

Sarah Braun
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Portland, Me. 04101

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October 6, 2015

City of Portland
Portland Fire Department
380 Congress St.
Portland, Maine 04101

Dear Mr. John Cenate et al,

This is a letter to acknowledge and address the inspection violations found on 9/22/15 at my property at 64 Kellogg Street. The below concerns will be taken care of in the following order and time frame:

PLAN of ACTION

- Violation 89.05 - The hallways will be cleared today, 10/6/15. Basement clutter will be fixed by 10/31/15
- Violation 3.011 - Sprinkler will be installed above boiler by 12/1/15
- Violations 55.05 and 55.25 - All remaining required carbon monoxide and smoke alarms will be installed in all apartments by 1/30/16 and
- Violation 73.05 - Remaining fire doors, (two new ones have just been installed 9/15!) will be installed as soon as I get my tax returns by 6/16.

Thank You,


Sarah Braun