

CITY OF PORTLAND

BUILDING INSPECTION

PERMIT

Permit Number: 080452

Please Read
Application And
Notes, If Any,
Attached

is is to certify that SINICKI RONALD E & LISA G JTS
s permission to Change of Use to Two Condo Minium Units PEAKS ISLAND
165 ISLAND AVE PEAKS ISLAND 087 Y018001

PERMIT ISSUED
MAY 9 2008
CITY OF PORTLAND

rovided that the person or persons, firm or corporation accepting this permit shall comply with all
the provisions of the Statutes of this State and of the Ordinances of the City of Portland regulating
e construction, maintenance and use of buildings and structures, and of the application on file in
is 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 permission procured
before this building or part thereof is
laid or closed-in.
FOUR HOUR NOTICE IS REQUIRED.

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

OTHER REQUIRED APPROVALS

e Dept. _____

alth Dept. _____

peal Board _____

ner _____
Department Name

[Signature]
5/9/08
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: 08-0452	Issue Date:	CBL: 419 087 Y018001
-----------------------	-------------	-------------------------

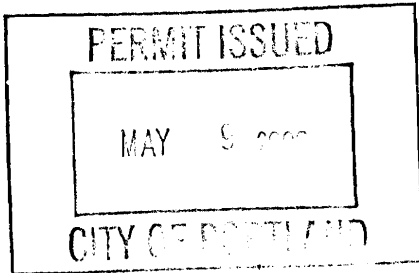
Location of Construction: 165 ISLAND AVE PEAKS ISLAN	Owner Name: SINICKI RONALD E & LISA G JT	Owner Address: 165 ISLAND AVE	Phone: 207-766-5566
Business Name:	Contractor Name:	Contractor Address:	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Change of Ownership - Condo Conversion	Zone: EB

Past Use: Residential Two Family	Proposed Use: Residential Two Family - Change of Use to Two Condominium Units. PEAKS ISLAND	Permit Fee: \$450.00	Cost of Work: \$0.00	CEO District: 1	IR-2
FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Signature: <i>NA</i>		INSPECTION: Use Group: R-3 Type: SB Signature: <i>[Signature]</i>			

Proposed Project Description: Change of Use to Two Condominium Units. ISLAND PEAKS	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: lmd	Date Applied For: 05/01/2008	Zoning Approval		
-------------------------	---------------------------------	------------------------	--	--

- 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"/> Date: <i>3/5/08</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 checked="" 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: _____
---	--	--

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

BUILDING PERMIT INSPECTION PROCEDURES

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

to schedule your inspections as agreed upon

Permits expire in 6 months, if the project is not started or ceases for 6 months.

The Owner or their designee is required to notify the inspections office for the following inspections and provide adequate notice. Notice must be called in 48-72 hours in advance in order to schedule an inspection:

By initializing at each inspection time, you are agreeing that you understand the inspection procedure and additional fees from a "Stop Work Order" and "Stop Work Order Release" will be incurred if the procedure is not followed as stated below.


A Pre-construction Meeting will take place upon receipt of your building permit.

 X **Final inspection required at completion of work.**

Certificate of Occupancy is not required for certain projects. Your inspector can advise you if your project requires a Certificate of Occupancy. All projects DO require a final inspection.

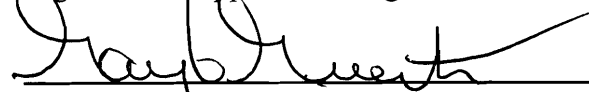
If any of the inspections do not occur, the project cannot go on to the next phase, REGARDLESS OF THE NOTICE OR CIRCUMSTANCES.

CERIFICATE OF OCCUPANICES MUST BE ISSUED AND PAID FOR, BEFORE THE SPACE MAY BE OCCUPIED.



