

January 31, 2017

Zoning Board of Appeals
Department of Urban Development
City of Portland
389 Congress Street
Portland, Maine 04101

Dear Zoning Board Members:

I am requesting a conditional use permit allowing me the use of my residence at 11 Gertrude Avenue, Portland, ME 04103 for a home occupation. I intend to serve as a child care provider for up to 12 children. In effect my work will be providing daycare, an acceptable home occupation listed under item (b) 18 of Section 14-410 of the Portland Zoning Ordinance. I am requesting conditional use permitting based on Sections 14-474 and 14-147.5 (d) of the Portland Zoning Ordinance. I am the owner and deed holder of this property.

The following is an explanation of how my home occupation meets the criteria listed under item (b) 18 of 14-410 and 14-147.5 (d):

- a. My home occupation will require a minimum of 420 square feet of floor area of the residence due to the nature of child care we will need access to bathrooms, play and sleep spaces, as well as food preparation areas,
- b. No business supplies/goods will be displayed or be visible from outside the residence,
- c. Storage of the material necessary to perform my occupation are minimal and included in the 200 square feet of floor space mentioned above,
- d. There will be no external signage related to my home occupation,
- e. No exterior alterations to the residence are necessary
- f. Additional parking is necessary and available in our driveway and we have written consent to utilize parking spaces at North Deering Alliance Church, 1301 Washington Avenue, Portland (see enclosures)
- g. No objectionable effects will result from my home occupation,
- h. I will require the services employee(s) and parking arrangements are already made as described above,
- i. Additional traffic may be generated by my home occupation with minimal impact to the community,
- j. No vehicles even nearing a gross vehicle weight of 6,000 pounds are necessary for my home occupation.
- k. I am currently a Certified Family Child Care provider with the State of Maine, allowing me to care for up to 5 children,
- l. My outdoor playground space is currently fenced, and
- m. All solid waste will be stored in covered containers at all times and inaccessible on all sides.