

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

BUILDING INSPECTION

PERMIT

Permit Number: 061087

Please Read Application And Notes, If Any, Attached

This is to certify that CITY OF PORTLAND /n/ a

has permission to Tent for Women In Need at Festival National event

AT 61 PARK AVE 035 I001001

provided that the person or persons firm or corporation accepting 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 of the rules in this department.

PERMIT ISSUED
MAY 26 2006
CITY OF PORTLAND

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 is procured before this building or part thereof is leased or service is rendered. 4 HOUR NOTICES REQUIRED.

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

OTHER REQUIRED APPROVALS

Fire Dept. _____

Health Dept. _____

Appeal Board _____

Other _____
Department Name

[Handwritten Signature]
1/25/06
Director - Building & 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: 06-1087	Issue Date:	CBL: 035 1001001
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Location of Construction: 61 PARK AVE	Owner Name: CITY OF PORTLAND	Owner Address: 389 CONGRESS ST	Phone: PERMIT ISSUED
Business Name:	Contractor Name: n/a	Contractor Address: Portland	Phone: JUL 26 2006
Lessee/Buyer's Name	Phone:	Permit Type: Tents	Zone: ROS

Past Use: ROS	Proposed Use: ROS Tent for Women In Need at the Festival of Nations Event	Permit Fee: \$30.00	CITY OF PORTLAND Code of Work: 1
Proposed Project Description: Tent for Women In Need at the Festival of Nations Event		FIRE DEPT: <input type="checkbox"/> Approved <input checked="" type="checkbox"/> Denied <i>N/A</i>	INSPECTION: Use Group <i>U</i> Type: <i>Tent</i> <i>Temp Structure</i>
		Signature:	Signature: <i>---</i>
		Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input checked="" type="checkbox"/> Denied	Date:

Permit Taken By: dmartin	Date Applied For: 07/25/2006	Zoning Approval		
<ol style="list-style-type: none"> This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. Building permits do not include plumbing, septic or electrical work. 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.. 		Special Zone or Reviews <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"/> <i>OC</i> Date: <i>7/25/06</i> <i>ABW</i>	Zoning Appeal <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:	Historic Preservation <input checked="" type="checkbox"/> Not in District or Landmar <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions Denied <i>APM</i> >ate:

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

**Submit Application to Room 315, Portland City Hall, 389 Congress Street, Portland, ME 04101
207-874-8703; fax 207-874-8716. Please allow 10 Business Days for processing.**

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: <u>Deering Oak Park</u>		
Date of Tent setup: <u>July 29, 2006</u>		Date of Tent breakdown: <u>July 30, 2006</u>
Tax Assessor's Chart, Block & Lot Chart# Block# Lot#	Owner: <u>A+ Party Rental</u>	Telephone: <u>883-4472</u>
Lessee/Buyer's Name (If Applicable) <u>Women In Need</u>	Applicant name, address & telephone: <u>Women In Need 142 High St, Suite 420 Portland, ME 04101 207-761-9464</u>	Fee: \$ 30.00 <u>Deferred</u>

The following must be included as submissions:

1. Certificate of Flammability
2. Letter of approval from property owner. If the City is the owner, please contact Ted Musgrave at Parks & Recreation @ 874-8793
3. Plot Plan showing the following:
 - I. Property lines
 - II. Parking
 - III. Existing Building locations
 - IV. Tent locations, including dimensions of all tents, exits and entrances in tent.
4. If the City is the property owner, Certificate of Insurance listing the City as Additional Insured, Minimum amount of coverage is \$400,000.00

Whom should we contact when the permit is ready: Shalom Otokovs
 Mailing address: 142 High St, Suite 420
Portland, ME 04101
 PHONE: 761-9464

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 \$1 00.00 FINE LEVIED IF ANY WORK STARTS BEFORE THE PERMIT IS PICKED UP,

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: <u>7/20/06</u>
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This is NOT a permit. you may not commence ANY work until the permit is issued.

