

Portland, Maine



Yes. Life's good here.

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

Ann Machado, Zoning Administrator

July 14, 2017

NOTICE OF VIOLATION AND ORDER TO CORRECT
Sent by Certified Mail #7014 1820 0001 4047 0621 and by Regular Mail

William H. Blount
32 Norwood St.
Portland, ME 04103

Re: 32 Norwood Street, Portland, Maine – CBL 130-A-004 – R-5 Residential Zone

Dear Mr. Blount:

On March 6, 2017, this office inspected the above-referenced property and observed that there were three dwelling units in the principal building. City records show that the legal use of the property is a two-family dwelling. The additional dwelling unit was constructed without the required permits, in violation of section 14-463 of the City's Code (available online or at the City Clerk's office), which requires that "no building or part thereof shall be constructed, altered, enlarged or moved unless a permit for such action has been issued by the building authority." The creation of a three-unit building also requires conditional use approval by the Zoning Board of Appeals, which has not been obtained, in violation of section 14-118 of the City Code.

To remedy these violations, you must remove the illegal dwelling unit by removing the kitchen, including all equipment and plumbing, within 30 days of the date of this letter. If you do not do so, the City will refer this matter to the City's Corporation Counsel's office for enforcement action. The City may be entitled to an order to correct the violations, civil penalties in the minimum of \$50 per violation per day, costs and fees, and other relief, under section 1-15 of the City Code and 30-A M.R.S. § 4452.

You have the right to appeal this Notice of Violation and Order to Correct pursuant to section 14-472 within thirty days from the date of this letter. If you do not appeal, you may be barred from challenging my findings in the future. Please contact the Zoning Division for the necessary paperwork if you decide to file an appeal.

Please contact me with any questions. Thank you for your prompt attention to this matter.

Sincerely,

Christina Stacey
Zoning Specialist
Permitting and Inspections Department
(207) 874-8695
estacey@portlandmaine.gov