

Portland, Maine



Yes. Life's good here.

Permitting and Inspections Department
Michael A. Russell, MS, Director

Ann Machado, Zoning Administrator

March 19, 2018

Michael and Kathleen Rokowski
15 Sandy Toes Ln.
Windham, ME 04062

Re: 12 Alder St, CBL 033 J015; B-2b Community Business Zone

Dear Mr. and Mrs. Rokowski:

On March 15, 2018, the Zoning Board of Appeals voted 7-0 to grant your Conditional Use Appeal for legalization of a non-conforming dwelling unit. I am enclosing a copy of the Board's decision.

Now that the conditional use appeal has been approved, we will complete the legalization permitting process, as well as the permitting process for the exterior renovations. Permits will be issued to you by e-mail once all reviews are completed. Once the permits are issued and you have finished all exterior construction, please contact our front desk (207-874-8703) to schedule a final inspection. If the final inspection is satisfactory, a new Certificate of Occupancy will be issued.

Under Section 14-474(f) of the ordinance, you have two years from the date of the meeting (March 15, 2018), to obtain the building permit and start any construction work, or your Zoning Board approval will expire.

Appeals from decisions of the Board may be filed in Superior Court in accordance with Rule 80B of the Maine Rules of Civil Procedure.

Should you have any questions, please contact me at (207) 874-8695 or estacey@portlandmaine.gov.

Sincerely,

Christina Stacey
Zoning Specialist

cc: file