

Merril Abramson and Roslyn Shalett
23 Sanborn Street
Portland ME 04103
suraminka@gmail.com
207-650-1030

January 13, 2017

Christina Stacey, Zoning Specialist
Permitting and Inspections Department
389 Congress Street, Room 315
Portland ME 04101

Dear Ms Stacey,

Please accept our applications for Legalization of Nonconforming dwelling unit and After the fact permit for 23 Sanborn Street, Portland 04103. We purchased the building on May 20, 2016.

Enclosed please find:

1. Gateway Title of Maine, Inc papers(house settlement statement (May 20, 2016) : Showing borrower/buyer of house (proof of purchase/ownership)
2. Dave Johnson Building/Remodeling, Inc Invoice for: Egress Window, 2 replacement windows on driveway side (old windows were leaking water into house because they didn't close), handrail down to basement on right side
3. Picture of new egress window (opposite side of house from driveway)
4. State Farm Insurance coverage for water damage from pipes bursting (details of damage and repairs needed to basement unit bathroom and kitchen damage)
5. 2 letters from previous tenants who lived in basement unit 1986-87 and 2014-Proof the basement unit apartment existed prior to 1995
6. City of Portland Application for Legalization of Nonconforming Dwelling Units
7. 2 Electronic Signature and Fee Payment Confirmation forms
8. one and two famly addition/alternation checklist
9. Plot Plan

If there is any document that we did not provide that would be needed, please inform us so that we may supply what is needed for this process.

Most Sincerely,
Merril Abramson and Roslyn Shalett