

To: Permitting and Inspections Department

From: Erik Zavasnik, EZ Spanish Immersions LLC

Date: Jan. 5th, 2018

Re: Conditional Use Application

As the owners of the apartment building at 79 Clinton St. in Portland, we were granted an approval on September 21, 2017 of our appeal for Conditional Use (Decision Letter attached) for a third unit that was installed in 1995 by a previous owner. The Board of Appeals outlined three additional steps that we must take in order to complete the Conditional Use Approval process, including applying for a Change of Use permit from your department.

Our LLC purchased the property in 2012. At that time it was listed as a two unit, with an additional non-conforming third unit that had been installed within a dormer on the third floor. Permits from the City of Portland show that construction of the dormer was permitted in 1993, and completed in 1995, though it does not appear that the owner at that time shared his intention to install an apartment in that unit. It is our intention to rectify that situation through the Conditional Use process. The unit was inspected by the Housing Safety department on 12/03/2016, and meets all safety requirements.

Thank you for your consideration. Please feel free to contact me with any questions

Erik Zavasnik,

EZ Spanish Immersions, LLC

207-650-1932