Signature of Applicant/Designee

 5/9/09
Date

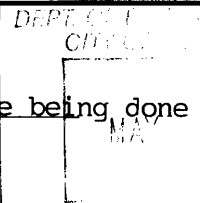


Signature of Inspections Official

 5/9/09
Date

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: 165 Island Avenue, Peaks Island		
Total Square Footage of Proposed Structure existing structures/1954 SF and 606 SF	Square Footage of Lot 10,842 SF	
Tax Assessor's Chart, Block & Lot Chart# 87 Block# Y Lot# 18 & 19	Owner: Sinicki, Ronald E. and Lisa G.	Telephone: 766-5566 774-1207
Lessee/Buyer's Name (If Applicable) None	Applicant name, address & telephone: Ron and Lisa Sinicki 165 Island Avenue Peaks Island, Maine 04108 766-5566; 774-1207	Cost Of Work: \$ 0 Fee: \$ _____ C of O Fee \$ _____ Total Fees: \$ _____
Current use: <u>two-family residential (detached)</u>		
If the location is currently vacant, what was prior use: <u>Carriage house currently vacant/was rental</u>		
Approximately how long has it been vacant: <u>Carriage house vacant since December, 2007.</u>		
Proposed use: <u>Convert form of ownership to condominium - Two units</u>		
Project description: 1954 SF main house to be Unit #1; 606 SF carriage house to be Unit #2		
Contractor's name, address & telephone:		
Who should we contact when the permit is ready: <u>No renovations are being done</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. PHONE:		

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>Lisa G. Sumner</u>	Date: <u>4-23-08</u>
---	----------------------

**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**

v 2245

Submit with Condominium Conversion Permit Application

Project Data:

Address: 165 Island Avenue, Peaks Island

C-B-L: 87-Y-18 & 19

Number of Units in Building: two unit condominium - buildings are detached

Tenant Name	Tenant Tel#	Occup. Length	Date of Notice	Eligible for \$?
Unit 1 Condominium Declarant/ Owner Ron & Lisa Sinicki				
Unit 2 Vacant				
Unit 3				
Unit 4				
Unit 5				
Unit 6				
Unit 7				
Unit 8				

If more units, submit same information on all units

Length of time building owned by applicant since February, 2000

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)

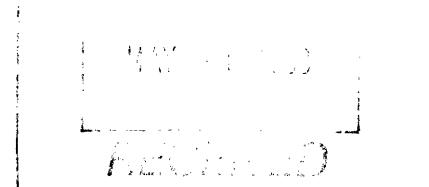
Type and cost of building improvements associated with this conversion that do not require permits:

