



# PORTLAND MAINE

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*Lee Urban- Director of Planning and Development  
Marge Schmuckal, Zoning Administrator*

August 16, 2007

Mary McGarvey  
124 Sherman Street  
Portland, ME 04101

RE: 124 Sherman Street – 048 E006 – R-6 – number of dwelling units

Dear Ms. McGarvey,

It has come to the attention of our office that you have an illegal unit at your property at 124 Sherman Street. The most recent permit that we have on file for your property was issued on April 17, 1987 when a dormer and deck were added to the building. The use that was listed on the permit for the property was a two family. Since our files show no record of a permit being issued to change the use of the property to a three unit, the third unit is illegal. Section 14-139(b)(1) of the ordinance states that the minimum land area that is required for each dwelling unit is 1,000 square feet. Since your property is only 2,930 square feet, you do not have enough land area to change the property to a three unit.

You have thirty days from the date of this letter to remove the kitchen in the third unit and combine that unit with one of the other existing units. We will inspect the building at that time to make sure that you have brought it into compliance. If the kitchen has not been removed, then we will turn the matter over to our corporation counsel.

Please feel free to call me at 874-8709 if you have any questions.

Yours truly,

Ann B. Machado  
Zoning Specialist  
(207) 874-8709