Jordan Hrycay & Sears Iwyr 774-6171
 - 310-320 Vacant (2 Rms)
 - 321 Bowie Susan E Iwyr 774-5621
 - 322 U S Dept of Justice Trustee Ofc 780-3564
 - 324 U S Dept of Justice Trustee (Addl Sp)
 - 326 Sales Consultants of Portland 775-6565
 - NEWBURY ST CROSSES
 - 75 Office Building
Rooms
201 Shaw Paul cpa 772-3636
202 Douglas Title Co 879-0030
212 Dix-Gallant Associates consits 775-4485
205 Woodman Roger F conslt 773-3043
206 Duggan Rose atty 772-8088
207 Bader Joyce Associates consits 773-5442
 - 208 Lang Michael D Iwyr 761-1817
 - 209 Vacant
 - 210 Resolve Disputes Inc 773-3811
 - 211 Schatz Fletcher & Associates acct 775-7225
 - 213 Curtis Associates placement agcy 879-9110
 - 215 U S District Attorney 871-8384
 - 216 Vacant
 - 217 Olafsen Kurt atty 879-0043
 - 3rd Fl Murray Plumb & Murray Iwyr 773-5651

PEABBLES COVE RD (CAPE ELIZABETH)-FROM 454 OLD OCEAN HOUSE RD NORTHEAST TO DEAD END

94

- ZIP CODE 04107
- 1 Matrizzo Milo A © 799-5200
 - 2 Mac Donald Jon M © 799-4250
CARRIAGE HILL RD ENDS
HIGHVIEW RD ENDS
 - 14 Glasier Bruce L © 799-0537
 - 16 Sidelinger Dana summer res 767-6557
 - 17★Fitzpatrick, Edwin summer res 767-3180
 - 18 Ready John C © 799-1046
 - 19 Gaudreau Lawrence summer res 799-4072
 - 23 Tucker Carolyn M summer res © 799-8462
 - 24 Webber Priscilla E © 799-4977

- 74 OXFORD ST INTERSECTS
- 209 Perkins Paper & Frozen & Dried Prods 773-8117
- 210 Webb F W Co plmb fixtures & s 772-8364
LANCASTER ST BEGINS
KENNEBEC ST BEGINS

PEARL ST (SOUTH PORTLAND) FROM THE SHORE SOUTHWEST KELSEY ST

- ZIP CODE 04106
- 1 Pump Station
 - 6 Chaples F William © 799-7800
Small Reta C Mrs 799-9201
M C R R CROSSES
 - 10 Herbert George 767-4135
Hammond Marie J © 799-7136
 - 14 Shannon Charles J © 799-0598
 - 20 Samuel Genevieve © 799-5812
 - 24 Vacant
 - 27 Odencrantz Elsie M © 799-8870
 - 28 Grimmitt Coleman M Jr © 799-1688
 - 31 Morelli Angelo © 799-6539
 - 38a Tarbox Steven 799-0316
 - 38b Pendelton Herb 799-5566
 - 38c Kooy Rosemary 799-4907
 - 40 Blair Frank L Jr © 799-7850
 - 45 Tubbs Richd W © 767-4593
 - 46 No Return
 - 49 Patterson Donald C © 799-5644
 - 58★Whitten Richd K © 799-0278
ELM ST CROSSES
 - 72a Presby Eliz M
 - 72b Bernard Wanda 799-9686
 - 73 Carter Douglas J © 767-2001
 - 75 Lemelin H Dorothy Mrs © 799-8143
 - 76 No Return
 - 77 Campbell John E © 799-3446
 - 78a Stansbury John M
 - 78b Solnitz Oliver W 799-0202
 - 80 Vacant
 - 89 Mac Leod George R © 799-3551
 - 94 Sferes Martha © 799-4982
 - 97 Doughty Henry R © 799-1557
 - 98 Leaman Collin M © 799-3828
 - 99 Perry Elizabeth A © 799-2206
 - 100 Pettengill Robt
 - 101 Vacant
 - 9 102 Mc Donald Shirley J Mrs © 799-8701
 - 109 Lee John F © 799-8701
KELSEY ST INTERSECTS

