



Planning & Urban Development Department

Director of Planning and Urban Development  
Jeff Levine

Inspection Services, Director  
Tammy M. Munson

September 30, 2015

Shay's Grill Pub  
18 Monument Square  
Portland, Maine 04101

**CBL: 027 F003001**

**Certified Mail 7010 1870 0002 8136 9296**

**Located at: 22 MONUMENT SQ**

To whom it may concern:

An evaluation of the above-referenced property on **09/30/2015** revealed that outdoor dining was being conducted without benefit of a valid outdoor dining permit as required by section 25-26 (b) of the City Code.

Appropriate permitting has not been issued for the property listed above, you have **14 days** from the date of this notice to renew or apply for an outdoor dining permit for your location.

We have enclosed an outdoor dining permit application for your convenience.

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 and in Title 30-A of M.R.S.A. Section 4452. This constitutes an appealable decision pursuant to Section 112 of the City of Portland Building Code.

If you wish to discuss this matter, or you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Chuck Fagone".

Chuck Fagone  
Code Enforcement Officer  
(207) 874-8789