Certificate of Flame Resistance

REGISTERED

FABRIC
NUMBER

F-140071

ISSUED BY

JOHNSON WORLDWIDE ASSOCIATES, INC.
BINGHAMTON, NEW YORK 13902

Manufacturers of the Finest
Tent Products Described Herein

Date of Manufacture

January 1998

This is to certify that the products herein have been manufactured to UL Flame retardant as here after specified by the material supplier.

NAME: A Bliss Party Rental

CITY Scarborough

STATE

ZIP

Certification is hereby made that:

The articles described on this certificate have been manufactured with an approved flame retardant chemical in compliance with California State Fire Marshal Code, NFPA-701. Underwriters Laboratory of Canada, and have been tested in accordance with the Federal Test Method Specifications and meet or exceed the Military Flame Specifications of MIL-C-43008G.

Type, color and weight of material: 12oz Vinyl White

Description of item certified: 20x20 Party Canopy Top

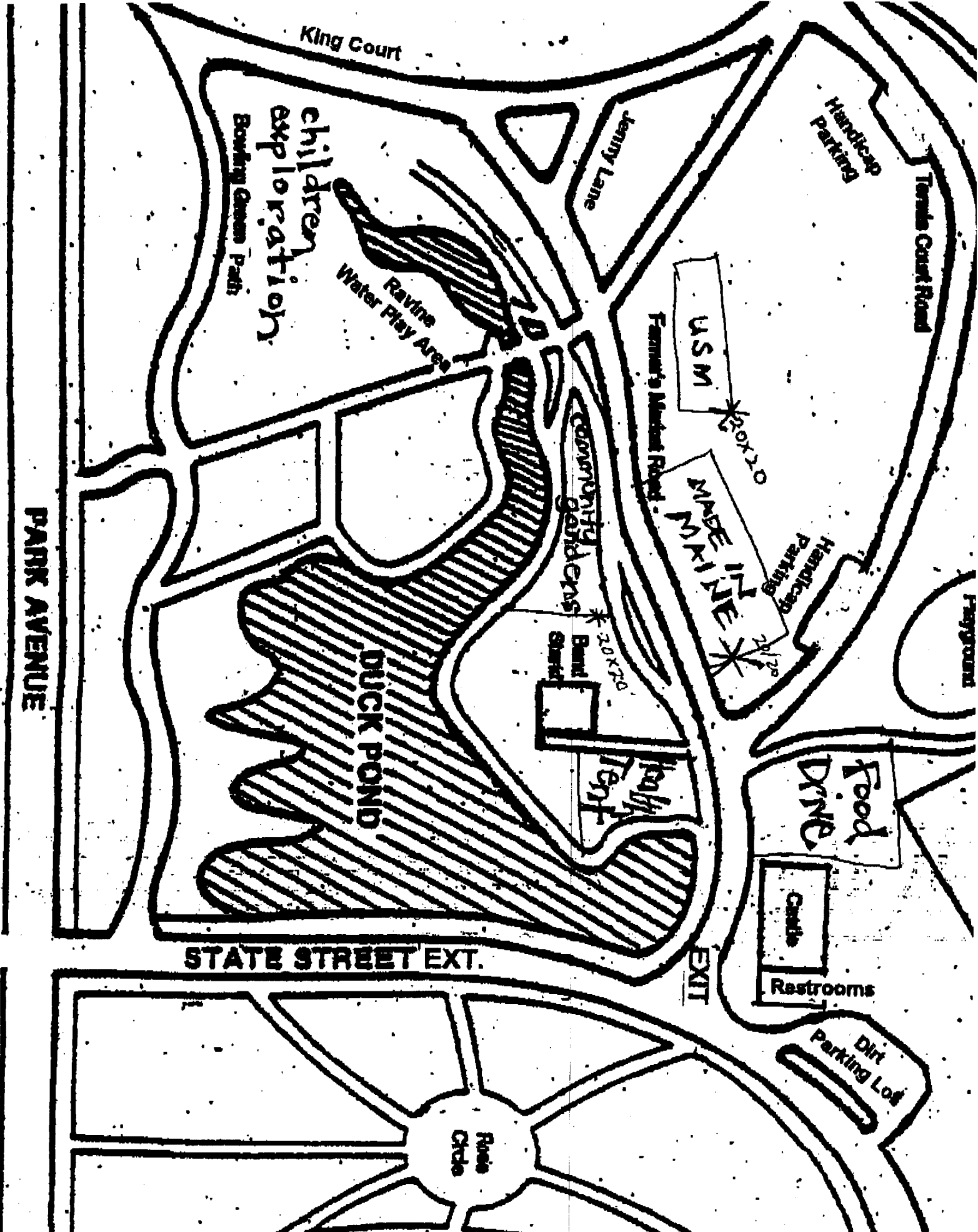
**Flame Retardant Process Used Will Not Be Removed By Washing And
Is Effective For The Life Of The Fabric**