ENGINE AND TRANSMISSION REPAIRS
FOREIGN & DOMESTIC

Mel's Auto Repair

30 YEARS EXPERIENCE

MEL AXELSEN
767-2931

**MAILING LISTS
BUSINESS OR CONSUMER**

R. L. POLK & CO. BOSTON (SALES OFFICE) 617-965-6113 FAX 617-969-4465

3 tenants

80 MAIN STREET
SOUTH PORTLAND, MAINE

0054653

BK 5737PG238

SHORT FORM TRUSTEE'S DEED

Marc Weintraub, Trustee of the Gemini Realty Trust under Declaration of Trust dated April 15, 1997, with a mailing address of 1592 Quanner St, Charleston, WV 25311, by the power conferred by law, and every other power, FOR CONSIDERATION PAID, grant to Nancy Litrocapes of 17 Basin Road, Windham, ME, 04062, the following described real property located in the City of Portland, County of Cumberland and State of Maine:

A certain lot or parcel of land, with the buildings thereon, situated on the easterly side of Payson Street, in the City of Portland, County of Cumberland and State of Maine, being Lot No. 52 as shown on Plan of City Lands on Payson Street, recorded in the Cumberland County Registry of Deeds in Plan Book 14, Page 59, to which plan reference is hereby made for a more particular description.

This conveyance is made subject to any and all easements and appurtenances of record, insofar as the same may affect the subject premises.

This conveyance is made subject to unpaid real estate taxes for the current tax year, if any, which the Grantee herein, by acceptance of this deed, assumes and agrees to pay.

Meaning and intending to convey and hereby conveying the same premises conveyed to the Grantor herein by deed of Richard J. Wyse, dated May 15, 1997 and recorded in the Cumberland County Registry of Deeds in Book 13265, Page 113.

I hereby covenant that I am the Trustees pursuant to said Trust Agreement; that said Trust is still in full force and effect; that I have the power thereunder to convey as aforesaid; and that, in making this conveyance, I have, in all respects, acted pursuant to the authority vested in and granted to me therein.

WITNESS my hand and seal this 8th day of September, 2000.

WITNESS

Julia K. Reed

GEMINI REALTY TRUST

By: Marc Weintraub
Marc Weintraub, Trustee

MAINE REAL ESTATE TAX PAID

STATE OF WEST VIRGINIA
County of Kanawha , ss.

September 8 , 2000

Personally appeared the above named Marc Weintraub, Trustee as aforesaid, and acknowledged the foregoing instrument to be his free act and deed in his said capacity.

Before me,



[Handwritten Signature]

Notary Public

SUSAN D. OXLEY

print name

RECEIVED
RECORDED REGISTRY OF DEEDS
2000 SEP 20 AM 10:56
CUMBERLAND COUNTY
John B O'Brien



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

Greg Mitchell – Acting Director of Planning and Urban Development
Marge Schmuckal, Zoning Administrator

January 19, 2012

Nancy Litrocapes
33 Payson Street, #1
Portland, ME 04103

Re: 31-33 Payson Street – 066A C007 – R-5 – illegal dwelling unit

Dear Ms. Litrocapes,

This letter is a follow up to the conversations that we have had on the telephone. As you know, our records indicate that the legal use of the property at 31-33 Payson Street is two dwelling units. It is my understanding that there is a third dwelling unit in the building that is not legal.

31-33 Payson Street is located in the R-5 Residential Zone. Multi-family dwellings are allowed in this zone, but for three or more dwelling units 6,000 square feet of land area is required for each dwelling.[section 14-117(a)(2)(a)]. The lot is 5,000 square feet, so you do not meet this requirement.

Section 14-391 of the ordinance outlines a process where properties with existing illegal dwelling units may be recognized as a legal nonconforming use. I have enclosed a copy of the application for Legalization of Nonconforming Dwelling Units that explains what you need to do to apply. It also includes a copy of section 14-391 of the ordinance. If the zoning administration cannot approve the application based on the evidence submitted or if an owner of any property within 300' of the structure objects, then the applicant can file a Conditional Use Appeal to the Zoning Board of Appeals. If the application is denied, then you will be required to remove the illegal dwelling unit. You have thirty days to submit an application for Legalization of Nonconforming Dwelling Units or remove the illegal unit by removing the kitchen including all the kitchen equipment.

You have the right to appeal my decision. If you wish to exercise your right to appeal, you have thirty days from the date of this letter in which to appeal. If you should fail to do so, my decision is binding and not subject to appeal. Please contact our office for the necessary paper work if you decide to file an appeal.

Please feel free to call me at 874-8709 if you have any questions.

