

Portland, Maine



Yes. Life's good here.

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

Ann Machado, Zoning Administrator

April 21, 2017

Nick Nadeau
22 Hawthorne St. Unit #2
Portland, ME 04103

Re: 22 Hawthorne Street, CBL 427-D-012; R-5 Residential Zone

Dear Mr. Nadeau:

On April 20, 2017, the Zoning Board of Appeals voted 5-0 to grant your Conditional Use Appeal to add an additional dwelling unit to your two-family home. 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 building permit to add the additional dwelling unit and for any necessary interior construction or alterations (checklist: <http://www.portlandmaine.gov/DocumentCenter/Home/View/2301>; application form: <http://www.portlandmaine.gov/DocumentCenter/View/15138>). You will also need to submit an Administrative Authorization (<http://me-portland.civicplus.com/DocumentCenter/View/2809>) to the Department of Planning and Urban Development, since you are adding a dwelling unit to the property.

Under Section 14-474(f) of the ordinance, you have six months from the date of the meeting (April 20, 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 estacey@portlandmaine.gov.

Sincerely,

Christina Stacey
Zoning Specialist

cc: file