

CENTRAL AVE., PEAKS ISLAND

87-GG-26

Rept. 27620-I

September 10, 1938

Mr. Donald Crandall,
Peaks Island,
Portland, Maine

Dear Sir:

I am assuming that the shed which Mrs. Stephenson desires to change to a cottage on Island Avenue, Peaks Island, is supported upon wooden posts. If this is the case it would not be permissible to provide any dormer windows on the roof unless the supports were made masonry piers, since this change would make of the building under legal definition a two story building, and the Building Code requires that foundations of all buildings more than one and one-half stories in height shall be of masonry.

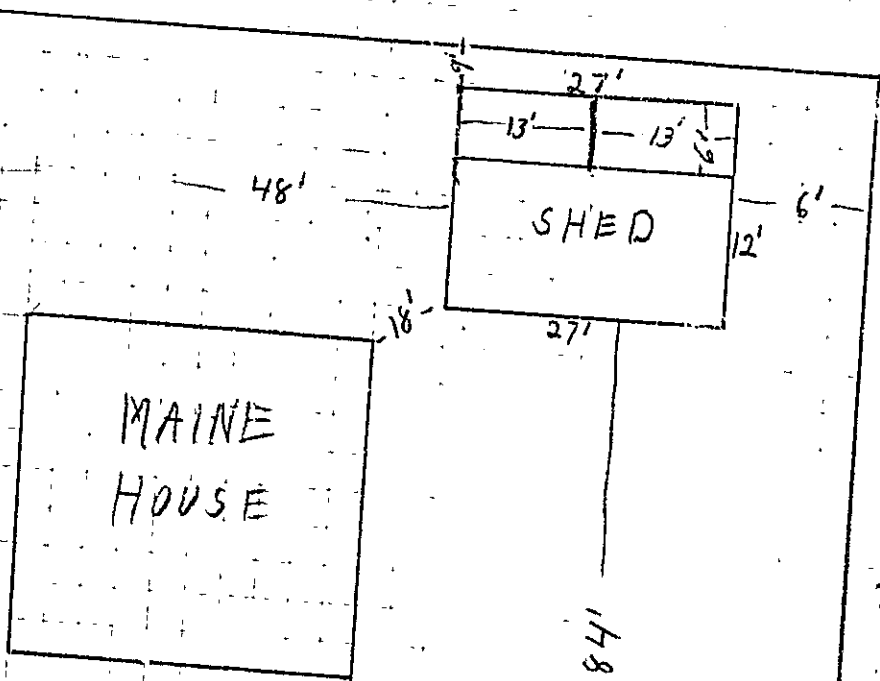
The framing of the walls of the present building is unusual. The plate is not continuous and several of the studs are not continuous. Some of the corner posts appear to be spliced or at least to be more than one piece in length.

I do not understand whether the 2x8 floor joists 16 inches on centers on a 16 foot span with a 4x6 through the center exists now or whether you propose to build the first floor that way. Perhaps this framing applies to the framing of the piazza only. The 4x8 through the center under the piazza floor, if that is what is intended, is not adequate on the six foot span and should be made at least a 6x6. 4x6's are all right on the ends of the piazza.

If you will agree to provide 2x4 studs in the outside walls of the first story not more than 24 inches from center to center and running continuously all one length from sill to plate, and make the plate continuous; to securely splice the corner posts wherever needed; and to construct new window and door openings strictly in accordance with the present Ordinance with adequate headers and jack studs under either end of each header, I believe that we shall be able to issue the permit to cover remodeling this building, provided the dormer windows are omitted and the changes indicated herein are made.

If you desire to go ahead on this basis please come to the office and make the application over accordingly, citing in the application the agreement stated herein as regards studs, corner posts, window openings, etc.

Very truly yours,



Edmund H.

