

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

Please Read Application And Notes, If Any, Attached

BUILDING DEPARTMENT

## PERMIT

PERMIT ISSUED

Permit Number: 030101

MAR 14 2005

CITY OF PORTLAND

This is to certify that Strout Development Llc

has permission to Change of use, Condo conversion, 12 apartments to 2 condos, no construction being done

AT 836 Washington Ave 170 B017001

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of this State 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 when permission procured before this building or part thereof is altered or closed-in. 24 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. [Signature]

Health Dept. \_\_\_\_\_

Appeal Board \_\_\_\_\_

Other \_\_\_\_\_

DepartmentName

[Signature] 3/14/05  
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: 05-0101	Issue Date: <b>PERMIT ISSUED</b> MAR 14 2005	City: 170 B017001
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Location of Construction: 836 Washington Ave	Owner Name: Strout Development Llc	Owner Address: 47 Revere St	Phone:
Business Name:	Contractor Name:	Contractor Address: CITY OF PORTLAND	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Change of Use - Condo Conversion	Zone: R-5

Past Use: Multi-dwellings	Proposed Use: Multi-dwellings change of use, condo conversion 12 apartments to 12 condos	Permit Fee: \$2,700.00	Cost of Work: \$2,700.00	CEO District: 4
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Proposed Project Description: Change of use, Condo conversion, 12 apartments to 12 condos No construction being done	FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: R2 Type: 5B 3/11/05 <i>[Signature]</i>
	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: dmartin	Date Applied For: 01/31/2005	<b>Zoning Approval</b>
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<ol style="list-style-type: none"> <li>This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</li> <li>Building permits do not include plumbing, septic or electrical work.</li> <li>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..</li> </ol>	<b>Special Zone or Reviews</b> <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"/> Mjnor <input type="checkbox"/> MM <input type="checkbox"/> <i>ok with conditions</i> Date: <i>3/3/05</i>	<b>Zoning Appeal</b> <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: _____	<b>Historic Preservation</b> <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: <i>[Signature]</i>
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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

<b>Permit No:</b> 05-0101	<b>Date Applied For:</b> 01/28/2005	<b>CBL:</b> 170 B017001
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<b>Location of Construction:</b> 336 Washington Ave	<b>Owner Name:</b> Strout Development Llc	<b>Owner Address:</b> 47 Revere St	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b>	<b>Contractor Address:</b>	<b>Phone:</b>
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Change of Use - Condo Conversion	

<b>Proposed Use:</b> Multi-dwellings change of use, condo conversion 12 apartments to 12 condos	<b>Proposed Project Description:</b> Change of use, Condo conversion, 12 apartments to 12 condos No construction being done
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**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Marge Schmuckal      **Approval Date:** 03/03/2005**Note:** called owner to bring in more information in concerning the seven vacant units  
3/3/05 owner brought in more detailed info**Ok to Issue:** 

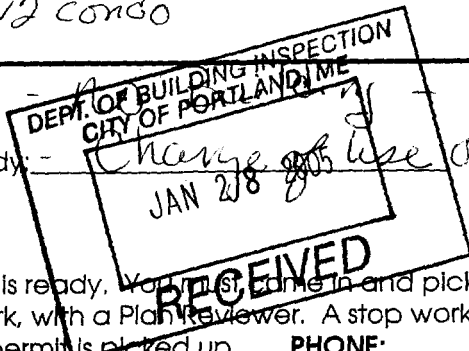
- 1) PLEASE NOTE: Under the City's Condominium conversion regulations, A) BEFORE a developer offers to convey a converted unit, a conversion permit shall be obtained. B) Rent may not be altered during the official noticing period unless expressly provided in a preexisting written lease. C) For a sixty (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.
- 2) Separate permits shall be required for future decks, sheds, pools, and/or garages.
- 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 twelve (12) residential condominium dwelling units with the issuance of this permit. Any change of use shall require a separate permit application for review and approval.
- i) 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:** Mike Nugent      **Approval Date:** 03/11/2005**Note:**  
. ) This is a Change of ownership **ONLY** permit. It does NOT authorize any construction activities.**Ok to Issue:** **Dept:** Fire      **Status:** Approved      **Reviewer:** Lt. MacDougal      **Approval Date:** 03/10/2005**Note:**      **Ok to Issue:** **Dept:** Zoning      **Status:** Pending      **Reviewer:**      **Approval Date:****Note:**      **Ok to Issue:** **Dept:** Building      **Status:** Pending      **Reviewer:**      **Approval Date:****Note:**      **Ok to Issue:**

