

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND BUILDING PERMIT



**This is to certify that**

CITY OF PORTLAND /Casco Bay Sports /Patrick Hackman

**Located at**

0 CUTTER ST

**PERMIT ID:** 2013-00091

**CBL:** 001 A003001

has permission to **20' x 30' Tent for Event set-up/breakdown 2-9-2013 -"Snowman Adventure Race"** provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise clsoed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be procured prior to occupancy.

A handwritten signature in black ink, appearing to be 'J.R.', written over a horizontal line.

\_\_\_\_\_  
**Fire Prevention Officer**

\_\_\_\_\_  
**Code Enforcement Officer / Plan Reviewer**

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY  
THERE IS A PENALTY FOR REMOVING THIS CARD**

**PERMIT ID:** 2013-00091

**Located at:** 0 CUTTER ST

**CBL:** 001 A003001

**BUILDING PERMIT INSPECTION PROCEDURES**  
Please call 874-8703 (ONLY)  
or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

**REQUIRED INSPECTIONS:**

Site VISIT

Final Inspection

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.

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

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

<b>Permit No:</b> 2013-00091	<b>Date Applied For:</b> 01/15/2013	<b>CBL:</b> 001 A003001
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<b>Location of Construction:</b> 0 CUTTER ST	<b>Owner Name:</b> CITY OF PORTLAND	<b>Owner Address:</b> 389 CONGRESS ST	<b>Phone:</b>
<b>Business Name:</b> Casco Bay Sports	<b>Contractor Name:</b> Casco Bay Sports /Patrick Hackman	<b>Contractor Address:</b> 51 Alton Street Portland	<b>Phone</b> (207) 221-0203
<b>Lessee/Buyer's Name</b>	<b>Phone:</b> 2072210203	<b>Permit Type:</b> Tents	

<b>Proposed Use:</b> ROS - Cutter Street	<b>Proposed Project Description:</b> 20' x 30' Tent for Event set-up/breakdown 2-9-2013 - "Snowman Adventure Race"
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**Dept:** Zoning      **Status:** Approved      **Reviewer:** Ann Machado      **Approval Date:** 01/15/2013  
**Note:**      **Ok to Issue:**

**Dept:** Building      **Status:** Approved w/Conditions      **Reviewer:** Jon Rioux      **Approval Date:** 02/07/2013  
**Note:**      **Ok to Issue:**

- 1) 108.2 Conformance. Temporary structures and uses shall conform to the structural strength, fire safety, means of egress, accessibility, light, ventilation and sanitary requirements of this code as necessary to ensure public health, safety and general welfare.

- 2) This permit DOES NOT authorize any construction activities. The tent(s)/ stage must be removed at the end of the event.

A separate permit is required for any temporary electrical work.

Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.

**Dept:** Fire      **Status:** Approved w/Conditions      **Reviewer:** Chris Pirone      **Approval Date:** 02/18/2013  
**Note:**      **Ok to Issue:**

- 1) Installation shall comply with City Code Chapter 10.

- 2) Tents shall have an approved fire resistant rating and maintain 10' between stake lines. No smoking or open flame allowed within 10'. Provide at least one 2A:10 BC fire extinguisher.

**BUILDING PERMIT INSPECTION PROCEDURES**  
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or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

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- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
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**REQUIRED INSPECTIONS:**

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.

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

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

Permit No: 2013-00091	Issue Date:	CBL: 001 A003001
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Location of Construction: 0 CUTTER ST	Owner Name: CITY OF PORTLAND	Owner Address: 389 CONGRESS ST PORTLAND, ME 04101	Phone:
Business Name: Casco Bay Sports	Contractor Name: Casco Bay Sports /Patrick Hackman	Contractor Address: 51 Alton Street Portland ME 04103	Phone (207) 221-0203
Lessee/Buyer's Name	Phone: (207) 221-0203	Permit Type: Tents	Zone: ROS
Past Use: ROS - Cutter Street	Proposed Use: ROS - Cutter Street	Permit Fee: \$30.00	Cost of Work: \$1,000.00
Proposed Project Description: 20' x 30' Tent for Event set-up 2-9-2013 "Snowman Adventure Race" <i>! breakdown</i>		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A	INSPECTION: Use Group: Type: <i>Temp. Tent</i>
		Signature: <i>Capt. Pitone</i>	Signature: <i>AR</i>
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: LDOBSON	Date Applied For: 01/15/2013	<b>Zoning Approval</b>
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<p>1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</p> <p>2. Building permits do not include plumbing, septic or electrical work.</p> <p>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..</p>	<p><b>Special Zone or Reviews</b></p> <p><input type="checkbox"/> Shoreland</p> <p><input type="checkbox"/> Wetland</p> <p><input type="checkbox"/> Flood Zone</p> <p><input type="checkbox"/> Subdivision</p> <p><input type="checkbox"/> Site Plan</p> <p>Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/></p> <p>Date: <i>DK 1/15/13 ARM</i></p>	<p><b>Zoning Appeal</b></p> <p><input type="checkbox"/> Variance</p> <p><input type="checkbox"/> Miscellaneous</p> <p><input type="checkbox"/> Conditional Use</p> <p><input type="checkbox"/> Interpretation</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p>Date:</p>	<p><b>Historic Preservation</b></p> <p><input type="checkbox"/> Not in District or Landmark</p> <p><input checked="" type="checkbox"/> Does Not Require Review</p> <p><input type="checkbox"/> Requires Review</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Approved w/Conditions</p> <p><input type="checkbox"/> Denied</p> <p>Date: <i>ARM</i></p>
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**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



