

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK

**CITY OF PORTLAND**

BUILDING DEPARTMENT

**PERMIT**Please Read  
Application And  
Notes, If Any,  
Attached

Permit Number: 090352

This is to certify that CITY OF PORTLAND /Portland Frails/Ja  
 has permission to Construction of a free-standing grade structure located on the playground  
 AT 358 EASTERN PROMENADE 008 A004001

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 lath or other work is used-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. R. Sauter

Health Dept. \_\_\_\_\_

Appeal Board \_\_\_\_\_

Other \_\_\_\_\_

Department Name

Director, Building &amp; Inspection Services

**PENALTY FOR REMOVING THIS CARD**

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

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

Permit No: 09-0352		Issue Date:		CBL: 008 A004001	
Location of Construction: 358 EASTERN PROMENADE		Owner Name: CITY OF PORTLAND		Owner Address: 389 CONGRESS ST	
Business Name:		Contractor Name: Portland Trails/Jaime Parker		Contractor Address: 305 Commercial Street Portland	
Lessee/Buyer's Name		Phone:		Phone: 2073296180	
Past Use: East End School		Proposed Use: East End School - Construction of a free-standing shade structure located on the playground		Permit Fee: \$40.00	
Proposed Project Description: Construction of a free-standing shade structure located on the playground		Cost of Work: \$2,000.00		CEO District: 1	
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied		INSPECTION: Use Group: <input checked="" type="checkbox"/> Type: <b>SB</b>	
		* See Conditions		Signature: <i>KG</i>	
		Signature: <i>KG</i>		Signature: <i>KG</i>	
		PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)		Signature: <i>KG</i>	
		Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied		Date:	
Permit Taken By: Ldobson		Date Applied For: 04/23/2009		Zoning Approval	
1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.		Special Zone or Reviews		Zoning Appeal	
2. Building permits do not include plumbing, septic or electrical work.		<input type="checkbox"/> Shoreland		<input type="checkbox"/> Variance	
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..		<input type="checkbox"/> Wetland		<input type="checkbox"/> Miscellaneous	
		<input type="checkbox"/> Flood Zone		<input type="checkbox"/> Conditional Use	
		<input type="checkbox"/> Subdivision		<input type="checkbox"/> Interpretation	
		<input checked="" type="checkbox"/> Site Plan		<input type="checkbox"/> Approved	
		Maj <input type="checkbox"/> Minor <input type="checkbox"/> <i>MM</i>		<input type="checkbox"/> Denied	
		Date: <i>4/28/09</i>		Date:	
		Historic Preservation		<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:	

## 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, Maine - Building or Use Permit**

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

<b>Permit No:</b>	<b>Date Applied For:</b>	<b>CBL:</b>
09-0352	04/23/2009	008 A004001

<b>Location of Construction:</b> 358 EASTERN PROMENADE	<b>Owner Name:</b> CITY OF PORTLAND	<b>Owner Address:</b> 389 CONGRESS ST	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Portland Trails/Jaime Parker	<b>Contractor Address:</b> 305 Commercial Street Portland	<b>Phone</b> (207) 329-6180
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Additions - Commercial	

<b>Proposed Use:</b> East End School - Construction of a free-standing shade structure located on the playground	<b>Proposed Project Description:</b> Construction of a free-standing shade structure located on the playground
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**Dept:** Zoning      **Status:** Approved with Conditions      **Reviewer:** Marge Schmuckal      **Approval Date:** 04/28/2009**Note:**      **Ok to Issue:** ✓

1) This structure is approximately 300 sq ft in size and requires a site plan review or exemption. Because of its nature as part of the playground shade are - I do not believe that it requires a conditional use expansion by the PB.

**Dept:** Building      **Status:** Approved      **Reviewer:** Tammy Munson      **Approval Date:** 05/08/2009**Note:**      **Ok to Issue:** ✓**Dept:** Fire      **Status:** Approved      **Reviewer:** Capt Keith Gautreau      **Approval Date:** 04/30/2009**Note:** Doesn't look like it will affect any access. Looks good.      **Ok to Issue:** ✓**Comments:**

4/29/2009-gg: granted site plan exemption is with permit. /gg



# General Building 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: <u>358 Eastern Prom</u> East End Community School, <del>195 North St.</del> , Portland		
Total Square Footage of Proposed Structure/Area 250 sq. ft		Square Footage of Lot 6.23 Acres
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# 8 A 4	Applicant * <u>must</u> be owner, Lessee or Buyer* Name <u>Tom Civiello</u> Address <u>55 Portland St.</u> City, State & Zip <u>Portland, ME 04101</u>	Telephone: <u>874-8801</u>
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Name Address City, State & Zip	Cost Of Work: \$ <u>2000</u> C of O Fee: \$ _____ Total Fee: \$ <u>40</u>
Current legal use (i.e. single family) <u>Elementary School</u> If vacant, what was the previous use? _____ Proposed Specific use: _____ Is property part of a subdivision? <u>N/A</u> If yes, please name _____ Project description: Construction of a free-standing shade structure located on the playground.		
Contractor's name: <u>Portland Trails, Jamie Parker</u> Address: <u>305 Commercial St.</u> City, State & Zip <u>Portland, ME 04101</u> Telephone: <u>775-2411</u> Who should we contact when the permit is ready: <u>Jamie Parker</u> Telephone: <u>329-6180</u> Mailing address: _____		

**Please submit all of the information outlined on the applicable Checklist. 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 or to download copies of this form and other applications visit the Inspections Division on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), or stop by the Inspections Division 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: Jamie Parker

Date: 4/23/09

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



# 2009 0036

## Application for Exemption from Site Plan Review Portland, Maine

Department of Planning and Urban Development, Planning Division and Planning Board

### 1. Applicant Information

City of Portland, Dept. of Public

Applicant/Owner Services

55 Portland Street, Portland

Mailing Address

Jamie Parker, Portland Trails

Consultant/Agent

329-6180/

Phone

Fax

Cell

### 2. Project Information

April 2, 2009

Application Date

Playground Shade Structure

Project Name/Description

358 Eastern  
Blow

~~195 North Street, Portland~~

Address of Proposed Site

008 A004

008 A007001

Assessor's Reference (Chart-Block-Lot)

APR 21 2009

### Description of Proposed Development:

Construction of a 250 square foot shade structure (pergola)  
located within the fenced playground.

