



# PORTLAND MAINE

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**Lee Urban- Director of Planning and Development**  
**Aaron Shapiro- Director of Housing and Neighborhood Services**  
**Michael J. Nugent- Manager of Inspection Services**

February 23, 2005

FREEMAN DONNA M  
1000 FOREST AVE  
PORTLAND, ME 04103

**CBL: 143 A005001**  
**Located at 1000 FOREST AVE**

**Mail**

Dear FREEMAN DONNA M,

The City has received a complaint that you did not remove the snow accumulation on the public sidewalk in front of your property. This condition is a violation of Section 25-173 of the Code of Ordinances of the City of Portland, Removal of Snow and Ice.

This is a notice of violation pursuant to the Ordinance. A four foot path must be properly cleared the length of your frontage along the public street (s) within 24 hours of the date of this notice. A re-inspection of the premises will occur, at which time compliance is required. 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.

If a property owner fails to clear their sidewalks 24 hours after receiving a notice of violation, the City can clear the sidewalk and bill the property owner the cost of doing so plus a 10% administrative charge.

This constitutes an appealable decision pursuant to Section 25-204 of the Code.

Enclosed is a copy of an informational brochure that outlines Property owner's responsibility with regard to the removal of snow and ice from the public sidewalk in front of the property. Please review the material and feel free to contact me at 874-8693 if you have questions.

Sincerely,

Peter Merrow @ (207) 874-8707  
Building Inspector