Snyder Manufacturing, Inc.

Manufacturers of Flame Retardant Vinyl Landscapes



1-800-854-5555



From: <womini@aol.com>
To: <amachado@portlandmaine.gov>
Date: 7/25/2006 2:02:21 PM
Subject: Fwd: permit - festival of nations, deering oaks, sat. July 29

Waiver of fees

Shalom Odokara

Executive Director
Women In Need Industries(WINI)
142 High Street, Suite 420,
Portland, Maine 04101
Phone: 207-761-9464, Fax: 207-761-1113,
WEB SITE: www.wini.us

You must be the change you wish to see in the world-Gandhi

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From: "Ted Musgrave" <TVM@portlandmaine.gov>
To: <Parkside@maine.rr.com>, <ARL@portlandmaine.gov>, <ARTHUR@portlandmaine.gov>, <AXB@portlandmaine.gov>, <AXR@portlandmaine.gov>, <CAP@portlandmaine.gov>, <DClavette@portlandmaine.gov>, <DMARTIN@portlandmaine.gov>, <EOWENS@portlandmaine.gov>, <FJL@portlandmaine.gov>, <GARYH@portlandmaine.gov>, <GG@portlandmaine.gov>, <JAV@portlandmaine.gov>, <JBP@portlandmaine.gov>, <JDB@portlandmaine.gov>, <JEG@portlandmaine.gov>, <JER@portlandmaine.gov>, <JHG@portlandmaine.gov>, <JRUSH@portlandmaine.gov>, <JST@portlandmaine.gov>, <JSTEFFY@portlandmaine.gov>, <LDobson@portlandmaine.gov>, <mbobinsky@portlandmaine.gov>, <MDS@portlandmaine.gov>, <MES@portlandmaine.gov>, <MJN@portlandmaine.gov>, <Peterd@portlandmaine.gov>, <PJS@portlandmaine.gov>, <PRL@portlandmaine.gov>, <PRW@portlandmaine.gov>, <PW@portlandmaine.gov>, <RJG@portlandmaine.gov>, <ScottS@portlandmaine.gov>, <SGE@portlandmaine.gov>, <SJM@portlandmaine.gov>, <SLD@portlandmaine.gov>, <STB@portlandmaine.gov>, <TGC@portlandmaine.gov>, <TLH@portlandmaine.gov>, <TPW@portlandmaine.gov>, <TWD@portlandmaine.gov>, <VLA@portlandmaine.gov>, <WHP@portlandmaine.gov>
Date: 7/24/2006 6:02:57 PM
Subject: permit - festival of nations, deering oaks, sat. July 29

hi all.

PLS c attached permit for this annual festival... and assist if need be. thanks.

the organizer has probably contacted most of you by now...

i have cc'ed the organizer, farmers market, fod oaks, and cvb staff

CC: <womini@aol.com>, <margi@blowbros.com>, <blowbros@gwi.net>, <bohbhagr@maine.rr.com>, <hfff@maine.rr.com>, <ap@oldgreymayor.com>, <CAH@portlandmaine.gov>, <snellfamilyfarm@sacoriver.net>, <castle@visitportland.com>, <maryjane@visitportland.com>

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ITY OF PORTLAND
ARKS & RECREATION DEPARTMENT

PUBLIC SPACE PERMIT (7 page permit)

