

Ann Machado - Re: 19 Ellsworth Street - Permit #2014-02069

From: Sara Anne Donnelly <sara@saraannedonnelly.com>
To: Ann Machado <AMACHADO@portlandmaine.gov>
Date: 10/2/2014 9:07 AM
Subject: Re: 19 Ellsworth Street - Permit #2014-02069

Hi Ann,

Yes, I can confirm that I meet the criteria:

1. No more than two people will occupy either of the guest rooms at any one time.
2. We are renting no more than two guest rooms in our unit.
3. We have not constructed in this unit in the previous two years. We will not increase the bathroom and/or kitchen in this dwelling unit.

Thanks!
Sara

On Wed, Oct 1, 2014 at 2:26 PM, Ann Machado <AMACHADO@portlandmaine.gov> wrote:

Sara -

I have started my zoning review of this permit but I need more information before I can sign off on the permit for zoning.

Adding two rooms to rent in a dwelling, is an accessory use outlined in section 14-404(e). Under this section, there are three criteria that you have to meet.

1. "There shall be no more than two (2) persons occupying such room or rooms"
2. "There shall be no more than two (2) rooms per dwelling unit occupied for such use"
3. There shall be no increase in the bathroom and /or kitchen facilities in the dwelling and no such facility shall have been constructed in the immediately preceding two (2) years."

Please submit a document where you address each of these conditions.

You give the use of the building as a two family. Your unit appears to occupy the first and second floors.

Where is the second unit located?

Please submit a plot plan with this application.

Thank you.

Ann Machado

Ann Machado

Zoning Specialist

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