**Director of Planning and Urban Development**

**Jeff Levine**

February 5, 2013

Daniel Stevens

64 Eastern Promenade

Portland, Maine 04101

**Inspection Services, Director**

**Tammy M. Munson**

CBL: 045 E039001

Located at 183 BRACKETT ST

Certified Mail 7010 3090 0002 3273 9990

Dear Mr. Stevens:

Please see the attached invoice for material and labor costs to secure the premises at 183 Brackett Street. Per City of Portland Ordinance Chapter 6 Article V of the housing code the above structure was not in compliance.

**Standards for unoccupied residential structures. Sec. 6-109.5**

The owner of any unoccupied structure containing dwelling units or rooming units or any combination thereof shall comply with the following minimum standards:

(c) Exterior windows, doors and skylights. Every window or door, including basement or cellar door and hatchway, and

Skylight shall be substantially weather tight, watertight and vermin-proof, and shall be kept secured to prevent

Ingress of people and animals.

Should you have any questions about this matter, Please do not hesitate to call me.

Sincerely,

Chuck Fagone

Code Enforcement Officer

207-874-8789