

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



# CITY OF PORTLAND

# BUILDING PERMIT

This is to certify that CITY OF PORTLAND

Located At 6 COMMERCIAL ST

Job ID: 2012-09-4940-SE

CBL: 444-A-003-001

has permission to Private wedding tent event-09-13-12

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statues of Maine and of the Ordinances of the City of Portland regulating the construction, maintenance and use of the buildings and structures, and of the application on file in the department.

Notification of inspection and written permission procured before this building or part thereof is lathed or otherwise closed-in. 48 HOUR NOTICE IS REQUIRED.

A final inspection must be completed by owner before this building or part thereof is occupied. If a certificate of occupancy is required, it must be

\_\_\_\_\_  
**Fire Prevention Officer**

\_\_\_\_\_  
**Code Enforcement Officer / Plan Reviewer**

**THIS CARD MUST BE POSTED ON THE STREET SIDE OF THE PROPERTY  
PENALTY FOR REMOVING THIS CARD**

## BUILDING PERMIT INSPECTION PROCEDURES

Please call 874-8703 or 874-8693 (ONLY)

or email: [buildinginspections@portlandmaine.gov](mailto:buildinginspections@portlandmaine.gov)

With the issuance of this permit, the owner, builder or their designee is required to provide adequate notice to the city of Portland Inspections Services for the following inspections. Appointments must be requested 48 to 72 hours in advance of the required inspection. The inspection date will need to be confirmed by this office.

- **Please read the conditions of approval that is attached to this permit!! Contact this office if you have any questions.**
- **Permits expire in 6 months. If the project is not started or ceases for 6 months.**
- **If the inspection requirements are not followed as stated below additional fees may be incurred due to the issuance of a "Stop Work Order" and subsequent release to continue.**

The project cannot move to the next phase prior to the required inspection and approval to continue, REGARDLESS OF THE NOTICE OF CIRCUMSTANCES.

IF THE PERMIT REQUIRES A CERTIFICATE OF OCCUPANCY, IT MUST BE PAID FOR AND ISSUED TO THE OWNER OR DESIGNEE BEFORE THE SPACE MAY BE OCCUPIED.

**City of Portland, Maine - Building or Use Permit Application**

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

Job No: 2012-09-4940-SE	Date Applied: 9/11/2012	CBL: 444- A-003-001	
Location of Construction: 6 COMMERCIAL ST	Owner Name: CITY OF PORTLAND	Owner Address: 389 CONGRESS STREET PORTLAND, ME 04101	Phone:
Business Name:	Contractor Name: One Stop Party Shop	Contractor Address: 262 MAIN STREET, SOUTH PORTLAND, ME 04106	Phone: 767-5966
Lessee/Buyer's Name: Lorien Connor – 41 Howard St #3, Portland, ME 04101	Phone: 939-4174	Permit Type: TENTS	Zone: EWPZ
Past Use:  Portland City Gateway Terminal and park	Proposed Use:  Same; Portland City Gateway Terminal and park –to erect tents at Moon Tide Park for wedding on 9/13/12	Cost of Work:	CEO District:
		Fire Dept:  <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> N/A  Signature:	Inspection: Use Group: Type: <i>Tent</i> Signature: <i>[Signature]</i>
Proposed Project Description: Private wedding tent event-09-13-12		Pedestrian Activities District (P.A.D.)	
Permit Taken By: Brad		<b>Zoning Approval</b>	

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 informatin may invalidate a building permit and stop all work.

Special Zone or Reviews	Zoning Appeal	Historic Preservation
<input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan  <input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM Date: <i>ok [Signature]</i>	<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:	<input checked="" type="checkbox"/> Not in Dist 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>

**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 appication 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
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Chris Farwell - EC for Ocean Catering

# Tent/Canopy or Temporary Event Staging Permit Application

EW P Z  
9/11/12

# 2012-09-4940-5E

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.