(Please Attach Sketch/Plan of Proposal/Development)

Criteria for Exemptions: (See Section 14-523 (4) on page 2 of this application)

	Applicant's Assessment (Yes, No, N/A)	Planning Division Use Only
a) Within Existing Structures: No New Buildings, Demolitions or Additions	N/A	pergola
b) Footprint Increase Less Than 500 sq. ft.	Yes	✓
c) No New Curb Cuts, Driveways, Parking Areas	No	✓
d) Curbs and Sidewalks in Sound Condition/Comply with ADA	N/A	✓
e) No Additional Parking/No Traffic Increase	Yes	✓
f) No Known Stormwater Problems	Yes	✓
g) Sufficient Property Screening Exists	Yes	✓
h) Adequate Utilities	N/A	✓

### Planning Division Use Only

Exemption Granted ☒

Partial Exemption ☐

Exemption Denied ☐

Subject to obtaining a building permit from the Inspections Division

Planner's Signature

Barbara Jarhydt

Date

April 17, 2009

Original - Planning Division

Copy - Inspections Division and Applicant

**PROVISION OF PORTLAND CITY CODE  
14-523 (SITE PLAN ORDINANCE)  
RE: EXEMPTIONS FROM SITE PLAN REVIEW**

**Sec. 14-523. Approval required.**

No person shall undertake any development without obtaining approval therefore under this article.

- (4) The Planning authority shall exempt from review under all standards in this article developments that meet all of the following requirements:
- a. The proposed development will be located within existing structures, and there will be no new buildings, demolitions, or building additions other than those permitted by subsection b of this section;
  - b. Any building addition shall have a new building footprint expansion of less than five hundred (500) square feet;
  - c. The proposed site plan does not add any new curb cuts, driveways, or parking areas; the existing site has no more than one (1) curb cut and will not disrupt the circulation flows and parking on-site; and there will be no drive-through services provided;
  - d. The curbs and sidewalks adjacent to the lot are complete and in sound condition, as determined by the public works authority, with granite curb with at least four (4) inch reveal, and sidewalks are in good repair with uniform material and level surface and meet accessibility requirements of the Americans with Disabilities Act;
  - e. The use does not require additional or reduce existing parking, either on or off the site, and the project does not significantly increase traffic generation;
  - f. There are no known stormwater impacts from the proposed use or any existing deficient conditions of stormwater management on the site;
  - g. There are no evident deficiencies in existing screening from adjoining properties; and
  - h. Existing utility connections are adequate to serve the proposed development and there will be no disturbance to or improvements within the public right-of-way.

A developer claiming exemption under this subsection shall submit a written request for exemption stating that the proposed meets all of the provisions in standards a-h of this subsection, including an itemized statement by a qualified professional. Upon receipt of such a request, the planning authority will visit the site to verify that the exemption is applicable due to compliance with the standards. The planning authority, after consultation with the public works authority, shall render a written decision within twenty (20) working days after receipt of a written request for exemption that contains all the information required by this subsection. If a full exemption is granted, the application shall be approved without further review under this article, and no performance guarantee shall be required. The planning authority may require full site plan review of a project that meets the criteria of this subsection if it determined that there is a substantial public interest in the project.

In the event that the planning authority determines that standards a and b of this subsection and at least four (4) of the remaining standards have been met, the planning authority shall review the site plan under the review standards in section 14-526 that are affected by the standards in this subsection that have not been met. An application that receives review by the planning board shall receive a complete review under the standards of section 14-526. The planning authority shall notify an applicant in writing that full or partial site plan review is required, the reasons for the decision, and the information that will be required for site plan review.

**IMPORTANT NOTICE TO APPLICANT**

**An Exemption from site plan review does not exempt this proposal from other approvals or permits, nor is it an authorization for construction. You should first check with the Building Inspections Office, Room 315, City Hall (874-8703), to determine what other City permits, such as a building permit, will be required.**