**CITY OF PORTLAND, DEPARTMENT OF PUBLIC SERVICES  
PUBLIC PARK & SPACE APPLICATION (3 pages)  
55 Portland St. ~ Portland ~ ME ~ 04101  
207-874-8826 (Event Office) ~ Fax 207-874-8816  
tvm@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)**

<b>TODAY'S DATE</b>	1/2/2013	<b>ORGANIZATION NAME</b>	Casco Bay Sports					
<b>ORGANIZATION ADDRESS</b>	PO BOX 7581	<b>CITY</b>	Portland	<b>ST</b>	ME	<b>ZIP</b>	04112	
<b>CONTACT NAME(S)</b>	Patrick Hackleman			<b>TITLE</b> Director of Operations				
<b>HOME #</b>	221-0203	<b>WORK</b>		<b>CELL</b>	641-5749	<b>FAX</b>		
<b>EMAIL</b>	pat@cascobaysports.com		<b>EMAIL</b>					

<b>PARK AREA OR PUBLIC SPACE REQUESTED</b>	Eastern Promenade-Middle Parking Lot-Back Cove Path-East End Running Route-sled hill					
<b>EVENT DAY &amp; DATE(S)</b>	February 9 <sup>th</sup> , 2013		<b>RAIN DAY &amp; DATE(S)</b>	N/A		
<b>EVENT START TIME</b> (i.e. set-up start time)	8:00	<b>EVENT END TIME</b> (i.e. when event cleanup is complete)	2:00	<b>ACTUAL START &amp; END TIME OF EVENT</b>	11:00-1:00	

<b>EVENT NAME</b>	Snowman Adventure Race			<b>EXPECTED ATTENDANCE</b>	100-150
<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).					
<b>IS THERE A REGISTRATION FEE?</b>	yes				
<b>IF YES, HOW MUCH?</b>	<b>FEE</b>	\$ 40			
	<b>STUDENT FEE</b>	\$ 40			

**WHAT WILL BE THE ANTICIPATED NEED FOR PARKING AND WHAT IS YOUR PARKING PLAN?** *Upper Lot Cutter St, Eastern Prom Roadway*

**PLEASE CHECK OFF AND ANSWER:**

**PLEASE SEE ATTACHED FEE SCHEDULE / DEPT. INFORMATION IF YOU ANSWER YES**

	<b>X-YES</b>	<b>X-NO</b>	<b>X-NOT SURE</b>
* 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 Public Service's review. For smaller parks and squares (such as Congress Square, Tommy's Park, Post Office Park) review and permission is needed from Public Services, Event Office.			
* Do you wish to set up a tent(s)? (a canopy or tent larger than 10x10 needs to be approved by Public Services 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). Public Services 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 In order to drive tent stakes into the ground, DIG SAFE must be contacted: 888-344-7233.	X		
* Will you be setting up tables and/or chairs ? How many tables: chairs:			

**PORTA-RESTROOMS / BATHROOM FACILITIES**

Porta-Restrooms are required for large events and events where food is being served. Some of Portland's parks already have portable restrooms (\*Preble Street Grass Area at the Preble Street Parking Lot – across from Hannafords, \*Entrance to Dyer's Flat – beside Payson Park, \*Deering Oaks Park –Playground + Ravine, \*East End Beach). If over 150 people are expected to attend the event, a \$25 user fee is required (paid to Public Services). The restrooms are cleaned M, W, & F. If you would like to guarantee that they are cleaned just prior to your event, then you need to call the porta-restroom company (Associated Septic, 207-799-1980, M-F) to request and pay for a cleaning.

