

CITY OF PORTLAND, MAINE

ZONING BOARD OF APPEALS

Patric Santerre, Chair
Catherine Alexander, Secretary
Nan Sawyer
Joe Lewis
William Hall

January 23, 2003

Lewis E. McDonald
145 Auburn Street
Portland, ME 04103

RE: 145 Auburn Street
CBL: 374-B-008, 013
ZONE: R-3

Dear Mr. McDonald:

As you know, at its January 22, 2004, meeting, **the Board of Appeals voted 50 to approve your Conditional Use Appeal**, to allow conversion of your existing Home Occupation office building to an additional dwelling unit.

Enclosed please find the billing for the Zoning Board of Appeals legal ad and abutters' notification, along with a copy of the Board's decision.

You will need to apply for a Change of Use Building permit, which authorizes the change from a single dwelling unit to two dwelling units. I have enclosed the permit application for your convenience. The permit must be issued before you can make the conversion. Please note that any construction changes you are making as part of your change of use will have to be documented with the application. Existing and proposed floorplans, along with materials lists and construction details will be required at the time of submission.

Should you have any questions please feel free to contact me at 207-874-8701.

Sincerely,

Karen Dunfey
Inspection Services