RECEIVED
SEP 8 1888
Dir. of Insp. DEPT.
CITY OF PORTLAND

ISLAND AVE

STATEMENT ACCOMPANYING APPLICATION FOR BUILDING PERMIT

for alterations

at Island Ave., Peaks Island

Date 9/8/58

1. In whose name in the title of the property now recorded? Mrs. William Stephenson
2. Are the boundaries of the property in the vicinity of the proposed work shown clearly on the ground, and how? by a fence
3. Is the outline of the proposed work now staked out upon the ground? Yes If not, will you notify the Inspection Office when the work is staked out and before any of the work is commenced? yes
4. What is the maximum projection or overhang of eaves or drip? three in.
5. Do you assume full responsibility for the correctness of the location plan or statement of location filed with this application, and does it show the complete outline of the proposed work on the ground, including bay windows, porches, and other projections? yes
6. Do you assume full responsibility for the correctness of all statements in the application concerning the sizes, design and use of the proposed building? yes
7. Do you understand that in case changes are proposed in the location of the work or in any of the details specified in the application that a revised plan and application must be submitted to this office before the changes are made? yes



APPLICATION FOR PERMIT

Permit No. 4-138

Class of Building or Type of Structure

3rd Class

PERMIT ISSUED

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

Portland, Maine, September 12, 1938

SEP 12 1938

The undersigned hereby applies for a permit to ~~erect~~ alter ~~in~~ the following building ~~erected~~ in accordance with the Laws of the State of Maine, the Building Code of the City of Portland, plans and specifications, if any, submitted herewith and the following specifications:

Location Island Ave., Cor. Elizabeth, Peaks Island Within Fire Limits? No Dist. No. _____
 Owner's ~~full~~ name and address Mrs. William Stephenson, Peaks Island Telephone _____
 Contractor's name and address Donald Crandall, Peaks Island Telephone 44-12
 Architect _____ Plans filed Yes No. of sheets 1
 Proposed use of building Cottage for summer use only No. families 1
 Other buildings on same lot Dwelling House
 Estimated cost \$ 200.00 Fee \$ 7.00

Description of Present Building to be Altered

Material Wood No. stories 1 1/2 Heat none Style of roof pitch Roofing Asphalt Shingles
 Last use Storage Shed No. families none

General Description of New Work

To change existing large doors to one ordinary door in front, to change existing windows on front to mullion windows, to cut in one new mullion window on one end, to cut in new door and two new mullion windows in rear wall, to construct partition (2x4 studs 16" from center to center with gypsum wallboard on both sides to make two rooms first story, to construct one story open piazza 6' x 2' on rear of dwelling with roof over all for the purpose of converting this building for use as a summer cottage, to build brick chimney.

No part of the second floor will be used for living quarters. The walls of the building will be strengthened by introducing 2 x 4 studs running continuously from sill to girt or plate so that vertical members will be no more than 24" from center to center; both in existing window and door openings not to be changed and in new ones adequate headers and "jack" studs under each end of them will be introduced; the existing corner posts will be strengthened.

4 x 6 will be used beneath piazza floor joists and 4 x 6 under the out side ends of piazza roof joists on 8' x 8' spans, 9'-0" spans

It is understood that this permit does not include installation of heating apparatus which is to be taken out separately by one in the name of the heating contractor.

Details of New Work

Height average grade to top of plate Piazza 8'
 Size, front _____ depth _____ No. stories _____ Height average grade to highest point or roof piazza 12'
 To be erected on solid or filled land? solid earth or rock? earth
 Material of foundation concrete posts below grade or ground _____ Thickness, top _____ bottom _____ cellar none
 Material of underpinning none Height _____ Thickness _____
 Kind of Roof shed on piazza Rise per foot 2" Roof covering asphalt roofing Class 0 Und. Lab
 No. of chimneys 1 Material of chimneys brick of lining tile
 Kind of heat stove Type of fuel oil Is gas fitting involved? no
 Framing Lumber—Kind hemlock Dresser or Full Size? dresser
 Corner posts 4 x 4 Sills 4x6 at least 8" above ground? _____ Girt or ledger board? none Size _____
 Material columns under girder _____ Size _____ Max. on centers _____
 Studs (outside walls and carrying partitions) 2x4-16" O. C. Girders 6x8 or larger. Bridging in every floor and flat roof span over 8 feet. Sills and corner posts all one piece in cross section.

