



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.

Check all that apply: New Application for Outdoor Dining
 or Renewal Application for Outdoor Dining
 Application for dining on Private Property

Outdoor Dining in a Public Park If Renewal, are there changes to previous permit?
 Outdoor Dining in a Historic District Yes No
 Petition for Exception for Special Circumstances
 Liquor License required?

RECEIVED
 SEP 12 2016
 Dept. of Building Inspections
 City of Portland Maine

City Clerk signature for liquor license approval: _____
 OR Pending Council Date: _____

Location Name & Address: <u>181 Congress St. Katie Made</u>	Chart	Block	Lot
Owner Name: <u>Jen. Katie Capron Bakery</u>	Total Square Footage of Proposed Outdoor Dining Area: ¹		
Owner Phone #: <u>771-0994</u>	Fee: <u>\$80</u> (Public-Annual) \$125 (Private IX)		
Applicant *must* be owner or lessee	Total Sq. Ft.: _____		
Name: <u>Katie Made Bakery</u>	Sq. Ft. Fee: (sq ft x \$2) \$ <u>425⁰⁰</u>		
Address: <u>181 Congress St.</u>	(sq ft x \$6 for public parks)		
City, State & Zip: <u>Portland ME 04101</u>	Total Fees: \$ <u>164⁰⁰</u>		
E-Mail: <u>info@katiemadebakery.com</u>	(Permit not issued until all fees are paid)		
Current use: <u>Bakery</u>	Business name: _____		
Business name: _____	Seating area dimensions: _____		
How many chairs? <u>4</u>	How many tables? <u>2</u>		
<input type="checkbox"/> Yes Alcohol is served.	<input checked="" type="checkbox"/> No Alcohol being served.		
Who should we contact: <u>Jen Capron</u>	Phone: <u>409 6311</u>		
Address: _____	E Mail: <u>Jcapron116@gmail.com</u>		

2016-02684

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. New applications and renewals are reviewed on an annual basis and should be submitted no later than June 1st.

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, 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: [Signature] Date: 9-12-16

¹ 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.