

Portland, Maine



Yes. Life's good here.

Permitting and Inspections Department  
Michael A. Russell, MS, Director

Ann Machado, Zoning Administrator

June 2, 2017

Jonathan Bradstreet  
2 D St.  
South Portland, ME 04106

Re: 75 Douglass Street, CBL 078-B-003; R-5 Residential Zone

Dear Mr. Bradstreet:

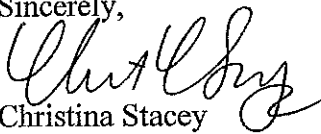
On June 1, 2017, the Zoning Board of Appeals voted 6-0 to grant your Conditional Use Appeal to convert a detached garage at your existing two-family property into a third dwelling unit. I am enclosing a copy of the Board's decision.

Now that the conditional use appeal has been approved, you will need to apply for a building permit to formally convert the garage to a dwelling unit and for any necessary interior construction or alterations (<http://www.portlandmaine.gov/DocumentCenter/Home/View/2301>). You will also need to submit an Administrative Authorization (<http://me-portland.civicplus.com/DocumentCenter/View/2809>) to the Department of Planning and Urban Development, since you are adding a dwelling unit to the property.

Under Section 14-474(f) of the ordinance, you have six months from the date of the meeting to obtain the building permit and start any construction work, or your Zoning Board approval will expire. Appeals from decisions of the Board may be filed in Superior Court in accordance with Rule 80B of the Maine Rules of Civil Procedure.

Should you have any questions, please contact me at (207) 874-8695 or [estacey@portlandmaine.gov](mailto:estacey@portlandmaine.gov).

Sincerely,

  
Christina Stacey  
Zoning Specialist

cc: file