Building Inspections - Re: Tent permit application

Reviewed for Code Compliance
Inspections Division
Approved with Conditions

Date: 02/24/16

From: Erik Young <erik@sourfishevents.com>
To: Building Inspections <buildinginspections@portlandmaine.gov>
Date: 2/3/2016 4:34 PM
Subject: Re: Tent permit application
Attachments: Scan 2016-2-3 15.25.09.pdf; FR Certificate 40 wide tent.pdf; HC Maine Tent Permit .pdf; riff raff run city letter.docx

Hi there,

Thank you for your patience. I got all the dimensions, exits, and other information for the permit. I have reattached everything in case you do not have it in addition to the new plot map. Here are some details on the map:

-tent is 40'x60'
-it is being set up in the Urban Farm Fermentory front lot
-dimensions on the map include distance from street, distance from shrubbery, distance from building, distance from trees, and distance from nearest edge of lot.
-there is no temporary staging
-the tent is open on all sides, so there are not designated entrance/exit points.

Since the lot is not owned by the City, I believe we do not need to provide insurance for the tent, correct?

The name of the tent company is Maine Bay Canvas. Their contact information is:

53 Industrial Way, Portland, ME 04103
(207) 878-8888

Please review and let me know if this is complete. Thank you again!

Best,

Erik

On Fri, Jan 29, 2016 at 1:37 PM, Building Inspections <buildinginspections@portlandmaine.gov> wrote:

> All of it...the dimensions of the tent and the dimensions from the tent around the tent to any buildings, shrubery, etc. please review the item on the checklist.
>
> >>> Erik Young <erik@sourfishevents.com> 1/29/2016 2:29 PM >>>
>
> Hi there,
>
> Thanks for the feedback.
>
> For dimensions, do you need the parking lots dimensions or just the dimensions of the tent? I want to make

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sure we have everything you need so we can file.

Thanks!

Best,

Erik

Sent from my iPhone

On Jan 29, 2016, at 3:03 PM, Building Inspections <buildinginspections@portlandmaine.gov> wrote:

> Hi Erik
> The plot plan needs to show dimensions completely around the tent. Please review the checklist and provide that so we can enter this permit application. Thank you.
>
> >>> Erik Young <erik@sourfishevents.com> 1/29/2016 8:42 AM >>>
> Hi there,
>
> I am the Event Director for The Hard Cider Run 5K that is scheduled to take place on May 14, 2016. The event has a packet pick-up area at Urban Farm Fermentory in their parking lot. In order to do that, we need to erect a tent. I have been working with the city on securing all the permits for the event and they advised I need to submit a permit for a tent to you.
>
> I have attached the permit and all of the necessary documents. Please advise if they are complete. After we receive this back, we have to send it to the state for the final permit. Please let me know how long this permit takes, as we want to get everything complete so we can move forward with this spring run.
>
> The name of the tent company is Maine Bay Canvas. Their contact information is:
>
> 53 Industrial Way, Portland, ME 04103
> (207) 878-8888
>
> Please let me know what else needs done in order to secure this permit. Thanks!
>
> Best,
>
> Erik
>
> --
> ---
>
> **Erik Young**
> Event Director
> e: erik@sourfishevents.com
> p: 937-901-1380
> w: sourfishevents.com

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