



# PORTLAND MAINE

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**Director of Planning and Urban Development  
Penny St. Louis Littel**

**Inspection Services, Director  
Jeanie Bourke**

November 21, 2008

STEPHENS CLARK B  
31 OXFORD ST  
PORTLAND, ME 04101

**CBL: 013 B007001**  
**Located at 31 OXFORD ST**

**Certified Mail 7003 3110 0002 6063 6981**

Dear STEPHENS CLARK B ,

An evaluation of the above-referenced property on 11/21/2008 shows that the structure fails to comply with Chapter 6.Article V. of the Code of Ordinances of the City of Portland, The Housing Code. Attached is a list of the violations.

This is a notice of violation pursuant to Section 6-118 of the Code. All referenced violations shall be corrected within 10 days of the date of this notice. A re-inspection of the premises will occur on 12/01/2008 at which time compliance will be required. Failure to comply will result in this office referring the matter to the City of Portland Corporation Counsel for legal action and possible civil penalties, as provided for in Section 1-15 of the Code.

This constitutes an appealable decision pursuant to Section 6-127 of the Code.

Please feel free to contact me if you wish to discuss the matter or have any questions.

Please be advised that the Portland City Council has amended the Building regulations to include a \$75.00 re-inspection fee. This violation will automatically cause a re-inspection at no charge. If there are any subsequent inspections, however, the \$75.00 fee will be assessed for each inspection.

Sincerely,

Suzanne Hunt @ (207) 874-8707  
Building Inspector