



PORTLAND MAINE

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

June 14, 2010

Mr. & Mrs. James Quinn
3 Van Vechten Street
Portland, ME
04103

Re: 3 Van Vechten Street – 410 C036 - R-3 – disability variance – Permit #10-0358

Dear Mr. & Mrs. Quinn,

You were issued a building permit (#10-0358) on April 13, 2010 to build a handicap accessible ramp on the side of your house. This ramp did not meet the minimum required front yard and side yard setbacks. The permit was issued with the condition that you apply for a disability variance within thirty days of the permit being issued to go before the Zoning Board of Appeals. On May 3, 2010, you submitted financial information to our office with the request that the fees for the disability variance be waived. After reviewing the information, we decided that the fees should be waived.

Although the fees have been waived and the ramp has been built, you still need to apply for the disability variance. I have enclosed the disability variance application and the information about the appeal process. You need to submit this application as soon as possible.

Please feel free to contact me at 874-8709 if you have any questions.

Yours truly,

Ann B. Machado
Zoning Specialist
(207) 874-8709