No. cars now accommodated on same lot 2x4 to be accommodated _____
 Total number commercial cars to be accommodated _____
 Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building? _____

Miscellaneous

Will above work require removal or disturbing of any shade tree on a public street? No
 Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed? Yes
 Signature of owner Mrs. William Stephenson

Signature of owner By Donald A. Crandall

INSPECTION COPY

Permit No. 38/1438
 Location 1000 1/2 Ave. Central Ave.
House of Elizabeth P. Kahl
 Owner Mrs. William Stephenson
 Date 9/12/38
 Notif. closing-in 87
 Insp. closing-in 66
 Final Notif. 26
 Final Insp. 7/24/39. O.H.
 Cert. of Occupancy issued None

NOTES

10/12/38 Went to work
with Mrs. Chan W.C. O.H.
10/15/38 Plumber works
to remove old
10/19/38 Stairway
put in first
second floor and study
about this long to be fast
in at same several floor
and placed in
Crab dall to get
what to cover
Additional work
planned to Mrs. Stephenson
The strengthening of the
second floor is done

if done in the
structure, do to be
used for storage
without plan of
first and work for done
but wish to stop them
floor. Suggested that
could be used for
over an area shown in
plans of Stairway
due to block of staircase

10/27/38 Second floor
condition same as above
not fixed
11/6/38 Work done
on second floor
work done
7/24/39 Work completed
due to leak of water tank
facilities in addition
not called for
Mr. McDonald thought
not advisable to make
as in O.H.



FILL IN COMPLETELY AND SIGN WITH INK

PERMIT 1337

Permit No. _____

NOV 13

November 12, 1938

APPLICATION FOR PERMIT FOR HEATING, COOKING OR POWER EQUIP

Portland, Maine, _____

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to install the following heating, cooking or power equipment in accordance with the Laws of Maine, the Building Code of the City of Portland, and the following specifications:

Location Santral Avenue, Peaks Island

Use of Building _____

Dwelling house

Ward 2119

Name and address of owner _____

W. J. Stephenson, Central Ave. Peaks

Contractor's name and address _____

Harry McFarland, 105 Washington Ave.

General Description of Work

To install steam heating system in place of hot air heat

CERTIFICATE OF WORK
REQUIREMENT

IF HEATER, POWER BOILER OR COOKING DEVICE

Is heater or source of heat to be in cellar? yes If not, which story _____ Kind of Fuel coal

Material of supports of heater or equipment (concrete floor or what kind) _____

Minimum distance to wood or combustible material, from top of boiler or casing top of furnace, _____

from top of smoke pipe 10" or 12" from front of heater over 4' from sides or back of heater stove

Size of chimney flue 9x12 Other connections to same flue _____

IF OIL BURNER

Name and type of burner _____ Labeled and approved by Underwriters' Laboratories? _____

Will operator be always in attendance? _____ Type of oil feed (gravity or pressure) _____

Location oil storage _____ No. and capacity of tanks _____

Will all tanks be more than seven feet from any flame? _____ How many tanks fireproofed? _____

Amount of fee enclosed? 1.00 (\$1.00 for one heater, etc., 50 cents additional for each additional heater, etc., in same building at same time.)

Signature of contractor Harry McFarland

INSPECTION COPY

Ward 2 Permit No. 36/1972

Location Central Ave. Peas

Owner W. J. Stephenson

Date of permit 11/12/36

Post Card sent 11/12/36

Notif. for insp. 11/16/36

Approval Tag issued 11/17/36 - VJG

Oil Burner CHECK List (date)

- | | |
|------------------------------|--------------|
| 1. Kind of heat | <u>Steam</u> |
| 2. Label | <u>87</u> |
| 3. Anti-siphon | <u>66</u> |
| 4. Oil storage | <u>26</u> |
| 5. Tank distance | |
| 6. Vent pipe | |
| 7. Fill pipe | |
| 8. Gauge | |
| 9. Rigidity | |
| 10. Feed safety | |
| 11. Pipe sizes and material | |
| 12. Control valve | |
| 13. Ash pit vent | |
| 14. Temp. or pressure safety | |
| 15. Instruction card | |
| 16. | |

NOTES

11/17/36 Asbestos lumber shield has been pro-
vided between smoke pipe

and gas down and floor joists. This clearance is between 10 + 15" clear.

Wm J Stephenson

1007 River Lake Ave

5071

add
10 x 11

9 ft

4th. Bldg.
24 X 40

Central Ave.



