

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read
Application And
Notes, If Any,
Attached

ENGINEERING SECTION

PERMIT

Permit Number: 020510

This is to certify that City Of Portland/e-z up

has permission to Erect 1-10' x 20' canopy and 10' x 10' awnings.

AT 842 Baxter Blvd 166 A001001

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 when permission procured before this building or part thereof is occupied or closed-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. _____

Health Dept. _____

Appeal Board _____

Other _____

Department Name


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: 02-0510	Issue Date: 2	CBL: 166 A001001
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Location of Construction: 842 Baxter Blvd	Owner Name: City Of Portland	Owner Address: 389 Congress St CITY OF PORTLAND	Phone: 9097810843
Business Name:	Contractor Name: e-z up	Contractor Address: 1601 Iowa Avenue Riverside	Phone: 9097810843
Lessee/Buyer's Name	Phone:	Permit Type: Tents	Zone:

Past Use: Payson Park	Proposed Use: Payson Park with 1-10' x 20' canopy and 2-10' x 10' canopies.	Permit Fee: \$35.00	Cost of Work: \$35.00	CEO District: 2
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Proposed Project Description: Erect 1-10' x 20' canopy and 2-10' x 10' canopies.	FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied INSPECTION: Use Group: <i>N/A</i> Type: <i>N/A</i> Signature: <i>[Signature]</i> Date: <i>5/17/02</i> Signature: <i>[Signature]</i>
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Permit Taken By: jmy	Date Applied For: 05/15/2002	Zoning Approval
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1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building permits do not include plumbing, septic or electrical work. 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..	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"/> MHA <input type="checkbox"/>	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	Historic Preservation <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: <i>[Signature]</i>	Date:	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

Attn: Heather

02-0510

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>Payson Park - Canopies</u>		
Date of Tent setup: <u>May 19, 2002</u>	Date of Tent breakdown: <u>May 19, 2002</u>	
Tax Assessor's Chart, Block & Lot Chart# Block# Lot#	Owner: <u>City of Portland</u>	Telephone:
Lessee/Buyer's Name (if Applicable)	Applicant name, address & telephone: <u>American Heart Assoc. 343 Gorham Rd So. Portland, ME 04106</u>	Fee: \$ 35.00
<p>The following must be included as submissions: 879-5700</p> <ol style="list-style-type: none"> 1. Proof of Flam Retardant 2. Letter of approval from property owner, if the City is the owner, please contact Ted Musgrave from the Parks & Recreation @ 874-8793 3. Plot Plan showing the following: <u>elect 5/19</u> <ol style="list-style-type: none"> i. Property lines ii. Parking (1) 10' x 20' iii. Building locations (2) 10' x 10' Canopy 4. Tent location, including dimensions of tent, exits and entrances in tent 		
Who should we contact when the permit is ready: <u>Heather Quintana</u> →		
Mailing address: <u>American Heart Assoc. 343 Gorham Rd So. Portland, ME 04106</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: 879-5700 → <u>cell</u>		

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>[Signature]</u>	Date: <u>5/15/02</u>
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This is NOT a permit; you may not commence ANY work until the permit is issued.

label on
E-Z-UP
Products



WARNING

KEEP ALL FLAME AND HEAT SOURCES AWAY FROM THIS TOP FABRIC

This top is made with flame resistant fabric which meets CPAI-84 specifications. It is not fire proof. The fabric will burn if left in continuous contact with any flame source.

The application of any foreign substance to the top fabric may render the flame resistant properties ineffective. **IMPORTANT!** Carefully read and follow the instructions provided with this product.

100% Polyester • Made in USA
INTERNATIONAL E-Z UP, INC.
1601 Iowa Avenue • Riverside, California 92507 USA
VOICE (909) 781-0843 • FAX (909) 781-0586

Denise Clavens Albert, CPRP
Director, Parks & Recreation



Joseph E. Gray, Jr.
City Manager

CITY OF PORTLAND

Ms. Heather Quintana
Ms. Melissa Goodrich
American Heart Association
343 Gorham Road
So. Portland, Maine 04106-2317
879-5700 fax:879-5918

Tim Warrow: 892-2865

May 10, 2002

Dear Heather and Melissa:

This will acknowledge receipt of your letter requesting permission to use Back Cove Walkway and a portion of the triangle grass area at Payson Park in order to hold The American Heart Walk around Back Cove on Sunday, May 19, from 9am-Noon (set up for the event begins at 5:30am). The grass area is to be used as a gathering place for the participants; 3 tents will be set up, a small stage and pa system may be used for a band; electricity is needed; refreshments will be served. You have asked that Dyer's Flat be available for overflow parking. There is no rain date. Expected attendance is 750 walkers.

