



Planning &amp; Urban Development Department

Jeff Levine, AICP, Director  
Ann Machado, Zoning Administrator

February 8, 2016

Jeffrey D. Clements  
Nancy L. Heselton  
46 Wood St.  
Concord, MA 01742

Re: 11 Ocean St. – CBL 090 B003 – IR-2 Island Residential Zone – Shed

Dear Mr. Clements and Ms. Heselton:

On September 7, 2015, I received an inquiry from Rachel Conly regarding potential renovations to a detached shed on your property at 11 Ocean Street on Peaks Island. A copy of a boundary survey by Owen Haskell, Inc. dated September 5, 2015 was provided to me. According to the City's records, a building permit (#803) was issued in 1983 approving the construction of a 144-square-foot shed. However, the recent boundary survey shows a detached shed of approximately 275 square feet, which is significantly larger than what had been approved. In addition, the survey shows that the shed is located 20 feet from the rear property line, which is less than the required 25-foot setback per Section 14-145.11(c)(2) of the City's zoning ordinance.

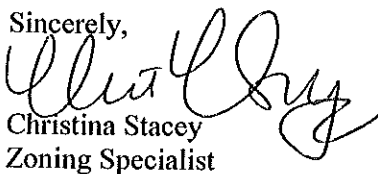
The shed as constructed cannot be permitted because it does not meet the required rear yard setback of 25 feet. You need to bring your property into compliance by relocating or removing that portion of the shed that does not conform to the required setback, and also by obtaining permit approval for any remaining portions of the shed that exceed the originally-approved dimensions.

Enclosed please find a building permit application. You have thirty days to submit a completed permit application for the removal and/or alterations necessary to bring the shed into compliance.

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.

If you have any questions about this letter, please contact me at (207) 874-8695 or by e-mail at [estacey@portlandmaine.gov](mailto:estacey@portlandmaine.gov).

Sincerely,



Christina Stacey  
Zoning Specialist

cc: file