

Ms. Marge Schmuckal, Zoning Administrator
Department of Urban Development
City of Portland
389 Congress Street
Portland, ME 04101

Dear Ms. Schmuckal:


I am requesting a permit to allow me the use of my residence at 216 Ludlow Street for a home occupation. I intend to serve as a licensed family day care. In effect, my work will provide in home care for no more than 6 children, plus 2 children after school with no nonresidential employees, an acceptable home occupation listed under item (18) of Section 14-410 of the Portland Zoning Ordinance. The following is an explanation of how my home occupation meets the criteria listed under item (a) of the same:

- 1) My home occupation will be a licensed family day care, or home baby sitting services, to accommodate not more than six (6) children, plus two (2) children after school and having no nonresidential employees;
- 2) There shall be no outside storage of goods and materials, nor shall there be exterior displays or displays of goods visible from outside;
- 3) Storage of materials related to the home occupation are limited and shall count as part (a) 1 above;
- 4) Exterior signage will be limited to one (1) nonilluminated sign not exceeding the total area of two (2) square feet, affixed to the building and not projecting more than one (1) foot beyond the building;
- 5) There will be no exterior alterations made to the building;
- 6) There is additional parking for up to 4 cars for parents of my clients to drop off and pick up their children from day care;
- 7) No objectionable effects will result from my home occupation;
- 8) There will be no nonresident employees;
- 9) The home occupation should not generate greater volumes of traffic than are normally expected in the residential area;
- 10) No motor vehicles even nearing a gross vehicle weight of 6,000 pounds are necessary for my home occupation.

As you can see, my home occupation is a secondary use of my residence. The external activity level and impact is negligible and in keeping with the residential character of the neighborhood.

Attached you will find a copy of floor plans showing my entire dwelling and area of the home occupation space. Thank you for your time and assistance in this matter.

Sincerely,


Margaret L.R. Ligotti
216 Ludlow Street
Portland, ME 04102
(207) 808-8124