Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 09/11/14

From: "Jeff Edelstein" <jledelstein@gmail.com>
To: "'Ted Musgrave'" <TVM@portlandmaine.gov>, "'Zoe Croft'" <zoe.croft@gmail...
CC: "'Building Inspections'" <buildinginspections@portlandmaine.gov>, "'Troy...
Date: 9/3/2014 12:12 PM
Subject: Portland Greenfest - Tent Layout
Attachments: Image (375).jpg; Image (376).jpg

Ted and Troy, attached (image 375) is the layout we have come up with, based on vendor registrations. As you had suggested/requested, we've gone with more 10 x 10 canopies and fewer 20 x 40 tents. You guys were on target with that, since we had around 20 vendors sign up for the 10 x 10s and it gives us a nice wide clear runway down the middle of the square.

We also have re-oriented two of the 20 x 40 tents to have the ends pointed toward the "runway" so as to draw people in, rather than the previous layout in which the 20 x 40s had their long sides towards the runway.

I think this layout is an improvement over the last one by using space more efficiently, allowing for more openness than the previous layout, which I've also attached (image 376).

Our team is meeting today from 3 – 5 pm to finalize this. If you have any thoughts before then, please let me know.

--Jeff

From: Ted Musgrave [mailto:TVM@portlandmaine.gov]
Sent: Monday, August 18, 2014 4:03 PM
To: Zoe Croft; edelstein@psouth.net
Cc: Building Inspections; Troy Moon
Subject: Re: Portland Greenfest : Permitting (tents..?) - 3 large

hi zoe and jeff -

JEFF tells me that you folks are now going with 3 large tents....!!! (20x30's)

can you email me off that NEW configuration/MAP... and we'll get TROY to review and OK the placement... and then you can ORDER those TENTS UP...!!!!!!!!!! (p.s. Inspections also needs a tent MAP)

thankx

>>> Zoe Croft <zoe.croft@gmail.com> 8/18/2014 1:55 PM >>>

Hi Ted-

Yes the tent and stage permit were grouped together in the spreadsheet. From my understanding it is $30 per tent and for the stage. I am working on getting all these permits in by the end of next week. Hope you had a nice weekend

-Z

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On Thu, Aug 14, 2014 at 3:54 PM, Ted Musgrave <TVM@portlandmaine.gov> wrote:

zoe -

sorry to get back to you so late..

WERE the TENT PERMITS on that list.....? (i think that may have been the only thing missing)

>>> Zoe Croft <zoe.croft@gmail.com> 8/11/2014 10:06 AM >>>

Hi Ted-

I am working on permitting and deadlines for Portland Greenfest and have come up with a table of all necessary permits and licenses I need along with their corresponding deadlines. Will you look at this file and notify me if I am missing any important information, permits or have any incorrect deadlines or information?

hi

Thank you!

Zoe Croft

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Best,

Zoe Croft

Event Coordinator

Portland Greenfest <http://www.portlandgreenfest.org>

Greater Portland Sustainability Council
<https://gpqlc.sharepoint.com/Pages/GreaterPortlandSustainabilityCouncil.aspx>

207.776.5030

<mailto:zoe.croft@gmail.com> zoe.croft@gmail.com

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Best,

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Zoe Croft

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