

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

# CITY OF PORTLAND

## BUILDING INSPECTION

# PERMIT

Permit Number: 100134

Please Read Application And Notes, If Any, Attached

This is to certify that CITY OF PORTLAND

has permission to Temp Tent 20 x30, 2/20/10 The Snowman Adventure Race.

AT 0 CUTTER ST CBL 001 A003001

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

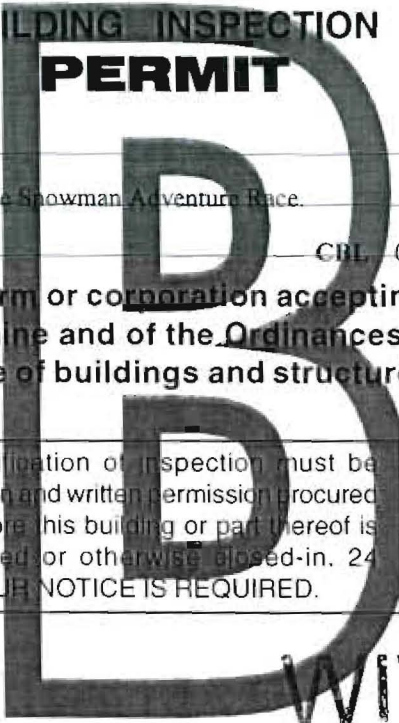
Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and written permission procured before this building or part thereof is lathed or otherwise closed-in. 24 HOUR NOTICE IS REQUIRED.

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

### OTHER REQUIRED APPROVALS

Fire Dept. CAPT. X. [Signature]  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_



# WITHDRAW

**City of Portland, Maine - Building or Use Permit Application**

389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

Permit No: 10-0134	Issue Date:	CBL: 001 A003001
-----------------------	-------------	---------------------

Location of Construction: 0 CUTTER ST	Owner Name: CITY OF PORTLAND	Owner Address: 389 CONGRESS ST	Phone:
Business Name:	Contractor Name:	Contractor Address:	Phone:
Lessee/Buyer's Name	Phone:	Permit Type: Tents	Zone: ROS

Past Use: ROS Eastern Promenade	Proposed Use: ROS Eastern Promenade - Temp Tent 20 x30, 2/20/10 The Snowman Adventure Race.	Permit Fee: \$30.00	Cost of Work: \$30.00	CEO District: 1
Proposed Project Description: Temp Tent 20 x30, 2/20/10 The Snowman Adventure Race.		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <i>*See Conditioning</i>	INSPECTION: Use Group                      Type	
		Signature: <i>KB</i>	Signature:	
PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)				
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied				
		Signature:	Date:	

Permit Taken By: Idobson	Date Applied For: 02/16/2010	<b>Zoning Approval</b>		
-----------------------------	---------------------------------	------------------------	--	--

1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building permits do not include plumbing, septic or electrical work. 3. Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work..	<b>Special Zone or Reviews</b> <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/> <i>OK with</i> Date: <i>2/17/10</i> <i>ben</i>	<b>Zoning Appeal</b> <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date:	<b>Historic Preservation</b> <input checked="" type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: <i>ben</i>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**WITHDRAW**

