

# DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

## BUILDING INSPECTION PERMIT

Permit Number: 071320

Please Read  
Application And  
Notes, If Any,  
Attached

This is to certify that CITY OF PORTLAND /Portland Downtown District  
has permission to Stage for Tree lighting Ceremony -Set up November 22 event November 23rd  
AT 456 CONGRESS ST 027 G001001

provided that the person or persons who accept this permit shall comply with all of the provisions of the Statutes of the State 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 when permission procedure before this building or part thereof is started or service closed-in. HOUR NOTIFICATION REQUIRED.

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

PERMIT ISSUED  
NOV 13 2007  
CITY OF PORTLAND  
11/07/07 *[Signature]*  
Director - Building & Inspection Services

**OTHER REQUIRED APPROVALS**  
Fire Dept. Craig Cass  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name

**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: 07-1320	Issue Date: 11/04/07	CBL: 027 G001001
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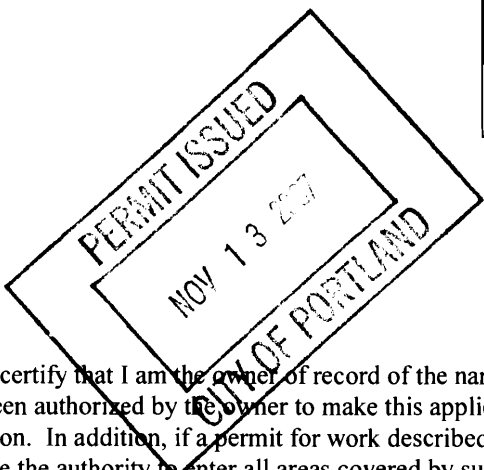
Location of Construction: 456 CONGRESS ST	Owner Name: CITY OF PORTLAND	Owner Address: 389 CONGRESS ST	Phone:
Business Name:	Contractor Name: Portland Downtown District	Contractor Address: 549 Congress Street Portland	Phone 2077726828
Lessee/Buyer's Name	Phone:	Permit Type: Special Events	Zone: B-3

Past Use: ROS Monument Square	Proposed Use: ROS Monument Square - Stage for Tree lighting Ceremony -Set up November 22 event is November 23rd	Permit Fee: \$30.00	Cost of Work: \$30.00	CEO District: 1
		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	INSPECTION: Use Group: B STAGE Type: 5 IBC-2003	

Proposed Project Description: Stage for Tree lighting Ceremony -Set up November 22 event is November 23rd	Signature: <i>Greg Curran</i>	Signature: <i>11/04/07 [Signature]</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: Idobson	Date Applied For: 10/22/2007	<b>Zoning Approval</b>
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<ol style="list-style-type: none"> <li>This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules.</li> <li>Building permits do not include plumbing, septic or electrical work.</li> <li>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..</li> </ol>	<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"/> Date: <i>10/25/07</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 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:
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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, Maine - Building or Use Permit**

