# Outdoor Dining Permit Application

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/26/16

**If you or the property owner owes real estate or personal property taxes or user charges on any l 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?
**City Clerk signature** for liquor license approval: Approved 6/20/2016 per City Clerk
**OR Pending Council Date**: 6/20/16

**Location Name & Address:** (1 Thompsons) STONEWATER DISTILLERY, 4 THOMPSON'S POINT ROAD, PORTLAND ME 04102

| Chart | Block | Lot |
|---|---|---|
| 201 | A | 005 |

**Owner Name:** JEFFREY JOHNSON

**Owner Phone #:** 207-272-7327

**Total Square Footage of Proposed Outdoor Dining Area:**[1] 273

**Applicant *must* be owner or lessee**

Name: STONEWATER SPIRITS, LLC
Address: 1236 CONGRESS STREET
City, State & Zip: PORTLAND, ME 04102
E-Mail: NORTHSTARJJ33@GMAIL.COM

**Fee:** $80 (Public-Annual) $125 (Private 1X)
Total Sq. Ft.: _____
Sq. Ft. Fee: (sq ft x $2) $_____
(sq ft x $6 for public parks)

**Total Fees:** $ 125.00
**(Permit not issued until all fees are paid)**

Current use: NONE
Business name: STONEWATER DISTILLERY
Seating area dimensions: 14' x 19.5'
How many chairs? _____ How many tables? _____
☒ **Yes** Alcohol is served.
☐ **No** Alcohol being served.

Who should we contact: JEFF JOHNSON Phone: 207-272-7327
Address: 1236 CONGRESS STREET, PORTLAND ME 04102 E Mail: NORTHSTARJJ33@GMAIL.COM

**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: _____ Date: 5/19/16

[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.*

Revised 04-02-15 **This is not a permit; you may not commence ANY work until the permit is issued.**

Portland, Maine Yes. Life's good here.

**Department of Permitting and Inspections**

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# OUTDOOR DINING
# Permit Application & Checklist

Permits are required for expanding food service to the outside on ***all properties***. For public properties, the annual fee for Outdoor Dining is $80.00, with an additional fee of $2.00 per square foot of dining area on ***streets, sidewalks or other public ways*** and $6.00 per square foot of dining area in ***city parks***. The total fee for private property placement is $125.00 ($25 application fee and $100 for the Certificate of Occupancy). The fee is due when you drop off your permit application. The square footage fee may be paid when you pick up your permit. ***For purposes of fee calculation, the area abutting the buildings which border Monument Square and extending ten (10) feet from the facade of said buildings shall be considered a sidewalk. The ten (10) foot area shall be measured from that portion of the facade that protrudes furthest into the sidewalk. The area beyond the ten (10) foot sidewalk shall be considered park space.***

Outdoor dining is permitted for the period April 1 - November 15. Barriers must be removed no later than November 15; however, furniture must be removed in inclement weather to allow for sidewalk snow removal. Requests to extend beyond the standard permit period require approval by the City Manager and should include explanation of installation and snow removal plan.

***Outdoor dining permits located on <u>public</u> property are only valid for a year.***
***Outdoor dining permits located on <u>private</u> property are valid permanently with the establishment.***

**Application Checklist: All of the following information is required and must be submitted.**

☐ **Outdoor Dining Permit Application Form**

☐ **A plot plan that shows:**

- ☐The lot lines, where the building sits on the lot, and the lot and building dimensions
- ☐The street location, and if it's a corner lot, the intersecting streets
- ☐The sidewalk location, width, and curbing location
- ☐The setback dimension from the sidewalk to the building
- ☐The location of proposed outdoor dining area and its components (tables, chairs, barriers, planters, etc.) placement, including dimensions and total outdoor dining area (in square feet)

(**NOTE**: Under no circumstances shall an outdoor dining installation prevent a clear passageway for pedestrians. See Outdoor Dining Conditions below for dimensional requirements.)

☐ **A drawing and/or specification of any proposed barrier solution**

☐ **Proof of public liability insurance coverage (Not Required for Private Property):** The permit holder is required to produce at the time of submission and maintain public liability insurance coverage in an amount of not less than four hundred thousand dollars ($400,000) combined single limit for bodily injury, death and property damage, naming the City as an additional insured thereon.

☐ **All documents provided in electronic form according to established Electric Documents Submittal Process.**

*389 Congress Street * Portland Maine 04101-3509 * Phone: (207) 874-8703 * Fax: (207) 874-8716*
http://www.portlandmaine.gov * E-Mail: buildinginspections@portlandmaine.gov