



The Planning & Zoning Resource Company

1300 South Meridian Avenue, Suite 400, Oklahoma City, OK 73108

Telephone (405) 840-4344 · Fax (405) 840-2608

Toll Free (800) 344-2944

Ext:4454

Please fax to my direct fax number 405-698-3912

To: Ann Machado
Fax:
Email: amachado@portlandmaine.gov
Date: 07/18/2016
Subject: Request for a zoning letter and additional documents
Ref. Number: 95559-2
RE: 56 Milliken Street, 56 Milliken Street, Portland, Maine

RECEIVED

JUL 19 2016

Dept. of Building Inspections
City of Portland Maine

pd 7/20

Add'l Info:

Attached is our request for property information on the above-mentioned property. Please copy it onto your letterhead, provide the requested information, sign and return to me via either my direct fax, shown above, or via email to Aloise.McCullough@pzs.com.

It is my understanding that there will be fees associated with this request. Please be advised that the total fees are not to exceed \$150.00 without my approval. If you should expect the fees to exceed this amount, please notify me as soon as possible. Furthermore, any additional costs associated with this request must be approved, in writing, prior to their incurrence.

Thank you in advance for your time and consideration on the above matter. If there are any questions you are unable to answer please let me know who I should contact. If you have any questions or concerns, do not hesitate to contact me at the toll free number 800-344-2944, extension 4454. You may also reach me by email at: Aloise.McCullough@pzs.com.

Sincerely,
Aloise McCullough

(PLEASE COPY ONTO YOUR LETTERHEAD)

The Planning & Zoning Resource Company
1300 South Meridian Avenue, Suite 400
Oklahoma City, OK 73108

07/18/2016

ATTN: Aloise McCullough

Ref. No. 95559-2

RE: 56 Milliken Street, 56 Milliken Street, Portland, Maine

Add'l Info.

The current zoning classification for the subject property is: _____

Adjacent property zoning designations:

North: _____

South: _____

East: _____

West: _____

Is the subject property part of a Planned Unit Development?

_____ Yes, part of a PUD (See comment)

_____ No, not part of a PUD

Comment: _____

Is the subject property part of an Overlay District?

_____ Yes, within an Overlay District

_____ No, not within an Overlay District

Comment: _____

The subject property is currently regulated by:

_____ Section _____ of the Zoning Ordinance

_____ Planned Unit Development Ordinance No. _____ (copy attached)

_____ Site Plan Approval Case No. _____ (copy of plan and case attached)

Comment: _____

According to the zoning ordinances and regulations for this district, the use of the subject property is a:

- Permitted Use by Right
- Permitted Use by Special/Specific Use Permit
- Copy Attached
- Copy Not Available (see comment)
- Legal Non-Conforming Use (no longer permitted by right due to amendments, re-zoning, variance granted or other changes. See comments)
- Non-Permitted Use

Comment: _____

The subject structure(s) was developed:

- In accordance with Current Zoning Code Requirements and is
 Legal Conforming
- Non-Conforming (see comments)
- In accordance with Previous Zoning Code Requirements (amendments, rezoning, variance granted) and is Legal Non-Conforming to current zoning requirements
- Prior to the adoption of the Zoning Code and is
 Grandfathered/Legal Non-conforming to current zoning requirements.
- In accordance with Approved Site Plan and is Legal Conforming to approved site plan. If any nonconforming issues exist with respect to current zoning requirement; the subject property would be considered legal non-conforming.

Comment: _____

Information regarding variances, special permits/exceptions, ordinances or conditions:

- There do not appear to be any variances, special permits/exceptions, ordinances or conditions that apply to the subject property.
- The following apply to the subject property (see comments):
 - Variance - Documentation attached or is otherwise, no longer available (see comment)
 - Special Permit/Exception Documentation attached or is otherwise, no longer available (see comment)
 - Ordinance Documentation attached or is otherwise, no longer available (see comment)
 - Conditions Documentation attached or is otherwise, no longer available (see comment)

Comment: _____

Rebuild: In the event of casualty, in whole or in part, the structure located on the subject property:

- May be rebuilt in the current form (i.e. no loss of square footage, same footprint, with drive through(s), if applicable.
- May not be rebuilt in its current form, except upon satisfaction of certain conditions, limitations, or requirements. Please see section _____ of the current zoning code/ordinance for details.

