Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/16/14

# Exhibit H

## Anticipated License Applications

## Dance Hall/Concert Hall
## Food Truck Operating on Private Property
## Supplemental Application for Dancing and Entertainment

---

Zoning: _____
Fire: _____
Taxes: _____

Office of the City Clerk
389 Congress Street
Portland, ME 04101
207-874-8557

New $35.00/ Renewal $25.(
Dance Hall: $135.00
Total due: _____

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/16/14

**Application for Dance Hall/Concert Hall**
**(annual license expires June 30)**

Please attach a diagram of floor plan showing where in the facility the entertainment will be, the direction of any speakers and where the dance floor, if any, will be located.

**Business Name(d/b/a): _____**

Location Address: _____ZIP_____Phone_____

(If new, what was formerly in this location: _____)

Mailing Address: _____ZIP_____

Contact Person: _____ Phone:_____

Owner of Business:_____Date of Birth_____

Address of Owner: _____ZIP_____

Manager of Establishment: _____ Date of Birth_____

Owner of Premises (landlord): _____

Address of Premises Owner: _____ZIP_____

Does the issuance of this license directly or indirectly benefit any City employee(s)? ___Yes___No
If yes, list name(s) of employee(s) and department(s).
_____

Have any of the applicants, including the corporation if applicable, ever held a business license with the City of Portland? _____Yes _____No. If yes, please list business name(s) and location(s):
_____

Is any principal officer under the age of 18? _____Yes _____No

Have applicant, partners, associates, or corporate officers ever been arrested, indicted, or convicted for any violation of law? _____ If yes, please explain:
_____

CORPORATE APPLICANTS: Please attach a list of all principal officers, date of birth & town of residence

Corporation Name: _____

Corporation Mailing Address: _____ZIP_____

Contact Person: _____Phone Number: _____

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/16/14

Will music be electric or acoustical or both? _____

Will amplification be used? _____

If yes, where? _____

Will you permit dancing on the premises? _____Yes _____No

Will you permit dancing or entertainment after 1:00AM? _____Yes _____No

Will recorded music be played: Inside _____ Outside _____ Both _____

What is the distance to the nearest residential dwelling unit both inside and outside the building from where the entertainment will take place? _____

Will food be served or available for purchase? _____ Yes _____ No

Please describe in detail the type and nature of the business and proposed entertainment:

_____

_____

_____

If new applicant, what is your targeted opening date? : _____

---

Applicant, by signature below, agrees to abide by all laws, orders, ordinances, rules and regulations governing the above license and further agrees that any misstatement of material fact may result in refusal of license or revocation, if one has been granted. Applicant agrees that all taxes and accounts pertaining to the premises will be paid prior to issuance of the license.

It is understood that this and any application(s) shall become public record and the applicant(s) hereby waive(s) any rights to privacy with respect thereto.

I/ We hereby authorize the release of any criminal history record information to the City Clerk's Office or licensing authority. I/ We hereby waive any rights to privacy with respect thereto.

Signature _____ Title_____ Date_____

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/16/14

# Permit Application

## Food Truck Operating on Private Property

**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.**

| | |
|---|---|
| **Business Name (d/b/a):**<br>**Applicant Name**:<br>Address:<br>City, State & Zip:<br>Telephone & E-mail: | **Tax Assessor's Information:**<br>Chart#<br>Block#<br>Lot# |
| **Lessee/Owner Name** (if different from applicant):<br>Address:<br>City, State & Zip:<br>Telephone & E-mail: | **Cost:**<br>Permit Fee: $ 30<br>**Total Fees: $_____** |
| **Proposed Location Address:** | |
| **Proposed Location Zone** (i.e. B-2)**:** | |
| **Current Use** (i.e. commercial retail)**:** | **Proposed Use:** Food Truck |
| **Mobile FSE License Number:** | |
| **Dimensions of Food Truck:**<br>(maximum width 10' including side extension or awning and maximum length including food truck with attached trailer is 40') | |
| ☐ **On-peninsula:** Is the proposed location at least 65' from the nearest fixed-base food service establishment? ☐ **Yes**<br>☐ **Off-peninsula:** Is the proposed location at least 200' from the nearest fixed-base food service establishment? ☐ **Yes** | |
| **Checklist:**<br>☐ Plot plan of property showing location of Food Truck and dimensional setbacks<br>☐ Zoning map with radius (65' or 200') showing distance from Food Truck location to fixed-base food service establishments<br>☐ Photograph of Food Truck<br>☐ Letter of permission from property owner | |

