



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

*Penny Littell - Director of Planning and Development
Marge Schmuckal, Zoning Administrator*

August 14, 2008

Clark Stephens
PO Box 4818
Portland, ME 04112

RE: 198 Spring Street – 045 F026 – R-6 – legalize illegal unit – permit #08-0787

Dear Mr. Stephens,

As you know, you have applied to legalize a nonconforming dwelling unit in your building located at 198 Spring Street. Part of the required process is to notify owners of property within 300 feet of your property. This office has received a letter of opposition to your request to legalize your illegal unit. I have attached a copy of this letter. Because this office received a letter of opposition, you will need to go the Zoning Board of Appeals for a conditional use approval of your permit. I am also enclosing the paperwork that you will need to apply for this conditional use appeal.

I have not received notification yet from the Fire Prevention Bureau and the Housing Inspector about whether the dwelling units comply with the National Fire Protection Association Life Safety Code- Fire Prevention Code and the City's Housing Code.

Your permit will not be issued or approved until and unless the Zoning Board of Appeals grants your conditional use request.

If you have any questions, please do not hesitate to contact this office.

Yours truly,

Ann Machado
Zoning Specialist
(207) 874-8709

Cc: file