**CERTIFICATION**

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE



# Tent/Canopy or Temporary Event Staging Permit Application

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

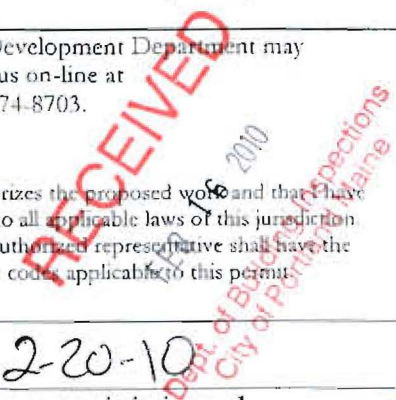
Location/Address/Park of Installation: <u>Eastern Promenade, Cutter St, Middle Lot -</u>		
Date of Set up/Event: <u>2/20/10</u>		Date of Breakdown/ End of Event: <u>2/20/10</u>
Tax Assessor's Chart, Block & Lot Chart# <u>1</u> Block# <u>A</u> Lot# <u>3</u>		Property Owner: _____ Telephone: _____
Lessee/Buyer's Name (If Applicable): _____		Applicant name, address & telephone: <u>Pat Hackleman 51 Allen St. 207-221-0203</u> Fee: \$30.00
<p>The permit fee and the following items must be completed and submitted along with this application in order to receive a permit.</p> <ol style="list-style-type: none"> <li>✓ 1. Certificate of Flammability</li> <li>2. Letter of approval from property owner. If the City is owner, attach a completed copy of Application to Use City Parks &amp; Public Space from Parks &amp; Recreation (756-8275).</li> <li>3. Company name of installer (contact info). - <u>owner</u></li> <li>4. Plot Plan showing the following: Tent/Canopy or temporary event staging locations, including dimensions, exits and entrances of proposed and existing, parking and existing building locations. If this is temporary staging, you will need to include product information. (Applicant may call Parks &amp; Recreation for maps of Portland's Parks @ 756-8275).</li> <li>5. If the City is the property owner, Certificate of Insurance listing the City as additional insured. Minimum amount of coverage is \$400,000.00</li> </ol> <p>Who should we contact when permit is ready: <u>Pat Hackleman</u> Address: <u>51 Allen St Portland, ME 04103</u> Telephone: <u>207-221-0203</u></p>		
Please submit all of the information outlined in the Tent/Canopy and Event Staging Permit Application as one package. Failure to do so will result in the automatic denial of your permit.		

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information visit us on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), stop by the Building Inspections office, room 315 City Hall or call 874-8703.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature of applicant: <u>[Signature]</u>	Date: <u>2-20-10</u>
--------------------------------------------	----------------------

This is not a permit; you may not commence ANY work until the permit is issued.





**CITY OF PORTLAND, RECREATION and FACILITIES MANAGEMENT**  
**PUBLIC PARK & SPACE APPLICATION (3 pages)**  
 134 Congress St. ~ Suite 2 ~Portland ~ ME ~ 04101  
 207-756-8275 ~ Fax 207-756-8279  
 tvn@portlandmaine.gov

For uses of city property, there are typically: 1. fees charged for use of the area  
 2. a security deposit required 3. insurance required  
 (There may be fees due and applications required from other City Departments)

TODAY'S DATE	1/16/2010	ORGANIZATION NAME	Casco Bay Sports			
ORGANIZATION ADDRESS	51 Alton St	CITY	Portland	STATE	ME	ZIP 04103
CONTACT NAME(S)	Pat Hackleman			TITLE Director		
HOME #	WORK 221-0203	CELL	641-5749	FAX		
EMAIL	pat@cascobaysports.com		EMAIL			

PARK AREA OR PUBLIC SPACE REQUESTED	Eastern Promenade Middle Parking Lot, Sled Hill, Back Cove Trail, Eastern Prom Trail, Streets of Eastern Promenade, and East End.				
EVENT DAY & DATE(S)	February 20 <sup>th</sup> , 2010	RAIN DAY & DATE(S)	n/a		
EVENT START TIME (i.e. set-up start time)	8:00	EVENT END TIME (i.e. when event cleanup is complete)	1:30	ACTUAL START & END TIME OF EVENT	11:00-12:30

EVENT NAME	EXPECTED ATTENDANCE				
<b>3<sup>rd</sup> Annual Snowman Adventure Race</b>	100 Participants				
<p><b>DESCRIPTION OF EVENT:</b> Please be specific regarding area of public space/park and describe Event in detail. If submitting a request for a Road Race (other than around Back Cove and using Back Cove Pathway for the route), please include a detailed MAP of the COURSE (as this will need to be approved by City Departments and the Manager's Office).</p> <p><b>Map and Plan Attached for Back Cove Pathway and Eastern Promenade Routes.</b></p>					
IS THERE A REGISTRATION FEE?	Yes				
IF YES, HOW MUCH?	<table border="1"> <tr> <td>FEE</td> <td>\$ 40 Per Team, \$30 Per Team Juniors</td> </tr> <tr> <td>STUDENT FEE</td> <td>\$</td> </tr> </table>	FEE	\$ 40 Per Team, \$30 Per Team Juniors	STUDENT FEE	\$
FEE	\$ 40 Per Team, \$30 Per Team Juniors				
STUDENT FEE	\$				