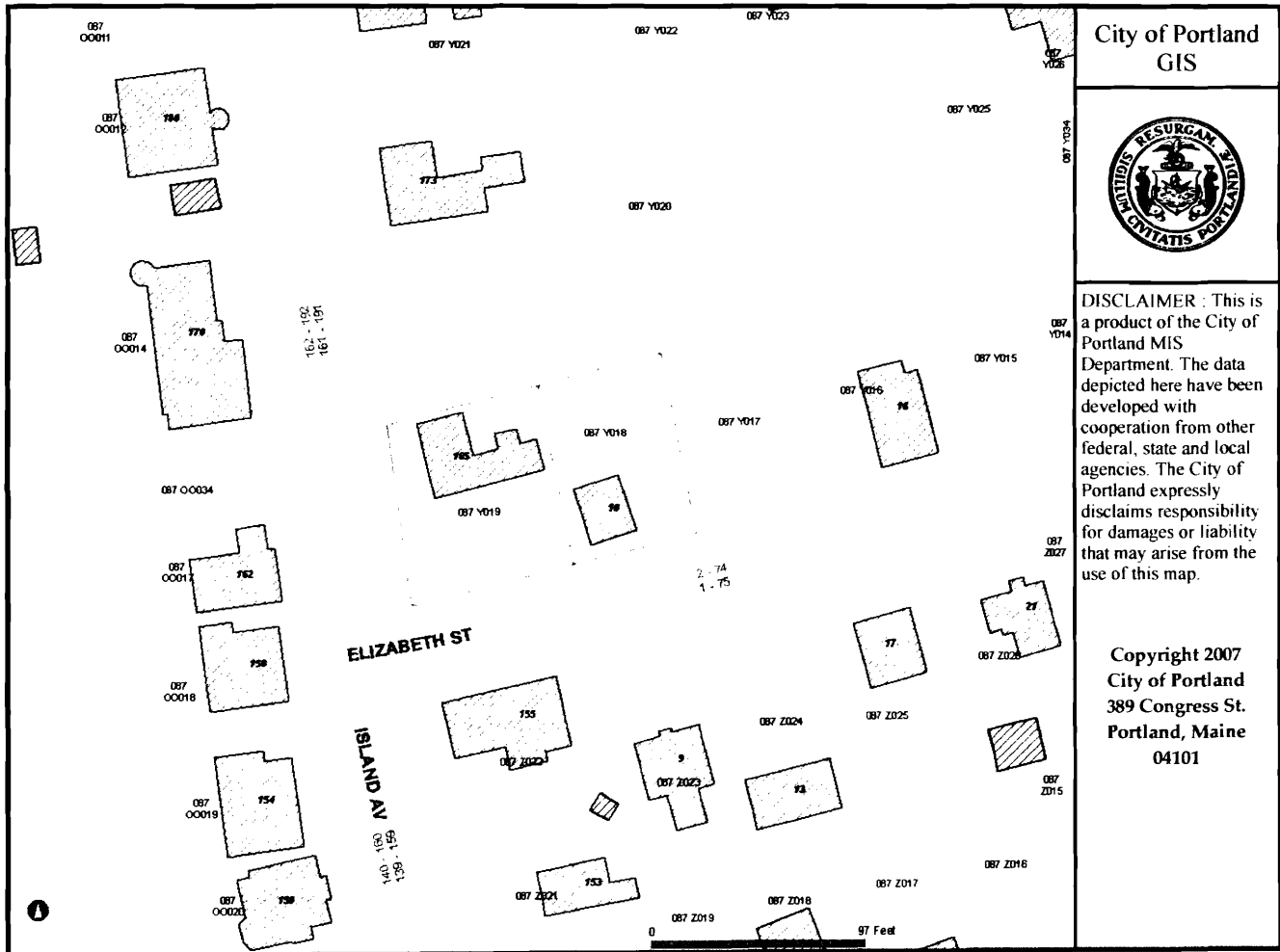
\$ _____ Exterior walls, windows, doors, roof

\$ _____ Insulation

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

\$ _____ Other (specify)





**Ron and Lisa Sinicki
165 Island Avenue
Peaks Island, Maine 04108**

June 7, 2007

Tenants of 10 Elizabeth St.
Peaks Island, ME

BY HAND DELIVERY

RE: Conversion of property to condominium ownership

Dear Leon and Alison:

The purpose of this letter is to inform you that we have begun the process of converting our property to condominium ownership.

Pursuant to Section 14-568 (a) of the Portland City Code, we are required to give tenants who have lived in their unit for fewer than four years written notice of our intent to convert the property to condominium ownership sixty (60) days before we would require tenants to vacate because their units have been sold.

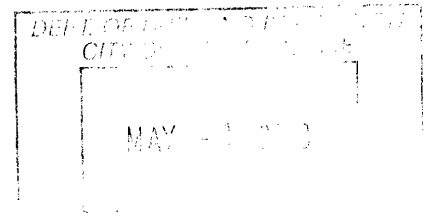
As you know, your lease expires on June 7, 2007, and we have informed you that we do not intend to renew your lease. So your need to find a new place to live is not really due to the condominium conversion, which will not occur for at least a couple of months. Regardless, Maine law and Portland's city code requires us to give you formal notice and make you aware of certain facts, so please take notice that:

For the sixty (60) day period following your receipt of this notice, you will have an exclusive and irrevocable option to purchase the cottage where you are currently living (the "Cottage Unit") for the price at which we plan to offer it for sale to a third party, which is \$235,000. This option is not assignable by you to anyone else. If you do not purchase or contract to purchase the Cottage Unit during the next thirty (30) days, the law prohibits us from offering it for sale for less than \$ 235,000 for six months after your 60-day option period expires.

Should you decide to purchase the cottage, we will need a signed contract no later than July 7, 2008 and a closing date no later than August 7, 2008. Should you decide not to purchase the cottage, we would appreciate receiving your notification in writing as soon as possible. You can still place a bid on the unit after July 8, 2007, but on that date—or upon receipt of your written notice—we will begin to offer the unit for sale to others.

