Inspections Division
Date: 04/06/18

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. Any exterior signage will be within the guidelines of non-illuminated, no bigger than square feet, attached to the building, and not protruding more than 1 foot from the building. I am not currently planning any signs.
5. No exterior alterations to the residence are necessary.
6. I have a driveway with enough space for 8 vehicles.
7. I use magnetic based induction cooktops. I don't use an oven, range, any flame, or a griddle. There are no offensive smells, noises, humidity, or any other objectionable effects as a result of this occupation.
8. There will not be more than one non resident employed in the occupation. I would like the opportunity to hire one individual if needed.
9. My business is primarily wholesale and web based. No traffic will be generated by the home occupation in greater volumes than what is currently in the neighborhood.
10. No vehicles nearing 6000 pounds are needed.

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.

Greg Gould
168 Milton Street
Portland ME 04103