**TRASH**

All groups must abide by our Carry In/ Carry Out Policy. Please bring extra trash bags and/or trash receptacles and remove all trash. You will need to haul all of your trash out of the park/public space or forfeit the security deposit(s). The area will be checked following your event and if the park is clean and conditions for use adhered to, your security deposit will be returned to you. Thank you in advance!

**PARKING ON GRASS AREAS / SIDEWALKS / ILLEGALLY PARKED VEHICLES**

Public Services has a strict policy that prohibits vehicles from parking on grass areas/sidewalks/park streets (unless specifically approved by city staff). \$10 will be deducted from your security deposit for each vehicle parked on grass/sidewalk areas or vehicles parked illegally. **Any tire ruts/damage to the grass areas would mean a forfeit of your security deposits.**

**TOBACCO FREE ZONES**

By city ordinance, smoking is prohibited at and within 20 feet of the following outdoor recreation and event areas: downtown squares and plazas, trails, parks, playgrounds, beaches, and athletic facilities. Please make sure you pass this information along to participants / spectators at the event.

**NOTIFICATION**

Please keep a copy of this permit on site at all times. City staff may require proof of permit.

**REVOCABLE PERMIT**

- ◆ The City reserves the unconditional right to control or cancel events to protect and/or prohibit damage to public property.
- ◆ The City reserves the unconditional right to revoke or revise an issued permit.

<b>I HAVE READ AND UNDERSTAND ALL OF THE ABOVE POLICIES</b>	<b>TYPE INITIALS</b>	<b>PH</b>	<b>DATE</b>	<b>1/2/13</b>
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**ASSUMPTION OF RISK & LIABILITY**

Users of the area agree to accept the grounds in an "as is" condition and shall be responsible for all risk and liability in using the park/public space area for the said event. By returning this form, (should permission be granted to use city property), the above parties agree to indemnify and hold harmless the City of Portland, its employees and agents, from and against all claims arising out of activities during said event.

<b>I have read the Assumption of Risk &amp; Liability Agreement</b>	<b>TYPE INITIALS</b>	<b>PH</b>	<b>DATE</b>	<b>1/2/13</b>
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**CREDIT CARD INFORMATION**

Visa or MasterCard Number	4387	6510	0051	4476	Exp Date (Mon/Yr)	04	14
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**CREDIT CARD WILL ONLY BE CHARGED FOR SECURITY DEPOSIT(S) AS NEEDED**

**PLEASE MAKE CHECKS PAYABLE TO "CITY OF PORTLAND"**

- ◆ Please make out security deposit checks separate from permit fees.

**PLEASE RETURN FORM AT LEAST 30 DAYS IN ADVANCE TO: ( PLEASE EMAIL APPLICATION IN )**

- ◆ Public Services, Event Office ~ 55 Portland Street ~ Portland ~ ME ~ 04101 **email preferred: tvm@portlandmaine.gov**

**TOTAL AMOUNT(S) DUE TO PUBLIC SERVICES (Please make all security deposit checks out separately)**

Permit Fee for use of area: \$40 first hr. plus \$35 each additional hr. (i.e. a 3 hour event totals \$110) If your event is rained out / cancelled, the bulk of the fee is returned (however \$40 is non-refundable) Number of Hours of Use:	\$	Vest, Barricade, Cone Deposit: \$10 per/item	\$
Electricity: \$5per/hr	\$	Public Space / Park Security Deposit: Sound Security Deposit \$100 - \$500	\$
Key Deposit: \$50 per key	\$	Other (Porta-Restroom User Fee, etc.)	\$