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

<b>Permit No:</b> 07-1320	<b>Date Applied For:</b> 10/22/2007	<b>CBL:</b> 027 G001001
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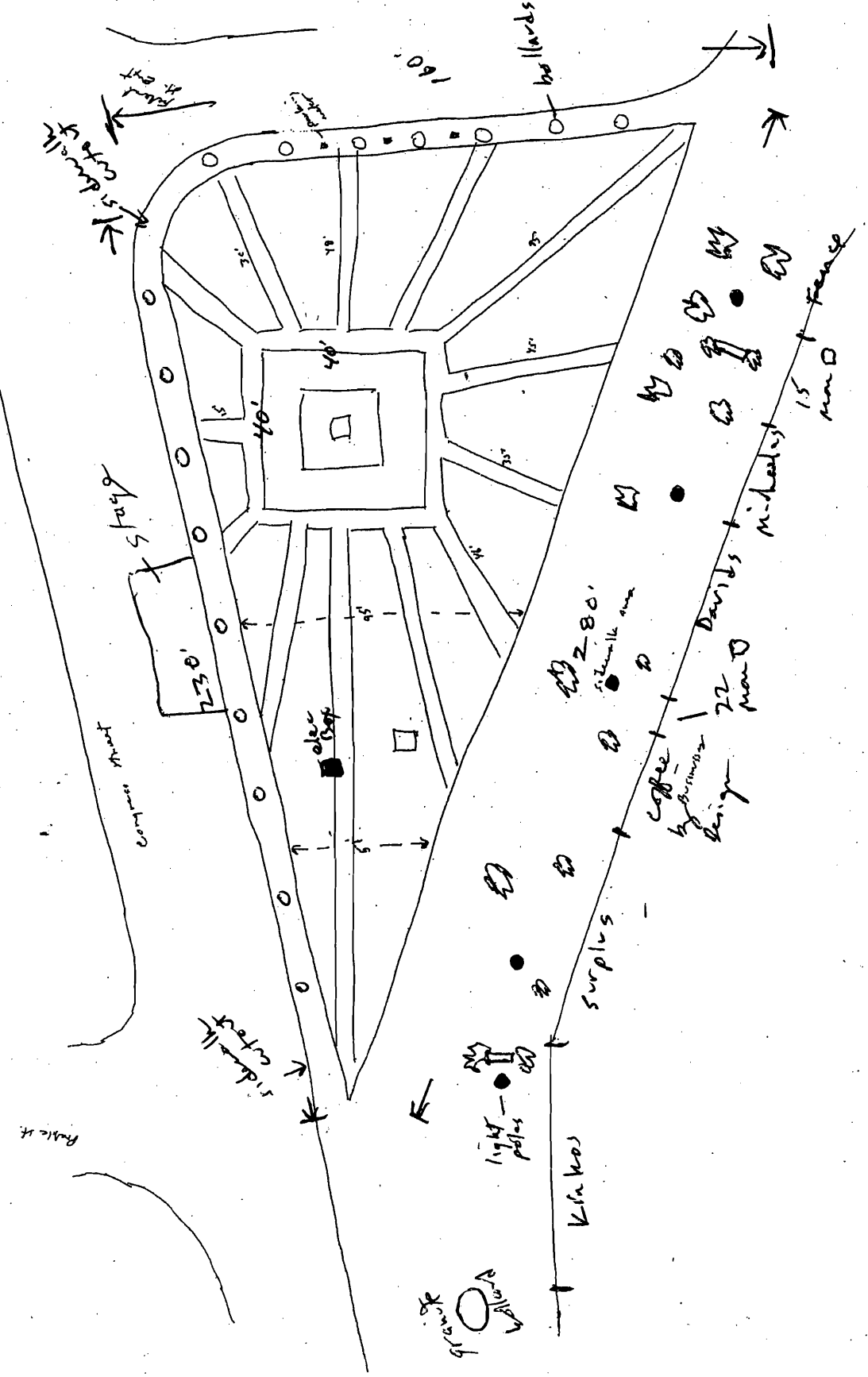
<b>Location of Construction:</b> 456 CONGRESS ST	<b>Owner Name:</b> CITY OF PORTLAND	<b>Owner Address:</b> 389 CONGRESS ST	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Portland Downtown District	<b>Contractor Address:</b> 549 Congress Street Portland	<b>Phone</b> (207) 772-6828
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Special Events	

<b>Proposed Use:</b> ROS Monument Square - Stage for Tree lighting Ceremony -Set up November 22 event is November 23rd	<b>Proposed Project Description:</b> Stage for Tree lighting Ceremony -Set up November 22 event is November 23rd
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<b>Dept:</b> Zoning	<b>Status:</b> Approved	<b>Reviewer:</b> Marge Schmuckal	<b>Approval Date:</b> 10/25/2007	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<b>Note:</b>				
<b>Dept:</b> Building	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Chris Hanson	<b>Approval Date:</b> 11/06/2007	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<b>Note:</b> Same stage as permitted on 9/7/07				
1) This permit DOES NOT authorize any construction activities. The tent/stage must be removed at the end of the event.				
2) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.				
<b>Dept:</b> Fire	<b>Status:</b> Approved	<b>Reviewer:</b> Capt Greg Cass	<b>Approval Date:</b> 10/25/2007	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>
<b>Note:</b>				