# 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.

Total Square Footage of Proposed Structure		Square Footage of Lot	
Chart# 170	Block# B	Lot# 17	Owner: Strout Development, LLC Jeff Corbin
Lessee/Buyer's Name (If Applicable)			Telephone: 409-9876
Applicant name, address & telephone: Jeff Corbin 47 Revere St 409-9876 Portland ME		cost Of Work: \$  Fee: \$2,700	
Current use: <u>apartments</u>		12 x 75 = 900 12 x 15 = 1800	
If the location is currently vacant, what was prior use: _____			
Approximately how long has it been vacant: _____			
Proposed use: <u>Condo</u>			
Project description: <u>12 aparts to 12 condo</u>			
Contractor's name, address & telephone: _____			
Who should we contact when the permit is ready: - <u>Change of use only -</u>			
Mailing address: _____			
We will contact you by phone when the permit is ready. <u>Work is done</u> , 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. <b>PHONE:</b> _____			



**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 the 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 of any reasonable hour to enforce the provisions of the codes applicable to this permit.*

Signature of applicant: <u>Jeff Corbin</u>	Date: <u>1 28 05</u>
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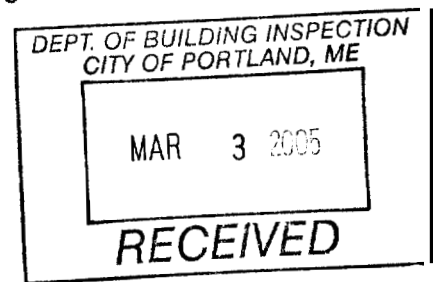
**This is NOT a permit, you may not commence ANY work until the permit is issued.  
If you are in a Historic District you may be subject fo additional permitting and fees with the  
Planning Department on the 4<sup>th</sup> floor of City Hall**

Marge,

HERE IS AN UPDATED TENNANT RENT ROLL WITH DATES OF WHEN THE TENNANTS MOVED OUT. PLEASE NOTE THAT THE TENNANTS THAT HAVE MOVED ALL MOVED ON THEIR OWN WITH NO GUIDANCE FROM ME. I CHOSE TO KEEP THEM VACANT ONCE UNOCCUPIED SO I COULD MAKE RENOVATIONS. FRANKLY, I HAD MORE PEOPLE MOVE OUT THAN I WAS HOPING FOR. ANY TENNANT THERE OR THAT HAS MOVED OUT SHOULD BE ABLE TO VERIFY FOR YOU THAT NO ONE HAS BEEN ASKED TO LEAVE THEIR APARTMENT.

JEFF CORBIN

Wm. P. White



Unit #	Tenant	Phone	Previous Tenant	New Address	Reason Vacant	# day Notice	Income	Date
1	Vacant	772-0949	Mark Riccardo	N/A	Decided to move	n/a	n/a	Moved Sep-04
2	Vacant	510-665-4511	Michele Peters	2119 1/2 Emerson St, Berkeley, CA 94705	Decided to move	n/a	n/a	Jul-04
3	Chris Beaulieu	332-7092 / 252-1216				120	no	
4	Vacant	878-5708	Marjorie Alexander (Janet)	445 Ray Street, Portland, ME 04103	Mother Moved	n/a	n/a	Nov-04
5	Vacant	839-5531	Georgia Woodbury	40 Dewaynes Way, Gorham, ME 04038	Decided to move	n/a	n/a	Dec-04
6	Colleen Lynch Sam	774-2227				150	no	
7	Sherron Bassett Justin Smith	650-3318 712-5313				120	no	
8	Paul Johnson Marci Annis Dan May	883-9707 883-9707 807-3384				n/a	n/a	Jan-05
9	Vacant	409-9610	Jacelyn Wetmore	8240 Amethyst Drive, Mclean, VA 22102	New Job	n/a	n/a	
10	Karen Thibault Alexandria Javis	879-8779 879-8779				150	no	
11	Vacant	773-3154	Carmine Pirone	1 Partridge Circle, Portland, ME 04102	New House	n/a	n/a	Aug-04
12	Vacant	761-6677	Daniel Jeralds	N/A	Vacant when purchased 5/04	n/a	n/a	Apr-04

