

## Town of Wiscasset Pier Policies 2020

Purpose: The purpose of this policy statement and regulations is to assure the continued growth of needed commerce in our village waterfront area while maintaining the future use of public spaces and infrastructure. The objective is to balance the needs of the general public with the opportunity to supply shopping, dining, and recreational amenities to residents and visitors alike. Any activities at the pier should represent the character of the traditional village and waterfront for which Wiscasset is known.

1. At all times the Town of Wiscasset through its Town Manager will retain total rights and control of all activities at the pier. The Town may cancel permits or activities that it deems are not in adherence with State and Local Ordinances and regulations of the pier or that may be detrimental to the character and reputation of the Town. The Town through its authorized agents may perform inspection of any operation and equipment on the Pier(s).

### 2. PERMITS:

- All permits may be applied for February 1st of each year.
- All supporting, required documents must accompany Application with a \$30 non refundable processing fee
- Applicant will be notified of approval by the Town and invoiced. Payment to the Town Office in full is required prior to opening.
- Permits will be re- issued on a seniority basis. No space will be held without current approval and payment. Permit Fees are non refundable and not pro rated. Fee payment is due by May 1 for the upcoming season.
- Placement of structures shall recommended by the Waterfront Committee, considering vending type.
  - Individual electric service is the responsibility of the vendor to contact CMP
  - There is no water available on Main St Pier; Any required water shall be approved by the Town
  - Appropriate trash receptacles and removal is expected of the vendor
  - Delivery and other vehicles on the Pier shall be before 11 am or after 7 pm. No vehicles are allowed to park on the Pier
- Permits once approved shall be paid in advance by May 1st. The Seasonal permit fee will be \$1500 for each 30x34 square foot space and \$1000 for each 10x20 square foot space. • Day-Use permits shall be make application for each event; The daily fee is \$35 for each 10x10 square foot space. Fees may be waived for town sponsored events and other approved circumstances.
- Event permits shall be applied for minimally 7 days before an event. Blanket approval for a series of events sponsored by an organization shall be made minimally 30 days prior to the commencement. Approval and scheduling shall be made by the Town. All appropriate documentation and insurance requirements are to be included

3. Buildings, shelters or vendor stalls may be affixed to the pier for high wind protection. All vendor spaces shall be temporary in nature. All structures shall be no taller than 10 feet (including roof peak and signs) and their longest dimension will not exceed 20 feet, length; 10 ft wide. No drilling, sawing, or

altering of the pier in any way. The pier will be left in the same condition when the vendor leaves as when the vendor arrived.

4. Electric Service shall be turned on, upon approval and payment. Failure to stay current will result in loss of power. Billing is based on actual usage + 3% administrative fee. New Vendors will pay a \$75 deposit; return vendors will pay a deposit amounting to 1 month's average bill from the prior year.

5. Accessories may be permitted, so long as such items do not interfere in the use of the pier by other businesses. Any furniture shall be accessory in nature with minimal impact on the pier operation (hence no skate boarding or biking). Approval of such accessories must be specifically listed on the permit application. Additional equipment must be concealed in order to be aesthetically pleasing.

6. In order to create a center of activity at the waterfront all vendors will maintain standard business operating hours a minimum of 5 hours per day at least 5 days per week: Memorial Day weekend to Indigenous People's Day Weekend.

7. All vendors, their property, and employees shall hold themselves to a code of conduct and dress in accordance with the character and reputation of the traditional village waterfront of Wiscasset.

8. All applicants must show proof of \$1,000,000 (one million dollars) of liability insurance and shall name the Town of Wiscasset as additional insured up to the limit of liability for municipalities identified in the Maine Tort Claims Act.

9. In order to accommodate visitors to the pier vendors are required to find legal parking for any vehicles for themselves, the business, or employees and **shall not park in adjacent areas to the pier.**

10. Violations of these policies may result in the immediate cancellation of the permit and impact any future approvals of permits. The Town Manager shall have the ultimate authority to determine if vendors are in compliance with policy. Vendors who are deemed to be in violation of any section of this policy may be removed by the Town at the owner's expense.

11. Vendors are required to remove all property from the Pier in an emergency situation; or with advance notice from the Town of Wiscasset.

Approved 08/18/2020