



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

Ann Machado, Zoning Administrator

November 20, 2017

Greener Pastures Holisticare
Attn: Roxanne Gullikson, President
1851 Washington Ave.
Portland, ME 04103

Re: 1851 Washington Ave., CBL 371-A-008; R-3 Residential Zone

Dear Ms. Gullikson:

On November 16, 2017, the Zoning Board of Appeals voted 6-0 to grant your Conditional Use Appeal to convert an existing single-family dwelling to a sheltered care group home. The approval is valid for a period of two years. I am enclosing a copy of the Board's decision.

Now that the conditional use appeal has been approved, you will need to apply for a Commercial Interior Alteration Permit (application: <http://www.portlandmaine.gov/DocumentCenter/Home/View/2301>) to formally change the use to a sheltered care group home and to gain approval for any construction or alterations that are needed.

It is advised that you contact the Planning Department (planning@portlandmaine.gov) to find out if any Site Plan review approval will be required for the project. This would generally be needed if there will be any changes to traffic circulation on the site (driveway or parking spaces), and for changes-of-use that exceed 10,000 square feet of floor area.

Under Section 14-474(f) of the ordinance, you have two years from the date of the meeting (November 16, 2017), to obtain the building permit and start any construction work, or your Zoning Board approval will expire.

Appeals from decisions of the Board may be filed in Superior Court in accordance with Rule 80B of the Maine Rules of Civil Procedure.

Should you have any questions, please contact me at (207) 874-8695 or cstacey@portlandmaine.gov.

Sincerely,


Christina Stacey
Zoning Specialist

cc: file