**PLEASE BE SURE AND INITIAL, DATE AND/OR ANSWER ANY HIGH-LIGHTED YELLOW BOXES.**

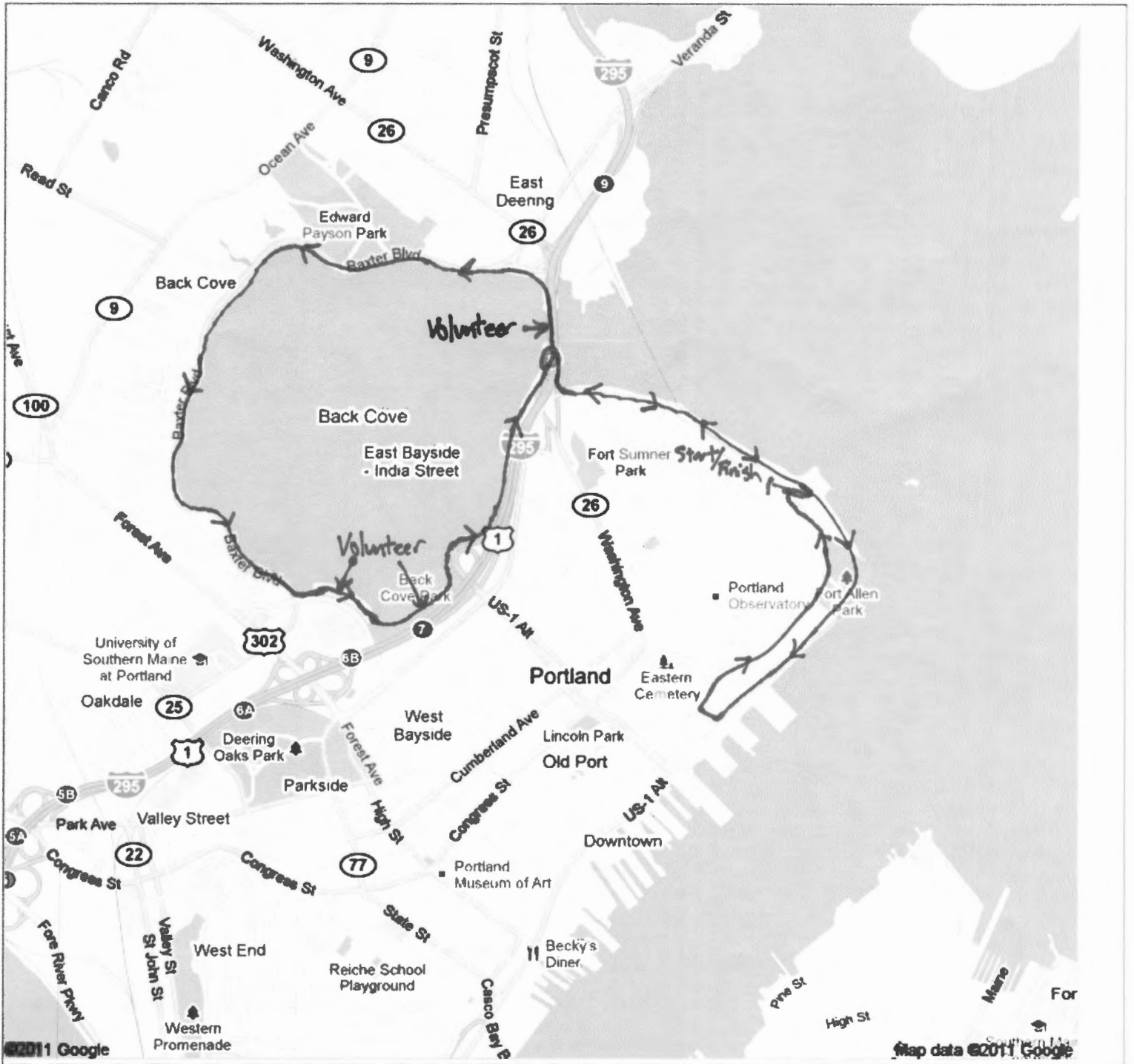
**FOR OFFICE USE ONLY**

DATE REC'D APPLICATION	DATE REC'D INSURANCE	PERMIT FEE AMT REC'D	\$	SECURITY DEPOSIT	\$
<b>PAYMENT TYPE</b>					
VISA	\$	MC	\$	CK #	CK AMOUNT \$
				CASH AMT	\$