You have requested that the police department assist with the crossing of walkers (across Baxter Blvd.) and that a Medcu unit be on site at the park. You have also asked if tethered balloon rides can be given from the park. Balloon rides provided by Tom Hancock, 761-8373.

Please be advised that you are authorized to hold The American Heart Walk along Back Cove Walkway and to use Payson Park, subject to the following conditions:

1. The City needs to receive a \$35 permit fee (check payable to City of Portland) and a park security deposit of \$100. You would receive the security deposit back if the area is left as was found (and no vehicles are found to be parked on the grass). Please ask your insurance company to fax in a certificate of insurance which names the City of Portland as additional insured in regard to The American Heart Walk activities (coverage - at least \$400,000.00 general liability - and product liability). Your insurance company may fax in a copy: 756-8390.

2. Please keep in mind that the Cystic Fibrosis Foundation is holding a walkathon on Saturday, May 18, and using Payson Park as a starting point. They have been asked to remove all their items from the park (you may want to consider sharing some costs of porta-potties, etc. You may contact the organizer, Lisa Babaiian, at 603-598-8191.)

3. Remember that participants will need to cross Baxter Blvd. to enter onto the Back Cove Walking Path; please have them use the cross walks. For police assistance, please call Lt Ted Ross, 874-8569, or Sgt. Gary Rogers, 874-8554. There may be a charge for police personnel being on site.

4. Please make sure that all vehicles stay off grass areas and park only in designated parking areas. Parks & Recreation has a strict policy now that prohibits vehicles parking on the grass area for long durations of time. (Certainly, vehicles loaded with equipment can drive onto the grass area to deliver items to the middle of the park - but they are limited to a 10 minute stay.) For items dropped off at the edge of the grass area abutting the Blvd., obviously cars can park on the right hand side of the Blvd. and unload from there - they would not have to drive onto the grass. Please keep the Little League parking lot available for little leaguers as games may be played on Sunday. The small lot near the tennis courts, the dirt parking lot near the grass triangle, the tarred street area on the Ocean Ave. side, and the dirt parking lot on the Boulevard are all available for your use. The Dyer's Flat grass area (the grass/field area where the new playground is located) can also be available for parking (however, you will need to staff that area with 2 volunteers and procure 2 barricades from this office to keep the entrance to the area open).

Vehicles should not park on Baxter Blvd. or Ocean Ave. or on the grass area abutting the Boulevard. This area will be posted "no parking" and park rangers will check the park frequently. They will take photos of vehicles that are parked 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 new policy.

(continued)

Enjoy Portland for Life.

17 Arbox Street • Portland, Maine 04103 • (207) 874-8793 • FAX 756-8390

2-10p
2 barricades

Also, if Payson Park grass area is wet and soggy, we require that vehicles stay off this area at all times (even vehicles unloading items), so that tire ruts would not occur. Please plan accordingly.

5. Please also have signs made up that state The American Heart Walk is in progress. These should be positioned on the side of Baxter Blvd. near Payson Park.

6. You should plan on renting 2 porta-potties. This should be placed in this dirt parking lot area -- at the spot closest to the tip of the triangle. Please make sure they are dropped off on Saturday, May 18 or (preferably -- Sunday morning) and picked up on or before Monday, May 20. (If you are sharing porta-potties with the Cystic Fibrosis Foundation, obviously the above -- except for the removal date -- does not apply.)

7. Please make sure that vehicles stay off the grass areas as much as possible. Vehicles may drive on grass areas only to drop items off (unless the grass is very wet and soggy, then no vehicles should drive on the grass at all). Please move them off as soon as possible (10 minute time limit).

