



**VOLUNTARY COMPLIANCE PROGRAM – COURTESY LETTER**

City of Broken Arrow to:

Date: January 24, 2022

RITA HARBOUR  
PO BOX 140344  
BROKEN ARROW, OK 74014

**Case No. 22-10042110**

To: RITA HARBOUR

The City of Broken Arrow takes pride in the health, safety, welfare and appearance of our community and we are asking for your assistance in this effort. We understand that you may not be aware of the city codes that pertain to the maintenance of your property.

Neighborhood Engagement has been notified of a possible violation(s) on your property located at 1010 N 30TH ST and consisting of:

**City Code Violation(s): Property Maintenance Violation**

**Violation Description**

**Per property Maintenance 15.0...The exterior or a structure shall be maintained in good repair with no evidence of deterioration or damaged or loose elements.**

**Violation Corrective Action**

**Replace the missing skirting. Repair the windows.**

We are making this contact with you in advance of an on-site investigation to extend the opportunity for you to voluntarily comply with the ordinances by abating the possible violation(s). Every individual's maintenance of their property will contribute to the overall positive appearance of the community.

Please comply with this courtesy notification by: **February 03, 2022**

**If you feel you have received this Courtesy Letter in error or have any questions, please contact the Neighborhood Engagement Office at (918) 259-2400, ext. 5338.**

YOUR COMPLIANCE IS APPRECIATED