**DEPT. OF BUILDING INSPECTION**  
**CITY OF PORTLAND, ME**  
**MAR 3 2005**  
**RECEIVED**

Zoning Division  
Marge Schmuckal  
Zoning Administrator

Department of Planning & Development  
Lee Urban, Director



**CITY OF PORTLAND**

February 24, 2005

Jeff Corbin  
Strout Development LLC  
47 Revere Street  
Portland, ME 04103

**RE: 836 Washington Avenue – 170-B-017 – R-5 Zone – application #05-0101**

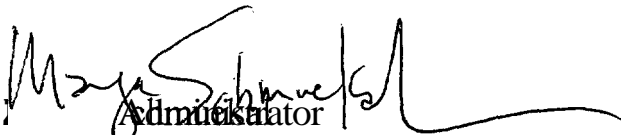
Dear Mr. Corbin,

I **am** in receipt of your application to convert **12** rental units into 12 condominium units. Your permit is denied until I received more information on the many vacancies that you have presently. Seven of the twelve units are vacant. **As** our application cover sheet states, you must supply a cover letter explaining the vacancies, such as when (a date) was it vacated, when and where the tenants moved with phone numbers. Your application did not supply enough information on these vacancies. Please supply more specifics on these tenants,

Your permit will be on hold until such time that this office **has** received this further information.

**If** you have any questions, please do not hesitate to contact **this** office.

Very truly yours,

  
Marge Schmuckal  
Zoning Administrator

3/3/05  
Bring in info  
on the VA Ant units

Cc: file

Zoning Division  
Marge Schmuckal  
Zoning Administrator

Department of Planning & Development  
Lee Urban, Director



**CITY OF PORTLAND**

February 24, 2005

Jeff Corbin  
Strout Development LLC  
47 Revere Street  
Portland, ME 04103

RE: **836** Washington Avenue – 170-B-017 – **R-5** Zone – application #05-0101

Dear Mr. Corbin,

I am in receipt of your application to convert 12 rental units into 12 condominium units. Your permit is denied until I received more information on the many vacancies that you have presently. Seven of the twelve units are vacant. As our application cover sheet states, you must supply a cover letter explaining the vacancies, such as when (a date) was it vacated, when **and** where the tenants moved with phone numbers. Your application did not supply enough information on these vacancies. Please supply more specifics on these tenants.

Your permit will be on hold until such time that this office has received this further information.

If you have any questions, please do not hesitate to contact this **office**.

Very truly yours,

**Marge Schmuckal**  
Zoning Administrator

Cc: file



**From:** "Janet Alexander" <ALEXAJ@mmc.org>  
**To:** <mes@portlandmaine.gov>  
**Date:** Mon, Jan 31, 2005 1:24 PM  
**Subject:** 036 Washington Ave

Hello, Marge -

Mark Adelson suggested I get in touch with you regarding Jeff Corbin's plans to convert apartments at 836 Washington Ave. to condominiums. My mother lived in #4 for nearly 20 years until Jeff announced his plans to convert the units. She now lives with my husband and me and, although the unit was completely vacated and the keys returned before November 1, 2004, she has had no word concerning her deposit and my letters to Jeff have not been answered. We did have a telephone message at home from a woman who said she was calling on his behalf regarding the condo conversion. I left two messages at her number, but did not hear anything further. I see now that he has a condos for sale sign on the property.

Can you tell me, please, how I can learn more about what's happening there? I can be reached at work at 541-7503 during the day, 878-5708 at home evenings. It's fine to leave messages in voice mail at either of those numbers. Thanks for any suggestions you can offer.

Janet

Janet M. Alexander  
alexaj@mmc.org  
(207) 541-7503 direct line and voice mail

Director of Special Projects  
MaineHealth  
465 Congress St., Suite 600  
Portland, Maine 04101-3937  
(207) 775-7001 office phone  
(207) 775-7029 fax