444 A003 Location/Address/Park of Installation: Moon Tide Park 6 Commercial St.		
Date of Set up/Event Thursday 9/13/12		Date of Breakdown/ End of Event
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# 444 A003	Property Owner:	Telephone:
Lessee/Buyer's Name (if Applicable)	Applicant name, address & telephone: Lorien Connor 41 Howard Street #3 Portland ME 04101 9394174	Fee: \$30.00
<p>The permit fee and the following items must be completed and submitted along with this application in order to receive a permit.</p> <ol style="list-style-type: none"> <li>Certificate of Inflammability</li> <li>Letter of approval from property owner. If the City is owner, attach a completed copy of Application to Use City Parks &amp; Public Space from Parks &amp; Recreation (756-8275).</li> <li>Company name of installer (contact info). One Stop Party Shop 767-5966</li> <li>Plot Plan showing the following: Tent/Canopy or temporary event staging locations, including dimensions, exits and entrances of proposed and existing, parking and existing building locations. If this is temporary staging, you will need to include product information. (Applicant may call Parks &amp; Recreation for maps of Portland's Parks @ 756-8275).</li> <li>If the City is the property owner, Certificate of Insurance listing the City as additional insured. Minimum amount of coverage is \$400,000.00</li> </ol> <p>Who should we contact when permit is ready: Lorien Connor Address: 41 Howard St #3 Portland ME 04101 Telephone: 9394174</p>		
Please submit all of the information outlined in the Tent/Canopy and Event Staging Permit Application as one package. Failure to do so will result in the automatic denial of your permit.		

RECEIVED  
SEP 11 2012  
Dept of Building Inspections  
City of Portland Maine

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information visit us on-line at [www.portlandmaine.gov](http://www.portlandmaine.gov), stop by the Building Inspections office, room 315 City Hall or call 874-8703.

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: Nancy Connor/CVC Catering 9/11/12

This is not a permit; you may not commence ANY work until the permit is issued.

for Lorien Connor chris Connor - Catering



# PORTLAND MAINE

*Strengthening a Remarkable City, Building a Community for Life • [www.portlandmaine.gov](http://www.portlandmaine.gov)*

## Receipts Details:

**Tender Information:** Check , Check Number: 56962  
**Tender Amount:** 30.00

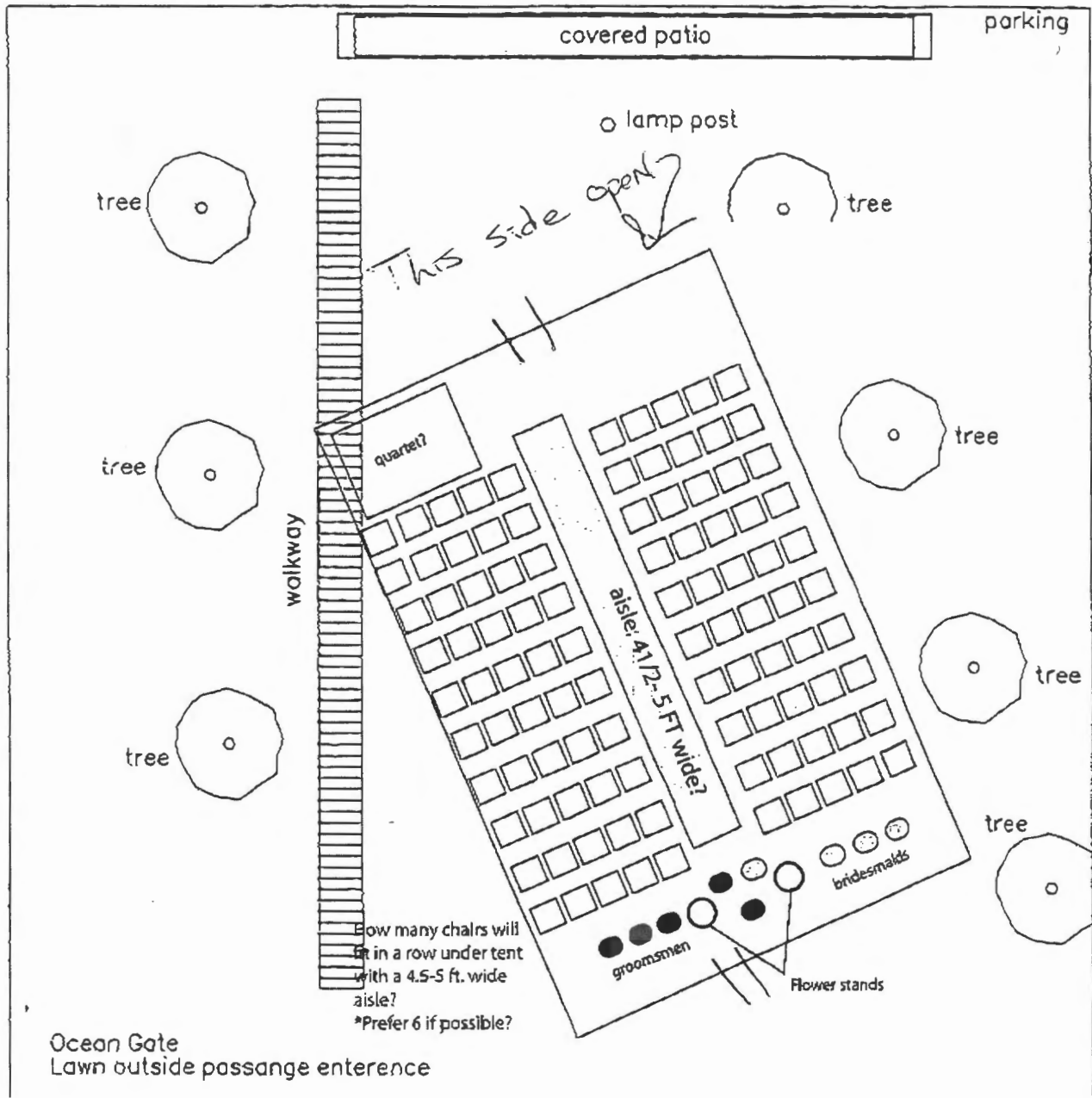
## Receipt Header:

