

Department of Planning & Development
Lee D. Urban, Director



Division Directors
Mark B. Adelson
Housing & Neighborhood Services

CITY OF PORTLAND

Alexander Q. Jaegerman, AICP
Planning

John N. Lufkin
Economic Development

August 19, 2003

Jenna M. Pompeo
116 Providence Street
Portland, ME 04103

RE: 114-116 Providence Street Duplex
(Id# 2002-0090) (Cb1 425I013)

Dear Applicant:

Upon request to inspect your site at 114-116 Providence Street, the following was observed:

1. Curb and Sidewalk installation incomplete.
2. Landscaping installation incomplete.

My records indicate that your temporary certificate of occupancy expired on June 30, 2003. Also, your performance guarantee expired on June 17, 2003.

In order to remedy both items, the City offers the following options:

1. Complete the remaining items prior to September 16, 2003.
2. Request in writing, an extension of your performance guarantee, to allow additional time to complete the site work.

If no action is taken with regards to these items prior to September 16, 2003, the City may be forced to draw on the funds from your performance guarantee.

Please respond at your earliest convenience.

Sincerely,


Jay Reynolds

Development Review Coordinator

cc: Lee Urban, Director of Planning and Development
Alexander Jaegerman, Planning Division Director
Sarah Hopkins, Development Review Program Manager
Michael Nugent, Inspection Services Manager
Kandice Talbot, Planner
Penny Littell, Associate Corporation Counsel