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Planning & Urban Development Department
Penny St. Louis Littell, Director

June 12, 2009

Ms. Sadri Shir
41 Ocean House Road
Cape Elizabeth, Maine 04107

Re: CBL 161-E- 03/ 978 Washington Avenue, Portland, Maine

Dear Ms. Shir:

The City imposed a stop work order on your property at 978 Washington Avenue when it came to our attention that you expanded and paved a parking lot at this property without obtaining site plan review. Your neighbors have complained about flooding as a result of this activity. On June 4, 2009 the Portland Zoning Board of Appeals denied your request for a variance from lot size and parking requirements for a place of worship at this location.

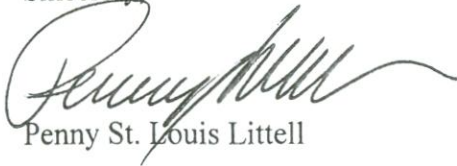
Please be advised the after-the-fact site plan application for the parking lot, that you filed with the City on March 5, 2009, is incomplete. You are required to either 1) remove the parking lot pavement and return the site to its pre-existing condition (with appropriate site stabilization controls in place) or 2) immediately submit the additional information required to complete your site plan application (see attached list). If you choose to follow the latter action, I would strongly advise you to hire an engineer to assist you, as the main issue involved is drainage which needs to be appropriately engineered. I would also direct your attention to the new stormwater regulations contained within Chapter 500 of the Maine Department of Environmental Protection Rules which will require you to address stormwater quality and runoff in this Fall Brook area. The City does not allow a parking lot simply to drain onto another's property, causing the alteration of a preexisting drainage course or swale, or the creation of a flooding scenario.

Finally, based on the discussion at the Zoning Board of Appeals meeting last week, the City will be considering zoning amendments vis a vis dimensional requirements for places of worship. Such a process typically will take several months. In the meantime, use of 978 Washington Avenue, as a place of worship, is not allowed. I understand Rachel Talbot Ross is working with you to find a temporary location for you and your congregation members to conduct weekly prayer.

Please advise this office of your intentions regarding this parking lot issue no later than June 30.

Thank you in advance for your cooperation and prompt reply.

Sincerely,



Penny St. Louis Littell

cc: Joseph Gray
Barbara Barhydt
Alex Jaegerman
Danielle West-Chuta
Gary Wood
Philip DiPierro
Marge Schmuckal