AGAZARIAN ARTHUR &
MARIAN V JTS
12 EXETER ST
PORTLAND, ME 04102

AGGARWAL NIRUPAMA
105 BROAD ARROW TRAIL
YARMOUTH, ME 04096

ARKALA LLC
3 MCGILL FERN RD
STANDISH, ME 04084

AYER NANCY I
33 ROBERTS ST # 2
PORTLAND, ME 04102

BELL GREGORY B &
LAURIE E DOYON JTS
158 WEYMOUTH RD
GRAY, ME 04039

BELL GREGORY B &
LAURIE E DOYON JTS
158 WEYMOUTH RD
GRAY, ME 04039

BRISSETTE EVELYN M
15 DEANE ST
PORTLAND, ME 04102

BRUZEK OLIVIA M &
PATRICK O LABRECK ETALS JTS
29 PAYSON ST
PORTLAND, ME 04102

CAMPBELL STACEY C
PO BOX 163
CASTINE, ME 04421

CORBIN JEFFREY P
47 REVERE ST
PORTLAND, ME 04103

DEXTER ANNE MAYRE
8 DEANE ST
PORTLAND, ME 04102

DILLON BRIAN D &
LUCY B DILLON JTS
45 ROBERTS ST
PORTLAND, ME 04102

DILLON BRIAN D &
LUCY B JTS
23 PINELAKE DR
BUFFALO, NY 14221

FERNALD SETH W &
MIRANDA FERNALD JTS
45 MAPLE AVE
SCARBOROUGH, ME 04074

FRANK JOHN C III
99 WASHBURN AVE
PORTLAND, ME 04102

FRANK JOHN C III
99 WASHBURN AVE
PORTLAND, ME 04102

HALL BRYAN J &
DEBORAH J BURNS-HALL JTS
66 GRANITE ST
PORTLAND, ME 04102

HANSCOME ROBERT G
84 GRANITE ST
PORTLAND, ME 04102

HAYDEN SHELLY M &
NATHANIEL W HUNT JTS
755 HALLOWELL RD
POWNA, ME 04069

KAYNOR EDWARD D &
LESLIE M JTS
53 PAYSON ST APT 2
PORTLAND, ME 04102

KAYNOR EDWARD D &
LESLIE M KAYNOR JTS
55 PAYSON ST # 1
PORTLAND, ME 04102

KIRBY KYLE N
20 DEANE ST
PORTLAND, ME 04102

KULL CHRISTOPHER W &
ANDREA S KULL JTS
38 TORREY ST
PORTLAND, ME 04103

LITROCAPES NANCY
33 PAYSON ST
PORTLAND, ME 04102

MARANAN JULIE E
58 PAYSON ST # 1
PORTLAND, ME 04102

MCILWAIN TAMMY L &
MICHAEL L COYNE
10 DEANE ST
PORTLAND, ME 04102

MOHR STEPHEN B &
TATYANNA SEREDIN JTS
60 PAYSON ST # 2
PORTLAND, ME 04102

PALMER LEROY
85 GRANITE ST
PORTLAND, ME 04102

PETERSON MAIER SARAH &
JEFFREY PETERSON JTS
53 PAYSON ST # 2
PORTLAND, ME 04102

SAMPRAKOS KRISTEN S &
EDWARD P SAMPRAKOS JTS
55 PAYSON ST # 2
PORTLAND, ME 04102

SEAVEY JAMES D &
ANITA F OR SURV
11 DEANE ST
PORTLAND, ME 04102

SEELY JOSEPH F SR
53 ROBERTS ST
PORTLAND, ME 04102

SILVERBACK LLC
7 EDGEFIELD RD
GORHAM, ME 04038

SPAULDING JAMES G &
JEAN SPAULDING JTS
53 PAYSON ST # 1
PORTLAND , ME 04102

SPROUL MAUREEN & WILLIAM JTS
194 TOWN FARM RD
NEW GLOUCESTER, ME 04260

SULLIVAN JANE
61 GRANITE ST
PORTLAND, ME 04102

SULLIVAN JANE
61 GRANITE ST
PORTLAND, ME 04102

TOOHEY YASELIS J
50 PAYSON ST
PORTLAND, ME 04102

WEEKS JEFFREY S
25 DEANE ST
PORTLAND , ME 04102

YOUNG FLORENCE A
34 DEANE ST
PORTLAND , ME 04102

YOUNG FLORENCE A
34 DEANE ST
PORTLAND , ME 04102

Labels Requested For CBL:

051 A022
051 B003
051 B006
051 B007
051 B008
051 B009
051 B010
051 B011
051 B012
066A A009
066A A010
066A A019
066A A021
066A A022
066A A023
066A B007
066A B008
066A B009
066A B018
066A B019
066A B020
066A B021
066A B022
066A B023
066A B024
066A C001
066A C002
066A C003
066A C004
066A C005
066A C007
066A C008
066A C011
066A D001
066A D002
066A D003
GIS_MDOT

IMPORTANT NOTICE FROM CITY OF PORTLAND

Nancy Litrocapas, owner of the property located at 31-33 Payson Street, has submitted an application to legalize one (1) existing non-conforming dwelling unit for a total of three (3) dwelling units within this building. The legalization may be permitted if the applicant can meet the requirements allowed under Section 14-391 of the Zoning Ordinance.

