

Zoning Administrator  
Permitting and Inspections Department  
City of Portland  
389 Congress Street  
Portland, Maine 04101

Dear Zoning Administrator:

I am requesting a permit to allow me the use of my residence at 168 Milton Street for a home occupation. I intend to serve as a confectioner, creating chocolate truffles, caramels and jelly candy made with locally sourced ingredients. In effect my work will be home crafts, an acceptable home occupation listed under item (2) 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 (1) of the same.

1. My home occupation will occupy the kitchen and dining room (see plans), approximately 276 square feet (18%) of floor area of the residence.
2. No goods will be stored displayed or be visible from outside the residence.
3. Storage of the material necessary to perform my occupation are minimal and included in the 276 square feet of floor space mentioned above.
4. There will be no external signage related to my home occupation.
5. No exterior alterations to the residence are necessary. Since I will not be meeting clients at my residence, no additional parking is necessary.
6. I use magnetic based induction cooktops. I don't use an oven, range, any flame, or a griddle.
7. No objectionable effects will result from my home occupation.
8. Since I will not be meeting clients at my residence, no additional traffic will be generated by my home occupation.
9. No 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 and incidental 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 the floor plans showing my entire dwelling and area of the home occupation space. I will be using the kitchen and dining area. Thank you for your assistance in this matter.

Greg Gould  
168 Milton Street  
Portland ME 04103