PARK AREA / PUBLIC SPACE REQUESTED: Deering Oaks Park
CONTACT NAME: Shalom Odokara, Executive Director
GROUP / EVENT NAME / DESCRIPTION OF ACTIVITY: Women In Need, Inc. Festival of Nations The 4th Annual Greater Portland of Maine Festival of Nations will showcase Maine's ethnic diversity, continue ethnic traditions, encourage ethnic understanding, and promote a united and healthy Maine. The purpose of the festival will be achieved in cooperation with various ethnic groups that will present their rich ethnic heritage through authentic ethnic cafes, music, cultural exhibits and folk art demonstrations. Also on site: an international bazaar, health and wellness information tent, and outstanding entertainers. This years festival theme is: Made in Maine, buy Locally/Maine's Finest Gourmet Food Producers. The festival is free and family oriented. A children's area will be set up near the ravine. There will be food vendors on site selling food and crafters on site selling crafts and clothing. Bands will be performing on the bandstand. Organizer will rent 4 porta-potties. The organizer has asked for festival status by Portland City Council and has asked for in-kind services (and a waiver of city fees). Organizer has also asked that a banner be hung over Congress Street. In addition to the festival, there is also a Festival of Nations Soccer Tournament, taking place July 28, 29 & 30, at area fields.
ADDRESS: Women In Need, Inc. 142 High Street Suite 420 Portland, ME 04101
TELEPHONE: W: 761-9464 fax: 761-1113
EMAIL ADDRESS: womini@aol.com CAH@portlandmaine.gov
EVENT DATE(S): Saturday, July 29, 2006 EVENT TIME(S): 2:00pm- 8:30pm (Some setup to begin at 10am/majority of setup at Noon. Cleanup ends by 10pm.) RAIN DATE(S): none EVENT/REGISTRATION FEE free admission
NUMBER OF PEOPLE EXPECTED: 2000+

Please be advised that Portland City Council has declared your event a festival, and has approved City in-kind services and a waiver of associated City license and permit fees, and that Parks & Recreation has approved your use of:

Deering Oaks Park for the 4th Annual Festival of Nations on Saturday, July 29, 2006, (your request for a banner hanging has also been approved)

Pending the following conditions:

PERMIT FEES / INSURANCE / SECURITY DEPOSITS / ELEC FEE / PORTA-POTTY FEE

PERMIT FEES: Park Use Permit fees have been waived (other fees for City Clerks licenses, as well as tent permit fees, etc.) have been waived. In-kind assistance from city staff has also been approved by City Council.

CERTIFICATE OF INSURANCE: Women In Need, Inc. shall indemnify the City and hold it harmless from and against all claims arising out of activities during said event, and shall take out and maintain public liability insurance coverage in the amount of at least **\$400,000** combined single limit for personal or bodily injury, death or property damage for said purpose. This insurance certificate must list the City of Portland as an additional insured in regards to your event (and also to the banner hanging; A&M Partners Inc. also needs to be named as additional insured in regard to the banner hanging). **Thank you for already forwarding the certificate of insurance to this office.**

ELECTRICITY FEE: Electricity fee has been waived.

PARK SECURITY DEPOSIT: Please forward a \$250 park security deposit (check payable to City of Portland) to this office. Please remember that you will get back your security deposit only if the area is left as was found. Monies may be deducted from the security deposit for clean up, repair of grounds, non-compliance with the conditions for use, etc. **Please make sure that all vehicles stay off grass areas and park only in designated legal parking areas. Parks & Recreation has a strict policy that prohibits vehicles parking on the grass areas. For each vehicle parked on grass, \$10 will be deducted from your security deposits. Please make sure you adhere to this policy. *You will only receive security deposit back, if the area(s) are left as found and conditions for use adhered to.***

KEY SECURITY DEPOSIT: Please forward a **\$50 key security deposit** (check payable to City of Portland) to this office. Please remember that you will get back your security deposit once the key is returned. You can pick the key up from the P&R Office (134 Congress Street) on Thursday or Friday, July 27 or 28. Please plan on returning the key to the P&R office on Monday, July 31.

PORTA-POTTY CLEANING FEE: Since you are renting 4 porta-potties, there will be no charge to you for a cleaning fee.

