

Zoning Division
Marge Schmuckal
Zoning Administrator



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

CITY OF PORTLAND

April 19, 2001

James E. & Monique E. Walker
165 Clinton Street
Portland, ME 04103

RE: 147 Pleasant Avenue - 131-E-009 - R-5 zone

Dear Mr. & Mrs. Walker,

I am in receipt of your building permit application to convert the existing rental units to condominium units. Your permit is being **denied** because of the following reasons.

Your submitted paperwork indicates a condominium conversion for six (6) dwelling units. Our records indicate that the legal number of dwelling units within this building is five dwelling units. Our microfiche shows a certificate of occupancy for five (5) dwelling units from June 14, 1951. A more recent permit is still showing five (5) dwelling units in 1971. There is no paperwork on file to show any approval for a sixth dwelling unit. Therefore the condo conversion can not be allowed for six units. Prior to the issuance of a condo conversion for five units, this office shall receive appropriate assurances that the sixth unit has been removed.

Please note that the illegal unit shall be removed immediately. This office shall be notified when it has been removed.

Your condominium conversion permit also does not include the required tenant information and documentation of their required notification. We need to see copies of the 120 day written notification that was given to your tenants. Our ordinance gives you some wording that is required to be within that notification that alerts tenants to relocation benefits. Your permit can not be approved without this information.

I am including a copy of the City's Condo Conversion Ordinance along with other condo information. Please read and submit the required paperwork if you wish to continue your condominium conversion permit.

You have the right to appeal my decision. If you wish to exercise your right to appeal, please

contact this office for the appropriate information and paperwork that you would need to apply for an appeal. You have 30 days from the date of this letter in which to appeal.

If you have any questions regarding this matter, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read "Marge Schmuckal", with a long horizontal line extending to the right from the end of the signature.

Marge Schmuckal
Zoning Administrator

Cc: Mark Adelson, Housing & Neighborhood Services
Code Enforcement Officer – area 3
File