

Ms. Marge Schmuckal | Zoning Administrator  
Planning & Urban Development | Portland City Hall  
389 Congress Street  
Portland, ME 04101  
May 13, 2013

Dear Ms. Machado and the Zoning Board,

I am requesting a permit to allow me the use of my residence at 23 Caleb Street for Home Occupation. My intention is to operate as a Licensed Home Food Processor that has a focus on producing gluten-free baked goods for resale to other businesses. While Licensed Home Food Processing is not yet recognized under the acceptable "Home Occupations" listed by the City of Portland, Licensed Home Kitchens are a valid and vital part of Maine's growing economy. The following is an explanation of how my home occupation meets the criteria listed for a "Home Occupation."

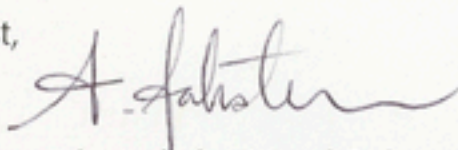
- My home occupation will occupy approximately 145 square feet of the residence.
- No goods will be stored or displayed, or be visible from outside the residence.
- Storage of the material necessary to perform my occupation are minimal and are contained within the 145 square feet of floor space mentioned above.
- There will be no external signage related to my home occupation.
- No exterior alterations to the residence are necessary.
- Since I will not be receiving customers at my residence, no additional parking is necessary, and will not effect the neighbors.
- No additional traffic will be generated by my occupation since I will not be receiving customers.
- I will not require the service of employees.
- No vehicles approaching a gross vehicle weight of 6,000 are necessary for my Home Occupation.
- No objectionable effects will result from my Home Occupation.

My Home Occupation is a secondary and incidental use of my residence. The external activity level and impact are negligible and will be in keeping with the residential character of the neighborhood.

Attached are support materials to help you better understand the nature and scope of my Home Occupation. You will find a copy of the lot under consideration and a floor plan of the space intended for use for my Home Occupation.

Thank you very much for your thoughtful consideration, and I very much look forward to offering the community wholesome and delicious baked goods.

All the best,



Abby Johnston | Made by Hand Bakery LLC

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23 Caleb Street | Portland, ME