



# Outdoor Dining Permit Application

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

|   |  |                     |
|---|--|---------------------|
| <input checked="" type="checkbox"/> New Application for Outside Dining<br><input type="checkbox"/> Renewal Application for Outside Dining<br>City Clerk signature for liquor license approval: _____<br><u>Pending Council Date:</u> _____  |  |                     |
| Location Name & Address:<br><u>Katie Made Bakery</u><br><u>181 Congress</u><br><u>Portland</u>  | Chart<br><u>013 - M026 - 001</u>   | Block<br><u>001</u> |
| Owner & Phone #: <u>207-771-0994</u>  | Total Square Footage of Proposed Seating Area: <sup>1</sup>  |                     |
| Applicant * <u>must</u> * be owner or lessee<br>Name: <u>Catherine or Jennifer Capron</u><br>Address: <u>55 Mountfort St</u><br>City, State & Zip: <u>Portland ME 04101</u><br>E-Mail: <u>info@katiemadebakery.com</u>  | Annual Fee: <u>\$80</u><br>Total Sq. Ft.: <u>215F</u><br>Sq. Ft. Fee: (sq ft x \$2) \$ <u>42.00</u><br>(Due when issued) |                     |
| Current use: <u>Bakery</u><br>Business name: <u>Katie Made Bakery</u><br>Seating area dimensions: <u>3ft w x 7ft L</u> ( <u>21 SF</u> )<br>How many chairs? <u>4</u> How many tables? <u>2</u><br><input type="checkbox"/> Yes Alcohol is served.<br><input checked="" type="checkbox"/> No Alcohol being served. |  |                     |
| Who should we contact for the pre-inspection: <u>Jennifer Capron</u><br>Mailing address: <u>181 Congress St</u> Phone: <u>207-771-0994</u>  |  |                     |

Please submit all of the information outlined in the Outdoor Dining Application Checklist. Failure to do so will result in the automatic denial of your permit.

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information visit us on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), stop by the Building Inspections office, room 315 City Hall or call 874-8703.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature of Applicant:  Date: 9-18-14

<sup>1</sup> In no instance shall the total square footage of dining area equal more than 10% of park space, unless the applicant receives a waiver from the Director of Parks and Recreation or his or her designee.

This is not a permit; you may not commence ANY work until the permit is issued.