If you have any objection to the above permit application, you must submit your opposition in writing within ten (10) days of this notice to: City of Portland Zoning Administration City Hall - Room 315, 389 Congress Street Portland, Maine 04101. For more information you may contact Marge Schmuckal, Zoning Administrator, at (207) 874-8695. The office hours are 8:00am to 4:00pm weekdays.

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CITY OF PORTLAND, MAINE

Department of Building Inspections

Original Receipt

2/21 | 2012

Received from Nearmy

Location of Work 33 Payson St

Cost of Construction \$ _____ Building Fee: 300

Permit Fee \$ _____ Site Fee: _____

App For
Legal/units

Certificate of Occupancy Fee: 75

Total: 375-

Building (1L) _____ Plumbing (1S) _____ Electrical (12) _____ Site Plan (U2) _____

Other _____

CBL: 66A 6007

Check #: BS7913

Total Collected \$ 375

**No work is to be started until permit issued.
Please keep original receipt for your records.**

Taken by: (BS)

WHITE - Applicant's Copy

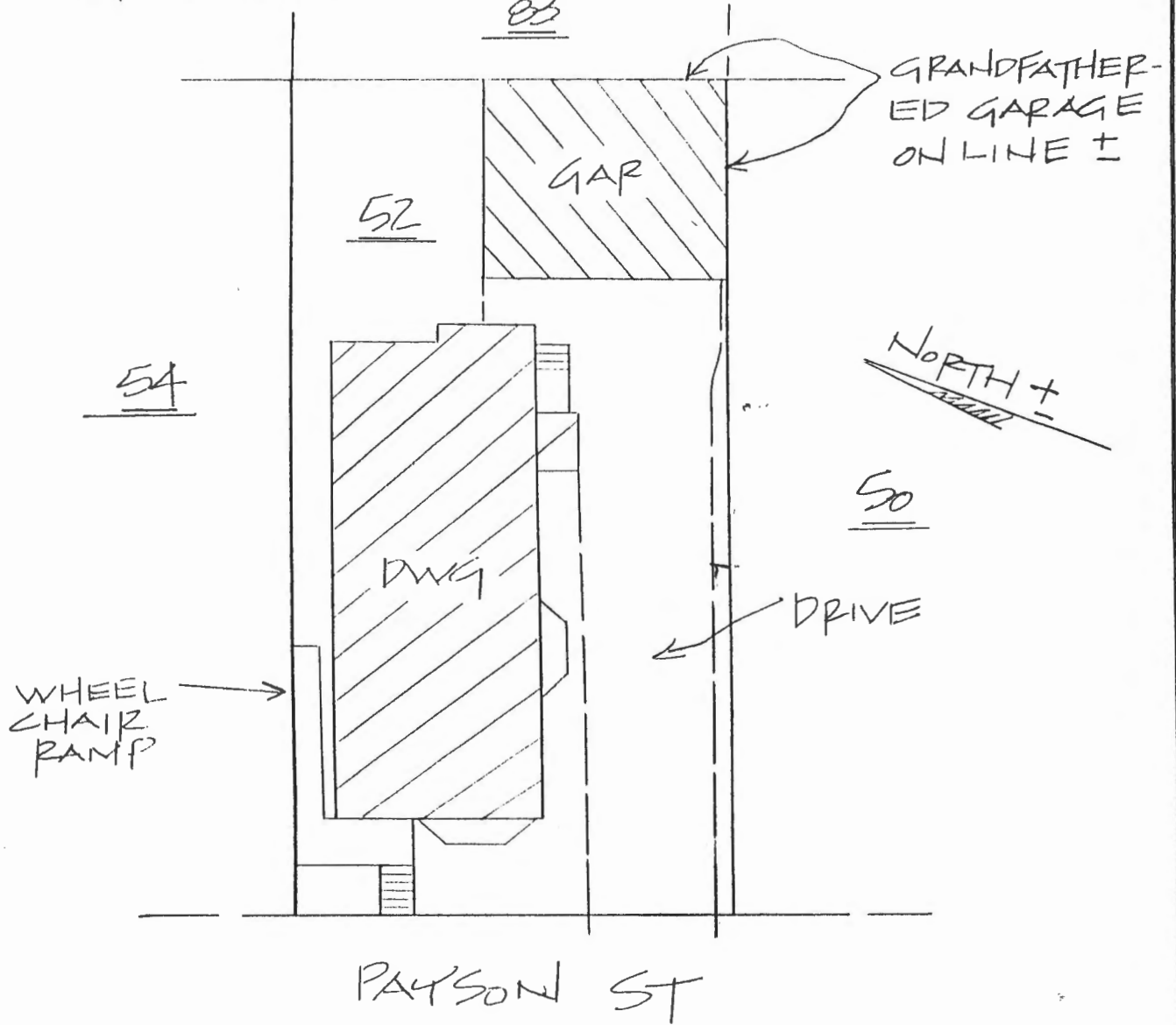
YELLOW - Office Copy

PINK - Permit Copy

FOR MORTGAGE LENDER USE ONLY

GENERAL NOTES: (1) DISTANCES SHOWN ARE TAKEN FROM PROVIDED TITLE REFERENCES SHOWN BELOW. (2) THIS INSPECTION EXAMINES DWELLING AND ACCESSORY STRUCTURE COMPLIANCE WITH RESPECT TO MUNICIPAL ZONING SETBACK REQUIREMENTS ONLY. (3) A STANDARD BOUNDARY SURVEY SHOULD BE PERFORMED TO RENDER A PROFESSIONAL OPINION AS TO ACTUAL PROPERTY LINE LOCATIONS. (4) THIS INSPECTION DEPICTS ALL VISIBLE STRUCTURAL ENCROACHMENTS WITH RESPECT TO APPARENT PROPERTY LINES AND RECOGNIZES ONLY THOSE EASEMENTS & RIGHTS OF WAY'S STATED OR SHOWN IN BELOW PROVIDED TITLE REFERENCES AND DOES NOT REVEAL ANY CONFLICTS WITH ABUTTING DEEDS. (5) FLOOD HAZARD DETERMINATION IS MADE BY SCALING DISTANCES ON BELOW REFERENCED FEMA MAP (6) THIS INSPECTION IS TO BE USED ONLY BY BELOW LISTED LENDER, TITLE COMPANY &/OR ATTORNEY AND ITS TITLE INSURER

