

Permitting and Inspections Department  
Michael A. Russell, MS, Director

**NOTICE OF VIOLATION  
AND ORDER TO CORRECT**

August 8, 2016

Via Certified Mail 7010 1870 0002 8136 6417

Jennifer Christine Wilson  
1567 Westbrook Street  
Portland, Maine 04102

RE: 1567 Westbrook Street  
CBL 256 B001001

Dear Ms. Wilson,

An evaluation of the above-referenced property on **07/27/2016** revealed that you have constructed an addition to the shed on the property without a permit in violation of Section 14-463 of the City of Portland Code of Ordinances, which provides:

No building or part thereof shall be constructed, altered, enlarged or moved unless a permit for such action has been issued by the building authority.

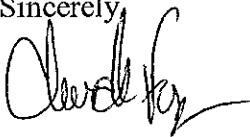
Within ten days of the date of this notice, you must apply for an after-the-fact building permit or must demolish and remove the addition.

Your failure to comply may result in the imposition of civil penalties and this office referring the matter to the City of Portland Corporation Counsel for legal action, pursuant to Code §§ 1-15, 14-56, 14-57, and 30-A M.R.S. § 4452.

You may appeal this decision to the Board of Appeals pursuant to Code § 14-472 within 30 days of the date of this letter by filing a written notice of appeal with Ann Machado, Zoning Administrator, and paying the filing fee. If you fail to appeal you will be barred from subsequently challenging the determinations in this notice.

If you have any questions you may contact me to discuss this matter further.

Sincerely,



Chuck Fagone  
Code Enforcement Officer  
(207) 874-8789