Light up for Holidays — 100 Tree Lighty Careway

Elm St



NON □ 18,400 sq feet

Tedco P403 207-716-8275 in 211  
 Fax: 8279

# All Purpose 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>Congress St between Preble + Elm Streets</u>		
Total Square Footage of Proposed Structure <u>480</u>	Square Footage of Lot	
Tax Assessor's Chart, Block & Lot Chart# <u>27</u> Block# <u>6</u> Lot# <u>1</u>	Owner: <u>City of Portland</u>	Telephone:
Lessee/Buyer's Name (if Applicable)	Applicant name, address & telephone: <u>Elise Loschiavo, PDD, 549 Congress St.</u>	Cost Of Work: \$ _____ Fee: \$ _____
Current use: <u>city street</u>		
If the location is currently vacant, what was prior use: _____		
Approximately how long has it been vacant: _____		
Proposed use: <u>Stage for Tree Lighting Ceremony, 11/23/07</u>		
Project description:		
Contractor's name, address & telephone: <u>Bronson Stage Rentals - 942-4531</u>		
Who should we contact when the permit is ready: <u>Elise Loschiavo 207-772-6828</u>		
Mailing address: <u>549 Congress, Portland 04101</u>		
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:		

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: <u>Elise Loschiavo</u>	Date: <u>10/10/07</u>
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This is NOT a permit, you may not commence ANY work until the permit is issued. If you are in a Historic District you may be subject to additional permitting and fees with the Planning Department on the 4th floor of City Hall

**From:** "Elise Loschiavo" <elise@portlandmaine.com>  
**To:** "Lannie Dobson" <LDobson@portlandmaine.gov>  
**Date:** 10/19/2007 1:18:45 PM  
**Subject:** Stage permit request

Hi Lannie!

Thanks for all your help this summer with the stage for Alive at Five.

Can you believe it, it's time for the tree lighting soon? Please find our application attached for a building permit on Congress Street. The tree lighting will be held Friday November 23.

Stage information:

This stage is a 28 foot by 20 foot wooden deck (3/4 inch painted plywood over 2 x 4's every 7 inches) over 6 inch aluminum beams that sit on steel construction scaffold on steel leveling jacks. This deck is approximately 38 inches high. The roof structure is also the same, with the same fabric cover, that we used last year at Alive at Five. The frame is welded aluminum built by James Thomas Engineering, We have sent certificates of flame retardant to Portland Code Enforcement on at least two earlier occasions. They may have records of that.

If you need to see this stage it is pictured on our web site at <<http://www.bronsonstagerentals.com>> [www.bronsonstagerentals.com](http://www.bronsonstagerentals.com) You may recognize the pictures; in some of the pictures it is shown set up in Monument Square.

Thanks for putting this through Lannie! Please email me back confirming your receipt of our application.

Elise

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Elise Loschiavo

Special Events and Public Relations Manager

Portland's Downtown District

549 Congress Street

Portland ME, 04101

207.772.6828 (p) / 207.774.4640 (f)

[elise@portlandmaine.com](mailto:elise@portlandmaine.com)



549 Congress Street, Portland, ME 04101  
portlandmaine.com • 207.772.6828

October 16, 2007

Ms. Lannie Dobson  
City Inspections  
City Hall  
389 Congress Street  
Portland, ME 04101

Dear Ms. Dobson:

Portland's Downtown District requests your help with the 2007 Annual Tree Lighting Ceremony. We are requesting a stage permit for the event on Friday, November 23.

This is the same exact stage as Portland's Downtown District's Alive at Five Concert Series this past summer.