ADDRESS: 31 PAYSON ST INSPECTION DATE: 9-9-00
PORTLAND, ME SCALE: 1" = 20'



SEE PROVIDED TITLE REFERENCES FOR APPLICABLE APPURTENANCES, IF ANY.

APPLICANT: LITROSCAPES REQUESTING PARTY: LEETE & LEMIEUX
 OWNER: WEINTRAS ATTORNEY: JAMES LEMIEUX
 LENDER: _____ FILE No. 2008043

YOUR FILE #: _____

TITLE REFERENCES:

DEED BOOK: 13265 PAGE: 113
 PLAN BOOK: 14 PAGE: 59 LOT: 52
 COUNTY: CUMB

MUNICIPAL REFERENCE:

NADEAU & LODGE, INC.
PROFESSIONAL LAND SURVEYORS

844 STEVENS AVENUE
 PORTLAND, ME 04103
 (207) 878-7870

232 CLARKS WOODS ROAD
 LYMAN, ME 04002
 (207) 499-2358

Donald McPherson - 31-33 Payson

From: John Martell
To: Donald McPherson
Date: 10/2/2012 8:39 AM
Subject: 31-33 Payson
CC: Brian Laflamme

Don,

I reinspected 31-33 Payson st. yesterday and the last four open violation have been corrected. Also the light fixture on the second floor in the back hallway room that Brian had concerns with has been corrected. I believe that should take care of things and the CO can be issued. Jeff Davis will be contacting your office today about that.

John

John Martell
Portland Fire Department
Fire Prevention Bureau
874-8400



Certificate of Occupancy



CITY OF PORTLAND, MAINE

Department of Planning and Urban Development
Building Inspections Division

Location: 31 PAYSON ST

CBL: 066A- C-007-001

Issued to: LITROCAPES, NANCY

Date Issued: 10/2/2012

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. 2012-02-3347-CH OF USE, has had a final inspection, has been found to conform substantially to the requirements of the Building Code and the Land Use Code of the City of Portland, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

ENTIRE

APPROVED OCCUPANCY

USE GROUP R-3
THREE DWELLING UNITS
TYPE 5B
IBC 2009

Approved:

10-2-2012

(Date)

Inspector

Inspections Division Director

Notice: This certificate identifies the legal use of the building or premises, and ought to be transferred from owner to owner upon the sale of the property.