



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

August 14, 2017

DUGAN ALICE L  
30 BROADWAY  
PORTLAND, ME 04103

**CBL: 341 A015001**  
**Located at: 32 BROADWAY**

**Certified Mail 7015 3010 0000 0201 0921**

Dear DUGAN ALICE L,

NOTICE OF VIOLATION

An evaluation of the above-referenced property on **08/14/2017** revealed that this office has no record of a building permit being issued to this location.

The property is in violation of Section 14-52 of the Portland Zoning Ordinance as stated below:

Section 14-52 Conformity Required: No building or structure shall be erected, altered, enlarged, rebuilt, moved or used, and no premises shall be used unless in conformity with the provisions of this article.

This is also a Violation in pursuant to Section 105.1 of the 2003 International Building Code: An application shall be submitted to the code official for the following activities, and these activities shall not commence without a permit being issued in accordance with Section 105.0; construct or alter a structure, construct an addition, demolish or move a structure, make a change in occupancy, install or alter any equipment which is regulated by this code, move a lot line which affects an existing structure.

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 and in Title 30-A of M.R.S.A. Section 4452 and Section 14-57 of the Portland Zoning Ordinance. This constitutes an appealable decision pursuant to Section 112 of the City of Portland Building Code.

You have **5** days in which to complete and submit a building permit to this office. A re-inspection will occur on **8/18/2017**. You will be contacted with a time to meet with me on site to confirm the removal of the illegal activity or compliance with an approved building permit.



You have the right to appeal this decision (section 112). If you wish to pursue an appeal you may contact Ann Machado, Zoning Administrator at 874-8709 to appear before the Zoning Board of Appeals.

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

Sincerely,

A handwritten signature in black ink that reads "Jason Duval". The signature is stylized with a large, sweeping flourish at the end.

Jason Duval  
Code Enforcement Officer

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**CITY OF PORTLAND  
HOUSING SAFETY OFFICE**

389 Congress Street  
Portland, Maine 04101

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**Inspection Violations**

<b>Owner/Manager</b> DUGAN ALICE L		<b>Inspector</b> Jason Duval	<b>Inspection Date</b> 8/14/2017
<b>Location</b> 32 BROADWAY	<b>CBL</b> 341 A015001	<b>Status</b> Violations Exist	<b>Inspection Type</b> Inspection

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<b>Code</b>	<b>Int/Ext</b>	<b>Floor</b>	<b>Unit No.</b>	<b>Area</b>	<b>Compliance Date</b>
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1) 105.1

**Violation:** BUILDING W/O PERMIT; Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

**Notes:** A building permit is required for the fence that was built along the side of the property. A permit must be applied for by 8/18/17.

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**Comments:** Spoke with owner and son. Both were notified that they are required to have a permit for the fence that was built in the back yard/side of the property. The fence is above 6ft. Owners were notified that they need to apply for the permit within the week. NOV/Letter sent out(8/14)