

## Department of Permitting & Inspections

Zoning Division  
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Charlene Orton, Permitting & Inspections Administrator*



### MEMORANDUM

**TO:** Development Review Board  
**FROM:** Ryan Morrison, Associate Planner  
**DATE:** March 8, 2022  
**RE:** 452 North Avenue; ZP22-14; Convert 1 unit within the existing triplex into a bed and breakfast use (short term rental).

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The applicant has requested deferral of this hearing to a date uncertain to address owner-occupancy requirements for the proposed bed and breakfast (short term) rental use.