

Cynthia L Cochran  
17 Hammond St.  
Portland, ME 04101

Date: May 6, 2013

**NOTIFICATION LETTER TO DIRECT ABUTTERS**

Dear Ms. Cochran,

The purpose of this letter is to inform you of my intention to replace the garage on my property located at 13 Fox St. The existing structure will be demolished and a new similar garage will be constructed on the same footprint. The new structure will feature cedar shingle siding and carriage-house-style garage doors, and is intended to improve the appearance of the property and neighborhood as a whole. Thank you for your cooperation in this matter. Should you have any questions regarding the regulations for the proposed installation, you may contact me at 617 538 2364.

Sincerely,

Toby Rzepka