Unit #	Tenant	Phone	Previous Tenant	New Address	Reason Vacant	# day Notice	Income
1	Vacant	N/A	Mark Riccardo	N/A	Decided to move	n/a	n/a
2	Vacant	510-665-4511	Michele Peters	2119 1/2 Emerson St, Berkeley, CA 94705	Decided to move	n/a	n/a
3	Chris Beaulieu	332-7092 / 252-1216				120	no
4	Vacant	N/A	Marjorie Alexander	N/A		n/a	n/a
5	Vacant	839-5531	Georgia Woodbury	40 Dewaynes Way, Gorham, ME 04038	Decided to move	n/a	n/a
6	Colleen Lynch Sam	774-2227				150	no
7	Sherron Bassett Justin Smith	650-3318 712-5313				120	no
8	Paul Johnson Marci Annis Dan May	883-9707 883-9707 807-3384					
9	Vacant	409-9610	Jacelyn Wetmore	8240 Amethyst Drive, McLean, VA 22102	New Job	n/a	n/a
10	Karen Thibault Alexandria Jarvis	879-8779 879-8779				150	no
11	Vacant	773-3154	Mrs. Carmine Pirone	1 Partridge Circle, Portland, ME 04102	New House	n/a	n/a
12	Vacant	761-6677	Daniel Jeralds	N/A	Decided to move	n/a	n/a

See revised spreadsheet

**Jeffrey Corbin  
Strout Development, LLC  
47 Revere Street  
Portland, ME 04103**

January 21, 2005

**VIA HAND DELIVERY**

Chris Beaulieu  
836 Washington Ave., #3  
Portland, ME 04102

RE: **836 Washington Ave, Portland, Maine**  
Notification of Condominium Conversion

Dear **Mr.** Beaulieu:

This letter will serve as notification to you of our intent to convert our property at 836 Washington Ave, Portland, ME from rental units to condominium units. In doing this we are required to follow the City of Portland's land use ordinance Article VII on Condominium Conversion. The following information spells out the guidelines for the "Protection of tenants" as described in Sec. 14-568 and Sec. 14-569:

**Notice of Intent.** The developer shall give to each existing tenant written notice of intent to convert land at least 120 days before the tenant is required by the developer to vacate. If a tenant has been in possession of any unit within the same building for more than four consecutive years, the notice shall be increased by 30 additional days for each additional year, or fraction thereof, to a maximum of 240 additional days. The notice shall set forth the rights under these sections and contain the following statement: "If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law, or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 389 Congress Street, Portland, Maine 04101 (telephone: ~~775-5451~~)."   
874-8703

No tenant may be required by a developer to vacate without having been given notice as required herein, except for reasons specified in the applicable law of forcible entry and detainer, and in accordance with the procedures thereof. The terms of tenancy, including rent, may not be altered during the notice period, except as expressly provided in a preexisting written lease. If, within 120 days after a tenant is required by a developer to vacate, the developer records a declaration of condominium without having given notice as required herein, the developer shall be presumed to have converted in violation of this article.

**Option to Purchase.** For a sixty-day period following the giving of notice as required by this ordinance, the developer shall grant to the tenant an exclusive and irrevocable option to purchase their unit. This option may not be assigned. If the tenant does not purchase or contract to purchase

their unit during the sixty day option period, the developer may not convey or offer to convey the unit to any other person during the following 180 days at a price or on terms more favorable than the price or terms previously offered to the tenant, unless the more favorable price or terms are first offered exclusively and irrevocably to the tenant for an additional 60 day period.

**Relocation Payments.** If the tenant does not purchase the unit, the developer shall, before the tenant is required by the developer to vacate, make a cash payment to the tenant in **an** amount equal to the amount of rent paid by tenant for the immediately preceding two months; provided that this requirement shall not apply to any tenant whose gross income exceeds 80% of the median income of the Portland **SMSA**, adjusted for family size, as determined by the **U.S.** Dept. of Housing and Urban Development at the time the notice is given as required in Section 14-568(a). Additionally, the developer shall, upon demand, provide assistance to the tenant in the form of referrals to other reasonable accommodations and in determining the tenants eligibility for relocation payments as provided herein.

Currently, eighty percent (80%) of the Median Income of the Portland **SMSA** guideline, adjusted for family size, is as follows:

1 Person	2 Person	3 Person
\$35,100	\$40,150	\$45,150

I will contact you if your unit is offered for sale to the public, and you will be informed of the asking price for your particular unit

We realize you may have questions about this process. Please feel free to talk with me about them and we will do whatever we can to answer them.

