

July 28, 2015

RECEIVED

JUL 30 2015

Dept. of Building Inspections  
City of Portland Maine

Ms. Ann Machado  
Zoning Specialist  
Planning & Urban Development  
City of Portland  
389 Congress Street  
Portland, ME 04101

Re: Zoning Determination Letters for:  
138 Highland Street (Tax Map 123-F-21); 138-140  
252 Woodford Street (Tax Map 123-K-4);  
278 Woodford Street (Tax Map 123-F-26); and - Assessor's 14 units - B1  
9-11 Hunt Street (Tax Map 130-I-2) (9-13) - Assessor's 10 units - R-5

no violation

Legal - minutes

Dear Ann:

Please accept this letter as a request for four (4) separate Zoning Determination Letters for the above properties. Enclosed is a sample letter for your assistance in preparing the same.

Also enclosed is a check in the amount of \$600 in payment for those letters.

Please do not hesitate to contact me with any questions.

We look forward to receiving this at your earliest convenience. Thank you for your assistance.

Very truly yours,



Gail A. Sanborn

/gas

Enc.

cc: Drew A. Anderson, Esq. (w/o enc.)

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75 Pearl Street PO Box 9785 Portland, ME 04104-5085 (207) 773-5651

[www.mpmlaw.com](http://www.mpmlaw.com)

**Ann Machado - Two Matters**

**From:** "Gail A. Sanborn" <GAS@mpmlaw.com>  
**To:** "amachado@portlandmaine.gov" <amachado@portlandmaine.gov>  
**Date:** 9/1/2015 8:57 AM  
**Subject:** Two Matters

Good morning Ann:

I am just following up on the status of a request made by mail on July 28<sup>th</sup> for four (4) separate Zoning Determination Letters for: 138 Highland Street (TM 123-F-21); 252 Woodford Street (TM 123-K-4), 278 Woodford Street (TM 123-F-26) and 9-11 Hunt Street (TM 130-I-2).

We have just been told that the letters should be addressed to: <sup>1st line</sup> CBRE Capital Markets, Inc <sup>second line</sup> / and/or Federal Home Loan Mortgage Corporation instead of Arbor Commercial Funding LLC. You can leave the address blank.

On another matter:

Could you confirm whether property located at 622-624 Congress Street/147-149 Park Street (Tax Map 39-A-2-3) is in fact located in the B-3 Zone, as affected by the PAD, DEOZ and Historic District.

I look forward to hearing from you at your soonest convenience.

I very much appreciate your assistance.

Thank you.

Gail

Gail A. Sanborn  
Real Estate Paralegal  
Email: [gsanborn@mpmlaw.com](mailto:gsanborn@mpmlaw.com)  
Murray, Plumb & Murray  
P.O. Box 9785  
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[LETTERHEAD]

65 Warren Ave

CITY OF PORTLAND ZONING DETERMINATION LETTER

To: Arbor Commercial Funding LLC > see email  
333 Earle Ovington Boulevard  
Uniondale, NY 11553

RE: \_\_\_\_\_ Street, Portland, Maine (the "Property")  
Zoning Determination Letter

The undersigned hereby certifies with respect to the above-referenced property owned by \_\_\_\_\_, LLC and described as \_\_\_\_\_:

1. Zoning District. Pursuant to the current City of Portland Code of Ordinances effective as of the date hereof (the "Code"), the Property is located in the \_\_\_\_\_ Zone (the "Zoning District") as set forth in Div. \_\_\_\_\_, \_\_\_\_\_, §§ 14-\_\_\_\_ -- 14-\_\_\_\_ of Art. III, Zoning, §§ \_\_\_\_\_ -- \_\_\_\_\_ (the "Zoning Ordinance") under Chapter 14, Land Use (the "Land Use Ordinance") of the Code.

2. Permitted Use. The planned use or uses of the Property by Owner as \_\_\_\_\_ (collectively the "Use") [is/are] all a [permitted][approved conditional][legal non-conforming] under the Zoning District.

3. Code Enforcement. There are no known, unresolved, violations or pending enforcement actions with respect to any applicable zoning codes, City ordinances, or building, environmental, or energy codes, ordinances, or regulations except as follows:

[ ] NONE [ ] UNRESOLVED VIOLATIONS EXIST

If there are any known, unresolved violations, the following summarizes the nature of such violations:

\_\_\_\_\_  
\_\_\_\_\_

4. Permits and Approvals. With respect to the Use of the Property [and the related improvements and renovations to the Property to be completed by Owner substantially as described on the attached [Exhibit/Plans/Description] (the "Construction")], the

following permits and approvals are required with the status of each as indicated, and copies of such permits and approvals are attached hereto (as applicable) subject to any notes, conditions, or qualifications specified with respect thereto:

Permits and Approvals - Required [X] or Not Applicable [N/A]

- (a)   **Building Permit.** *The Owner must apply for and obtain a Building Permit for the Construction.*
- (b)   **Conditional Use Approval.**
- (c)   **Site Plan Approval.**
- (d)   **Subdivision Approval.**
- (e)   **Condominium Conversion Permit.**
- (f)   **Certificate of Occupancy.** *[After the Building Permit is issued and the Construction is completed subject to inspections by the City, the Owner must obtain a Certificate of Occupancy.]*
- (g)   **Change of Use.** *[The Certificate of Occupancy must contain approval for a Change of Use from the existing use to the anticipated Use by the Owner]*
- (h)   Other: \_\_\_\_\_.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

By: \_\_\_\_\_  
(signature)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

City of Portland, Planning & Urban Development Department – Inspections Division

CITY OF PORTLAND  
 DEPARTMENT OF PLANNING & URBAN DEVELOPMENT  
 389 Congress Street  
 Portland, Maine 04101

**INVOICE OF FEES**

<b>Application No:</b> 0000-2257	<b>Applicant:</b> WOODFORD HIGHLAND LLC
<b>Project Name:</b> 278 WOODFORD ST	<b>Location:</b> 278 WOODFORD ST
<b>CBL:</b> 123 F026001	<b>Application Type:</b> Determination Letter
<b>Invoice Date:</b> 07/30/2015	

Previous Balance	-	Payment Received	+	Current Fees	-	Current Payment	=	Total Due		Payment Due Date
\$0.00		\$0.00		\$150.00		\$150.00		\$0.00		On Receipt

**Previous Balance** **\$0.00**

Fee Description	Qty	Fee/Deposit Charge
Zoning Determinations	1	\$150.00
		\$150.00
<b>Total Current Fees:</b>	<b>+</b>	<b>\$150.00</b>
<b>Total Current Payments:</b>	<b>-</b>	<b>\$150.00</b>
<b>Amount Due Now:</b>		<b>\$0.00</b>

**CBL** 123 F026001  
**Bill To:** WOODFORD HIGHLAND LLC  
 104 GRANT ST  
 PORTLAND, ME 04101

**Application No:** 0000-2257  
**Invoice Date:** 07/30/2015  
**Invoice No:** 50264  
**Total Amt Due:** \$0.00  
**Payment Amount:** \$150.00

Make checks payable to the *City of Portland*, ATTN: Inspections, 3rd Floor, 389 Congress Street, Portland, ME 04101.  
 Check the status of your permit or schedule an inspection on-line at <http://www.portlandmaine.gov/792/Permit-Status>  
[Click Here to Pay On Line](#)