8. For your tent permits, please contact Inspection Services (874-8703). They will need a site plan, fireproof certificate and a permit fee of \$35. Your tents must be located in the triangular section of grass (there have been 20'x30' tents installed in the past on this triangular section of grass at Payson Park; you will not need to call DIG SAFE as long as your tent is located away from the streets). The tents should be installed on Sunday morning and removed Sunday afternoon (unless again, you are sharing these items with Cystic Fibrosis Foundation).

9. For refreshments and food at the site, please call Brandi Maxwell at the City Clerk's Office (874-8557) to receive a temporary food service license (please also speak to Brandi to secure a concert license for the entertainment playing on the stage area). Vendors must be licensed by the city. A city inspector will be on site that day to inspect food vendors. Your food vendors can either park in the dirt parking lot area (if in vehicles) or set up their stands / booths on the grass area nearer the stage. Note: the parking lot has no electricity; the stage area will. If your vendors set up in the dirt parking lot area, a portion of that will need to be reserved for your use on Saturday night (which means picking up more barricades at Parks & Recreation: there is a \$10 per barricade security deposit required). Please call me in advance if you wish to borrow barricades.

10. For the entertainment stage: we require that you only use risers on the grass area (and not a flatbed truck). The stage should be located near the green electrical box (which is near the Boulevard). There are 2 outlet boxes located inside the green box. These both are 20 amp services. I will unlock the green box that morning and duct tape it shut (but not completely closed). When you are finished with the event, just slam the door shut and it will lock. When performers arrive to set up, please require that they stay parked on the side of Baxter Blvd. and not park on the grass near the stage. After unloading, they should park elsewhere and not on the side of the Blvd.

11. If you need extra trash barrels at the site, please call Don Brewer, Assistant Dir. (874-8793 vm213) to discuss this. He may be able to assist. However, he may also require that you remove all your trash from the site.

12. Please make sure that participants stay to the walkway and sidewalk areas and that the route is not marked in any permanent way. Please do not nail signs to trees.

13. Tethered balloon rides (weather permitting) by Tom Hancock from the grass area, has been approved, subject to this office receiving a certificate of insurance from Tom's insurance company. This certificate must name the City of Portland as additional insured in regard to the tethered rides for the event (coverage -- at least \$400,000.00 general liability). Tom's insurance company may fax in a copy: 756-8390.

14. Please take all safety measures to ensure a safe and accident-free event.

Good luck with the walkathon. If I may be of further assistance, please call me: 874-8793 vm206. As I anticipate the arrival of the permit fee, certificates of insurance, security deposit, and your group receiving licenses and permits, this letter will act as your formal permit for use of Payson Park and the Back Cove Walkway. Please bring it with you to the event.

- cc: Sally DeLuca, P&R Administrator
- Sgt. Gary Rogers / Cpt. Russell Gauvin, Police
- Don Brewer, P&R Assistant Dir.
- John Peverada, Parking Control Dir.
- Fred LaMontagne / John Brady, Fire and EMS
- Jone Wone, P&R Fields Coord.
- Brandi Maxwell, City Clerk's Office
- Maynard Sprague / Peter DeWitt, PW's
- Missy Lekas, P&R Lead Park Ranger
- Mike Nugent, Inspections Div.

