

City of Portland, Maine - Building or Use Permit Application

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

Permit No: 02-0549	Issue Date: MAY 23 2002	CBL: 006 B003001
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Location of Construction: 0 Marginal Way	Owner Name: City Of Portland	Owner Address: 389 Congress St CITY OF PORTLAND	Phone: 874-8300
Business Name:	Contractor Name: Leavitt & Parris Inc.	Contractor Address: 256 read St. Portland	Phone: 2077970100
Lessee/Buyer's Name	Phone:	Permit Type: Tents	Zone:

Past Use: Green Space/Park	Proposed Use: Green Space/Park	Permit Fee: \$35.00	Cost of Work: \$35.00	CEO District: 1
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FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: <i>N/A</i> Type: <i>5/23/02</i>
Signature: <i>[Signature]</i>	Signature: <i>[Signature]</i>

Proposed Project Description:
Erect Temporary 20' x 30' Open Tent on May 23, 2002 for YMCA Back Bay 5k Race

PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)

Action: Approved Approved w/Conditions Denied

Signature: _____ Date: _____

Permit Taken By: gad	Date Applied For: 05/22/2002	Zoning Approval	
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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 align="center">Special Zone or Reviews</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: _____</p>	<p align="center">Zoning Appeal</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 align="center">Historic Preservation</p> <p><input type="checkbox"/> Not in District or Landmark</p> <p><input 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: _____</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
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RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE	DATE	PHONE
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DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

BUILDING DEPARTMENT PERMIT

Permit Number: 020549

This is to certify that City Of Portland/Leavitt & Partners Inc.
has permission to Erect Temporary 20' x 30' Open Tent on May 23, 2002 for YNWA Back Bay 5k Race
AT 0 Marginal Way 006 B003001

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 occupied or closed-in. **48 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. [Signature]
Health Dept. _____
Appeal Board _____
Other _____
Department Name _____

[Signature] 5/22/02
Director - Building & Inspection Services

PENALTY FOR REMOVING THIS CARD

02-0549

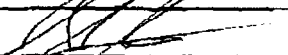
Tent Permit Application

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 of Construction: BACK COVE		
Date of Tent setup: 5-23-02	Date of Tent breakdown: 5-24-02	
Tax Assessor's Chart, Block & Lot Chart# 006 Block# B Lot# 003	Owner: LEAVITT & PARRIS	Telephone: 797-0100
Lessee/Buyer's Name (If Applicable) YMCA	Applicant name, address & telephone: YMCA 70 FOREST AVE PORTLAND ME 04101	Fee: \$ 35.00 <i>pd thru transfer</i>
<p>The following must be included as submissions:</p> <ol style="list-style-type: none"> 1. Proof of Flam Retardant 2. Letter of approval from property owner, if the City is the owner, please contact Ted Musgrave from the Parks & Recreation @ 874-8793 3. Plat Plan showing the following: <ol style="list-style-type: none"> i. Property lines ii. Parking iii. Building locations 4. Tent location, including dimensions of tent, exits and entrances in tent 20' x 30' OPEN TENT 		
Who should we contact when the permit is ready: Scott R. HOLT 874 1111		
Mailing address: 70 FOREST AVE PORTLAND, ME 04101		
We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A stop work order will be issued and a \$100.00 fee if any work starts before the permit is picked up. PHONE: 874-1111		

IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT, WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.

