

Portland, Maine



Yes. Life's good here.

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

Ann Machado, Zoning Administrator

March 28, 2018

Sarah Rubin  
28 Harvey St.  
Portland, ME 04102

Dear Ms. Rubin,

Your Conditional Use Appeal has been scheduled to be heard before the Zoning Board of Appeals on **Thursday, April 5, 2018, at 6:30 p.m.** on the Second Floor in Room 209 at Portland City Hall, 389 Congress Street, Portland, Maine.

Please remember to bring a copy of your application packet with you to the meeting to answer any questions the Board may have.

I have included an agenda with your appeal highlighted, as well as a handout outlining the meeting process for the Zoning Board of Appeals.

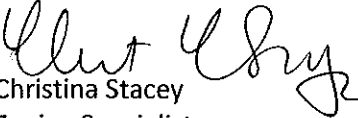
I have also included the bill for the processing fee, legal ad, and notices for the appeal. You may pay online by visiting <http://www.portlandmaine.gov/1728/Permitting-Inspections> and clicking the "Pay Your Bill Online" link in the menu on the left. You can also pay by mail or in person at:

MAKE CHECK PAYABLE TO: City of Portland  
MAILING ADDRESS: Permitting & Inspections Department, Room 315  
389 Congress Street  
Portland, ME 04101

***All fees must be paid in full either before the hearing or by bringing payment to the hearing.*** If there are outstanding fees at the time of the hearing, your appeal will be tabled and rescheduled once fees are paid.

Please feel free to contact me at 207-874-8695 if you have any questions.

Sincerely,

  
Christina Stacey  
Zoning Specialist

pc: File