



Planning & Urban Development Department

*Jeff Levine, AICP, Director**Ann Machado, Zoning Administrator*

October 13, 2015

Portland Regency, Inc.
c/o Perkins Olson, P. A.
32 Pleasant Street
PO Box 449
Portland, ME 04112-0449

Re: 11-19 Milk Street – 029-O -004 and 20 Milk Street – 029-R-001 - B-3 Downtown Business Zone with a Historic Overlay Zone and a Downtown Entertainment Overlay Zone

To Whom It May Concern:

This letter is in response to your request for a Zoning Determination letter for the properties owned by Portland Regency, Inc. located at 11-19 Milk Street, Portland, Maine, Tax Map 029, Block O, Lot 004 (parking lot) and 20 Milk Street, Portland, Maine, Tax Map 029, Block R, Lot 001 (hotel).

The property at 20 Milk Street is located in the B-3 Downtown Business Zone with a Historic Overlay Zone and a Downtown Entertainment Overlay Zone as shown on the Zoning Map for Portland. Our files show that the legal use of the property at 20 Milk Street is a hotel with accessory uses such as a day spa, and health club which is a permitted use in the B-3 Zone. I have included the original building permit approval and letter, a memo from Planning and two certificates of occupancy.

The property at 11-19 Milk Street is also located in the B-3 Downtown Business Zone with a Historic Overlay Zone and a Downtown Entertainment Overlay Zone as shown on the Zoning Map for Portland. Our records show that a permit was issued for the property on May 2, 1984 to demolish a two story, 3,900 square foot building. When 20 Milk Street became a hotel in 1987, this vacant property was used as parking for the hotel. A permit (#10-0552) was issued on May 28, 2010 to place a pre-made, 6' x 12' shed in the corner of the property to store items used for outdoor dining. This permit was issued with the condition that the shed was "approved for current season only and must be removed no later than November 1". A second condition stated "Per historic preservation ordinance requirements, any future installations of permanent or seasonal structures or site features must receive advance approval by historic preservation staff or board". On May 5, 2011 the Historic Preservation Board approved an application for "modifications to previously-installed features adjacent to the Portland Regency Hotel's entrance drive. Design modifications were required as a result of the Historic Preservation Board's 11/17/2010 determination that the fence and shed installed last summer without advance approval failed to meet historic preservation ordinance standards". The pre-made shed that was supposed to be removed November 1, 2010 is still there. The owners have not removed it and have not applied for a permit to build the shed and make the site changes that were approved by the Historic Preservation

Portland, Maine



Yes. Life's good here.

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Board. I have included the approval letter and plans. At this point the existing structure on the property is not in compliance.

I am not aware of any other ordinance and/or land use violations for the subject properties.

If you have any questions regarding this matter, please do not hesitate to contact me.

Yours truly,

A handwritten signature in black ink, appearing to read "Ann B. Machado".

Ann B. Machado

Zoning Administrator

City of Portland, Maine

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207.874.8709