



City of Chicago



O2020-2813

Office of the City Clerk Document Tracking Sheet

Meeting Date:	5/20/2020
Sponsor(s):	Gardiner (45)
Type:	Ordinance
Title:	Sidewalk cafe(s) for Potbelly Sandwich Shop
Committee(s) Assignment:	Committee on Transportation and Public Way

ORDINANCE
POTBELLY SANDWICH SHOP
Acct. No. 65004 - 65
Permit No. 1144729

Be It Ordained by the City Council of the City of Chicago:

Permission and authority are hereby given and granted to POTBELLY SANDWICH SHOP upon the terms and subject to the conditions of this ordinance, to maintain and use a portion of the public right of way for a sidewalk cafe adjacent to its premises located at 4185 W. Irving Park Rd.. Said sidewalk cafe area #1 shall be twenty point five eight (20.58) feet in length and fifteen (15) feet in width for a total of three hundred eight point seven (308.7) square feet and shall allow six (6) feet of clear space from the face of the curb/building line along North Keeler Avenue. The compensation for said space and the days and hours of operation for the sidewalk cafe shall be as follows:

Monday through Sunday 11:00 a.m. to 9:00 p.m.
Compensation: \$600.00
SEATING CAPACITY: 12

Sidewalk Cafe Permit and approved plan must be posted at all times.

This grant of privilege #1144729 for a sidewalk cafe shall be subject to the provisions of Section 10-28-800 through 10-28-885 of the Municipal Code of Chicago and the directions of the Commissioner of Department of Business Affairs and Consumer Protection, the Commissioner of Streets and Sanitation, and the Commissioner of Transportation.

The permit holder agrees to hold the City of Chicago harmless for any damage, relocation or replacement costs associated with damage, relocation or removal of private property caused by the City performing work in the public way.

Authority for the above named privilege is herein given and granted from and after March 01, 2020 through and including February 28, 2021.

Alderman


James Gardiner 45th Ward



Department of Business Affairs and Consumer Protection
Small Business Center - Public Way Use Unit
City Hall - 121 N. LaSalle Street, Room 800 • Chicago, IL 60602
312-74-GOBIZ / 312-744-6249 • (312) 744-1944 (TTY)
<http://www.cityofchicago.org/bacp>

03/18/2020

Alderman **James Gardiner**
Ward # 45
City of Chicago
City Hall, Room 300
121 North LaSalle Street
Chicago, Illinois 60602

Re: An ordinance to use and maintain a portion of the public right-of-way for **one (1) sidewalk cafe(s)** for **POTBELLY SANDWICH SHOP**, adjacent to the premises known as **4185 W. Irving Park Rd.**

Dear Alderman **James Gardiner**:

The applicant referenced above has requested the use of the public right-of-way for a **sidewalk cafe(s)**. An ordinance has been prepared by the Department of Business Affairs and Consumer Protection – Small Business Center - Public Way Use Unit for presentation to the City Council. Because this request was made for properties located in your ward, as approved by you as per the attached, I respectfully request that you introduce the attached ordinance at the next City Council meeting.

If you have any questions regarding this ordinance, please contact Anthony Bertuca at (312) 744-5506.

Department of Business Affairs and Consumer Protection

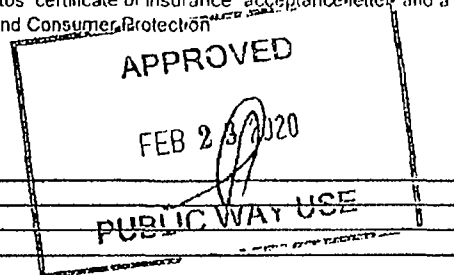
SIDEWALK CAFE PERMIT RENEWAL APPLICATION PACKET -- 2020 SEASON

SIDEWALK CAFE APPLICATION

Instructions: In order to facilitate the processing of your Application, please submit this 3 page Application form *in person or by any form of U.S. mail that provides proof of the date of delivery* to the Alderman in whose Ward your proposed use of the public way is located for the Alderman's signature and recommendation regarding the proposed use. Be sure to **RETAIN A COPY** of the submitted Application for your own records, and in cases where the Application is mailed, any proof of the date of delivery provided by the U.S. Postal Service. The Alderman has 60 days from the date the Application is received at the Alderman's Ward Office to return the completed Application to you containing the Alderman's signature and recommendation. If the Alderman does not return the completed Application to you within 60 days of its receipt at the Alderman's Ward Office, please mail or bring a copy of your Application for appropriate processing to BACP Small Business Center - Public Way Use Unit at the address identified below, together with a letter describing your Application's submission history, including relevant dates and any supporting documentation. If BACP determines that your Application is complete, accurate and in compliance with all pertinent provisions of the Municipal Code of Chicago and other applicable law, BACP will prepare and submit an ordinance to the City Council recommending approval of the Application. You may also contact BACP at the address identified below if you wish to consider preparing and submitting, on your own behalf, an ordinance to the City Council that does not include an aldermanic recommendation. Such an ordinance will be subject to review for all applicable legal requirements. For Aldermanic Ward Office information, please go to the City of Chicago Office of the City Clerk website at <http://chicago.legistar.com/People.aspx>.

Additionally, you will need to forward your Sidewalk Cafe Application, including plans, photos, certificate of insurance, acceptance letter, and a copy of current license certificate to: City of Chicago Department of Business Affairs and Consumer Protection

Small Business Center - Public Way Use Unit
121 N. LaSalle Street, City Hall Room 800
Chicago, IL 60602



APPLICANT INFORMATION

LEGAL NAME OF ENTITY POTBELLY SANDWICH WORKS LLC
 BUSINESS NAME (DBA) POTBELLY SANDWICH SHOP
 PERMIT MAILING ADDRESS 111 N. CANAL ST. APT./SUITE 850
 ZIP CODE 60606
 CONTACT PERSON CASSIE BURTON NATALIA KORUS
 CONTACT PERSON TITLE _____
 BUSINESS PHONE (312) 476-3847 212-334-5845
 MOBILE _____
 E MAIL PERMITS@POTBELLY.COM
 PERMIT # 1137724
 PRINTED ON 12/23/2019

USE OF THE PUBLIC WAY

TYPE Sidewalk Cafe
 HOW MANY # 1
 BUILDING ADDRESS 4185 W. Irving Park Rd

DATE OF MAILING OF APPLICATION TO ALDERMANIC WARD OFFICE IF APPLICABLE (Entered by Applicant) 2/16/2020

Please note: To avoid delays in processing your Application, please review the above Applicant Information to ensure that it is accurate and complete. Failure to meet all requirements will also delay the processing of your Application. Please return this Application and all associated documents *by mail or in person* to BACP Small Business Center - Public Way Use Unit at the address identified in the Instructions above. No faxes will be accepted.

ALDERMAN'S RECOMMENDATION

Please note: Aldermanic recommendation for approval shall not be unreasonably withheld or withheld because of the language, content or message contained in or implied by a sign, canopy, awning, banner or marquee for which a permit is sought.

DATE OF RECEIPT OF APPLICATION AT ALDERMANIC WARD OFFICE (Entered by Alderman or Alderman's Designee at the Ward Office) 2/10/2020

ALDERMAN'S SIGNATURE _____

DATE 2/10/2020 WARD 45

<input checked="" type="checkbox"/> Recommend In Favor	
<input type="checkbox"/> Recommend Against	Provide Reason(s)