WHAT WILL BE THE ANTICIPATED NEED FOR PARKING AND WHAT IS YOUR PARKING PLAN? *See attached.*

**PLEASE CHECK OFF AND ANSWER:**  
 PLEASE SEE ATTACHED FEE SCHEDULE / DEPT. INFORMATION IF YOU ANSWER YES

		X-YES	X-NO	X-NOT SURE
*	Are you setting up a canopy(s) ? (canopy is 10x10 size) How many: Canopies in large areas (Monument Square, Deering Oaks, Payson Park, Lincoln Park, Preble Street Grass Area), do not need Recreation's review. For smaller parks and squares (such as Congress Square, Tommy's Park, Post Office Park) review and permission is needed from Recreation.		X	
*	Do you wish to set up a tent(s)? (a canopy or tent larger than 10x10 needs to be approved by Recreation and a Tent Permit issued from Inspections Division; please call Inspections for information on their application process / PLEASE give them at least a 2-week notice). Recreation will contact Inspections once the tent location is approved so that the Tent Permit Application may go forward. State size(s): 20 x 30 Exact Location(s) of Tent Placement Requested: Middle Parking Lot Cutter St	X		

IMPORTANT DOCUMENT

# Certificate of Flame Resistance

REGISTERED  
APPLICATION  
NUMBER

F121.4



ISSUED BY

EVANSVILLE, INDIANA 47711

MANUFACTURERS OF THE FINISHED  
TENT PRODUCTS DESCRIBED HEREIN

Date of Manufacture  
4/12/99

Order Number  
214875

This is to certify that the materials described have been flame-retardant treated (or are inherently nonflammable) and were supplied to:

FOUR SEASONS INC.  
DBA: TAYLOR RENTAL CENTER  
RTE 111 BUSINESS PARK  
BIDDEFORD ME 04005

Certification is hereby made that:

The articles described on this Certificate have been treated with a flame-retardant approved chemical and that the application of said chemical was done in conformance with California Fire Marshal Code, equal to exceeds NFPA 701, CPAI 84, ULC 109.  
The method of the FR chemical application is:

Serial #:

8115900

(0002)

Description of item certified:

A P CPY TOP 20W X 30 VL W W

JOHN BOYLE & CO  
STATESVILLE, NC

Name of Applicator of Flame Resistant Finish

Signed:

*James D. Howell*  
TENT DEPARTMENT - ANCHOR INDUSTRIES INC.

Flame Retardant Process Used Will Not Be Removed By  
Washing And Is Effective For The Life Of The Fabric

**From:** Ted Musgrave  
**To:** Pat Hackleman  
**CC:** Alexandra Murphy; Crystal Mulkern; Gayle Guertin; JEFF TARLING; Joe ...  
**Date:** 2/5/2010 1:04 PM  
**Subject:** Re: snowman adventure race (feb 21..?)..... E. Prom... SNOW..?

hi pat -

i know, can you believe this winter...?!?! maybe it's elninio.. ?  
 my gut feeling is that "if" the city could make snow and cover the hillside race course, that you would be expected to cover all those costs...  
 (is there a water supply nearby....?????????)

>>> Pat Hackleman <pat@cascoabaysports.com> 2/5/2010 10:08 AM >>>  
 Ted,

I'll send over the appropriate insurance cert in a bit. I have held off purchasing the two permits from city hall until I can get a 10 day forecast. Reason being, there is a chance the hill won't have any snow. For some reason, there is zero snow in the forecast now for the 14 day outlook! No snow means we'll probably table the event this year. Unless the City would be willing to use their snow making capabilities to put some snow on the hill the day before the race. I am hesitant to ask as I know that is probably expensive and not the best use of man power.

Pat Hackleman  
 /Director/  
[pat@cascoabaysports.com](mailto:pat@cascoabaysports.com)  
[www.cascoabaysports.com](http://www.cascoabaysports.com) <<http://www.cascoabaysports.com>>  
 Twitter: @cascoabaysports <<http://www.twitter.com/cascoabaysports>>

On 2/4/2010 3:30 PM, Ted Musgrave wrote:

- > hi pat -
- > i got your cert of insurance for the race..
- > however.. we need the "city of portland, maine" named as additional insured in regards to the race activities..
- > and i didn't see that listed anywhere on the certificate..
- > can you contact your Ins. Co. and get them to revise..
- > they can email a copy to me... or fax one out (756-8279)..
- > thanks...!!!!
- >
- > pls go forward with your plans... (your AP is attached to remind city staff of your event)
- > your PERMIT will probably go out right after winterush (feb 13)
- > thanks again
- >
- > HAVE YOU STARTED THE APPLICATION PROCESS WITH REFRESHMENTS, TENT, ETC... ??????
- >
- >