January 20, 2017

Ann Machado

Zoning Administration

City of Portland

389 Congress Street, Room 315

Portland, Maine 04101

RE: Letter of Compliance in Connection with 44 Oak Street, Units 1 and 2

Dear Ms. Machado:

This firm represents Everything, LLC (“Everything”) in connection with the real estate they intend to operate that is located at 44 Oak Street, Units 1 and 2 in Portland (the “Property”). Closing on this transaction is currently scheduled for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. The Property is shown on the City of Portland Tax Map 39 as Block B, Lots 11-1 and 11-2 and designated for zoning purposes as located within the B-3 Zone applicable to those parcels.

We are requesting a letter of compliance indicating that the Property complies with applicable code provisions of the City of Portland, that the intended use of the Property for retail and service business purposes is consistent with applicable zoning regulations, and that the intended construction either has the permits necessary to proceed with the intended construction or that you know of no reason why such permits would not be issued.

We seek confirmation that the use of the property as retail space meets with all requirements governing use; that the current structure upon the Property meets all other applicable zoning requirements; and that no outstanding code violations with respect to the Property have been reported by or to or are known to the City of Portland.

If you agree with the above, please sign this letter in the space indicated below and return to me via email; if you do not agree, please contact me as soon as possible to discuss what changes may be required in order for you to be able to provide the letter of compliance.

Many thanks for your assistance.

Very truly yours,

Reid Hayton-Hull

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SEEN AND AGREED TO this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2017

City of Portland, Maine

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Its: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, thereunto duly authorized

RHH/

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