



GARDINER CITY COUNCIL AGENDA ITEM INFORMATION SHEET



Meeting Date		Department	
Agenda Item			
Est. Cost			
Background Information			
Requested Action			
City Manager and/or Finance Review			
Council Vote/ Action Taken			
Departmental Follow-Up			

City Clerk Use Only	1 st Reading _____	Advertised _____	EFFECTIVE DATE _____
	2 nd Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____

Date Received in Office 9/23/25
Received by: A Landes
Office Amount Received \$

Approved Denied

**APPLICATION FOR A
LICENSE/BUSINESS/EVENT**

Business Name	Sunnise Bagel
Business Location	463 Water Street
Business Mailing Address	95 Mayflower Hill Drive Waterville, ME 04901
Owner Name	Tiffany + Joe Lopes
Mailing Address (if different)	Same
Phone Number	207-314-8207
Business Number	
Email Address	downtownbagelme@gmail.com
Type of Business	cafe
Description of Business (attach paper if necessary)	Bagel Shop cafe
Business Hours	M-F 7AM - 1PM S-S 8AM - 1PM

Staff contacts for Licensing

Gardiner City Clerk Kathleen Cutler P: 207-582-2223 F: 207-582-6895 E: kcutter@gardinermaine.com	Code Enforcement Officer Kristopher McNeil P: 207-582-6892 C: 207-620-4853 E: kmcneill@gardinermaine.com
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City Hall Office Hours

Monday, Tuesday, Thursday: 8:00-4:00 Wednesday: 12:00 - 6:00 Friday: 8:00 - 12:00

Please send application and payment (payable to City of Gardiner) to: City Clerk's Office, 6 Church Street, Gardiner, ME

*	See Code Enforcement Officer after talking with the City Clerk
C	This License will need to go before council. Please ask the City Clerk for next meeting date.

Type of License Being Applied for:

(check all that apply)

*		DBA - Doing Business As (One-time Registration) -required	\$10	✓
*	C	Adult Business	\$250	
*	C	Automobile Recycling Business (5 year)	\$250	
		Beano/Bingo/Games of Chance/Pinball Machines (Annual)	\$10	
*	C	Food Truck / Mobile Food Vending Unit (Annual)	\$100	
*	C	Food Truck / Mobile Food Vending Unit (3-Day)	\$20	
*	C	Junkyard (<100 ft highway) (Annual)	\$200	
*	C	Junkyard (>100 ft highway) (Annual)	\$50	
		LIQUOR		
*	C	Liquor/Bottle Club (1-50 seats) (Annual)	\$75	
*	C	Liquor/Bottle Club (51-100 seats)(Annual)	\$100	
*	C	Liquor/Bottle Club (101+ seats) (Annual)	\$150	
	C	Catering Off-Premises (liquor is served) (per event)	\$10	
*	C	Outside Consumption Permit (Annual)	\$25	
	C	Tavern Keeper (Annual)	\$25	
	C	Pawn (Annual)	\$50	
		Sales – special / pop-up / etc. (per event/sale)	\$25	
		Shooting Galleries/Pool Hall/Bowling Alley (Annual)	\$50	
		Solid Waste Collection (plus \$5 per additional truck)	\$25	
		Special Event - Exhibitions & Shows (Minor)	\$50	
	C	Special Event - Exhibitions & Shows (Major)	\$100	
	C	Entertainment/Special Amusement (Annual)	\$75	
*	C	Mass Gathering	\$550	
*		Street Seller (Per Event)	\$20	
*		Street Seller (Annual)	\$50	
*		Street Seller - Farmers Market (Annual)	\$10	
	C	Taxi / Vehicles for Hire	\$50	
	C	Victualers License to Sell Food (Annual)	\$50	✓
	C	Victualers License to Sell Food – Festival / per event	\$25	
	C	Victualers License to Sell Food - Non-profit (Annual)	\$10	

Please send application and payment (payable to City of Gardiner) to: City Clerk's Office, 6 Church Street, Gardiner, ME

Office use only:

Received in Clerk's Office by A Landes Date 9/23/25

Approved by:

CM ✓ Police ✓ Fire ✓ PW/B&G ✓ CEO ✓ ED ✓

Please see attached email verification.

City Council Approval (If necessary)

City Council hereby finds that:

1. The proposed License is consistent with the goal of promoting the use of City owned property for recreational, entertainment or charitable events; and
2. That the proposed License can be conducted in the location proposed without endangering the public safety or disturbing the peace and order of the City of Gardiner; subject to the attached list of conditions:

Dated this _____ day of _____, 20____.

Municipal Officer of the City of Gardiner

Alyssa Landes

From: John Cameron
Sent: Tuesday, September 23, 2025 10:34 AM
To: Alyssa Landes
Cc: departmentheads; Kristopher McNeill
Subject: Re: DBA & Victualers License for Sunrise Bagel

Good with pw
Sent from my iPhone

On Sep 23, 2025, at 10:21 AM, Alyssa Landes <ALandes@gardinermaine.com> wrote:

Attached is a DBA and a Victualers license application for Sunrise Bagel. KJ add will go out on October 6th and we will get this on October 15th Council meeting once approved.

Thank you.

