

190-J-014  
Inspection Services  
P. Samuel Hoffses  
Chief



Planning and Urban Development  
Joseph E. Gray Jr.  
Director

CITY OF PORTLAND

April 17, 1997

Carol A and Timothy W. Leavitt  
24 Mitton Street  
Portland, Maine 04102

RE: 24 Mitton Street  
190-J-14

Dear Carol and Timothy,

A recent inspection at the above referenced address indicated that a deck is being constructed without a permit. This is in violation of the 1996 BOCA Building Code, Chapter 1, Section 107.1 and 116.1. Therefore, it is imperative that you come to this office with the necessary documentation and apply for a permit.

All construction must cease at this time until proper permitting is obtained.

We will need a set of construction plans and a sketch of your lot showing existing and proposed structures and indicating setbacks. Cost of this permit is based on a cost of work formula, \$25.00 for the first \$1,000.00 and \$5.00 for each additional \$1,000.00.

We are located in Room 315, City Hall and are open Monday through Friday from 7:00 a.m. to 4:00 p.m. Please do not hesitate to contact this office if you have any questions regarding this matter.

Sincerely,

A handwritten signature in cursive script, appearing to read "Amy Powers".

Amy Powers  
Code Enforcement Officer  
City of Portland

Handwritten initials, possibly "AS", in a stylized cursive font.