Very truly yours,

Jeffrey Corbin

**Jeffrey Corbin  
Strout Development, LLC  
47 Revere Street  
Portland, ME 04103**

January 21, 2005

**VIA HAND DELIVERY**

Colleen Lynch  
836 Washington Ave., #6  
Portland, ME 04102

**RE: 836 Washington Ave, Portland, Maine**  
Notification of Condominium Conversion

Dear Colleen Lynch:

This letter will serve as notification to you of our intent to convert our property at 836 Washington Ave, Portland, ME from rental units to condominium units. In doing this we are required to follow the City of Portland's land use ordinance Article VII on Condominium Conversion. The following information spells out the guidelines for the "Protection of tenants" as described in Sec. 14-568 and Sec. 14-569:

**Notice of Intent.** The developer shall give to each existing tenant written notice of intent to convert land at least 120 days before the tenant is required by the developer to vacate. If a tenant has been in possession of any unit within the same building for more than four consecutive years, the notice shall be increased by 30 additional days for each additional year, or fraction thereof, to a maximum of 240 additional days. The notice shall set forth the rights under these sections and contain the following statement: "If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law, or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 389 Congress Street, Portland, Maine 04101 (telephone: ~~775-5451~~)." 974 9707

No tenant may be required by a developer to vacate without having been given notice as required herein, except for reasons specified in the applicable law of forcible entry and detainer, and in accordance with the procedures thereof. The terms of tenancy, including rent, may not be altered during the notice period, except as expressly provided in a preexisting written lease. If, within 120 days after a tenant is required by a developer to vacate, the developer records a declaration of condominium without having given notice as required herein, the developer shall be presumed to have converted in violation of this article.

**Option to Purchase.** For a sixty-day period following the giving of notice as required by this ordinance, the developer shall grant to the tenant an exclusive and irrevocable option to purchase their unit. This option may not be assigned. If the tenant does not purchase or contract to purchase

their unit during the sixty day option period, the developer may not convey or offer to convey the unit to any other person during the following 180 days at a price or on terms more favorable than the price or terms previously offered to the tenant, unless the more favorable price or terms are first offered exclusively and irrevocably to the tenant for an additional 60 day period.

**Relocation Payments.** If the tenant does not purchase the unit, the developer shall, before the tenant is required by the developer to vacate, make a cash payment to the tenant in an amount equal to the amount of rent paid by tenant for the immediately preceding two months; provided that this requirement shall not apply to any tenant whose gross income exceeds 80% of the median income of the Portland SMSA, adjusted for family size, as determined by the U.S. Dept. of Housing and Urban Development at the time the notice is given as required in Section 14-568(a). Additionally, the developer shall, upon demand, provide assistance to the tenant in the form of referrals to other reasonable accommodations and in determining the tenants eligibility for relocation payments as provided herein.

Currently, eighty percent (80%) of the Median Income of the Portland SMSA guideline, adjusted for family size, is as follows:

1 Person	2 Person	3 Person
\$35,100	\$40,150	\$45,150

I will contact you if your unit is offered for sale to the public, and you will be informed of the asking price for your particular unit

We realize you may have questions about this process. Please feel free to talk with me about them and we will do whatever we can to answer them.

Very truly yours,

Jeffrey Corbin

**Jeffrey Corbin  
Strout Development, LLC  
47 Revere Street  
Portland, ME 04103**

January 21, 2005


**VIA HAND DELIVERY**

Sherron Bassett  
Justin Smith  
836 Washington Ave., #7  
Portland, ME 04102

RE: **836 Washington Ave, Portland, Maine**  
Notice of Condominium

Dear, Sherron Bassett and Justin Smith

This letter will serve as notification to you of our intent to convert our property at 836 Washington Ave, Portland, ME from rental units to condominium units. In doing this we are required to follow the City of Portland's land use ordinance Article VII on Condominium Conversion. The following information spells out the guidelines for the "Protection of tenants" as described in Sec. 14-568 and Sec. 14-569:

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No tenant may be required by a developer to vacate without having been given notice as required herein, except for reasons specified in the applicable law of forcible entry and detainer, and in accordance with the procedures thereof. The terms of tenancy, including rent, may not be altered during the notice period, except as expressly provided in a preexisting written lease. If, within 120 days after a tenant is required by a developer to vacate, the developer records a declaration of condominium without having given notice as required herein, the developer shall be presumed to have converted in violation of this article.

**Option to Purchase.** For a sixty-day period following the giving of notice as required by this ordinance, the developer shall grant to the tenant an exclusive and irrevocable option to purchase

their unit. This option may not be assigned. If the tenant does not purchase or contract to purchase their unit during the sixty day option period, the developer may not convey or offer to convey the unit to any other person during the following 180 days at a price or on terms more favorable than the price or terms previously offered to the tenant, unless the more favorable price or terms are first offered exclusively and irrevocably to the tenant for an additional 60 day period.

