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

December 7, 2010

Philip & Eileen Dawson
49 Autumn Lane
Portland, ME 04103

Re: 49 Autumn Lane – 378 B008 – R-2 Residential Zone – unpermitted shed

Dear Mr. & Mrs. Dawson,

This letter is a follow up to the voice message that I left you on December 3, 2010. Our office issued a permit (#10-1290) on November 2, 2010 to build a 20' x 13' addition on the rear of your house at 49 Autumn Lane. When code enforcement officer, Nick Adams, did the footings inspection on November 10, 2010, he noticed that there was a shed (10'3" x 8'3") on the property that was not shown on the plot plan. When he got back to the office, he asked me to check whether the shed had been permitted. I checked our records and could not find a permit for the shed.

The City's Land Use Ordinance requires that any structure on a property be permitted. Since there is no permit for the shed, it is not legal. You need to bring your property into compliance. You can do this by either removing the shed or applying for a permit for the shed. I have enclosed a building permit application. Your property is located in the R-2 residential zone. If the shed is less than 144 square feet, the required rear setback is five (5) feet, the required side setback is five (5) feet, and the required front yard setback is twenty-five (25) feet [section 14-80(d)]. You have thirty days to bring your property into compliance by either applying for a permit or removing the shed.

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