(A) APARTMENT HOUSE ZONE PERMIT ISSUED
APPLICATION FOR PERMIT 1095

JUL 24 1935

Class of Building or Type of Structure Third Class
 Portland, Maine, July 24, 1935

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to erect alter ~~insert~~ the following building ~~structures~~ ^{equipment} in accordance with the Laws of the State of Maine, the Building Code of the City of Portland, plans and specifications, if any, submitted herewith and the following specifications:

Location Central Avenue, Peaks Ward 1012 Within Fire Limits? no Dist. No. _____
 Owner's or Lessee's name and address William J. Stephenson, Central Ave. Telephone _____
 Contractor's name and address H. S. Hoar, Pleasant Ave., Peaks Telephone 287-2
 Architect's name and address _____
 Proposed use of building Dwelling house No. families 1
 Other buildings on same lot _____
 Plans filed as part of this application? yes No. of sheets 1
 Estimated cost \$ 500. Fee \$.75

Description of Present Building to be Altered

Material wood No. stories 1 Heat _____ Style of roof hip Roofing wood
 Last use Dwelling house No. families 1

General Description of New Work

To erect one story frame addition 10' x 11'

It is understood that this permit does not include installation of heating apparatus which is to be taken out separately ^{REQUIREMENT OF MAIN ACT} in the name of the heating contractor. **REQUIREMENT IS WAIVED**

Details of New Work

Size, front _____ depth _____ No. stories 1 Height average grade to top of plate _____
 Height average grade to highest point of roof 12'
 To be erected on solid or filled land? solid earth or rock? earth
 Material of foundation concrete trench wall Thickness, top 10" bottom 12"
 Material of underpinning _____ Height _____ Thickness _____
 Kind of Roof flat Rise per foot 8" Roof covering Asphalt roofing Class C Gnd. Lab.
 No. of chimneys 02 Material of chimneys _____ of lining _____
 Kind of heat _____ Type of fuel _____ Is gas fitting involved? _____
 Corner posts 4x4 Sills 4x8 Girt or ledger board? _____ Size _____
 Material columns under girders _____ Size _____ Max. on centers _____
 Studs (outside walls and carrying partitions) 2x4-16" O. C. Girders 6x8 or larger. Bridging in every floor and flat roof span over 8 feet. *Sills and corner posts all one piece in cross section.
 Joists and rafters: 1st floor 2x8, 2nd _____, 3rd _____, roof 6x8
 On centers: 1st floor 19", 2nd _____, 3rd _____, roof 19"
 Maximum span: 1st floor 10', 2nd _____, 3rd _____, roof 11'
 If one story building with masonry walls, thickness of walls? _____ height? _____

If a Garage

No. cars now accommodated on same lot _____, to be accommodated _____
 Total number commercial cars to be accommodated _____
 Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building? _____

Miscellaneous

Will above work require removal or disturbing of any shade tree on a public street? no
 Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed? yes
 William J. Stephenson

Signature of owner H. S. Hoar

48260

Ward 212 Permit No 35/1095
 Loc. Central Co. Parks
 Owner Wm J. Stephenson
 Date of permit 7/24/35
 Not -in 87
 Inspn. closing-in 66
 Final Notif. 26
 Final Inspn: 10/22/35 C.R.
 Cert. of Occupancy issued None

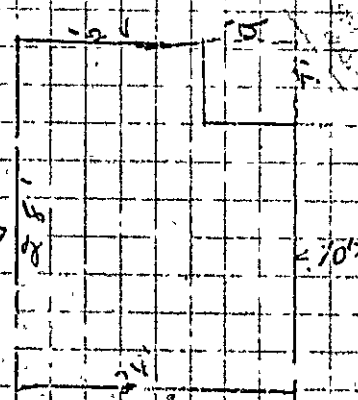
account of this case
 in regard to the fact
 that this case could go
 ahead and close it
 O.K.
 11/22/35. Work started
 under 9/11/35. Has been
 done O.K.

NOTES

~~8/14/35. Construction
 for this case not started
 O.K.
 8/23/35. Work started
 O.K.
 9/11/35. Per. Order issued
 in regard to sidewalk
 over partially in a
 outside wall. To put
 beams under part of
 sidewalk at outside wall.
 Part of sidewalk under
 beams in old wall will
 be left in place.
 Plans to be laid out
 O.K.
 11/22/35. Work stoppage
 called about closing~~

Harrison St.

130'



Central Ave.

