



Delphi Riverfront District Permit Checklist

The Office of the Mayor will review all riverfront development permit applications.

The applicant is responsible for contacting the Mayor's Office to mutually identify any information that is not applicable. The applicant will provide any other information requested by the Mayor, or his assistants, to demonstrate compliance with the requirements of the Riverfront District Permit.

1. _____ the ownership entity.
2. _____ information type;
3. _____ contact information;
4. _____ property size in square feet;
5. _____ property address or general location stating street corner, subdivision lot number, etc;
6. _____ property ID number;
7. _____ history of the operation;
8. _____ number of jobs and nature of jobs added to the community;
9. _____ type of reputation and explanation;
10. _____ detailed site plan that includes the size, floor plan, and layout of the restaurant & exterior dining areas;
11. _____ plan of any improvements to the facility;
12. _____ plan of physical improvements to the facility;
13. _____ timetables for work and business commencement;
14. _____ owner's day-to-day operations of the business;
15. _____ business plan that includes financial and ownership strengths;
16. _____ other factors to consider;
17. _____ restaurant's focus; sample menu;
18. _____ restaurant's ability to draw people;
19. _____ sign and date by applicant and property owner(s);
20. _____ filled out Application for New or Transfer Permit from the Indiana ATC

Submit application and supporting documents to:

The Mayor's Office
City of Delphi
201 South Union Street
Delphi, IN 46923
765-564-3039



Application For Delphi Riverfront Development District Permit

This Ownership entity is: (check one)

- | | | |
|---|--|---|
| <input type="checkbox"/> Sole Owner | <input type="checkbox"/> Limited Partnership | <input type="checkbox"/> Club Association |
| <input type="checkbox"/> Simple Partnership | <input type="checkbox"/> Limited Liability Partnership | <input type="checkbox"/> Club Corporation |
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Limited Liability Corporation | |

Information Type: (Check all that apply)

Applicant Property Owner Tenant/Lessee

Name: _____

Address: _____
(number) (street) (city) (state) (zip)

Phone No.: _____ Email Address: _____

Additional Types: (Check all that apply)

Applicant Property Owner Tenant/Lessee

Name: _____

Address: _____
(number) (street) (city) (state) (zip)

Phone No.: _____ Email Address: _____

Additional Types: (Check all that apply)

Applicant Property Owner Tenant/Lessee

Name: _____

Address: _____
(number) (street) (city) (state) (zip)

Phone No.: _____ Email Address: _____

Property Information:

Property Size: ___ square feet Zoning: _____ Property ID Number: _____

Address: _____
(number) (street)

Please answer the following questions:

1. Describe how the restaurant will draw people to Delphi and, specifically, to the downtown district?

2. Describe how the restaurant focuses on a dining and entertainment experience rather than an alcohol consumption experience? For example: Type of cuisine, sample menu, etc.

3. List the number and the nature of the jobs added to or retained in the Delphi employment base?

4. What type of reputation does the Applicant have in the Delphi community and, if from other than Delphi, the Applicant's reputation in other communities? Explain.

5. What kind of control and participation do the owners have in the day to day operation of the business?

6. What is the history of the operation?

7. Please include a business plan that includes financial and ownership strengths.

8. Submit a plan that includes the size, floor plan, and layout of the restaurant and exterior dining areas, if any.

9. What, if any, plans are there to improve the facility in which you will operate with the nature and architecture of the riverfront area?

10. What physical improvements, if any, are you making to the restaurant?

11. What is the expected timetable for work and business commencement?

12. Please outline any other factors which may aid in the consideration of your application.

Permits are not transferable, not portable within or without the district and any renewals are subject to compliance with the terms of these local rules and any agreement specified in the letter of approval. The permits shall not be pledged as collateral or subject to any lien, judgment, property settlement agreement, or third party claim.

As part of the yearly license renewal, applicants will have to demonstrate that food sales account for more than 50% of receipts at the location for which the license has been granted.

Applicant’s Signature:

The information included in and with this application is completely true and correct to the best of my knowledge and belief.

(Applicant’s Signature)

(Date)

Property Owner’s Signature (the “owner” does not include tenants or contract buyers):

I authorize the filing of this application and will allow entrance to this property for purpose of analyzing this request.

(Owner’s Signature)

(Date)

(Owner’s Signature)

(Date)