



# PORTLAND MAINE

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*Jeff Levine, AICP, Director  
Marge Schmuckal, Zoning Administrator*

September 12, 2013

Lucas Theriault  
125 Sherwood Street  
Portland, ME 04103

Re: 125 Sherwood Street – 428 A003 – R-5 Residential Zone – Permit #2013-01303  
Legalization of Nonconforming Dwelling Unit

Dear Mr. Theriault,

I'm writing this letter to check in with you regarding your application (#2013-01303) to legalize a nonconforming dwelling unit at your property at 125 Sherwood Street. As you know both Code Enforcement Officer George Froehlich and Fire Prevention Officer Roland Pinette inspected your property on July 10, 2013 and found numerous Housing Code and Life Safety Code violations. In order for you to pursue the legalization of the third unit, you need to address all the violations that were found. You sent me an email on August 7, 2013, stating that you were in the process of hiring an architect to address all the code violations. At this point we have not received a building permit to complete the work that needs to be done to bring the building into compliance as a three family. At this point I am wondering if you are still pursuing the permit to legalize the nonconforming unit. If you are, can you give me an idea of when you will submit the building permit to correct the violations?

If you do continue to pursue the legalization of the nonconforming dwelling unit permit, I want to remind you that a neighbor has objected to your application. Since our office received the objection, once the work is complete, you will need to file a Conditional Use Appeal to appear before the Zoning Board of Appeals. You must file the appeal within thirty days of Building and Fire signing off on the building meeting the Housing and Life Safety Codes.

Please feel free to contact me if you have any questions.

Yours truly,

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

Cc. file