

R-6 Zone

Inspection Services  
P. Samuel Hoffses  
Chief



Planning and Urban Development  
Joseph E. Gray Jr.  
Director

## CITY OF PORTLAND

November 29, 1995

Mr and Mrs. Gary Astrachen  
18 Cushman Street  
Portland, Maine 04102

RE: 18 Cushman Street  
Home Occupation

Dear Mr. & Mrs. Astrachen,

In response to your request for information on using your home as a home based occupation, we are sending you a copy of the Home Occupation Section which outlines the criteria needed to allow 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 at City Hall and are open Monday through Friday from 7:00 a.m. to 4:00 p.m.

At the time of submittal for your building permit, we shall need a cover letter explaining your home occupation and how it meets the given criteria. We will also require floor plans showing the dimensions and the area of the home occupation space. The cost of this type of permit is usually \$25.00.

Sincerely,

*Marge Schmuckal*

Marge Schmuckal  
Asst. Chief, Code Enforcement Division

cc: P. Samuel Hoffses, C, Code Enf Div  
A. Simpson, Code Enf Ofcr

056-D-022