

## Paula Vandehey

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**From:** Fika Tea Bar <fikateabar@gmail.com>  
**Sent:** Monday, June 3, 2019 7:26 PM  
**To:** Paula Vandehey  
**Subject:** Re: Request for Street Occupancy  
**Attachments:** FIKA seating area.jpg

My apologies, here is the proposed seating area. I accidentally had it in the wrong area.

On Mon, Jun 3, 2019 at 12:46 AM Fika Tea Bar <fikateabar@gmail.com> wrote:  
Thank you Paula,

My name is Colleen Bies and I would like a street occupancy permit for tables and chairs within College Avenue beautification strip located at 207 W College Ave.

Colleen Bies  
Co-Owner  
207 W College Ave  
Appleton, WI 54911

Attached is a photo sample of where we plan to place the seating.  
I will be requesting a certificate of insurance from our insurance agent and can bring that into the city building along with our permit fee this week.

Let me know what else we should be needing to complete, thank you.

Colleen

On Thu, May 30, 2019 at 3:42 PM Paula Vandehey <Paula.Vandehey@appleton.org> wrote:

Hi Justine,

I will need:

- Request for a street occupancy permit (email is fine)
- Address for the Fika Tea Bar
- Sketch of where tables and chairs would be placed (sample attached)
- Certificate of Insurance
- \$40 Street Occupancy Permit Fee



BOLD SALON

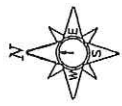
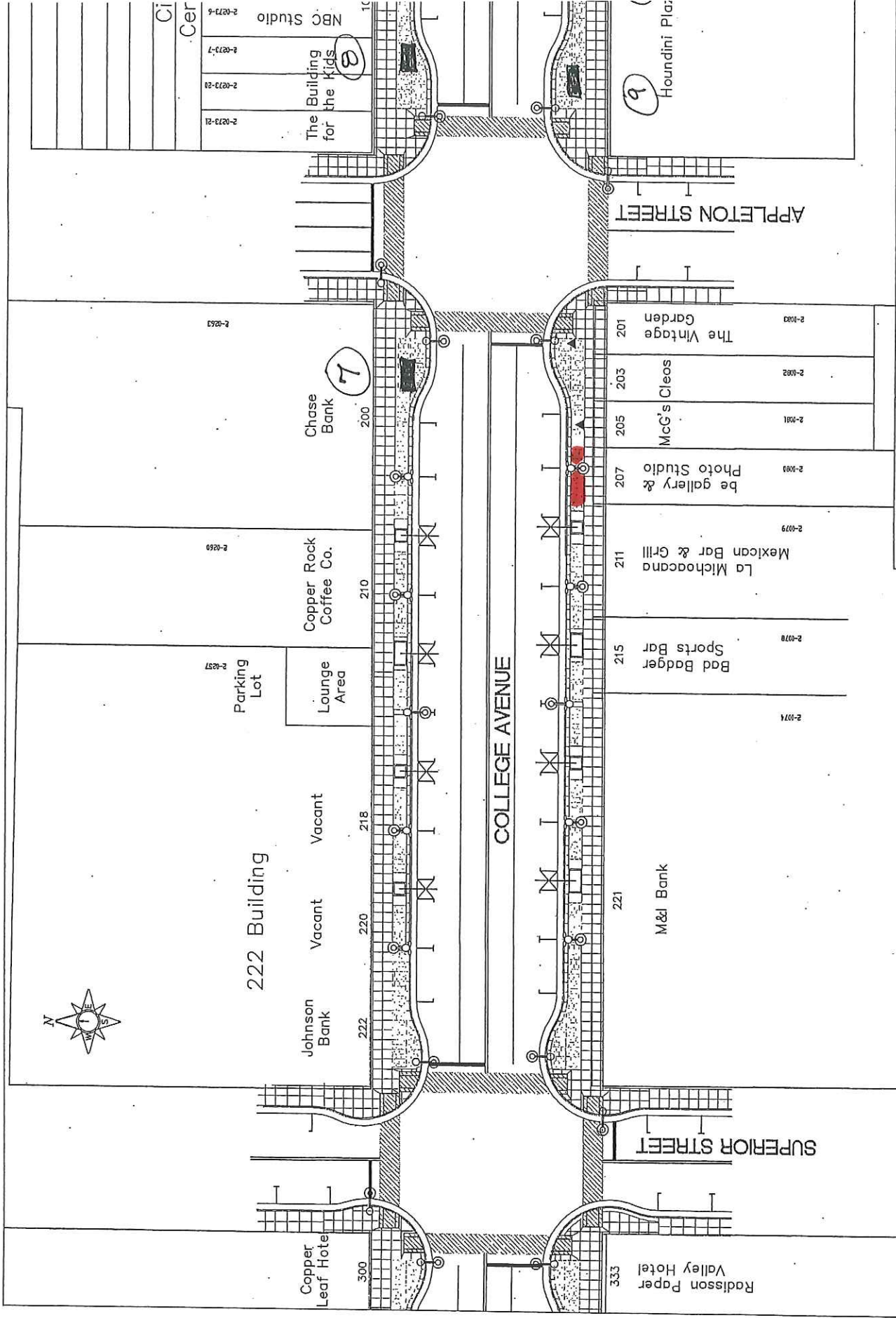
USLER LAW  
920-749-0400

207

Burgers & Beer







**LEGEND**

- FOOD CART
- ▲ SANDWICH BOARD
- TABLE & CHAIRS

**SCALE**  
1" = 40'

College Avenue Street  
FROM: 50' W/O Superior St. to: 175' E/O

2-0273-21	The Building for the Kids	2-0273-21	2-0273-21
2-0273-23		2-0273-23	2-0273-23
2-0273-7		2-0273-7	2-0273-7
2-0273-6	NBC Studio	2-0273-6	2-0273-6