



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

*Penny St. Louis Littell- Director of Planning and Urban Development
Marge Schmuckal, Zoning Administrator*

June 30, 2010

Patricia Shaw
6 Strawberry Fields Lane
Scarborough, ME 04074

RE: 165-167 Congress Street – 013-L-013 – currently R-6 Residential Zone

Dear Ms. Shaw,

I am in receipt of your written letter requesting a zone change of your property from an R-6 zone to a “Mixed Residential/Commercial” zone.

The responsibility to change zones is given to the Planning Division. There is a process in place to request zone changes. I have included a copy of the Planning Division’s application for such a request. You need to submit your request along with the required paperwork and fees to the Planning Division located on the 4th floor of City Hall.

I hope this helps guide you in your quest.

Sincerely,

Marge Schmuckal
Zoning Administrator

Cc: Colleen Bedard, RE/MAX by the Bay, 970 Baxter Boulevard, Portland, ME
Barbara Barhydt, Planning