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To: Janet Perkins <perkupjanet@gmail.com>

Janet -

I'm sorry that it has taken me awhile to look at the information that you sent Chris Stacey.

I have looked at both the "Been Verified" and the "white pages" and at this point I cannot make a determination of whether this meets the criteria to legalize a nonconforming dwelling unit.

It is my understanding that there are currently three illegal dwelling units in the building. You need to make a decision about how you are going to bring your property into compliance. You have three choices.

1. You can submit a Legalization of Nonconforming Dwelling Unit Application.
2. You can submit a Change of Use permit to "add" dwelling units.
3. You can remove the three dwelling units and leave the space vacant until you decide how you want to use it.

You have fourteen days from the date of this email to either apply for a permit or notify me that you are removing the units.

Please let me know if you have any questions.

Ann

Ann Machado
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