# Google maps

Get Google Maps on your phone

Text the word "GMAPS" to 466453



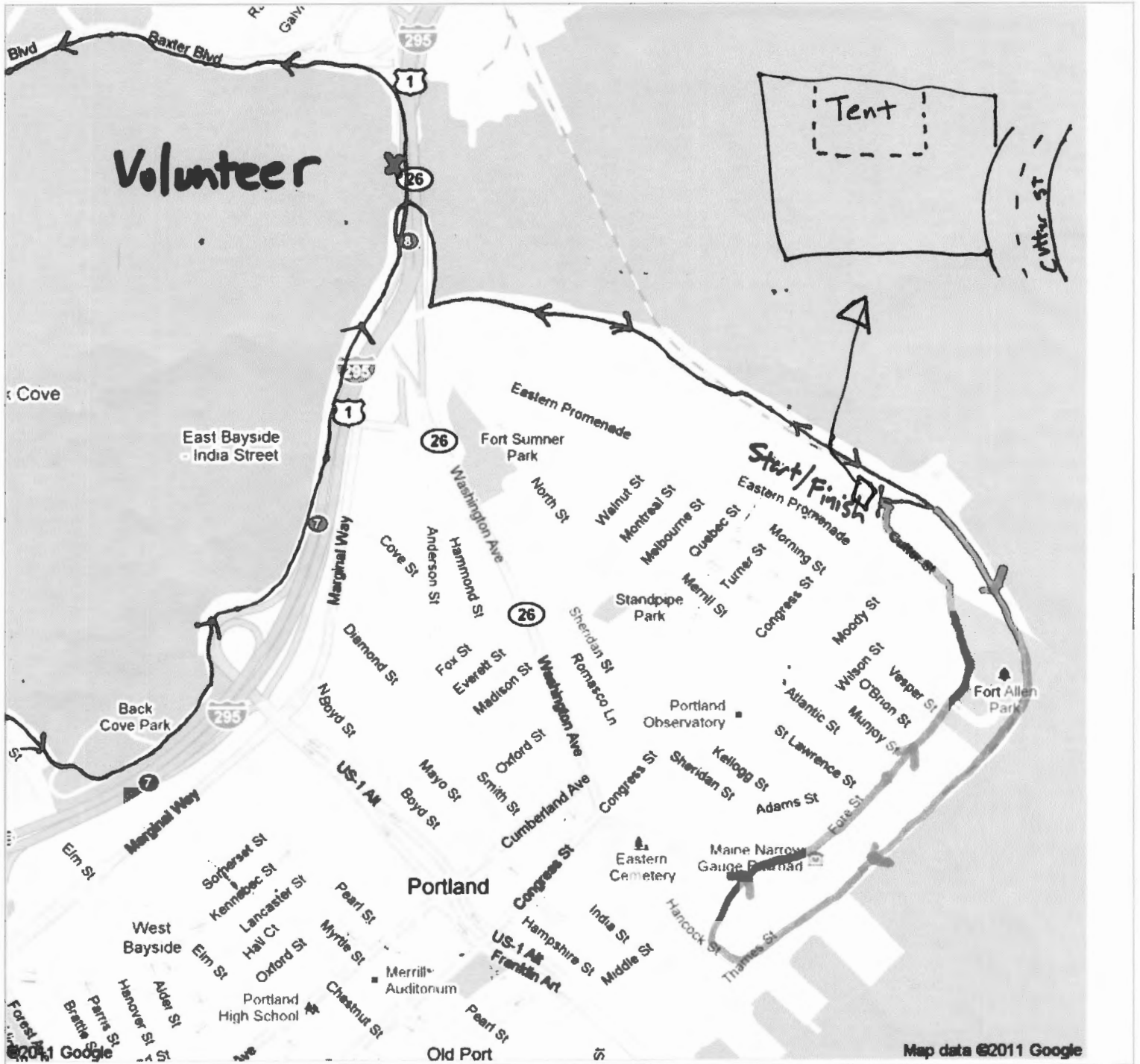
portland maine



# Google maps

Get Google Maps on your phone

Text the word "GMAPS" to 466453



portland maine



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/14/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>Chalmers Insurance Group - Gorham</b> PO Box 10 65 Main Street Gorham ME 04038	<b>CONTACT NAME:</b> Lucinda Drown, CRIS, ACSR <b>PHONE (A/C No. Ext):</b> (207) 839-3371 <b>E-MAIL ADDRESS:</b> cdrown@ChalmersInsuranceGroup.com		<b>FAX (A/C. No):</b> (207) 839-7050
	<b>INSURER(S) AFFORDING COVERAGE</b>		
<b>INSURED</b> <b>Casco Bay Sports LLC</b> 51 Alton St  Portland ME 04103	<b>INSURER A:</b> Philadelphia Insurance Company		<b>NAIC #</b> 23850
	<b>INSURER B:</b> MEMIC		<b>NAIC #</b> 11149
	<b>INSURER C:</b> NAHGA, INC.		<b>NAIC #</b> 0051
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

**COVERAGES**                      **CERTIFICATE NUMBER:** CL1311409937                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			PHPK804888	1/18/2013	1/18/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>					MED EXP (Any one person) \$ 0
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY	<input type="checkbox"/> PROJECT	<input type="checkbox"/> LOC				GENERAL AGGREGATE \$ 3,000,000
							PRODUCTS - COMP/OP AGG \$ 3,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED	RETENTION \$					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			1810092651	12/7/2013	12/7/2014	WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>	Y/N				E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. DISEASE - EA EMPLOYEE \$ 100,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Accident & Health			US034401	1/18/2013	1/18/2014	25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Snowman Adventure Race which includes Portland Trails. Event to happen February 9, 2013

<b>CERTIFICATE HOLDER</b>  City of Portland Parks & Recreation 134 Congress St Portland, ME 04101	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  J B. Chalmers, CIC/SA