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

October 23, 2009

Kirsten & Jeffrey Martin
131 Hope Avenue
Portland, Maine 04103

RE: 131 Hope Avenue – 392-B-025 – R-2 Zone – Permit #09-1161

Dear Mr. & Mrs. Martin,

I am in receipt of your permit to finish off the basement area of your single family dwelling at 131 Hope Avenue. The proposed changes that you are showing include kitchen facilities with a refrigerator, sink, counters and a dishwasher. My Zoning concern is that this basement area is a 2nd living unit which is not allowable under the R-2 Zone that this property is located within. There is an allowance in the Land Use Zoning Ordinance for an accessory dwelling unit under the R-2 Conditional Uses. It is the additional kitchen facilities that trigger this concern.

Your permit is on hold at this time until the use concern is figured out. I am attaching copies of the ordinance concerning an accessory dwelling unit in the R-2 Zone. If you wish to further pursue this option, please let me know and I will get appeal information to you. If you wish to amend your plans deleting the kitchen facilities, the permit can be processed further for building code review.

If you have any questions regarding this matter, please feel free to call me at 874-8695.

Very truly yours,

Marge Schmuckal
Zoning Administrator

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