Comment: _____

To the best of your knowledge, do your records show any unresolved zoning code violations?

- Yes, there are open violations on file in our records. (See attached list and/or copies/cases)
- No, there are no open violations on file in our records.

*Please note, this request is for open violations of which you are aware. PZR is not requesting an inspection be made.

To the best of your knowledge, do your records show any unresolved building code violations and/or complaints?

- Yes, there are open violations on file in our records. (See attached list and/or copies/cases)
- No, there are no open violations on file in our records.

*Please note, this request is for open violations of which you are aware. PZR is not requesting an inspection be made.

To the best of your knowledge, do your records show any unresolved fire code violations and/or complaints?

- Yes, there are open violations on file in our records. (See attached list and/or copies/cases)
- No, there are no open violations on file in our records.

*Please note, this request is for open violations of which you are aware. PZR is not requesting an inspection be made.

Site Plan Information:

- _____ The subject property was not subject to a site plan approval process.
- _____ The subject property was subject to site plan approval: a copy of the approved site plan is attached.
- _____ The subject property was subject to site plan approval, but a copy of the approved site plan is no longer in existence (was lost or destroyed). All other existing documents applicable to site plan approval for the site are attached if available.
- _____ An approved site plan for the subject property is on file, but our office does not have the necessary resources to reproduce and distribute copies of the plan. All other existing documents applicable to site plan approval are attached if available.
- _____ Other, (as noted here): _____

Were Certificates of Occupancy issued? If so, please provide all available copies. If copies are unavailable, please fill out our attached form letter.

Please call the undersigned at _____, extension _____ if you have questions or concerns.

Sincerely:

Name: _____ Department: _____
 Title: _____ Email: _____

(PLEASE COPY ONTO YOUR LETTERHEAD)

7/18/2016

Ref. No. 95559-2

RE: 56 Milliken Street, 56 Milliken Street, Portland, Maine

Add'l Info:

Based on our records [choose one]:

- A valid final certificate of occupancy has been issued and is in effect for the Project. To the best of our knowledge, all required Certificates of Occupancy have been issued. The absence of a certificate of occupancy for the Project is not a violation and will not give rise to any enforcement action affecting the Project. (See Attached Copy Issued)
- Certificates of Occupancy are not required. Final Building Permits have been issued and are now outstanding for the Project. (See Attached Copy Issued)
- Certificates of Occupancy for projects constructed prior to the year _____ are no longer on file with this office. The Project was constructed in _____. The absence of a certificate of occupancy for the Project is not a violation and will not give rise to any enforcement action affecting the Project. To the best of our knowledge, all required Certificates of Occupancy have been issued. A certificate of occupancy for the Project will only be required to the extent of any construction activity (such as restoring, renovating or expanding the Project or any part thereof).
- We are unable to locate a certificate of occupancy for the Project from our records. We have evidence in our records, however, one was issued and has been subsequently lost or misplaced. The absence of a certificate of occupancy for the Project is not a violation and will not give rise to any enforcement action affecting the Project. To the best of our knowledge, all required Certificates of Occupancy have been issued. A certificate of occupancy for the Project will only be required to the extent of any construction activity, restoring, renovating or expanding the Project or any part thereof.
- This site is still being constructed. The absence of a certificate of occupancy for the Project will not give rise to any enforcement action affecting the Project. A certificate of occupancy for the Project will be issued when all final inspections have been passed.
- There are no records of a certificate of occupancy in any of our files; however, we consider the structures to be legally occupied.

Please call the undersigned at _____, extension _____ if you have questions or concerns.

Sincerely:

Name: _____

Title: _____