

Monday, July 7, 2025  
Board of Appeals

BOARD OF APPEALS  
JULY 7, 2025 AGENDA  
7:00 PM  
City Hall Council Chambers  
25 Cottage Road  
South Portland, Maine 04106

## A. Opening

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Subject : 1. Call Meeting to Order  
Meeting : Jul 7, 2025 - Board of Appeals  
Category : A. Opening  
Type :

## Public Content

If you have received a copy of this agenda by mail, you have been identified as a property owner within 500 feet of one of the applications. Copies of the applications and the relevant Zoning Ordinance review criteria can be reviewed during regular business hours. Please contact the Planning & Development Department, Code Enforcement Division by phone 207-767-7603, by email [nrichard@southportland.org](mailto:nrichard@southportland.org) or by visiting us at 829 Sawyer Street (former Hamlin School). All interested persons will be given a reasonable opportunity to express their views at this meeting.

Subject : 2. Acceptance Attendance and Minutes from 12 /09/2024  
Meeting : Jul 7, 2025 - Board of Appeals  
Category : A. Opening  
Type :

### File Attachments

[BOA MEETING 12-09-2024 AGENDA- MINUTES-working draft.docx \(66 KB\)](#)

Subject : 3. Acceptance of Resignation of Previously Elected Secretary.  
Meeting : Jul 7, 2025 - Board of Appeals  
Category : A. Opening  
Type :

### File Attachments

[Julie Taft BOA Secretary Resignation Email.pdf \(201 KB\)](#)

Subject : 4. Election of Secretary  
Meeting : Jul 7, 2025 - Board of Appeals  
Category : A. Opening  
Type :

## B. New Business - Public Hearing(s) and action on the following applications:

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Subject : 1. #A25-0383 Roman Catholic Bishop of Portland, owner of 1561 Broadway, submitted by Rebecca Brochu, Esq. of Robinson, Kriger & McCallum is requesting an administrative appeal of a Notice of Violation (#25-0008) issued with regard to tree removal activities which took place in January /February 2025.

Meeting : Jul 7, 2025 - Board of Appeals

Category : B. New Business - Public Hearing(s) and action on the following applications:

Type :

### File Attachments

[Diocese- Paul Driscoll- Norman Hanson DeTroy Appearance as Counsel email 6-3-25.pdf \(320 KB\)](#)  
[RCB 2025.05.08 Applications of Appeal & enc..pdf \(3,885 KB\)](#)  
[CEO Memo 6-23-2025.pdf \(511 KB\)](#)  
[2025-04-03 1561 Broadway Notice of Violation.pdf \(257 KB\)](#)  
[BOA MEETING 7-07-2025 AGENDA.pdf \(422 KB\)](#)

Subject : 2. #A25-0385 Roman Catholic Bishop of Portland, owner of 36 Dawson Street, submitted by Rebecca Brochu, Esq. of Robinson, Kriger & McCallum is requesting an administrative appeal of a Notice of Violation (#25-0006) issued with regard to tree removal activities which took place in January /February 2025.

Meeting : Jul 7, 2025 - Board of Appeals

Category : B. New Business - Public Hearing(s) and action on the following applications:

Type :

### File Attachments

[RCB 2025.05.08 Applications of Appeal & enc..pdf \(3,885 KB\)](#)  
[CEO Memo 6-23-2025.pdf \(511 KB\)](#)  
[2025-03-28 36 Dawson St Notice of Violation.pdf \(251 KB\)](#)  
[BOA MEETING 7-07-2025 AGENDA.pdf \(422 KB\)](#)

Subject : 3. #A25-0323 City of Portland/Portland International Jetport, party in interest of 36 Dawson Street, submitted by Gordon Smith, Esq. of Verrill Dana, LLP is requesting an administrative appeal of a Notice of Violation (#25-0006) issued with regard to tree removal activities which took place in January/February 2025.

Meeting : Jul 7, 2025 - Board of Appeals

Category : B. New Business - Public Hearing(s) and action on the following applications:

Type :

## File Attachments

[Jetport Application to South Portland Board of Appeals with attachments\(27739811.1\).pdf \(27,556 KB\)](#)  
[CEO Memo 6-23-2025.pdf \(511 KB\)](#)  
[2025-03-28 36 Dawson St Notice of Violation.pdf \(251 KB\)](#)  
[BOA MEETING 7-07-2025 AGENDA.pdf \(422 KB\)](#)

Subject : 4. #A25-0387 City of Portland/Portland International Jetport, party in interest of 1561 Broadway, submitted by Gordon Smith, Esq. of Verrill Dana, LLP is requesting an administrative appeal of a Notice of Violation (#25-0008) issued with regard to tree removal activities which took place in January/February 2025.

Meeting : Jul 7, 2025 - Board of Appeals

Category : B. New Business - Public Hearing(s) and action on the following applications:

Type :

## File Attachments

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## C. Discussion of Old and New Business

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Subject : 1. Setting a date and time for BOA member training

Meeting : Jul 7, 2025 - Board of Appeals

Category : C. Discussion of Old and New Business

Type :

Subject : 2. Addressing placing BOA past and future decision on the city website so the public may access them.

Meeting : Jul 7, 2025 - Board of Appeals

Category : C. Discussion of Old and New Business

Type :

## D. Closing

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Subject : 1. Adjournment

Meeting : Jul 7, 2025 - Board of Appeals

Category : D. Closing

Type :