5-1-5



APPLICATION FOR PERMIT

Permit No. _____

Class of Building or Type of Structure Third Class

5027
OCT 16 1927

Portland, Maine, October 18, 1927

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to erect alter ~~unusual~~ the following building structure equipment in accordance with the Laws of the State of Maine, the Building Code of the City of Portland, plans and specifications, if any submitted herewith and the following specifications:

Location Central Avenue, Peaks Island Ward 1 Within Fire Limits? No Dist. No. _____
 Owner's ~~or lessee's~~ name and address W. J. Stephenson, Peaks Island Telephone _____
 Contractor's name and address E. H. Sawyer Peaks Island Telephone _____
 Architect's name and address _____ Telephone _____
 Proposed use of building Cottage No. families 1
 Other buildings on same lot none

Description of Present Building to be Altered

Material Wood No stories 1 1/2 Heat _____ Style of roof _____ Roofing _____
 Last use Cottage No. families 1

General Description of New Work

To build open porch in rear of dwelling 7' x 9', one story

REQUIREMENT WAIVED
BY THE
CITY ENGINEER

Details of New Work

Size, front 9' depth 7' No stories 1 Height average grade to highest point of roof _____
 To be erected on solid or filled land? _____ earth or rock? _____
 Material of foundation Concrete Post and Cedar Thickness, top _____ bottom _____
 Material of underpinning _____ Height _____ Thickness _____
 Kind of roof extension of cottage roof Roof covering Asphalt roll Class C. Embroid
 No. of chimneys no Material of chimneys _____ of lining _____
 Kind of heat _____ Type of fuel _____ Distance, heater to chimney _____
 If oil burner, name and model _____
 Capacity and location of oil tanks _____
 Is gas fitting involved? _____ Size of service _____
 Corner posts _____ Sills 4x6 Girt or _____ or board? _____ Size _____
 Material columns under girders _____ Size _____ Max on centers _____
 Studs (outside walls and carrying partitions) 2x4-16" O C Girders 6x8 or larger. Bridging in every floor and flat roof span over 8 feet. Sills and corner posts all one piece in cross section
 Joists and rafters: 1st floor _____, 2nd _____, 3rd _____, roof 2x4
 On centers: 1st floor _____, 2nd _____, 3rd _____, roof 24"
 Maximum span: 1st floor _____, 2nd _____, 3rd _____, roof _____
 If one story building with masonry walls, thickness of walls? _____ height? _____

If a Garage

No cars now accommodated on same lot _____ to be accommodated _____
 Total number commercial cars to be accommodated _____
 Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building? _____

Miscellaneous

Will above work require removal or disturbing of any shade tree on a public street? no
 Plans file as part of this application? yes No. sheets 1
 Estimated cost \$ 75. Fee \$.50
 Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed? Yes

INSPECTION COPY

Signature of owner _____

5026

Ward 1 Permit No. 27/2027H

Location Central Ave. Plaks

Owner W. J. Stephenson

Date of permit Oct 18/29

Notif. closing-in

In closing-in

Final Notif.

Final Inspr. 11/10/29

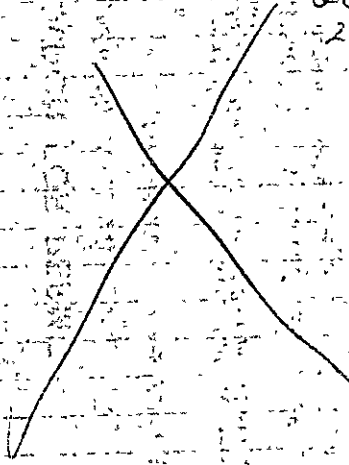
Cert. of Occupancy issued

NOTES

87

GG

26

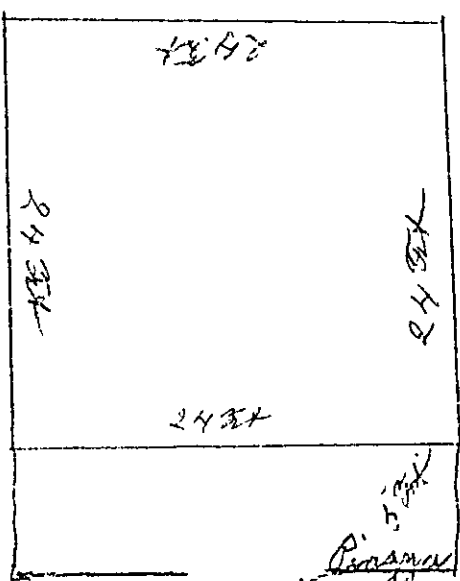


RECEIVED
JUN 22 1927
BUREAU OF E.D.C. INSP.
CITY OF PORTLAND

Vacant lot
140 feet



Vacant lot
50 feet



Vacant lot

70 feet

11 feet
P. J. [unclear]