57 Exchange Street, Portland, Maine 04101-5020

Telephone (207) 772-1262 Telecopier (207) 772-1279 E-mail: counsel@wacubu.com



This notice is intended to serve as evidence that you have been informed of your rights under the law and of the fact that you have been offered the opportunity to purchase the Cottage Unit at the price stated above. To indicate your receipt of this letter, please sign both originals where indicated, keep one for yourself and return one to us.

If you have any questions, or are interested in talking about buying the Cottage Unit, you should contact us.

If you have questions about your rights under the law, you should contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 389 Congress Street, Portland, Maine 04101, telephone 775-5451.

Very truly yours,

Ron and Lisa Sinicki



WARREN & CURRIER BUCHANAN

Limited Liability Company, P.A.

Carol Godfrey Warren
David E. Currier
Brenda M. Buchanan

May 1, 2008

Marge Schmuckal
Zoning Administrator
City of Portland
389 Congress Street
Portland, Maine 04101

BY HAND DELIVERY

RE: Condominium Conversion – 165 Island Avenue, Peaks Island

Dear Marge:

Please find enclosed a condominium conversion application regarding the plan of my clients, Ron and Lisa Sinicki, to convert their two-unit property on Peaks Island to condominium ownership, along with a check in the amount of \$450.00 in payment of the filing fee.

I also am enclosing a copy of the notice of intent to convert letter that was provided by the Sinickis to their most recent tenants last summer when they began planning for this conversion. I am sorry they did not keep a signed copy of the letter.

Also enclosed is an affidavit from Lisa Sinicki setting forth relevant facts regarding the tenants' vacating of the premises last fall, which to her knowledge was unrelated to the condominium conversion plan.

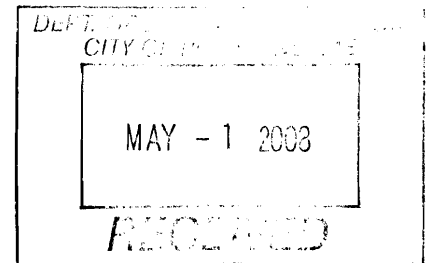
If you have any questions, please do not hesitate to call.

Sincerely,



Brenda M. Buchanan

Cc: Lisa and Ron Sinicki



57 Exchange Street, Portland, Maine 04101-5020

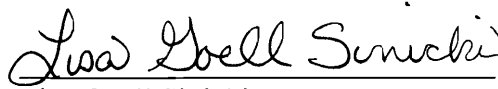
Telephone (207) 772-1262 Telecopier (207) 772-1279 E-mail: counsel@wacubu.com

A F F I D A V I T

I, Lisa Goell Sinicki, of Peaks Island, Maine, being duly sworn, do depose and state that:

1. My name is Lisa Goell Sinicki.
2. In February, 2000, my husband Ron and I purchased that certain real property located at 165 Island Avenue on Peaks Island (the "Property").
3. The Property consists of two structures, a main house and a carriage house.
4. Our family occupies the main house. We periodically have had tenants in the carriage house in keeping with the practice of prior owners of the property who used the carriage as a rental unit.
5. Our most recent tenants were Alison Milne and Leon Clark, who moved out of the carriage house and off the island at the end of October, 2007.
6. We began planning to convert the property to condominium ownership about a year ago, and had in fact provided Alison and Leon with written notice of that fact in June. A copy of that letter is attached hereto.
7. Leon and Alison said they were not interested in purchasing the carriage house unit. Then in the fall, without apparent reference to our plans, they moved to the mainland.


Dated at Portland, Maine this twenty-eighth day of April, 2008.

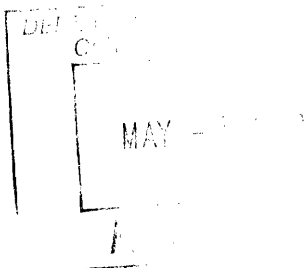

Lisa Goell Sinicki

STATE OF MAINE
CUMBERLAND, ss

4/28/08

Then personally appeared the above-named Lisa Goell Sinicki and swore to the truth of the foregoing affidavit and acknowledged her execution of the above instrument to be her free act and deed.