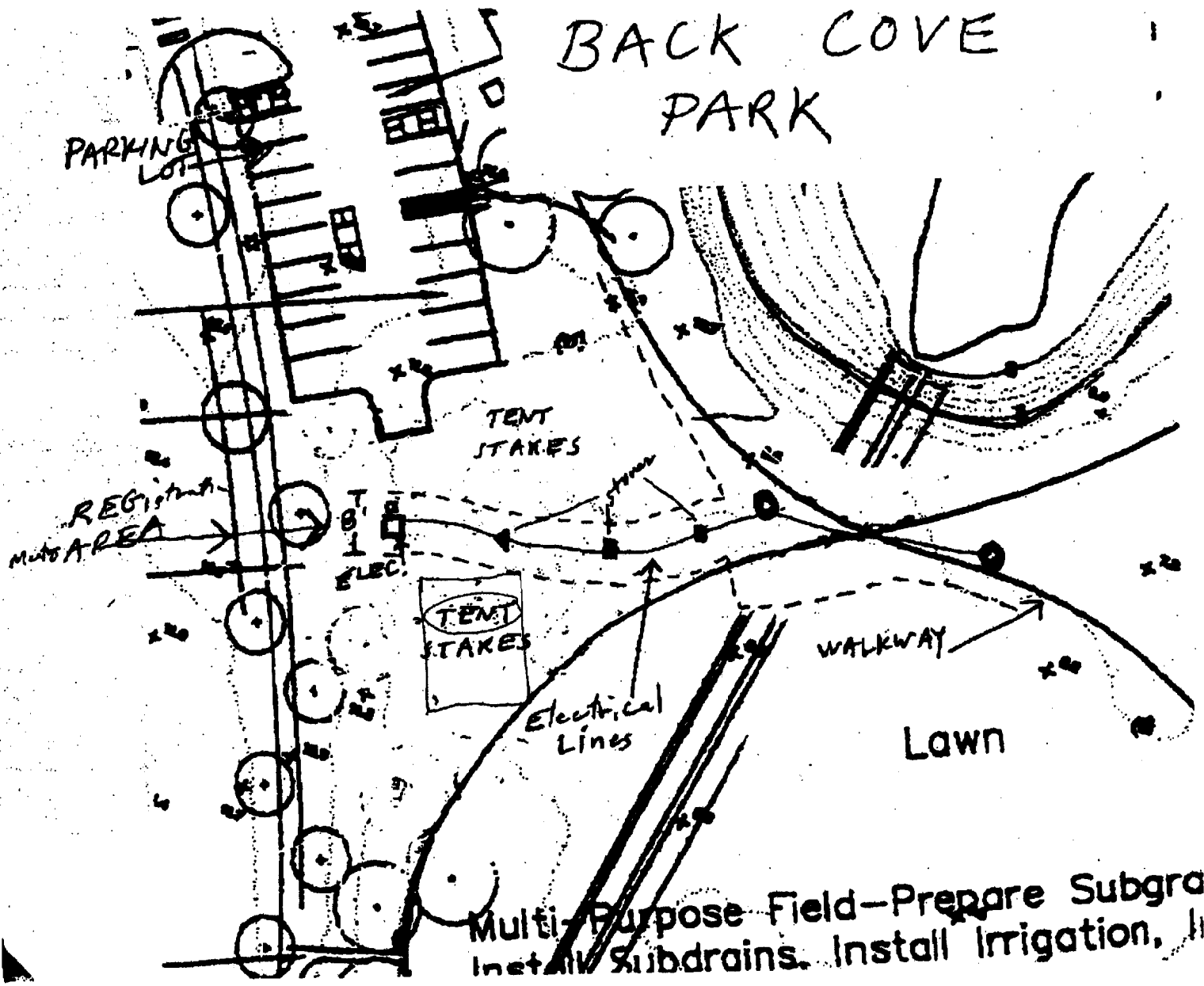
I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, 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: 	Date: 5-22-02
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This is NOT a permit; you may not commence ANY work until the permit is issued.

Fees were transferred by Ted Musgrave

BACK COVE PARK



7/17/76
7/17/76

5. Please do not mark the route in any permanent way, ie. spray painting, etc., and please do not tape or nail signage to trees. We ask that participants park in the Marginal Way Parking Lot, right around the corner from Back Cove Park.

6. Please remember that there will be other joggers and walkers using the walking path on that day. We require that you post a sign at the beginning of the walkway and also across from Payson Park to alert the public that there will be a race in progress from 6pm - 7pm.

7. For the serving of refreshments, please call Brandi Maxwell at the City Clerk's Office, 874-8557, for a temporary food service license. Please make sure trash is picked up and disposed of properly and that the area is left as was found.

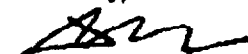
8. Please make sure you take necessary precautions to ensure a safe and accident-free event.

9. There may be others groups using the fields beside the grass registration area. You are not to use the practice field or the soccer field.

Good luck with the YMCA Back Bay 5K. If I can be of further assistance please call me at 874-8793 vmm206. As I anticipate City Manager approval, a revised certificate of insurance, the park security deposit, and the porta-potty balance arriving shortly, and the Inspections Division issuing you a tent permit, this letter will act as your formal permit to hold the road race and to use Back Cove Parking Lot small grass area. Please bring the letter with you to the event.

