



e-mail: [cityhall@cityofbelfast.org](mailto:cityhall@cityofbelfast.org)

# CITY OF BELFAST, MAINE

131 Church Street

**Office of the City Clerk**

Tel: (207) 338-3370

Fax: (207) 338-6222

Dear

Enclosed is a copy of the City of Belfast permit application for a Lunch Wagon License, please review this application. Application/permits are issued by calendar year and will expire on December 31<sup>st</sup>.

You will be required to provide the following information along with your application and \$25.00 non-refundable fee.

- ✓ Copy of valid State of Maine license. (207) 287-5671
- ✓ **Location of intended operation:**
  - If public property - you will need City Council approval
  - If private property -you need a letter of permission from the property owner
  - If moving to and from various locations - need letters of permission and
  - schedule of operation for each locations.
- ✓ Diagram of the location(s) and position of lunch wagon.
- ✓ Hours of operation.
- ✓ If this lunch wagon is a vehicle – provide valid registration and proof of insurance.
- ✓ State how wastewater generated on lunch wagon will be disposed of.

The application will be placed on a City Council agenda for their approval once the completed application, supporting information and non-refundable fee is received in the City Clerk's Office.

If you have any questions please feel free to contact me at the address and phone number above.

Sincerely,

Denise M. Beckett  
City Clerk

Fee: \$25.00/non-refundable

**CITY OF BELFAST  
LUNCH WAGON LICENSE  
PERMIT APPLICATION**

DATE: \_\_\_\_\_

Receipt #: \_\_\_\_\_

**TO: THE HONORABLE BELFAST CITY COUNCILORS  
BELFAST, MAINE**

I, \_\_\_\_\_ d/b/a \_\_\_\_\_

Address: \_\_\_\_\_ Tel. #: \_\_\_\_\_

Apply for a Lunch Wagon license pursuant to Title 30-A, Section 3931 M.R.S.A. for the calendar year of \_\_\_\_\_.

I further certify that I will hold a valid State of Maine license for this eating-place prior to operation in Belfast, Maine.

**Section 3931.** License, revocation; objections.

The municipal officers of any municipality may license any reputable person to maintain a vehicle for the sale of food in such part of any public way and during such hours as the licensing authority designates. No other license may be required to operate a lunch wagon. The municipal officers may set a license fee, which must be paid annually before the license is issued. A license may not be issued if the lunch wagon will inconvenience public travel. For reasonable cause, the licensing authority may revoke any license issued under this section as provided in Section 3814.

Signature: \_\_\_\_\_

Mailing address: \_\_\_\_\_

State size of lunch wagon: \_\_\_\_\_

Draw a diagram of the location of your lunch wagon in reference to the street.

**Agreement between the City of Belfast  
and**

---

Agrees to wit:

1. Remove the lunch wagon from the site for a minimum period of eight (8) hours, at least once a week (schedule of said removal shall be submitted to the City and **shall** be followed).
2. The wastewater generated by said lunch wagon shall be stored and disposed of in compliance with the State of Maine Internal Plumbing Code Chapter 238, the State of Maine External Plumbing Code Chapter 241 and Maine Eating and Lodging Rules.
3. All electrical connections and fixtures shall be in compliance with the Belfast Electrical Code – National Electric Code 2008.
4. To pay a penalty of \$100 per day for each violation of the above, reasonable attorney's fee and costs as permitted in 30-A M.R.S.A., Section 4452 and remove the lunch wagon if ordered by the Belfast City Council.

**City of Belfast agrees to wit:**

**To issue a lunch wagon license subject to the conditions stated above.**

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized City Personnel

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title/City Office

TO: Assessor's Office  
Belfast, Maine

Owner of record: \_\_\_\_\_

Map #: \_\_\_\_\_ Lot #: \_\_\_\_\_ Zone: \_\_\_\_\_

Frontage: \_\_\_\_\_ Depth: \_\_\_\_\_ Acres: \_\_\_\_\_

Is this a sub-division? \_\_\_Y \_\_\_N How many split offs from original lot: \_\_\_\_\_.

Is this lot: Land only \_\_\_\_\_  
Dwelling \_\_\_\_\_  
Mobile Home \_\_\_\_\_  
Other building \_\_\_\_\_

Is this within shoreland zone? \_\_\_\_\_

\_\_\_\_\_  
Signature of Assessor