



Permitting and Inspections Department
 Michael A. Russell, MS, Director

Outdoor Dining Permit Application

Please circle all that apply:

New Application? (Yes/No) No
 Renewal? (Yes/No) No → If yes, are there any changes? (Yes/No) No
 Private Property? (Yes/No) No
 Historic District? (Yes/No) No
 Liquor License Required? (Yes/No) No
 Permitting and Inspections Director Signature _____
 OR Pending City Council Date _____ (D/M/Y)

Location Name: Empire
 Address: 575 Congress St, Portland

Chart	Block	Lot#
037	A	045

Owner Name: 571 Enterprises LLC
 Phone #: 207-406-0344
 Email: theresa.b.chan@gmail.com

Total Square Footage of Outdoor Dining Area:¹
 Length: (10.5) x Width (6) = 63

Applicant must be owner or lessee.
 Name: Theresa Chan
 Address: 575 Congress St
 City: Portland ME
 State & Zip: 04101
 E-Mail: theresa.b.chan@gmail.com

Please pay before the permit can be issued.
 \$125 (One-time Private Property fee) or
 \$80 (Annual Public Fee) + Total Sq. Ft.: 63 x
 (\$2) or (\$6 in public parks) =
Total Fee of \$ 206

Current use: Restaurant Business name: Empire
 How many chairs? 6 How many tables? one counter
 Please circle one of the following: Alcohol is served = Yes/No.

Who should we contact?
 Name: Theresa Chan
 Phone: 207-406-0344
 Address: 575 Congress St E Mail: theresa.b.chan@gmail.com

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. For further information, please visit www.portlandmaine.gov, email permittine@portlandmaine.gov, call 874-8703 or stop by Room 315, City Hall. Applications and renewals are reviewed annually and must be submitted by June 1.

Signature of Applicant:  Date: 5/31/17

¹ The total dining area square footage shall equal no more than 10% of park space without Parks, Recreation and Facilities waiver. Contact Sally DeLuca, Director, @ 207-808-5400 for waiver.