Before me, 
Notary Public/Attorney at Law
BRENDA M. BUCHANAN
Printed Name
Commission Expires: N/A



City of Portland, Maine - Building or Use Permit

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

Permit No: 03-1272	Date Applied For: 10/16/2003	CBL: 087 Y018001
------------------------------	--	----------------------------

Location of Construction: 10 Elizabeth St	Owner Name: Sinicki Ronald E &	Owner Address: 165 Island Ave	Phone:
Business Name:	Contractor Name:	Contractor Address:	Phone:
Lessor/Buyer's Name	Phone:	Permit Type: Change of Use Home Occupation	

Proposed Use: Single Family w/home occupation in guest house: massage therapy	Proposed Project Description: home occupation in single family guest house: massage therapy
---	---

Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Marge Schmuckal **Approval Date:** 12/05/2003

Note: This took some research.

Ok to Issue:

The legal use of this particular property 087-Y-018 is a single family
the legal use of 087-Y-19 is a separate single family

- 1) During its existence, all aspects of the Home Occupations criteria, Section 14-410, shall be maintained.
- 2) Separate permits shall be required for any new signage under the home occupation guidelines.
- 3) This permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

Dept: Building **Status:** Approved with Conditions **Reviewer:** Jeanine Bourke **Approval Date:** 12/15/2003

Note:

Ok to Issue:

- 1) This permit is approved as a change of use only, there is no building construction associated with this permit

This page contains a detailed description of the Parcel ID you selected. Press the **New Search** button at the bottom of the screen to submit a new query.

Current Owner Information

Card Number 1 of 2
Parcel ID 087 Y018001
Location 165 ISLAND AVE
Land Use TWO FAMILY

Owner Address SINICKI RONALD E & LISA G JTS
 165 ISLAND AVE
 PEAKS ISLAND ME 04108

Book/Page 15340/314
Legal 87-Y-18-19
 ELIZABETH ST 10 ISLAND AVE 165
 PEAKS ISLAND
 10842 SF

Current Assessed Valuation

Land	Building	Total
\$230,900	\$171,100	\$402,000

Property Information

Year Built 1900	Style Cottage	Story Height 1	Sq. Ft. 606	Total Acres 0.248		
Bedrooms 1	Full Baths 1	Half Baths	Total Rooms 3	Attic Full Finsh	Basement Pier/slab	

Outbuildings

Type	Quantity	Year Built	Size	Grade	Condition
-------------	-----------------	-------------------	-------------	--------------	------------------

Sales Information

Date	Type	Price	Book/Page
02/28/2000	LAND + BLDING	\$266,000	15340-314
01/01/1996	LAND + BLDING	\$140,000	12331-093

