



Permitting and Inspections Department  
 Michael A. Russell, MS, Director  
 389 Congress St. Room 307 • Portland, ME 04101 • (207) 874-8557  
[www.portlandmaine.gov](http://www.portlandmaine.gov)

**Outdoor Dining Permit on Public Property  
 Supplemental Application**

License accompanies a City of Portland Food Service Establishment or Food Service Establishment with Liquor License  
 Valid April 1-November 15

Legal Advertisement Deposit \$100.00

Outdoor Dining on Public Property \$80.00 plus \$2.00 per Square feet \$2.00 X 120 SF = **\$320** **RENEWAL**

Outdoor Dining on Public Property in a City Park \$80.00 plus \$6.00 per Square feet \$6.00 X \_\_\_\_\_ SF = \_\_\_\_\_

Business Information			
Business Name (d/b/a):	Flask Lounge	Phone:	207-772-3122
Location Address:	117 Spring St. Portland, Me 04101	Zip:	
Mailing Address:	117 Spring St. Portland, Me 04101	Zip:	
Contact Person:	Jessica Nolette	Phone:	207-408-9020
Contact Person Email:	jesn@maine.rr.com		
Manager of Establishment:	Jessica Nolette	Date of Birth:	08-08-1980
		Phone:	207-408-9020
Owner of Premises (Landlord):	Chris Arapoglou		
Address of Premises Owner:	81 Cornfield Point Yarmouth, Me 04096	Zip:	

**Owner Information**

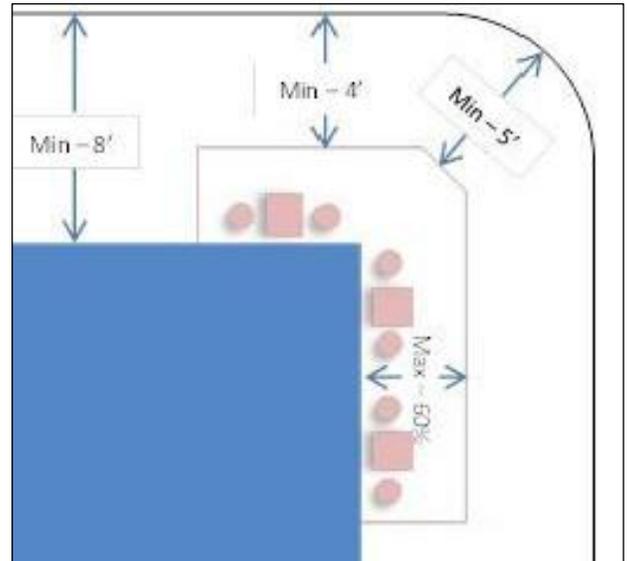
Corporate Name		Corporate Mailing Address	
NCPTWO, LTD		117 Spring St. Portland, Me 04101	
Contact Person:	Jessica Nolette	Phone:	207-408-9020
Principal Officers	Title	Date of Birth	Residence Address
Jessica Nolette	President	08-08-1980	21 Colonial Ave South Portland, ME 04106

### About Your Establishment

Class of License:	Class A Lounge
Type of food served:	pub syle
Please circle all that will be served:	Beer Wine Liquor All
Hours & days of operation:	7 Days 5pm-1am
Number of Tables	4
Number of Chairs	12

### Design and Construction

Existing Sidewalk Width (property line to curb)	Sidewalk Dining Allowed?
< 8'0"	No
≥ 8'0"	Yes – up to 60% of sidewalk
Sidewalk Type	Sidewalk Passage Width (Min)
Standard sidewalk	4'0"
Street corner	5'0"

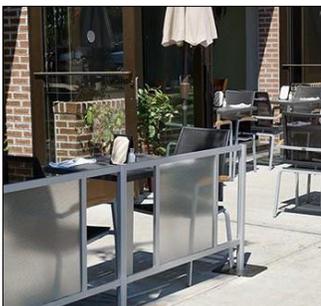


- Outdoor dining area shall not exceed 60% of the sidewalk width.
- A continuous, unobstructed sidewalk passage of 4 feet from the outer boundary of the seating area to the curb must be maintained. If the passage is not straight due to existing obstacles, then additional width may be required. Any changes to existing straight passage is at the discretion of the City.
- Egress must be maintained free of obstruction.
- Permanent fixtures, such as awnings, require a building permit separate from the Outdoor Dining permit and subject to approval by the Building Authority.
- Umbrellas do not require a permit.
- Umbrellas must be secured and maintain the height clearance for sidewalk passage.

### Barriers

- If barriers are proposed, they must be free-standing. Physical attachments to a building are not allowed.
- Stanchions and ropes are encouraged. Sectional fencing is allowed with a high degree of visual transparency (at least 50% open). Solid or opaque barriers are not allowed.
- Shall not exceed 42" in height and may not include commercial signage.

### Example barrier types that meet regulation





### Maintenance and Operations

- Outdoor dining components must be within the permitted area and allow safe passage of pedestrian traffic. Failure to comply may result in a revocation of the permit.
- The permit holder is responsible for keeping the outdoor seating area clean.
- No food shall be prepared in the designated outdoor dining area.
- All outdoor dining components shall be removed before snowfall and while any snow or ice exists within four feet of the outdoor dining area. The City will not be responsible for damage to any property that is not removed prior to sidewalk maintenance.
- Outdoor dining areas must meet ADA regulations and accessible seating is required.
- Request for the use of adjacent on street parking space for outdoor dining installations requires Parking Office and Building Authority review and approval.

I/We fully understand that the City of Portland, its agents, officers and employees accept no responsibility and will not be liable for any injury, harm or damage to my/our person or property arising out of the establishment's occupancy of the sidewalk or park space. To the fullest extent permitted by law, I/We do hereby agree to assume all risk of injury, harm or damage to my/our person or property (including but not limited to all risk of injury, harm or damage to my/our property cause by the negligence of the City of Portland, its agents, officers or employees) arising out of the establishment's occupancy of the sidewalk or park space. I/We hereby agree, to the fullest extent permitted by law, to defend, indemnify and hold harmless the City of Portland, its agents, officers and employees, from and against all claims, damages, losses and expenses, just or unjust, including, but not limited to costs of defense and attorney's fees, arising out of the establishment's occupancy of the sidewalk or park space, provided that any such claims, damage, loss or expense (1) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property including the loss of use there from, and (2) is caused in whole or in part by any negligent act or omission of the establishment, anyone directly or indirectly employed by it, or anyone for whose act it may be liable.

Signature Jessica Nolette Title President Date 6/8/17

#### For Administrative Use Only

Amount: _____		Request Date / Approval	Notes: _____
Date Paid: _____	FD: _____ / _____		
CC _____ CA _____ CK _____	Health: _____ / _____		
	PD: _____ / _____		
Amount: _____	BI: _____ / _____		
Date Paid: _____	Treasury: _____ / _____		
CC _____ CA _____ CK _____	Zoning: _____ / _____		