USE OF GROUNDS

You have permission to use the Deering Oaks Park Bandstand area, grass areas around the park, the park road near the bandstand and the ravine / water play area as well. You also have permission to place tables and chairs (and 10x10 canopies) on the Bowling Green Pathway – though no vehicles are allowed to drive down that pathway.

You have permission to barricade the main entrance into the park (at 10am). This is to make sure that no vehicles are moving through the park during the event (and also to free up some parking space along the main roadway (Tennis Ct. Rd.) for parking of volunteers, band members, and vendors). Signs would be posted to alert the public to the park road closure and that there will be no thru-traffic allowed in the park from 2pm – 8:30pm on July 29.

You also have permission to reserve parking spaces along the park roadway (on Friday night). This is to ensure that the park roadway (where your vendor trucks and booths are located) is free and clear of vehicles.

All participating vehicles must stay off the grass areas (and stay to the tarred roadway areas). The entrance to the baseball field road (aka Goodwin Alley) must be kept free and clear of obstructions (as there may be games going on at the baseball field during your event and the field will need to be lined).

To reserve fields for the soccer matches, please confer with Ethan Owens, P&R, 756-8275.

Parks & Recreation has a strict policy that prohibits vehicles parking on the grass areas. Please make sure that all vehicles stay off grass areas and park only in designated parking areas. For each vehicle parked on grass, \$10 will be deducted from your security deposits. Monies may also be deducted from the security deposit for clean up, repair of grounds, non-compliance with the conditions for use, etc.

❑ **CITY CLERK'S OFFICE/ VENDOR LICENSES/ CITY HALL Amanda Berube ~ 874-8557**

You have permission to invite **food** vendors into the park. For refreshments and food at the site, please call Amanda Berube (874-8557) at the City Clerks Office to receive temporary food **service** license applications. All food vendors must be licensed. (I understand that most – if not all – of the applications for your vendors have already been submitted to the Clerk's **Office**.)

Any vendors in the park that are cooking: Propane must be used (no charcoal).

For the kiddie train ride, please procure an "Amusement Ride" license from Amanda. The Train Ride must stay to the tarred areas (no train tracks **on** the grass). If you have other kiddie rides, **those** too would need to be licensed (and stay to the tarred areas).

Please procure a concert license from Amanda (for the music at the stage). **Please** remember to keep volume levels of your pa system down to a minimum. If the police department receives noise complaints they will respond accordingly.

For arts & crafts, t-shirts, cd's, etc. to be sold, please procure a street goods vendors license from Amanda. City Council has waived fees **so** there should be no fees involved with the licensing.

❑ **TENT PERMIT/ INSPECTION SERVICES 874-8693, 8701 or 8703**

One large (20x30) tent is scheduled to go over to the left of the bandstand driveway (same as last year). Another large (20x20) tent is schedule to be placed on the grass area in front of the bandstand (same as last year). Another large (20x20) tent is schedule to be placed on the grass area, across the roadway from the bandstand (about 20 feet away from the green electrical **box**). These areas have **been** ok'ed by Park Managers.

Other grass areas will have 10x10 canopies (these small canopies do not need a tent permit).

These 3 large tents must be **permitted** by Inspection Services (phone numbers above) – thank you for already starting this process. Inspections will need a site map and certificates of flammability.

To make sure those grass areas have no utilities underground, you must call DIG SAFE: 1-888-344-7233 – preferably July 25. You'll need to mark **out** the tent areas prior to that call (please use spray-on chalk).

Tent set up must take place **on** Saturday morning (the **two** tents that are positioned **on** the grass area near Farmers Market roadway will need to wait until **Noon** to drive **onto** the roadway). Tents must be removed **on** Saturday night. Please make sure that all tent ropes (and the stakes) are clearly marked so the public does not run into them

The tent truck has permission to drive on the bandstand driveway (for that tent location). This truck also has permission to drive down Farmers Market Roadway., after the Farmers have left (Noontime). This truck should not be driving or parking **on** the grass area.

An inspector will be on site in the early afternoon hours to inspect the food vendors. If you have any questions pertaining to food service, please call Inspections in advance.