<image001.png>

Alyssa Landes

Deputy City Clerk ~Public Works Admin

6 Church Street

Gardiner, ME 04345

alandes@gardinermaine.com

(207)582-4200 Ext: 1101

<Sunrise Bagel DBA & Victualers.pdf>

Alyssa Landes

From: Melissa Lindley
Sent: Tuesday, September 23, 2025 11:11 AM
To: Alyssa Landes; departmentheads; Kristopher McNeill
Subject: RE: DBA & Victualers License for Sunrise Bagel

No issues for economic development.

Melissa Lindley

Economic Development Director
City of Gardiner
6 Church Street, Gardiner, ME 04345
office/cell: 207-582-6888
mlindley@gardinermaine.com
www.gardinermaine.gov

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Tuesday, September 23, 2025 10:22 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
Subject: DBA & Victualers License for Sunrise Bagel

Attached is a DBA and a Victualers license application for Sunrise Bagel. KJ add will go out on October 6th and we will get this on October 15th Council meeting once approved.

Thank you.



Alyssa Landes

Deputy City Clerk ~Public Works Admin
6 Church Street
Gardiner, ME 04345
alandes@gardinermaine.com
(207)582-4200 Ext: 1101

Alyssa Landes

From: Todd Pilsbury
Sent: Tuesday, September 23, 2025 11:31 AM
To: Alyssa Landes
Subject: RE: DBA & Victualers License for Sunrise Bagel

Good with PD.

Chief Todd H. Pilsbury

City of Gardiner Police Department
(207)582-3211 (office)
(207)215-5430 (cell)

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Tuesday, September 23, 2025 10:22 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
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Deputy City Clerk ~Public Works Admin
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alandes@gardinermaine.com
(207)582-4200 Ext: 1101

Alyssa Landes

From: Kristopher McNeill
Sent: Tuesday, September 23, 2025 11:46 AM
To: Melissa Lindley; Alyssa Landes; departmentheads
Subject: Re: DBA & Victualers License for Sunrise Bagel

No issues Alyssa

From: Melissa Lindley <MLindley@gardinermaine.com>
Sent: Tuesday, September 23, 2025 11:10 AM
To: Alyssa Landes <ALandes@gardinermaine.com>; departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
Subject: RE: DBA & Victualers License for Sunrise Bagel

No issues for economic development.

Melissa Lindley
Economic Development Director
City of Gardiner
6 Church Street, Gardiner, ME 04345
office/cell: 207-582-6888
mlindley@gardinermaine.com
www.gardinermaine.gov

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Deputy City Clerk ~Public Works Admin
6 Church Street
Gardiner, ME 04345
alandes@gardinermaine.com
(207)582-4200 Ext: 1101

Alyssa Landes

From: Stephen Aievoli
Sent: Tuesday, September 23, 2025 12:02 PM
To: Kristopher McNeill; Melissa Lindley; Alyssa Landes; departmentheads
Subject: Re: DBA & Victualers License for Sunrise Bagel

No issue for wastewater

Steve Aievoli
Wastewater Superintendent
City of Gardiner
540 River Avenue
Gardiner, Maine 04345
207-582-1351 ext. 1

From: Kristopher McNeill <kmcneill@gardinermaine.com>
Sent: Tuesday, September 23, 2025 11:45 AM
To: Melissa Lindley <MLindley@gardinermaine.com>; Alyssa Landes <ALandes@gardinermaine.com>; departmentheads <departmentheads@gardinermaine.com>
Subject: Re: DBA & Victualers License for Sunrise Bagel

No issues Alyssa

From: Melissa Lindley <MLindley@gardinermaine.com>
Sent: Tuesday, September 23, 2025 11:10 AM
To: Alyssa Landes <ALandes@gardinermaine.com>; departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
Subject: RE: DBA & Victualers License for Sunrise Bagel

No issues for economic development.

Melissa Lindley
Economic Development Director
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6 Church Street, Gardiner, ME 04345
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Alyssa Landes

From: Rick Sieberg
Sent: Tuesday, September 23, 2025 12:03 PM
To: Alyssa Landes; departmentheads; Kristopher McNeill
Subject: RE: DBA & Victualers License for Sunrise Bagel

Alyssa,

No problems for the FD.

Rick Sieberg
Fire Chief | City of Gardiner
6 Church Street
Gardiner, ME 04345
C: 207-620-0217
p: 207-582-4535
e: rick.sieberg@gardinermaine.com

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Tuesday, September 23, 2025 10:22 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
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alandes@gardinermaine.com
(207)582-4200 Ext: 1101

Alyssa Landes

From: Denise Brown
Sent: Tuesday, September 23, 2025 12:05 PM
To: Alyssa Landes; departmentheads; Kristopher McNeill
Subject: RE: DBA & Victualers License for Sunrise Bagel

No issue with ICM or FD.

Denise M. Brown
Interim City Manager
& Finance/HR Director | City of Gardiner
6 Church Street
Gardiner, ME 04345
207-582-4200
dbrown@gardinermaine.com
www.gardinermaine.gov

From: Alyssa Landes <ALandes@gardinermaine.com>
Sent: Tuesday, September 23, 2025 10:22 AM
To: departmentheads <departmentheads@gardinermaine.com>; Kristopher McNeill <kmcneill@gardinermaine.com>
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