

**Department of Permitting and Inspections**

Ann Machado, Zoning Administrator

Certified Mail # 7014 1820 0001 4049 9301

August 9, 2016

Thomas Covington Johnson
Pleasant Ave.
Peaks Island, ME 04108

Re: 37 Ball Field Rd. – Lead CBL 088 I006 (Also includes CBLs 088 I007-I011; 088 I013-I016; 088 I022; and 088 J001-J003) – IR-1 Island Residential Zone and Shoreland Zone – Unpermitted structure

Dear Mr. Johnson:

This letter is in follow up to the May 6, 2016 notice of violation previously sent to you regarding a violation at the above-captioned property. In that May 6 notice, you were informed that this office has learned that you have built a new structure on your property at 37 Ballfield Road on Peaks Island without obtaining a building permit. That construction without a permit constitutes a violation of Section 14-463 of the City of Portland Land Use Ordinance.

Although our May 6, 2016 notice of violation included an application for a building permit and advised you to seek an approval of the structure in order to bring your property into compliance, a record search reveals that no application has yet been filed. You also have not appealed the May 6 notice of violation within the 30-day deadline. This letter is being sent as a courtesy to provide you with an additional opportunity to comply with the City Code. Kindly file an application for a building permit or otherwise bring your property into compliance **within 10 days of the date of this letter**. Your failure to do so will result in this matter being referred to the City's Corporation Counsel's office for enforcement action. **Be advised that, under Section 1-15 of the City's Code of Ordinances and 30-A M.R.S. § 4452, violations of the City's code are subject substantial civil penalties.**

Thank you for your prompt attention to this matter.

Sincerely,

Christina Stacey
Zoning Specialist
cstacey@portlandmaine.gov
(207) 874-8695
cc: file