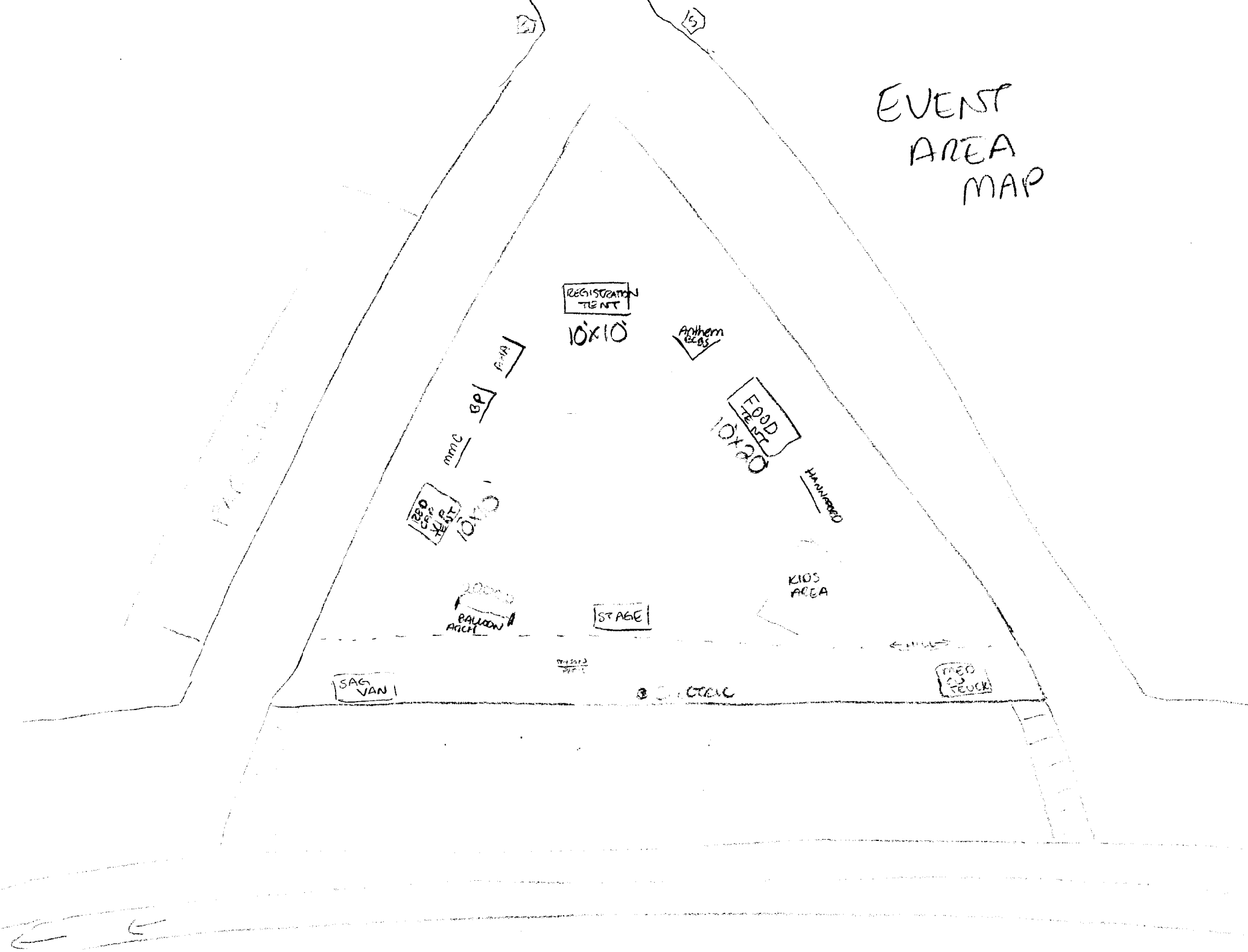
Yours truly,

Ted Musgrave
Special Activities

Mark LaMontagne / Michael O'Bron, Little League
Marcia Noyes, Friends of Parks

3rd
Km 315
Home
Attachments
Plot plan
lots
demarcation
Ocell
Sched
Per 24-
basement
35
Cpt of
Portland

EVENT AREA MAP



REGISTRATION TENT

10x10

Anthem table

FOOD TENT
10x20

HAWAII

10x10
REGISTRATION TENT

BALLOON ARCH

STAGE

KIOS AREA

SAG VAN

MED TRUCK

PARKING

5

5



CITY OF PORTLAND, MAINE

Department of Building Inspections

May 15 2002

Received from Denise D. Whitley

Location of Work Rayson Park

Cost of Construction \$ _____

Permit Fee \$ 35.00

Building (IL) Plumbing (I5) Electrical (I2) Site Plan (U2)

Other demo

CBL: _____

Check #: 1340

Total Collected \$ 35.00

THIS IS NOT A PERMIT

No work is to be started until PERMIT CARD is actually posted upon the premises. Acceptance of fee is no guarantee that permit will be granted. PRESERVE THIS RECEIPT. In case permit cannot be granted the amount of the fee will be refunded upon return of the receipt less \$10.00 or 10% whichever is greater.

WHITE - Applicant's Copy
YELLOW - Office Copy
PINK - Permit Copy

Staff