

# CITY OF PORTLAND, MAINE

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## ZONING BOARD OF APPEALS

Philip Saucier-chair  
Sara Moppin  
Matthew Morgan  
Gordan Smith-secretary  
Mark Bower  
William Getz  
Elyse Wilkinson

February 2, 2012

Bob & Mary Burkhardt  
20 Haskell Street  
Portland, ME 04103

RE: 18-22 Haskell Street  
CBL: 335 G011, G012, G013 & 017  
ZONE: R-3

Dear Mr. & Ms. Burkhardt:

At the July 14, 2011 meeting, the Zoning Board of Appeals voted 5-0 to grant your conditional use appeal to allow you to have a daycare for up to twelve children in your home with the condition that you maintain adequate off-street parking for your customers. You had six months from the date of the hearing, July 14, 2011, referenced under section 14-474(f), to obtain the building permit for the change of use to add the daycare use to your single family home and obtain the certificate of occupancy, or your Zoning Board approval would expire. Your six month period to apply for the permit expired in January of 2012, so your Zoning Board approval for the daycare has expired. If you would still like to have a daycare at your home, you need to reapply for a Conditional Use Appeal with the Zoning Board of Appeals.

I have also enclosed an invoice for \$147.15 for the fees that are still owed on the Conditional Use Appeal from July 14, 2011 for the cost of the legal ad, the cost of the noticing and the processing fee. Please submit your payment on receipt of the invoice. This is the second invoice that has been sent.

Should you have any questions, please feel free to contact me at 207-874-8709.

Yours truly,

Ann B. Machado  
Zoning Specialist

Cc. file