

From: Adam Flaherty  
For Coastal Bay Properties, LLC  
223A Cumberland Avenue  
Portland, Maine 04101  
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To: City of Portland  
Inspections and Fire Prevention Offices  
380 Congress Street  
Portland, Maine 04101

Date: 18 November 2009

RE: Plan of Action for 1-9 Montgomery Street

**Fire alarm system**

A commercial fire alarm system shall be installed in compliance with all City and State requirements by: 5/15/2010

A fire alarm and an electrical permit will be submitted by: 12/15/2009

**Fire rating not maintained**

Fire rating of the first floor storage room shall be repaired by: 11/18/2009

**Fire Doors are not Self-closing**

Where the fire doors are not self-closing, they will have 2 self-closing hinges installed on each by: 2/15/2010

**Fire Doors required**

A 60-minute fire door assembly shall be installed between the stairs at #7 and #9 Montgomery Street on the ground floor by: 1/15/2010

**Certify Electrical System**

All junction boxes, outlets, switches and panels shall be covered in an approved manor and all other electrical deficiencies corrected by: 12/1/2009

The master shut off shall be repaired by: 12/1/2009

**No Smoking Signs required**

No smoking signs shall be installed and maintained in all common areas of the building by: 11/18/2009

All new tenant leases will prohibit smoking in the common areas.

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Adam Flaherty

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Date