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

November 6, 2007

Douglas & Katherine Ford
PO Box 7946
Portland, ME 04112

RE: 34 Sunset Avenue, Great Diamond Island – 083A I005 – IR-2 – illegal dwelling unit

Dear Mr. & Mrs. Ford,

This letter is just a follow up to our telephone conversation from yesterday. As we discussed, the IR-2 residential zone only allows a single-family dwelling (section 14-145.8 in the ordinance). Since this is the case, the existing dwelling unit you have in the garage is illegal and must be removed. We discussed that this process included removing any kitchen equipment including but not limited to a refrigerator, stove and sink.

At this point, the legal use for that building is a garage since there is no permit in our files changing the use to anything else. If you would like to change the use from a garage to another accessory use, then you need to apply for a change of use permit to establish a different accessory use.

You have thirty days from the date of this letter to remove the dwelling unit in the garage. We will schedule an inspection after the thirty-day period to confirm that the dwelling unit has been removed.

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

Yours truly,

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