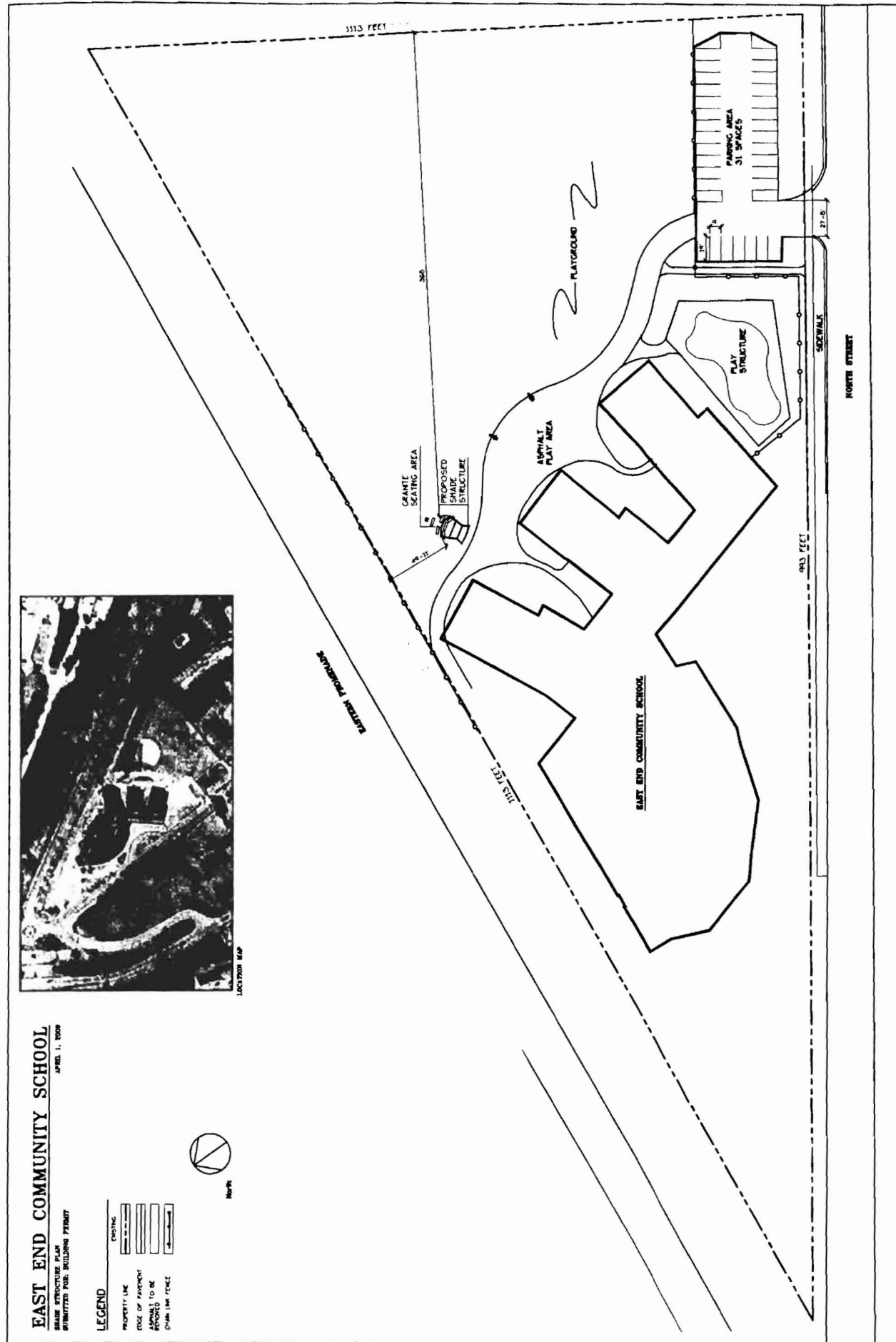
# **EAST END COMMUNITY SCHOOL** GRADE STRUCTURE PLAN APRIL 1, 2008 SUBMITTED FOR BUILDING PERMIT

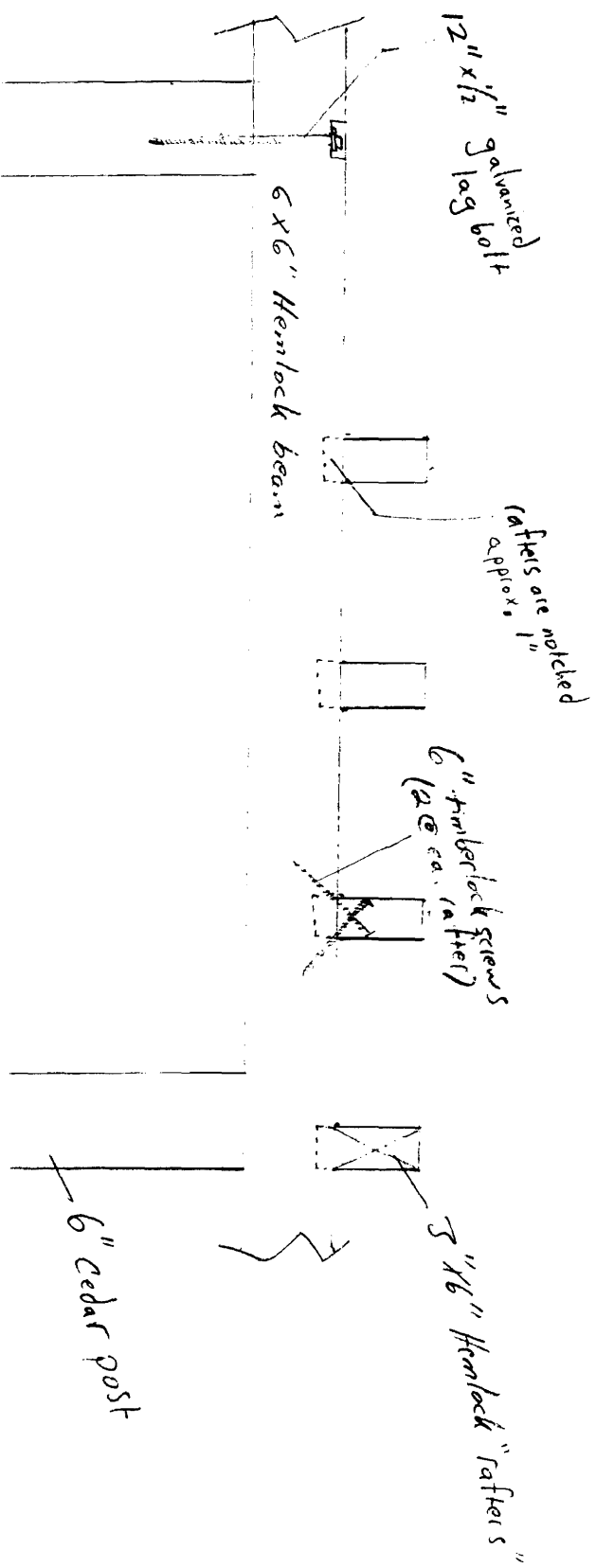
**LEGEND**

PROPERTY LINE	DASHED LINE
EDGE OF PAVEMENT	SOLID LINE
AREAS TO BE	DOTTED LINE
CHANGING	SOLID LINE



LOCATION MAP











# General Building Permit Application

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Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot#	Applicant * <u>must</u> be owner, Lessee or Buyer* Name Address City, State & Zip	Telephone:
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Name Address City, State & Zip	Cost Of Work: \$ C of O Fee: \$ Total Fee: \$
Current legal use (i.e. single family) <u>Elementary School</u> If vacant, what was the previous use? _____ Proposed Specific use: _____ Is property part of a subdivision? <u>N/A</u> If yes, please name _____ Project description: <u>Construction of a free-standing shade structure located on the playground.</u>		
Contractor's name: <u>Portland Trails, Jamie Parker</u> Address: _____ City, State & Zip: _____ Telephone: _____ Who should we contact when the permit is ready: _____ Telephone: _____ Mailing address: _____		