**Relocation Payments.** If the tenant does not purchase the unit, the developer shall, before the tenant is required by the developer to vacate, make a cash payment to the tenant in ~~an~~ amount equal to the amount of rent paid by tenant for the immediately preceding *two* months; provided that this requirement shall not apply to any tenant whose gross income exceeds 80% of the median income of the Portland SMSA, adjusted for family size, as determined by the U.S. Dept. of Housing and Urban Development at the time the notice is given as required in Section 14-568(a). Additionally, the developer shall, upon demand, provide assistance to the tenant in the form of referrals to other reasonable accommodations and in determining the tenants eligibility for relocation payments as provided herein.

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I will contact you if your unit is offered for sale to the public, and you will be informed of the asking price for your particular unit

We realize you may have questions about this process. Please feel free to talk with me about them and we will do whatever we can to answer them.

Very truly yours,

Jeffrey Corbin



**Jeffrey Corbin  
Strout Development, LLC  
47 Revere Street  
Portland, ME 04103**

January 21,2005

**VIA HAND DELIVERY**

Paul Johnson  
Marcy Annis  
Dan May  
836 Washington Ave., #8  
Portland, ME 04102

**RE: 836 Washington Ave, Portland, Maine**  
Notification of Condominium Conversion

Dear, Paul Johnson, Marci Annis, and Dan May:

This letter will serve as notification to you of our intent to convert our property at 836 Washington Ave, Portland, ME from rental units to condominium units. In doing this we are required to follow the City of Portland's land use ordinance Article VII on Condominium Conversion. The following information spells out the guidelines for the "Protection of tenants" as described in Sec. 14-568 and Sec. 14-569:

**Notice of Intent.** The developer shall give to each existing tenant written notice of intent to convert land at least 120 days before the tenant is required by the developer to vacate. If a tenant has been in possession of any unit within the same building for more than four consecutive years, the notice shall be increased by **30** additional days for each additional year, or fraction thereof, to a maximum of 240 additional days. The notice shall set forth the rights under these sections and contain the following statement: "If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law, or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 389 Congress Street, Portland, Maine 04101 (telephone: 775-5451)."

No tenant may be required by a developer to vacate without having been given notice as required herein, except for reasons specified in the applicable law of forcible entry and detainer, and in accordance with the procedures thereof. The terms of tenancy, including rent, may not be altered during the notice period, except as expressly provided in a preexisting written lease. If, within 120 days after a tenant is required by a developer to vacate, the developer records a declaration of condominium without having given notice as required herein, the developer shall be presumed to have converted in violation of this article.

**Option to Purchase.** For a sixty-day period following the giving of notice as required by this ordinance, the developer shall grant to the tenant an exclusive and irrevocable option to purchase their unit. This option may not be assigned. **If** the tenant does not purchase or contract to purchase their unit during the sixty day option period, the developer may not convey or offer to convey the unit to any other person during the following 180 days at a price or on terms more favorable than the price or terms previously offered to the tenant, unless the more favorable price or terms are first offered exclusively and irrevocably to the tenant for an additional **60** day period.

**Relocation Payments.** If the tenant does not purchase the unit, the developer shall, before the tenant is required by the developer to vacate, make a cash payment to the tenant in an amount equal to the amount of rent paid by tenant for the immediately preceding two months; provided that this requirement shall not apply to any tenant whose gross income exceeds 80% of the median income of the Portland SMSA, adjusted for family size, as determined by the U.S. Dept. of Housing and Urban Development at the time the notice is given as required in Section 14-568(a). Additionally, the developer shall, upon demand, provide assistance to the tenant in the form of referrals to other reasonable accommodations and in determining the tenants eligibility for relocation payments as provided herein.

Currently, eighty percent (80%) of the Median Income of the Portland SMSA guideline, adjusted for family size, is as follows:

1 Person	2 Person	3 Person
\$35,100	\$40,150	\$45,150

I will contact you if your unit is offered for sale to the public, and you will be informed of the asking price for your particular unit

We realize you may have questions about this process. Please feel free to talk with me about them and we will do whatever we can to answer them.