**Please submit all of the information outlined on the applicable checklist. Failure to do so causes an automatic permit denial.**

**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 or to download copies of this form and other applications visit the Inspections Division on-line at www.portlandmaine.gov, or stop by the Inspections Division 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 use and that I have been authorized by the owner to make this application as his/her authorized agent. By signing below I agree to abide by all laws, orders, ordinances, rules and regulations governing the above use and agree to conform to all applicable laws of this jurisdiction. I further agree that any misstatement of material fact may result in refusal of permit or revocation if one has been granted. In addition, if a permit for use 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:** | **Date:** |

**This is not a permit; you may not locate on site until the permit is issued.**

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/16/14

# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov*

Jeff Levine, AICP, Director
Director of Planning and Urban Development

Tammy Munson
Director, Inspections Division

## ***Electronic Signature and Fee Payment Confirmation***

*Notice: Your electronic signature is considered a legal signature per state law.*

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a ***legal signature*** per Maine state law. You are also signifying your intent on paying your fees by the opportunities below.

I, the undersigned, intend and acknowledge that no permit application can be reviewed until payment of appropriate permit fees are ***paid in full*** to the Inspections Office, City of Portland Maine by method noted below:

☐ Within 24-48 hours, once my complete permit application and corresponding paperwork has been electronically delivered, I intend to **call the Inspections Office** at 207-874-8703 and speak to an administrative representative and provide a credit/debit card over the phone.

☐ Within 24-48 hours, once my permit application and corresponding paperwork has been electronically delivered, I intend to **hand deliver** a payment method to the Inspections Office, Room 315, Portland City Hall.

☐ I intend to deliver a payment method through the U.S. Postal Service mail once my permit paperwork has been electronically delivered.

Applicant Signature: Date:

I have provided digital copies and sent them on: Date:

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means ie; a thumb drive or CD to the office.

Application attachment to other City license

$485. Wi
$270. Witho
$545. After Hours (1AM
Total due: _____

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 07/16/14

Office of the City Clerk
389 Congress Street
Portland, ME 04101
207-874-8557

**Supplemental Application for Dancing and Entertainment**

Please attach a diagram of floor plan showing where in the facility the entertainment will be setup, the direction of any speakers and where dance floor, if any, will be located.

**Business Name (d/b/a):** _____

Location Address: _____ZIP_____ Phone _____

Will music be electric or acoustical or both? _____

Will amplification used? Yes _____ No _____

If yes, where and at what level ? _____

Will you permit dancing on the premises? Yes _____ No _____

Will you permit dancing or entertainment after 1:00AM? Yes _____ No _____

Will recorded music be played: Inside _____ Outside _____ Both _____

What is the distance to the nearest residential dwelling unit both inside and outside the building from where the entertainment will take place? _____

Please describe in detail the type and nature of the business and proposed entertainment: _____

_____

_____

If new applicant, what is your targeted opening date? : _____

Does the issuance of this license directly or indirectly benefit any City employee? Yes___ No____
If yes, list names of employee(s) and department(s).

Applicant, by signature below, agrees to abide by all laws, orders, ordinances, rules and regulations governing the above license and further agrees that any misstatement of material fact may result in refusal of license or revocation, if one has been granted. Applicant agrees that all taxes and accounts pertaining to the premises will be paid prior to issuance of the license.

It is understood that this and any application(s) shall become public record and the applicant(s) hereby waive(s) any rights to privacy with respect thereto.

I/ We hereby authorize the release of any criminal history record information to the City Clerk's Office or licensing authority. I/ We hereby waive any rights to privacy with respect thereto.

**Signature** _____ **Title**_____ **Date**_____

Revised: 7.7.2008