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**This is not a permit; you may not commence ANY work until the permit is issue**



# Certificate of Design Application

From Designer: \_\_\_\_\_

Date: \_\_\_\_\_

Job Name: \_\_\_\_\_

Address of Construction: \_\_\_\_\_

## 2003 International Building Code

Construction project was designed to the building code criteria listed below:

Building Code & Year \_\_\_\_\_ Use Group Classification (s) \_\_\_\_\_

Type of Construction \_\_\_\_\_

Will the Structure have a Fire suppression system in Accordance with Section 903.3.1 of the 2003 IRC \_\_\_\_\_

Is the Structure mixed use? \_\_\_\_\_ If yes, separated or non separated or non separated (section 302.3) \_\_\_\_\_

Supervisory alarm System? \_\_\_\_\_ Geotechnical/Soils report required? (See Section 1802.2) \_\_\_\_\_

### Structural Design Calculations

\_\_\_\_\_ Submitted for all structural members (106.1 - 106.11)

### Design Loads on Construction Documents (1603)

Uniformly distributed floor live loads (7603.11, 1807)

Floor Area Use	Loads Shown
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

### Wind loads (1603.1.4, 1609)

\_\_\_\_\_ Design option utilized (1609.1.1, 1609.6)  
\_\_\_\_\_ Basic wind speed (1809.3)  
\_\_\_\_\_ Building category and wind importance Factor,  $I_w$   
table 1604.5, 1609.5)  
\_\_\_\_\_ Wind exposure category (1609.4)  
\_\_\_\_\_ Internal pressure coefficient (ASCE 7)  
\_\_\_\_\_ Component and cladding pressures (1609.1.1, 1609.6.2.2)  
\_\_\_\_\_ Main force wind pressures (7603.1.1, 1609.6.2.1)

### Earth design data (1603.1.5, 1614-1623)

\_\_\_\_\_ Design option utilized (1614.1)  
\_\_\_\_\_ Seismic use group ("Category")  
\_\_\_\_\_ Spectral response coefficients,  $S_D$  &  $S_{D1}$  (1615.1)  
\_\_\_\_\_ Site class (1615.1.5)

\_\_\_\_\_ Live load reduction  
\_\_\_\_\_ Roof live loads (1603.1.2, 1607.11)  
\_\_\_\_\_ Roof snow loads (1603.7.3, 1608)  
\_\_\_\_\_ Ground snow load,  $P_g$  (1608.2)  
\_\_\_\_\_ If  $P_g > 10$  psf, flat-roof snow load  $p_f$   
\_\_\_\_\_ If  $P_g > 10$  psf, snow exposure factor,  $C_e$   
\_\_\_\_\_ If  $P_g > 10$  psf, snow load importance factor,  $I_s$   
\_\_\_\_\_ Roof thermal factor,  $C_t$  (1608.4)  
\_\_\_\_\_ Sloped roof snowload,  $P_s$  (1608.4)  
\_\_\_\_\_ Seismic design category (1616.3)  
\_\_\_\_\_ Basic seismic force resisting system (1617.6.2)  
\_\_\_\_\_ Response modification coefficient,  $R$ , and  
deflection amplification factor,  $C_d$  (1617.6.2)  
\_\_\_\_\_ Analysis procedure (1616.6, 1617.5)  
\_\_\_\_\_ Design base shear (1617.4, 1617.5.1)

### Flood loads (1803.1.6, 1612)

\_\_\_\_\_ Flood Hazard area (1612.3)  
\_\_\_\_\_ Elevation of structure

### Other loads

\_\_\_\_\_ Concentrated loads (1607.4)  
\_\_\_\_\_ Partition loads (1607.5)  
\_\_\_\_\_ Misc. loads (Table 1607.8, 1607.6.1, 1607.7,  
1607.12, 1607.13, 1610, 1611, 2404)



# Commercial Interior & Change of Use Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

## **One (1) complete set of construction drawings must include:**

Note: Construction documents for costs in excess of \$50,000.00 must be prepared by a Design Professional and bear their seal.

- ☐ Cross sections w/framing details
- ☐ Detail of any new walls or permanent partitions
- ☐ Floor plans and elevations
- ☐ Window and door schedules
- ☐ Complete electrical and plumbing layout.
- ☐ Mechanical drawings for any specialized equipment such as furnaces, chimneys, gas equipment, HVAC equipment or other types of work that may require special review
- ☐ Insulation R-factors of walls, ceilings, floors & U-factors of windows as per the IECC 2003
- ☐ Proof of ownership is required if it is inconsistent with the assessors records.
- ☐ Reduced plans or electronic files in PDF format are required if originals are larger than 11" x 17".
- ☐ Per State Fire Marshall, all new bathrooms must be ADA compliant.

Separate permits are required for internal and external plumbing, HVAC & electrical installations.

## **For additions less than 500 sq. ft. or that does not affect parking or traffic, a site plan exemption should be filed including:**

- ☐ The shape and dimension of the lot, footprint of the existing and proposed structure and the distance from the actual property lines.
- ☐ Location and dimensions of parking areas and driveways, street spaces and building frontage.
- ☐ Dimensional floor plan of existing space and dimensional floor plan of proposed space.

