

**City of Portland, Maine  
Memorandum**

To: Ann Machado, Acting Zoning Administrator  
From: Ronda Jones, Loan Officer  
Subject: Verification of Legal Number of Units  
Date: March 28, 2016  
CBL 177 A003001

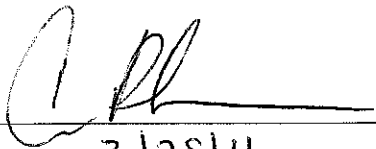
We have received an application for housing assistance for the property located at:  
21 Runnells St., Portland

Current Owner(s) Esther Kelly

In completing the application the applicants have indicated that the number of units currently in use at this property is one.

Please verify that the number of units is legal under the current code.

- Yes, the number of units is legal.
- No, the number of units does not coincide with City records or the Land Use Code. According to City records the legal number of units for this property is \_\_\_\_\_.
- The property is a single family dwelling.

Verified:  Title: Zoning Administrator  
3/28/16