

# PORTLAND MAINE

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*Director of Planning and Urban Development  
Penny St. Louis  
Inspection Services, Director  
Tammy M. Munson*

August 10, 2011

STEPHENS CLARK B  
316 CONGRESS ST  
PORTLAND, ME 04101

**CBL: 013 D001001**  
**Located at 34 OXFORD ST**

**Certified Mail 70100780000114929704**

Dear Clark,

An evaluation of the above-referenced property on 8/10/2011 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 30 days of the date of this notice. A re-inspection of the premises will occur on 9/9/2011 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,

  
Nicholas Adams  
Code Enforcement Officer  
207-874-8789

RECEIVED

OCT - 5 2011

Dept. of Building Inspections  
City of Portland Maine

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**CITY OF PORTLAND**  
**DEPARTMENT OF PLANNING & URBAN DEVELOPMENT**

389 Congress Street  
Portland, Maine 04101

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**Inspection Violations**

<b>Owner/Manager</b> STEPHENS CLARK B		<b>Inspector</b> Nicholas Adams	<b>Inspection Date</b> 8/10/2011
<b>Location</b> 34 OXFORD ST	<b>CBL</b> 013 D001001	<b>Status</b> Re-Inspect 30 Days	<b>Inspection Type</b> Complaint-Housing Inspection

2) 6-109.(a)

**Violation:** Maintenance of assigned areas

**Notes:** Sec. 6-109. Sanitation and maintenance of equipment; division of responsibility therefor.

Every dwelling, dwelling unit, roominghouse, rooming unit, dwelling premises, or combination of the same, shall be kept and maintained in a sanitary and clean condition, and facilities shall be provided, in accordance with the following division of responsibility:

(a) Maintenance of assigned areas. Every occupant of a dwelling, dwelling unit, or rooming unit shall maintain in a clean and sanitary manner that part of the dwelling, dwelling unit, or rooming unit, and dwelling premises which he or she occupies and controls.

(b) Maintenance of shared areas. Every owner or operator of a multiple dwelling or rooming house shall maintain in a clean and sanitary condition the shared or public areas of the dwelling and dwelling premises.

(c) Maintenance of supplied facilities. Every occupant of a dwelling unit shall keep all supplied facilities, including refrigeration, plumbing and cooking equipment, in a clean and sanitary condition and shall be responsible for the exercise of reasonable care in their proper use and operation.

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**Comments:** Inspected 1st floor apartment tenant is Ms. Williams. The following must be fixed within thirty days. All Kitchen equipment shall work per city housing ordinance. Kitchen floor tiles shall be installed, All stained walls shall be cleaned and repainted, bedroom window shall be fixed. Exterior doors shall be adjusted to latch properly. Will reinspect in 30 days.

**CITY OF PORTLAND**  
**DEPARTMENT OF PLANNING & URBAN DEVELOPMENT**  
 389 Congress Street  
 Portland, Maine 04101

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<b>Code</b>	<b>Int/Ext</b>	<b>Floor</b>	<b>Unit No.</b>	<b>Area</b>	<b>Compliance Date</b>
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1) 6-108.(c)

**Violation:** Exterior windows, doors and skylights

**Notes:** Sec. 6-108. Minimum standards for structural elements. No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, rooming unit, or a combination of the same, which does not comply with the following minimum standards:

- (a) Foundations, basements, cellars, exterior walls, roofs. Every foundation, basement, cellar, exterior wall, and roof shall be substantially weathertight, watertight, and vermin proof; shall be structurally sound and in good repair; and shall be safe for the intended use as well as capable of supporting whatever load normal use may cause to be placed thereon. Every exterior wall or portion thereof shall be painted or stained. Insulation shall be installed and maintained so as not to present a health or safety hazard to occupants. Water from roofs shall be so drained and conveyed therefrom as not to cause repeatedly wet floors, walls, or ceilings, or hazard to adjacent buildings or the occupants thereof.
- (b) Interior floors, walls, ceilings and doors. Every floor, wall, ceiling, and door shall be in a structurally sound condition and in good repair and shall be substantially vermin proof.
- (c) Exterior windows, doors and skylights. Every window or door, including basement or cellar door and hatchway, and skylight shall be substantially weathertight, watertight, and vermin proof and shall be kept in sound working condition and good repair. Every exterior window shall include storm sash with screens or an alternative equally effective for heat retention and ventilation purposes, all in operable condition.

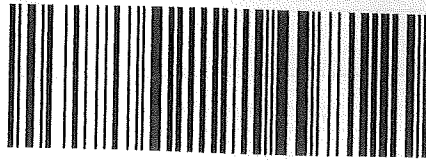
Strengthening a Remarkable City,  
Building a Community for Life

# PORTLAND MAINE

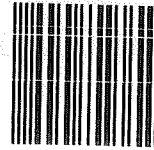
Inspections Services Division

389 Congress Street, RM 315  
Portland, Maine 04101-3509

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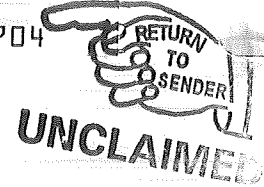


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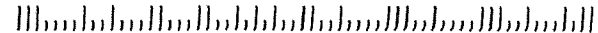
**Stephens Clark**  
**316 Congress**  
**Portland, Maine 04101**

Ar Z [Signature]  
NAME \_\_\_\_\_  
1ST NOTICE 8-26 4818  
2ND NOTICE 8-31  
RETURN 9-11

041 NFE 1 BLOC 00 08/24/11  
NOTIFY SENDER OF NEW ADDRESS  
STEPHENS CLARK  
PO BOX 4818  
PORTLAND ME 04112-4818

BC: 04112481818 \*22269-01548-22-41

04101\$3699 C092  
04112@4818



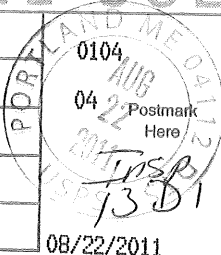
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PORTLAND ME 04101

Postage	\$	\$0.44
Certified Fee		\$2.85
Return Receipt Fee (Endorsement Required)		\$2.30
Restricted Delivery Fee (Endorsement Required)		\$0.00
<b>Total Postage &amp; Fees</b>	<b>\$</b>	<b>\$5.59</b>



08/22/2011

Sent To

Street, Apt. No.,  
or PO Box No.

City, State, ZIP+4

Stephens Clark  
316 Congress St  
Portland, ME 04101

PS Form 3800, August 2006

See Reverse for Instructions