A Minor Site Plan Review is required for any change of use between 5,000 and 10,000 sq. ft. (cumulatively within a 3-year period)

**Fire Department requirements.**

The following shall be submitted on a separate sheet:

- ☐ Name, address and phone number of applicant **and** the project architect.
- ☐ Proposed use of structure (NFPA and IBC classification)
- ☐ Square footage of proposed structure (total and per story)
- ☐ Existing and proposed fire protection of structure.
- ☐ Separate plans shall be submitted for
  - a) Suppression system
  - b) Detection System (separate permit is required)
- ☐ A separate Life Safety Plan must include:
  - a) Fire resistance ratings of all means of egress
  - b) Travel distance from most remote point to exit discharge
  - c) Location of any required fire extinguishers
  - d) Location of emergency lighting
  - e) Location of exit signs
  - f) NFPA 101 code summary
- ☐ Elevators shall be sized to fit an 80" x 24" stretcher.

For questions on Fire Department requirements call the Fire Prevention Officer at (207) 874-8405.

**Please submit all of the information outlined in this application checklist. If the application is incomplete, the application may be refused.**

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 or to download copies of this form and other applications visit the Inspections Division on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

**Permit Fee: \$30.00 for the first \$1000.00 construction cost, \$10.00 per additional \$1000.00 cost**

**This is not a Permit; you may not commence any work until the Permit is issued.**



# Accessibility Building Code Certificate

**Designer:**

\_\_\_\_\_

**Address of Project:**

\_\_\_\_\_

**Nature of Project:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The technical submissions covering the proposed construction work as described above have been designed in compliance with applicable referenced standards found in the Maine Human Rights Law and Federal Americans with Disability Act. Residential Buildings with 4 units or more must conform to the Federal Fair Housing Accessibility Standards. Please provide proof of compliance if applicable.

**(SEAL)**

**Signature:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Firm:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_

For more information or to download this form and other permit applications visit the Inspections Division on our website at [www.portlandmaine.gov](http://www.portlandmaine.gov)



## Certificate of Design

**Date:** \_\_\_\_\_

**From:** \_\_\_\_\_

These plans and / or specifications covering construction work on:

\_\_\_\_\_  
\_\_\_\_\_

Have been designed and drawn up by the undersigned, a Maine registered Architect / Engineer according to the *2003 International Building Code* and local amendments.

**(SEAL)**

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Firm: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

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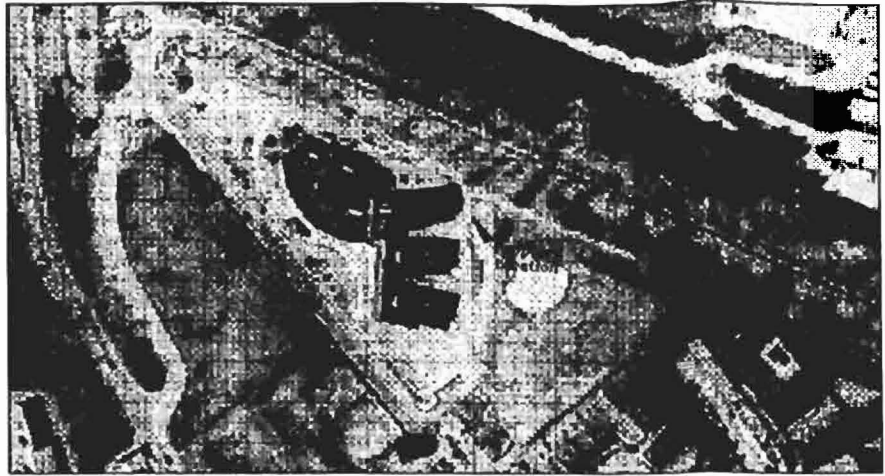
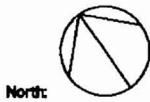
EAST END COMMUNITY SCHOOL