Very truly yours,

Jeffrey Corbin

**Jeffrey Corbin  
Strout Development, LLC  
47 Revere Street  
Portland, ME 04103**

January 21, 2005


**VIA HAND DELIVERY**

Karen Thibault  
Alexandria Javis  
836 Washington Ave., #10  
Portland, ME 04102

**RE: 836 Washington Ave, Portland, Maine**  
Notification of Condominium Conversion

Dear Karen Thibault and Alexandria Javis:

This letter will serve as notification to you of our intent to convert our property at 836 Washington Ave, Portland, ME from rental units to condominium units. In doing this we are required to follow the City of Portland's land use ordinance Article VII on Condominium Conversion. The following information spells out the guidelines for the "Protection of tenants" as described in Sec. 14-568 and Sec. 14-569:

**Notice of Intent.** The developer shall give to each existing tenant written notice of intent to convert land at least 120 days before the tenant is required by the developer to vacate. If a tenant has been in possession of any unit within the same building for more than four consecutive years, the notice shall be increased by 30 additional days for each additional year, or fraction thereof, to a maximum of 240 additional days. The notice shall set forth the rights under these sections and contain the following statement: "If you do not buy your apartment, the developer of this project is required by law to assist you in finding another place to live and in determining your eligibility for relocation payments. If you have questions about your rights under the law, or complaints about the way you have been treated by the developer, you may contact the Building Inspection Division, Department of Planning and Urban Development, City of Portland, 389 Congress Street, Portland, Maine 04101 (telephone: 775-5451)." 

No tenant may be required by a developer to vacate without having been given notice as required herein, except for reasons specified in the applicable law of forcible entry and detainer, and in accordance with the procedures thereof. The terms of tenancy, including rent, may not be altered during the notice period, except as expressly provided in a preexisting written lease. If, within 120 days after a tenant is required by a developer to vacate, the developer records a declaration of condominium without having given notice as required herein, the developer shall be presumed to have converted in violation of this article.

**Option to Purchase.** For a sixty-day period following the giving of notice as required by this ordinance, the developer shall grant to the tenant an exclusive and irrevocable option to purchase

their unit. This option may not be assigned. If the tenant does not purchase or contract to purchase their unit during the sixty day option period, the developer may not convey or offer to convey the unit to any other person during the following 180 days at a price or on terms more favorable than the price or terms previously offered to the tenant, unless the more favorable price or terms are first offered exclusively and irrevocably to the tenant for an additional 60 day period.

**Relocation Payments.** If the tenant does not purchase the unit, the developer shall, before the tenant is required by the developer to vacate, make a cash payment to the tenant in an amount equal to the amount of rent paid by tenant for the immediately preceding two months; provided that this requirement shall not apply to any tenant whose gross income exceeds 80% of the median income of the Portland SMSA, adjusted for family size, as determined by the U.S. Dept. of Housing and Urban Development at the time the notice is given as required in Section 14-568(a). Additionally, the developer shall, upon demand, provide assistance to the tenant in the form of referrals to other reasonable accommodations and in determining the tenants eligibility for relocation payments as provided herein.

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We realize you may have questions about this process. Please feel free to talk with me about them and we will do whatever we can to answer them.

Very truly yours,

Jeffrey Corbin

## Submit with Condominium Conversion Permit Application

Project Data:

Address: 836 Washington Avenue

C-B-L: 170 B 17

Number of Units in Building: 12

Tenant Name	Tenant Tel#	Occup. Length	Date of Notice	Eligible for \$?
Unit 1 Vacant	—	—	—	—
Unit 2 Vacant	—	—	—	—
Unit 3 Chris Beaulieu	332-7092	3 years	1-14-05	No
Unit 4 Vacant	—	—	—	—
Unit 5 <sup>S. Augus</sup> Vacant	—	—	—	—
Unit 6 Coileen Lynch	774-2227	11/2000	1-14-05	No
Unit 7 Sherron Bassett Justin Smith	650-3318 712-5313	2 years	1-14-05	No
Unit 8 Paul Johnson Marcie Annis Dany May	883-9707 749-0319	12/1/04	1-14-05	No
Unit 9 Vacant	—	—	—	—
Unit 10 Karen Thibeault + Alexandria Davis	—	10/2000	1-14-05	No
Unit 11 Vacant	—	—	—	—
Unit 12 Vacant	—	—	—	—

If more units, submit same information on all units

Length of time building owned by applicant 11.0

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:

\$ 1,000.00 Exterior walls, windows, doors, roof

\$ 1,000.00 Insulation

\$ 1,000.00 Interior cosmetics (walls/floors/hallways/refinishing, etc.)

\$ \_\_\_\_\_ Other (specify)

