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*Lee Urban- Director of Planning and Development
Marge Schmuckal, Zoning Administrator*

February 4, 2008

Julie Goff
136 Oxford Street
Portland, ME 04101

RE: 136 Oxford Street – 026 0003 – R-6 – use of property

Dear Ms. Goff,

It has come to our attention that the current use of the property at 136 Oxford Street is illegal and not in compliance with the legal use of the property. In researching our files, I could find no record of a building permit or change of use permit for the property. The pre 1957 assessor's card had the use listed as a single family. Since there has never been a permit issued to change the use, it remains as a single family.

You have thirty days to bring your property into compliance. It needs to be restored to a single family or you need to apply for a change of use permit to change the use of the property to a use that is permitted in the R-6 zone. If the use of the property is not brought into compliance within thirty days, we will turn the matter over to our corporation counsel and they may begin legal proceedings.

Please feel free to call me at 874-8709 if you have any questions.

Yours truly,

Ann B. Machado
Zoning Specialist
(207) 874-8709