SHADE STRUCTURE PLAN  
SUBMITTED FOR: BUILDING PERMIT

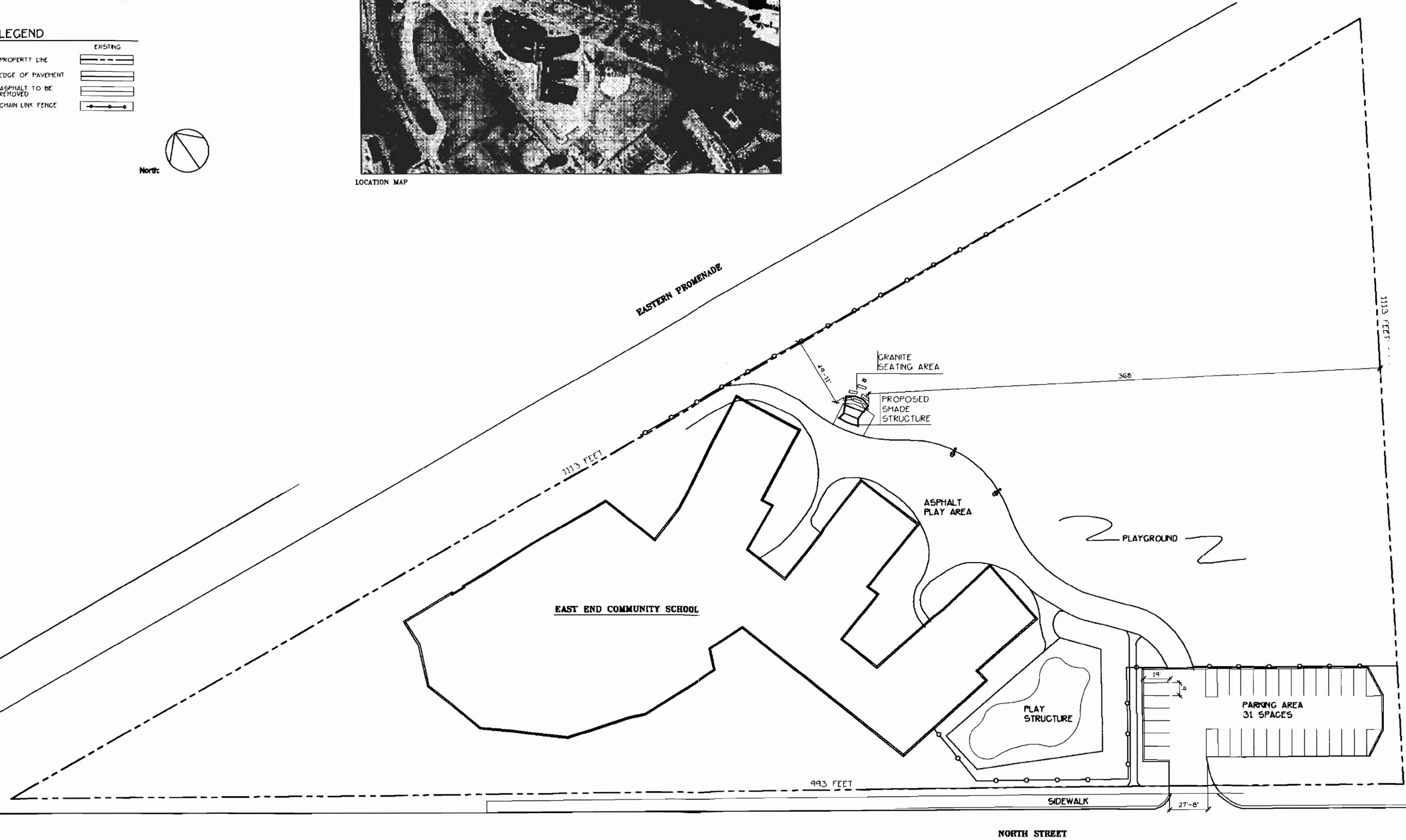
APRIL 1, 2009

LEGEND

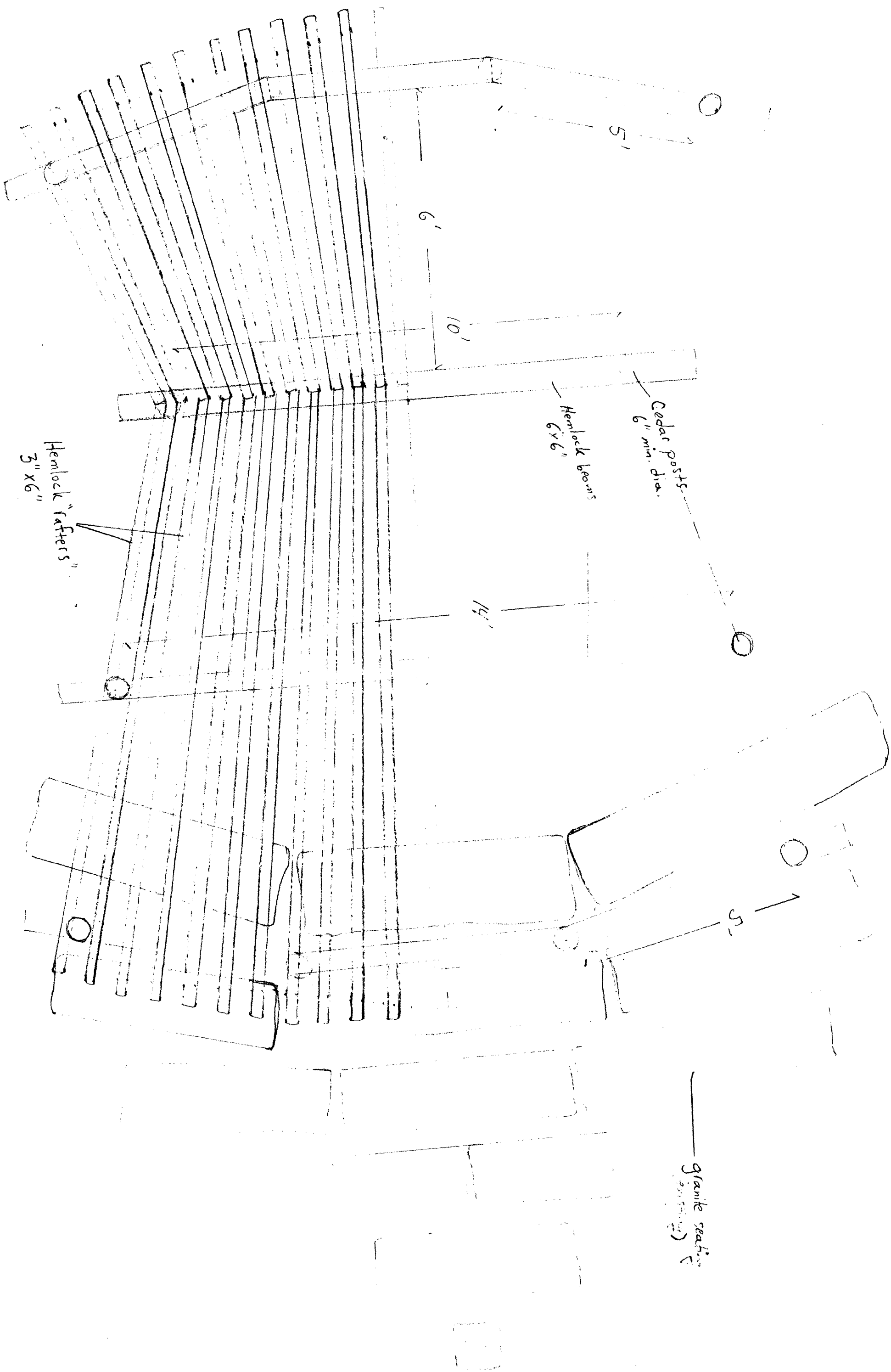
	EXISTING
PROPERTY LINE	
EDGE OF PAVEMENT	
ASPHALT TO BE REMOVED	
CHAIN LINK FENCE	



