



# PORTLAND MAINE

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*Greg Mitchell - Acting Director of Planning and Urban Development  
Marge Schmuckal, Zoning Administrator*

November 22, 2011

ECI Services of Maine  
DBA: Advantage Funeral Services  
981 Forest Avenue  
Portland, ME 04103  
Attn: Kevin Kilcline

RE: 981 Forest Avenue – 142-B-015-005 – B-2 Zone

Dear Mr. Kilcline,

It has come to our attention that you have extended the services of your business to include actual funeral services on premise. When your permit was approved on January 19, 2011, your permit was approved with the condition that actual on-site funeral services would not be held at this location. On February 17, 2011 a Certificate of Occupancy was issued with a limiting condition that stated: "This certificate is approved for business offices for the arrangement of Funeral Services. It is not an approval for funeral services or an assembly use." You are currently in violation of your Certificate of Occupancy.

You must cease any such activities for on-site assembly for funeral services immediately, within 30 days of the date of this letter. You are only authorized for offices for the arrangement of funeral services to be held elsewhere.

If you wish to add the use of assembly for funeral services on-site, it will be necessary to apply for a change of use permit with all the appropriate plans and information immediately. Any further violation(s) to your occupancy permit will be turned over to our Corporation Counsel for legal actions. If you have any questions regarding this matter, please do not hesitate to contact me at (207) 874-8695.

Very truly yours,

Marge Schmuckal  
Zoning Administrator

Cc: Jeanie Bourke, Building Codes Plan Reviewer  
Captain Chris Pirone, Fire Prevention  
Tammy Munson, Inspection Services Manager  
Joseph B. Wojcik, 211 Falmouth Road, Falmouth, ME 04105