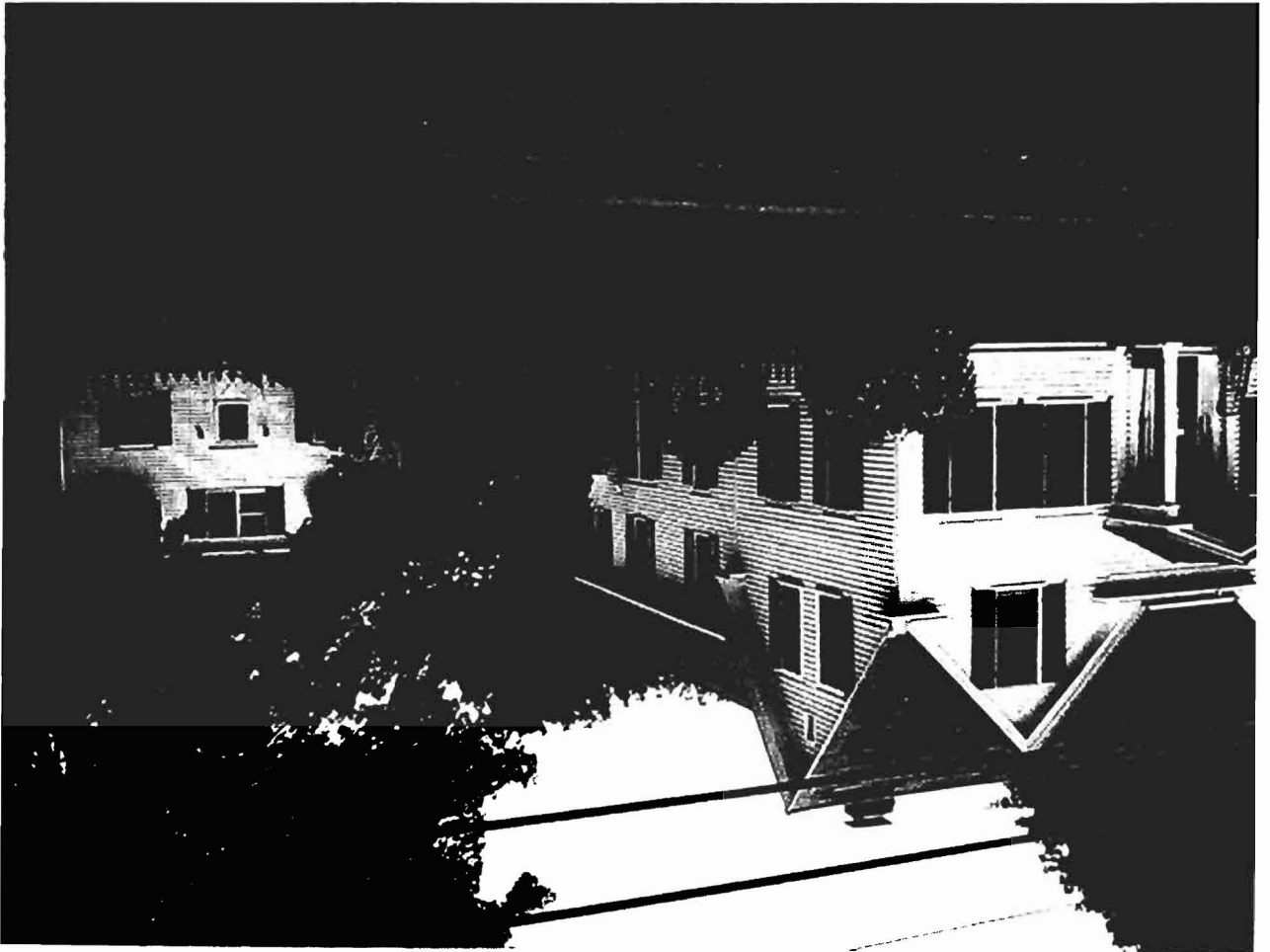
Picture and Sketch

[Picture](#) [Sketch](#) [Tax Map](#)

[Click here to view Tax Roll Information.](#)

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or e-mailed.

New Search!



City of Portland, Maine - Building or Use Permit

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

Permit No: 08-0452	Date Applied For: 05/01/2008	CBL: 087 Y018001
------------------------------	--	----------------------------

Location of Construction: 165 ISLAND AVE PEAKS ISLAN	Owner Name: SINICKI RONALD E & LISA G JT	Owner Address: 165 ISLAND AVE	Phone: 207-766-5566
Business Name:	Contractor Name:	Contractor Address:	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Change of Ownership - Condo Conversion	

Proposed Use: Residential Two Family - Change of Use to Two Condominium Units. PEAKS ISLAND	Proposed Project Description: Change of Use to Two Condominium Units. PEAKS ISLAND
---	--

Dept: Zoning **Status:** Approved with Conditions **Reviewer:** Marge Schmuckal **Approval Date:** 05/06/2008**Note:** **Ok to Issue:**

- 1) The property consisting of 087-Y-018 & 019 are considered to be one single property under this condominium conversion permit. Any future splitting of this lot shall comply with the underlying zone at that time.
- 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 permit is being approved on the basis of plans submitted. Any deviations shall require a separate approval before starting that work.

Dept: Building **Status:** Approved with Conditions **Reviewer:** Tammy Munson **Approval Date:** 05/08/2008**Note:** **Ok to Issue:**

- 1) This is a Change of ownership ONLY permit. It does NOT authorize any construction activities.

Comments:

5/6/2008-mes: The carriage house has been vacant since October, 2007. The noticing that was done in June 2007 was not quite correct. However, the tenant moved out over 7 months ago. This office just received the application to convert. I do not believe a revised notice to the tenant is necessary.