LOCATION MAP

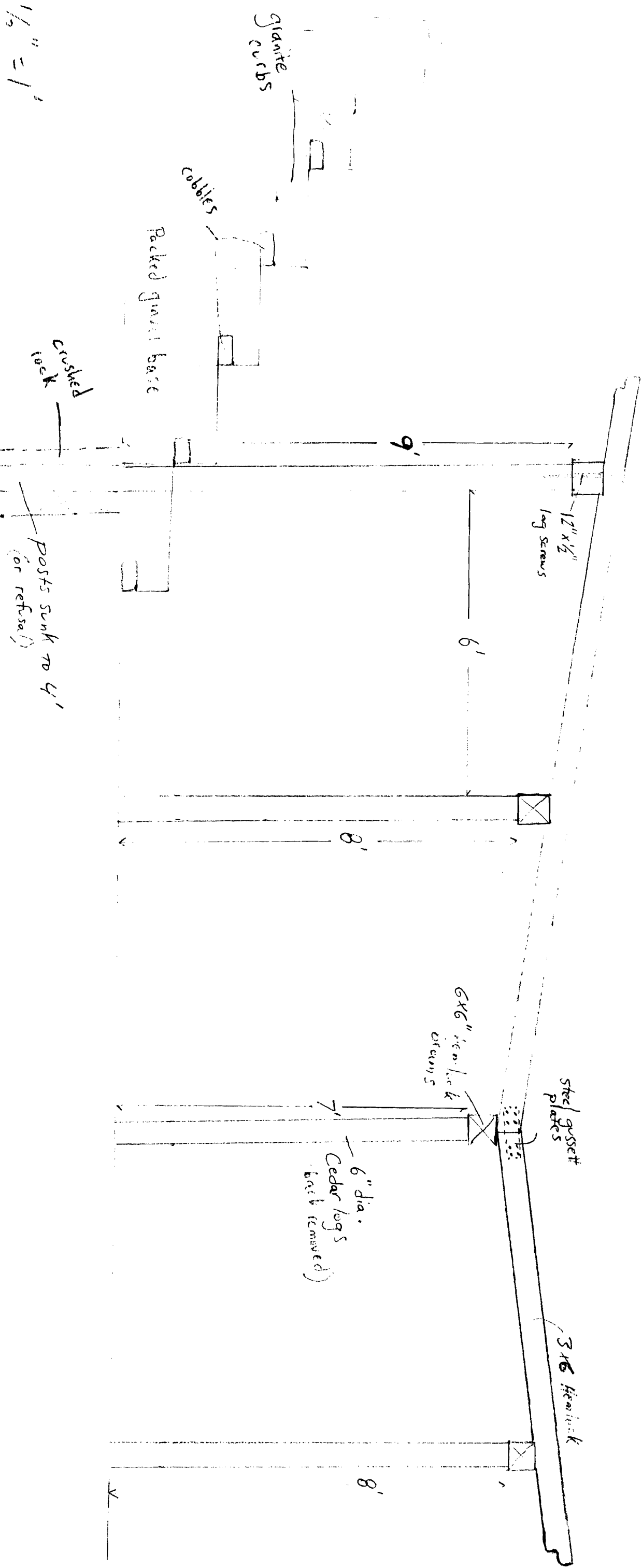




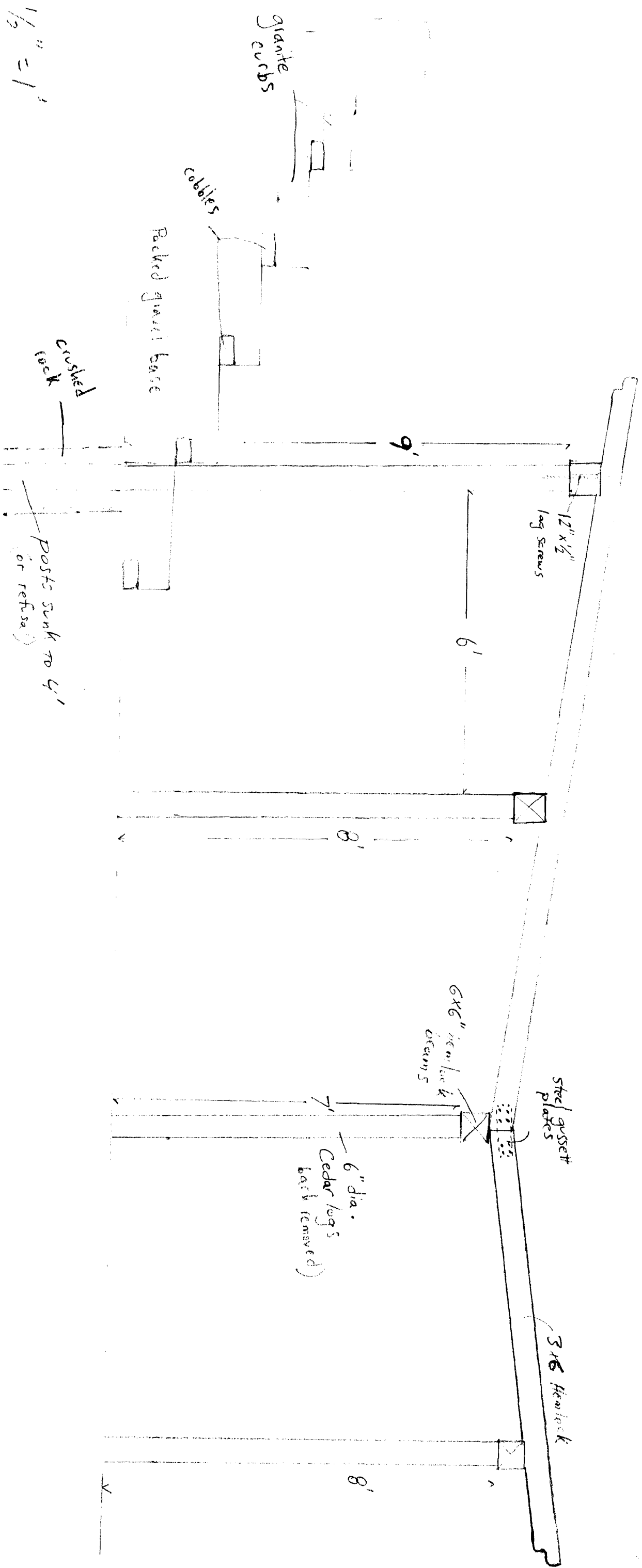


1 = 1/2"

