



Permitting and Inspections Department  
Michael A. Russell, MS, Director

February 1, 2017

Kyle Koerber  
62 Gray Street  
Portland, ME 04102

Dear Applicant,

A review of our records reveals that your permit application for, 62 Gray Street, application #2015-01278, has been pending for more than one year and inactive for more than 90 days due to required follow-up on your part. Permits that are not actively pursued are deemed to have been abandoned. The Permitting and Inspections Department will deem your permit application to have been abandoned unless you supply good cause why it should not be abandoned no later than February 22, 2017. You may reapply for a new permit with all of the required information at your convenience.

Please contact me at (207) 756-8142 or [kouellette@portlandmaine.gov](mailto:kouellette@portlandmaine.gov) with questions or to supply good cause. Thank you.

Sincerely,

Keri Ouellette  
Intake and Review Manager  
Permitting and Inspections Department  
389 Congress Street  
Portland, ME 04101  
Phone: (207) 756-8142  
[kouellette@portlandmaine.gov](mailto:kouellette@portlandmaine.gov)