



Planning &amp; Urban Development Department

*Jeff Levine, AICP, Director**Ann Machado, Zoning Administrator*

February 9, 2016

Christopher Bond  
213 Ocean House Rd.  
Cape Elizabeth, ME 04107

Re: 203 Brackett St. – CBL 055 E041 – B-1 Community Business Zone – Unpermitted use

Dear Mr. Bond:

On February 4, 2016, Code Enforcement Officer Chuck Fagone inspected your property at 203 Brackett Street, where he found that the building was being used as six dwelling units and one lodging room. Our records show that the last legal use of the property was as four dwelling units and a lodging house, per a Certificate of Occupancy issued in 1955. There have been no permits issued since then to approve the change of use to the current number of dwelling units. You need to bring your property into compliance.

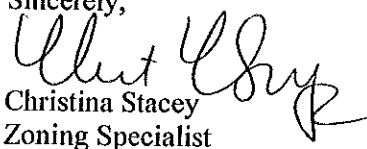
This property is located in the B-1 Community Business Zone. Multi-family dwellings and lodging houses are allowed in this zone. Section 14-165 of the City's land use ordinance states that the required land area per dwelling unit is 435 square feet. According to assessment records, this lot is 2,182 square feet in size, which means that only five dwelling units would be allowed under current rules. Therefore, the only process to gain approval for six dwelling units would be a legalization permit.

Enclosed please find an application that can be used for the legalization. The application instructions explain the process and standards that would need to be met. You have thirty days to bring your property into compliance by applying for the change of use so that the property may be legally used as six dwelling units and a lodging room.

You have the right to appeal my decision. If you wish to exercise your right to appeal, you have thirty days from the date of this letter in which to file an appeal. If you should fail to do so, my decision is binding and no longer subject to appeal. To file an appeal, please contact our office for the necessary paperwork.

Please feel free to contact me with any questions.

Sincerely,

  
Christina Stacey  
Zoning Specialist  
(207) 874-8695cc: Chuck Fagone  
file