1/3" = 1'



1/2" = 1'



407

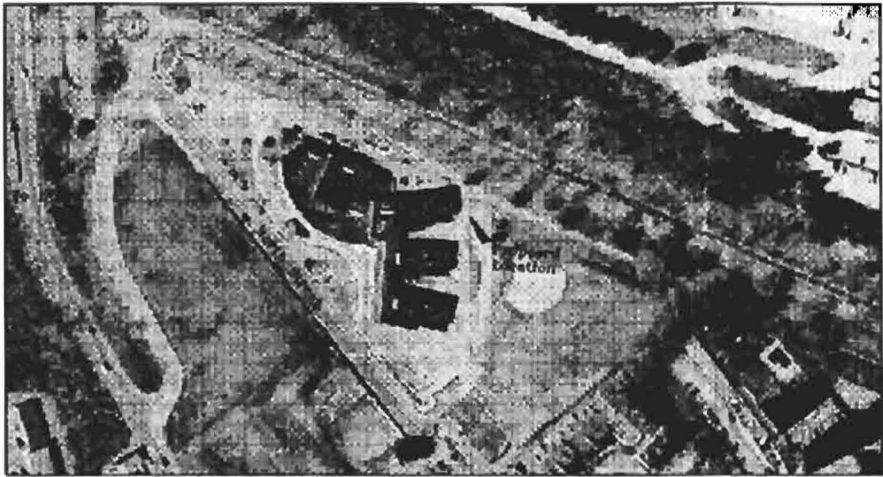
EAST END COMMUNITY SCHOOL

SHADE STRUCTURE PLAN  
SUBMITTED FOR: BUILDING PERMIT

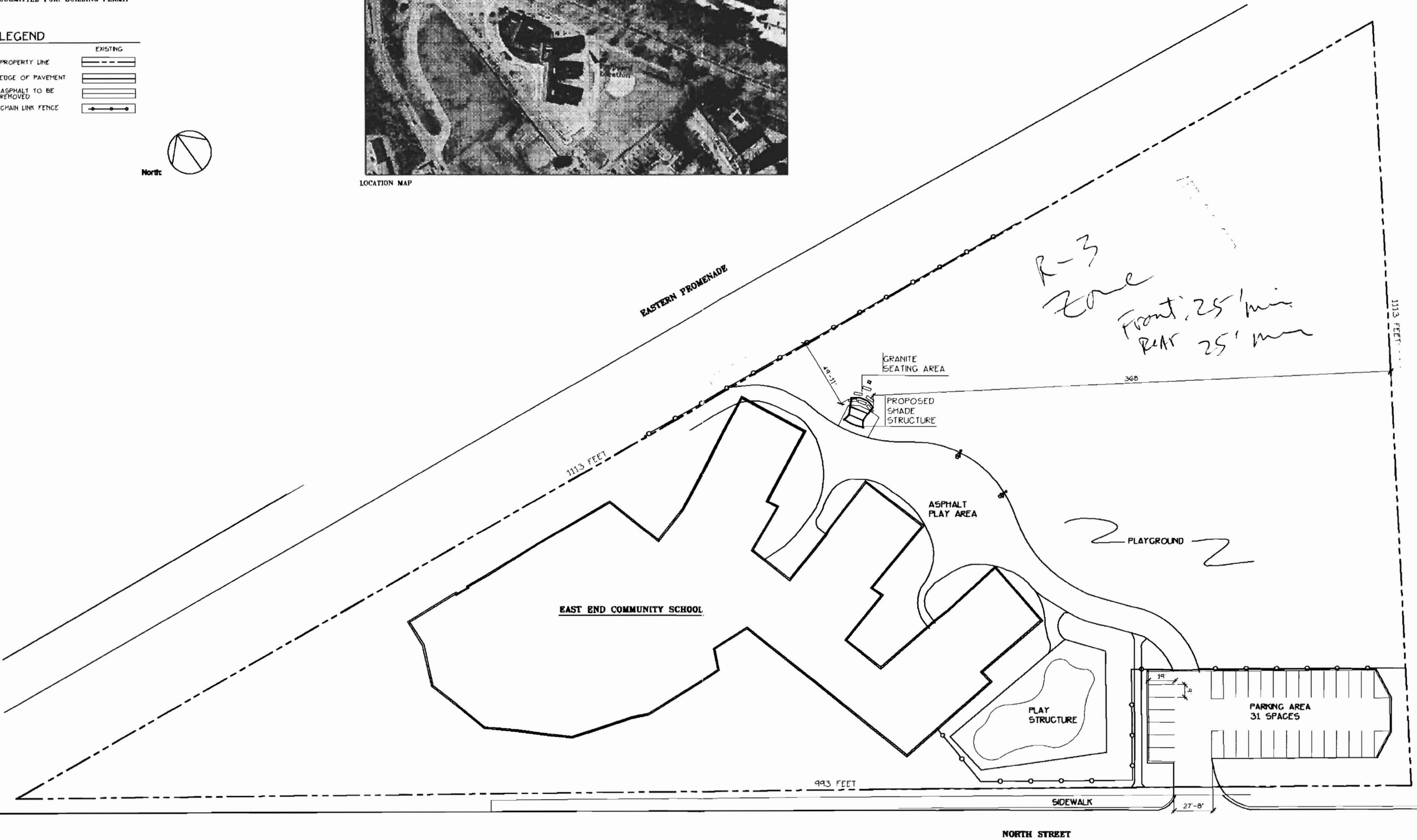
APRIL 1, 2009

LEGEND

	EXISTING
PROPERTY LINE	
EDGE OF PAVEMENT	
ASPHALT TO BE REMOVED	
CHAIN LINK FENCE	



LOCATION MAP



$$1 = \frac{1}{2}$$
