

**Building Inspections - Fast Track Project & Permit Application**

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**From:** "Santiago, Steven" <Steven-Santiago@idexx.com>  
**To:** "buildinginspections@portlandmaine.gov" <buildinginspections@portlandmai...>  
**Date:** 8/16/2013 9:20 AM  
**Subject:** Fast Track Project & Permit Application  
**CC:** "Flemingalvin@yahoo.com" <Flemingalvin@yahoo.com>, "Santiago, Steven" <S...>  
**Attachments:** Santiago Plan.pdf; Acknowledgement of CodeCompliance Responsibility -Fast Track Project.pdf; Permit Application - City of Portland.pdf; Door Design - Specifications.pdf

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To whom it may concern:

My wife and I recently learned that my mother in-law was diagnosed with stage 4 terminal cancer. She has less than 6 months to live. My wife being the only child and her mother being a widow, decided that we would like her to move in with us to spend her remaining life close to her grandchildren. In order for this to happen, we are going to finish off the basement so that my wife can move our master bedroom temporarily downstairs allowing our mother in law to stay in our current master bedroom.

I have attached a permit application, Acknowledgment of code compliance responsibility – Fast Track Project, a layout / design of the project and the specifications of the door we will be installing.

Please let me know if there is anything that I'm missing or if you have any questions as we're hoping to get a permit as soon as possible.

Thank you in advance for your help and understanding.

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