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*Penny St. Louis Littell - Director of Planning and Urban Development
Marge Schmuckal, Zoning Administrator*

November 3, 2010

Amy Nelson
62 East Commonwealth Drive
Portland, ME 04103

62 East Commonwealth – 298 B013 – R-3 – unpermitted deck

Dear Ms. Nelson,

In your reviewing your permit application (#10-1350) to install a spa pad and hot tub, I discovered that the deck on the rear of the house shown on the plot plan was not permitted. You need to apply for a building permit for the deck to bring your property into compliance. The building permit application must have an accurate plot plan and all the details of how the deck has been built as if it was being built now.

Your property is located in the R-3 residential zone. The required rear yard setback is twenty-five (25) feet and the required side yard setback is eight (8) feet. The plot plan that you submitted with the application for the spa pad and hot tub was not accurate. According to the assessors, your lot is sixty (60) feet wide by one hundred (100) feet deep. Your plot plan gave the dimensions as 64' by 120'. The front property line starts at the edge of the right of the way and not at the street. Also on the plot plan the dimensions of the house were given as 26' x 36'. The house is 26' x 30'.

You have thirty days to bring your property into compliance by applying for the building permit. I have included a building permit application.

Please feel free to call me at 874-8709 if you have any questions.

Yours truly,

Ann B. Machado
Zoning Specialist
(207) 874-8709

Cc. file