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RE: Process for Renovation of Residential Space on Third and Fourth Floors at 7 Fox Court/Property of 10 Exchange Street, LLC

Dear Bob:

The purpose of this letter is to inform you and your client Joe Solely about the process that the City will follow in relation to any renovation, restoration or repair to the areas on the third and fourth floor at 7 Fox Court.

During the various inspections that took place over the past 2-3 weeks on the third and fourth floors a number of building code violations were noted by the Building Inspectors both inside the units and in the hallways. The City appreciates the cooperation that we received from you and your client, under the guidance of Judge Goranites, to remove the tenants from those residential units.

One of the benefits of that successful work on your part is that the City has decided not to amend the existing 80K complaint to add the building code violations to it that were noted by our inspectors. However, it is incumbent upon Mr. Soley, should he decide to return these areas to a residential use, or any other use for that matter, to make certain that the areas on those floors are repaired or renovated to meet all code requirements. This includes but is not limited to the removal of noncompliant "loft" areas; repair of all electrical violations; replacing broken windows, door jams, etc. etc. etc.

There is a high likelihood, based upon the work necessary to bring the units into compliance, that before work may commence, permits from the City will be needed. These permits run the gamut from electrical permits, to sprinkler permits, building permits, potentially

change of use permits, etc. Before any occupancy of the vacated portion of the building will be allowed, the City will need to inspect each unit to ensure code compliance.

When the City has received a request from you or Mr. Soley to perform a final inspection of the renovated space, we will conduct a thorough inspection at that time and if all of the construction throughout the process has been done in accordance with the City's building, electrical, plumbing and fire codes, a certificate of occupancy will be issued for the space. If the space has not been renovated or repaired in conformity to these codes then a certificate of occupancy will not be issued and no one will be allowed to occupy the space.

I am sending you this letter at this time because I know that you are working hard to see that your client complies with City codes. It has been our experience that no matter how good a professionally designed plan is, if that plan is not implemented by a general contractor who is knowledgeable and familiar with building codes, and complies with them, then not only is the plan not serving its purpose but it will be extremely expensive to undo the work and then redo it to bring it into compliance with the code.

For that reason we strongly recommend that your client employ an experienced general contractor to implement the design plan once that plan has been reviewed and approved by Building and Fire Inspections.

If an experienced general contractor is not employed by your client, then he needs to understand that if he submits a professionally designed plan to Building Inspections and a building permit is issued, he needs to call Building Inspections at key junctures of the renovation, for example after any wiring, plumbing, or internal structural work has been completed but before it has been closed in. If our inspectors arrive and find that such work is out of sight, for example because sheetrock or other material has been placed over it, then the work will fail inspection and no certificate of occupancy will be issued until it the work can be physically observed and thereafter passes an inspection. Another ground for failing an inspection is if the City determines that work that has to be done by a licensed professional, such as an electrician, plumber, or alarm specialist, is done by an unlicensed person.

Sincerely,



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