H. J. Stephenson

Central Ave



(A) APARTMENT HOUSE ZONE

0894

Permit No.

APPLICATION FOR PERMIT

PERMIT ISSUED

Class of Building or Type of Structure 3rd

Portland, Maine, June 20/JUN 21 1927

To the INSPECTOR OF BUILDINGS, PORTLAND, ME.

The undersigned hereby applies for a permit to ~~erect~~ alter ~~to~~ the following building ~~structure~~ ~~erect~~ in accordance with the Laws of the State of Maine, the Building Code of the City of Portland, plans and specifications, if any, submitted herewith and the following specifications:

Location: Central Ave, Peaks Island Ward 1 Within Fire Limits? no Dist. No. _____
 Owner's or ~~Lessee's~~ name and address: W J Stephenson, Peaks Island Telephone _____
 Contractor's name and address: J A Wiley, Peaks Island Telephone _____
 Architect's name and address: none Telephone _____
 Proposed use of building: cottage No. families 1
 Other buildings on same lot: none

Description of Present Building to be Altered

Material wood No. stories 1 1/2 Heat _____ Style of roof franch Roofing shingles
 Last use: cottage No. families 1

General Description of New Work

glass in piazza

NOTIFICATION BEFORE LAYING
OR CLOSING IN IS WAIVED.

CERTIFICATE OF OCCUPANCY
REQUIREMENT IS WAIVED

Details of New Work

Size, front _____ depth _____ No. stories _____ Height above grade to highest point of roof _____
 To be erected on solid or filled land? _____ earth or rock? _____
 Material of foundation _____ Thickness, top _____ bottom _____
 Material of underpinning _____ Height _____ Thickness _____
 Kind of roof _____ Roof covering _____
 No. of chimneys _____ Material of chimneys _____ of lining _____
 Kind of heat _____ Type of fuel _____ Distance, heater to chimney _____
 If oil burner, name and model _____
 Capacity and location of oil tanks _____
 Is gas fitting involved? _____ Size of service _____
 Corner posts _____ Sills _____ Girt or ledger board? _____ Size _____
 Material columns under girders _____ Size _____ Max. on centers _____
 Studs (outside walls and carrying partitions) 2x4-16" O. C. Girders 6x8 or larger. Bridging in every floor and flat roof span over 8 feet. Sills and corner posts all one piece in cross section.
 Joists and rafters: 1st floor _____ 2nd _____ 3rd _____ roof _____
 On centers: 1st floor _____ 2nd _____ 3rd _____ roof _____
 Maximum span: 1st floor _____ 2nd _____ 3rd _____ roof _____
 If one story building with masonry walls, thickness of walls? _____ height? _____

If a Garage

No. cars now accommodated on same lot _____ to be accommodated _____
 Total number commercial cars to be accommodated _____
 Will automobile repairing be done other than minor repairs to cars habitually stored in the proposed building? _____

Miscellaneous

Will above work require removal or disturbing of any shade tree on a public street? no
 Plan filed as part of this application? yes No. sheets 1
 Estimated cost \$ 50. Fee \$ 60.
 Will there be in charge of the above work a person competent to see that the State and City requirements pertaining thereto are observed? yes

INSPECTION COPY

Signature of owner _____

3832

Ward 1 Permit No. 27/894 H

Location Central Ave Peaks

Owner M. J. Stephenson

Date of permit June 2/67

Notif. closing-in _____

Ins'n. closing-in _____

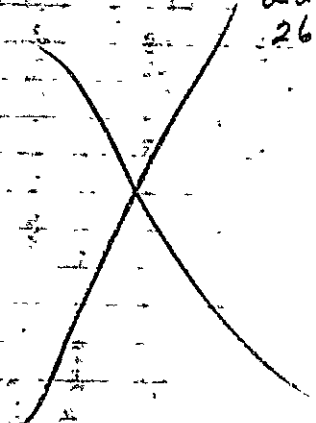
Final Notif. _____

Final Inspn: 4/10/67

Cert. of Occupancy issued _____

NOTES

87
66
26





Location, Ownership and detail must be correct, complete and legible.
 Separate application required for every building.
 Plans must be filed with this application.