Company	Bronson Stage Rentals
Contact	Rick Bronson
Location of Stage	Congress Street between Preble and Elm Streets
Description	Modular Portable Performance Stage 28' x 20' stage base 25' x 21' aluminum roof Top of stage erected by tow truck
Entrance/Exit	No enclosure – can enter/exit on all four sides
Load in/Load out	On Monument Square and Congress Street

We truly appreciate your assistance with our request.

In addition, we do hope that the City Inspections office will come on board with the other City departments and support this event and waive all fees. Your generosity would be greatly appreciated. The General Building Permit Application is attached.

Thank you in advance for your help.

Kind Regards,

Elise Loschiavo  
Special Events & Public Relations Manager



Order 79-07/08

Amended & Passage 7-0 (Suslovic out, Leeman absent)

NICHOLAS M. MAVODONES (MAYOR)  
KEVIN J. DONOGHUE (1)  
DAVID A. MARSHALL (2)  
DONNA J. CARR (3)  
CHERYL A. LEEMAN (4)

**CITY OF PORTLAND**  
IN THE CITY COUNCIL

JAMES I. COHEN (5)  
JAMES F. CLOUTIER (A/L)  
JILL C. DUSON (A/L)  
EDWARD J. SUSLOVIC (A/L)

**ORDER DECLARING PORTLAND DOWNTOWN DISTRICT  
"LIGHT UP YOUR HOLIDAYS" FESTIVAL**

**ORDERED**, that the City hereby declares the following dates as Portland Downtown District's "Light Up Your Holidays" Festival:

Fridays, Saturdays and Sundays; November 23,24,25,30 and December 1,2,7,8,9,14,15,16,21, and Thursday, December 13, 2007.

**BE IT FURTHER ORDERED**, that the following activities shall be held in the Monument Square, One City Center sidewalk area and Monument Way, Tommy's Park and Post Office Park, as further described in the Memorandum dated October 2, 2007, attached hereto:

November 23, 2007: Tree Lighting Ceremony in Monument Square - 5:30 to 6:30 p.m. (rain, snow or shine); and

December 1-2, 9 a.m. to 8 p.m., wreath and tree sales in Tommy's Park; and

Hay Wagon rides throughout Old Port area during the Festival dates;

**BE IT FURTHER ORDERED**, that the Organizers will be allowed to place a 20x24' stage on Congress Street (between Preble and Elm Street) that would face out to Monument Square including closure of that section of Congress Street to vehicular traffic from 9:00 a.m. to 10:00 p.m. on Friday, November 23<sup>rd</sup>.

**BE IT FURTHER ORDERED**, that Federal Street Extension and Congress Street shall be closed to vehicular traffic from 5:00 p.m. to 7:00 p.m. between Preble Street, Brown Street and Elm Street on Friday, November 23, 2007, to allow the construction and use of a stage for the Monument Square Tree Lighting, with "no parking" from 2 - 7 p.m. on Federal Street Extension;

**BE IT FURTHER ORDERED**, that to accommodate the wreath and tree sales in Tommy's Park on December 1 and 2, Exchange Street, from O'Naturals to Middle Street shall be posted "no parking" from 9:00 a.m. to 8:00 p.m. on such dates;

**BE IT FURTHER ORDERED**, that the Festival areas defined above will be closed to street vendors during the Festival hours pursuant to Chapter 19, § 19-17 of the Portland City Code; and

**BE IT FURTHER ORDERED**, that the City Clerk and City Manager are authorized to issue such other temporary licenses, including licenses for food service establishments as may be required by the City Code, provided that all other applicable requirements of said Code have been met regarding the operation of the Festival, provided, however, that the City Manager is authorized to waive the temporary FSE license fee for vendors authorized to operate in the Festival areas;

**BE IT FURTHER ORDERED**, that PDD shall defend, indemnify and hold harmless the City of Portland, its officers and employees, from and against all claims arising out of or resulting from the Festival and/or use of City streets and property for said Festival, and shall procure and maintain public liability insurance in the minimum amount of \$400,000 combined single limit for personal or body injury, death or property damage and covering the obligation of indemnification hereunder. The District shall provide the City with a certificate showing evidence of such insurance and showing the City as an additional insured on said insurance.