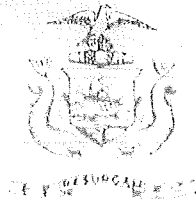


Inspection Services  
P. Samuel Hoffses  
Chief



Planning and Urban Development  
Joseph E. Gray Jr.  
Director

CITY OF PORTLAND

August 29, 1997

Tom Molloy  
515 Cumberland Avenue, Apt. 3  
Portland, Maine 04101

RE: Home Occupation  
48-F-15  
R-6 Zone

Dear Tom,

As per our conversation, I am sending you the information you requested on using your home for a home occupation, which includes a copy of the home occupation section outlining the criteria needed to allow for a home occupation. If you can meet the criteria, you must come to this office to apply for a permit to allow the use under home occupations. We are located in Room 315, City Hall and are open Monday through Friday from 7:00 a.m. to 4:00 p.m.

At the time of submittal, you should bring with you to this office a cover letter explaining your home occupation and how it meet the given criteria. We also require floor plans showing the dimensions and the area of the home occupation space. A letter from the owner of your building giving permission to conduct a home occupation on the premises is required where applicable. The cost of this type of permit is usually \$25.00

Sincerely,

*Marge Schmuckal / mad*

Marge Schmuckal  
Asst. Chief, Inspection Services Division

cc: P. Samuel Hoffses, C, Insp Svcs Div  
D. Jordan, CEO