Application for Permit for Alterations, etc.

To the INSPECTOR OF BUILDINGS: Portland, August 20, 1920 1920

The undersigned applies for a permit to alter the following-described building:—

Location Cutter Avenue, Peaks Island Ward in fire-limits? no
 Name of Owner or Lessee, Wm. J. Stephenson Address Peaks Island
 " Contractor, not list " " " " " " " " " " " "

Description of Present Bldg.
 Material of Siding is wood Style of Roof, pitch Material of Roofing, shinglog
 Siding is 25ft feet long; 17ft feet wide. No. of Stories, 1 1/2
 Cellar Wall is constructed of posts is inches thick on bottom and batters to inches on top.
 Underpinning is is inches thick; is feet in height.
 Height of Building 25ft Wall, if Brick; 1st, 2d, 3d, 4th, 5th,
 What was Building last used for? dwellng No. of Families? 1
 What will Building now be used for? same

DETAIL OF PROPOSED WORK

Build on three feet on piazza, change window,
All to conform with the building ordinance.

Estimated Cost \$, 60.

IF EXTENDED ON ANY SIDE

Size of Extension, No. of feet long? ; No. of feet wide? ; No. of feet high above sidewalk?
 No. of Stories high? ; Style of Roof? ; Material of Roofing?
 Of what material will the Extension be built Foundation?
 If of Brick, what will be the thickness of External Walls? inches; and Party Walls inches.
 How will the extension be occupied? How connected with Main Building?

WHEN MOVED, RAISED OR BUILT UPON

No. of Stories in height when Moved, Raised or Built upon? Proposed Foundations?
 No. of feet high from level of ground to highest part of Roof to be?
 How many feet will the External Walls be increased in height? Party Walls

IF ANY PORTION OF THE EXTERNAL OR PARTY WALLS ARE REMOVED

Will an opening be made in the Party or External Walls? in Story.
 Size of the opening? How protected?
 How will the remaining portion of the wall be supported?

Signature of Owner or Authorized Representative

Address

Edward H. Langley
46 Water St.

PERMIT MUST BE OBTAINED BEFORE BEGINNING WORK

Central
Cutter Ave. Peaks ✓

Central?

89-G-3600
26

W. J. Stephens

FINAL REPORT

Has the work been completed in accordance with this application and plans filed and approved? 191

Law been violated? Doc. No. of 191

Nature of violation?

Violation removed, when? 191

Estimated cost of alterations, etc., \$

Inspector of Buildings.

PERMIT NOT TO BE OBLIVIOUS BEFORE BEGINNING

PERMIT GRANTED

August 20, 1920 191

Permit filled out by

Permit number

Location Peaks Island Cutter Ave.

IF EXCEEDED ON THE SIDE

Inspection Services
Samuel P. Hoffses
Chief



Planning and Urban Development
Joseph E. Gray Jr.
Director

CITY OF PORTLAND

Date: April 25, 1991

Robert Noyes
165 So. Lincoln St.
Keene, N.H. 03431

Subject: Alter./No permit - Central Avenue 87-GG-5,6,26, & 27 *EW*

Dear Mr. Noyes:

A recent inspection at the above named address of which you are listed the present owner, showed that alterations have been completed, or are in the process of being completed, that require building permits from the City of Portland as defined in the 1990 BOCA Building Code and/or Portland Municipal Code.

It is therefore necessary for you to come to City Hall, 389 Congress Street, Room 315, to file an application for these required permits. This must be done within five (5) days of receipt of this letter. Failure to abide by this request could result in court action and a fine of up to \$500 to \$1,000 per day for each day this violation exists.

I look forward to your cooperation.

Yours truly,

[Signature]
P. Samuel Hoffses
Chief of Inspection Services

[Signature]
Code Enforcement Officer
Arthur Addato

/s/
2/28/90