- cc: Sally DeLuca, P&R Administrator
- Sgt. Gary Rogers / Lt. Ted Ross / Lt. Tony Ward, Police
- Cpt. Russell Garvin / Greg Hamilton, Police
- John Wone, P&R Fields
- John Peverada, Parking Control Dir.
- Fred LaMontagne / Terry Walsh / John Brady, Fire / EMS
- Peter DeWitt, PW's Customer Service
- Missy Lekas, P&R Lead Park Ranger

Yours truly,



Ted Musgrave
Special Activities

3 page fax

Denise C. Albert, CFRP, Director
Parks & Recreation



Joseph E. Gray, Jr.
City Manager

CITY OF PORTLAND

Mr. Scott Holt, Wellness Director
Greater Portland YMCA
70 Forest Avenue / PO Box 1078
Portland, Maine 04104-1078
874-1111 x212 fax: 874-1114

May 20, 2002

Dear Scott:

This will acknowledge receipt of your letter to the City of Portland, requesting permission to hold the Greater Portland YMCA Back Bay 5K race around Baxter Blvd., starting from the intersection of Preble & Baxter and ending near the Preble St. Soccer Field (upper grass area) on Friday, May 24. The 5K race starts at 6m. (Set up for the race will begin on Thursday night when a tent is set up in the grass area.) A Kid's Fun Run will be held as well, beginning at 5:30pm: Kids start on the Preble St. grass area and run to Tukey's Bridge and back. Approximately 50 children run in this race. Approximately 350 runners will participate in the 5K. There is no rain date. You have requested Police assistance with the start of the race, and also load and follow cars.

Thank you for forwarding the permit fee and certificate of insurance.

Please be advised a street closure memo has been forwarded to the City Manager and once approved, you are authorized to hold the YMCA Back Bay 5K, subject to the following conditions: (in anticipation of approval, please contact city departments below for assistance)

1. Please call Sgt Gary Rogers, 874-8554, for police assistance with the race (and the closing of the intersection for the brief start of the races). He may direct you to another officer. Only police officers can close the street to traffic. To guarantee officers on site, you may need to hire them. If you have a need for barricades, please call me at the P&R Office. If you would like to reserve a few parking spaces at the parking lot, please call me for "emergency no parking" signs.

2. You have permission to use the small grass area (beside the practice field and soccer field) as a registration and meeting area (pending receipt of a \$100 park security deposit - check payable to: City of Portland). There is electricity at this site (please check the outlets a few days in advance). Your tent can be placed at this area as well. Please call Inspection Services, 874-8703, for a tent permit (please remind them that we have forwarded their dept. the \$35 permit fee). There is no need to call DIG SAFE, but I will need to meet the tent company on site on Thursday before the tent goes up (we do not want underground electrical lines being damaged - please see attached map.) Please call me with the tent company arrival time.

So that the tent truck may have easy access to the end of the parking lot, you have permission to barricade off the last few parking spaces beside the grass area on Wednesday night (8pm). Please make arrangements with this office to pick barricades up on Wednesday afternoon (prior to 2pm). There is a \$10 per barricade security deposit required (you will need 4 barricades).

Please make sure the tent comes down on Friday night.

3. If you need a timing device set up at the finish line, you have permission to drive a vehicle down the walkway path to drop items off (access to the pathway is from Preble Street near I-295, or from the parking lot). Please keep the vehicle to the pathway (and not drive on the grass). Please remove the vehicle once items are dropped off.

4. We also require that you cover the cost of a porta-toilet cleaning. Please forward the \$15 balance, payable to city of Portland, to this office.

(continued)

Enjoy Portland for Life.

17 Arbor Street • Portland, Maine 04103 • (207) 874-8793 • FAX 756-8390

315 city

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ALL OCCASSIONS

5/10/02

To whom it may concern:

This is to certify that the tents supplied to *Ortland Y MCA*
are certified flame resistance that meets the requirements of the
California Fire Marshall, Underwriters Laboratory Test Flamibility
354-H and Government Spec. CCC-C-428A.

Very truly yours,

Leavitt & Parris, Inc.

John Hutchins
John H. Hutchins, III
President



GREATER PORTLAND YMCA

A Branch of Cumberland County YMCA

70 Forest Avenue
PO Box 1078
Portland, Maine 04104-1078

Phone: 207-874-1111
Fax: 207-874-1114

FAX

Date: 5-22-02

To:

Company: City of Portland

Fax Number: 874-8716

From: Scott R Holt

Page 1 of: 6

RE: Back Bay 5K

CC:

Comments:

I APOLOGIZE FOR THE LATE
APPLICATION. PARKS + REC DID NOT
TELL ME THERE WAS A SEPARATE
FORM FOR THE TENT.

Respectfully



Building strong communities, families, and individuals
through programs that promote a healthy spirit, mind and body
for everyone regardless of ability to pay.