



# Office of the City Clerk

City Hall  
121 N. LaSalle St.  
Room 107  
Chicago, IL 60602  
www.chicityclerk.com

## Legislation Text

---

**File #:** O2020-2678, **Version:** 1

---

### ORDINANCE

POTBELLY SANDWICH WORKS Acct No. 65004 - 39  
Permit No. 1144673

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

Permission and authority are hereby given and granted to POTBELLY SANDWICH WORKS 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 547 W. Jackson Blvd.. Said sidewalk cafe area #1 shall be thirty-eight (38) feet in length and nine point zero eight (9.08) feet in width for a total of three hundred forty-five point zero four (345.04) square feet and shall allow six (6) feet of clear space from the face of the curb/building line along S. Clinton Street. The compensation for said space and the days and hours of operation for the sidewalk cafe shall be as follows:

Monday through Friday 8:00 a.m. to 9:00 p.m. Saturday and Sunday 11:00 a.m. to 9:00 p.m.  
Compensation: \$600.00 SEATING CAPACITY:  
18

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

This grant of privilege #1144673 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

Brendan Reilly 42<sup>na</sup> 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 312-744-1010 • (J 12) 744-1144 (TTY)  
http://www.chicityclerk.com

03/18/2020

**Alderman Brendan Reilly**

Ward H 42 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 WORKS, adjacent to the premises known as 547 W. Jackson Blvd..**

**Dear Alderman Brendan Reilly:**

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**

(Page 2 of 5)

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.legislat.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 lease 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

**FEB 10 2022**

LEGAL NAME OF ENTITY

**APPLICANT INFORMATION**

BUSINESS NAME (DBA)

POTBELLY SANDWICH WORKS LLC  
PERMIT MAILING ADDRESS  
POTBELLY SANDWICH WORKS  
60606  
ZIP CODE  
CONTACT PERSON  
111 N CANAL ST APT/SUITE 850  
CONTACT PERSON TITLE  
BUSINESS PHONE  
-M€fc+93A-WYOgft NftT ft L. 1 Pt K.oP^

MOBILE  
1137727  
EMAIL -^eRrAITS (^VCrxV£.lM{ cjQH  
PERMIT\*  
12/23/2019  
PRINTED ON  
TYPE

**USE OF THE PUBLIC WAY**

Sidewalk Cafe  
HOW MANY #  
547 W Jackson Blvd

DATE OF MAILING OF APPLICATION TO ALDERMANIC WARD OFFICE IF APPLICABLE (Entered by Applicant) 2\ WIOO'ZO 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 lor 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*

LY Recommend InFavor

Recommend Against