**Cashier Id:** bsaucier  
**Receipt Date:** 9/11/2012  
**Receipt Number:** 48106

## Receipt Details:

Referance ID:	7970	Fee Type:	BP-Tent/Event
Receipt Number:	0	Payment Date:	
Transaction Amount:	30.00	Charge Amount:	30.00
Job ID: Job ID: 2012-09-4940-SE - Private wedding tent event-09-13-12			
Additional Comments: Ocean Gateway			

Thank You for your Payment!



# Certificate of Flame Resistance



REGISTERED  
FABRIC  
NUMBER

F53501

Issued by

**TOPTEC, INC.**  
1905 N.E. Main Street  
Simpsonville, SC 29681

Date Manufactured

04/01/05

*This is to certify that the materials described  
are inherently flame retardant.*

Name ONE STOP PARTY SHOP

Address 262 MAIN ST

City S PORTLAND

State ME

Zip 04106

**Certification is hereby made that:**


*The articles described are flame-retardant, approved and registered by the State Fire Marshal and that the fabric is in conformance with the laws of the State of California and the Rules and Regulations of the State Fire Marshal. Fabric has been tested and passes NFPA701-96, CPAI84, ULC109, MVSS302.*

Method of Application: The Flame Retardency of this Fabric is Inherent and Permanent.

Description of item certified: FUTURE MID 40x10 BLACKOUT WHITE

**The Flame Retardant Process Used WILL NOT Be Removed By Washing.**

TOPTEC, INC.

  
Name of Production Superintendent

MODEL TU401005C

SERIAL # 252013B

# Certificate of Flame Resistance



REGISTERED  
FABRIC  
NUMBER

F53501

Issued by

**TOPTEC, INC.**

1905 N.E. Main Street  
Simpsonville, SC 29681

Date Manufactured

02/16/05

*This is to certify that the materials described  
are inherently flame retardant.*

Name ONE STOP PARTY SHOP

Address 262 MAIN ST

City S PORTLAND

State ME

Zip 04106

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*The articles described are flame-retardant, approved and registered by the State Fire Marshal and that the fabric is in conformance with the laws of the State of California and the Rules and Regulations of the State Fire Marshal. Fabric has been tested and passes NFPA701-96, CPAI84, ULC109, MVSS302.*

Method of Application: The Flame Retardency of this Fabric is Inherent and Permanent.

Description of item certified: FUTURE END 40x40 BLACKOUT WHITE

**The Flame Retardant Process Used WILL NOT Be Removed By Washing.**

TOPTEC, INC.

Name of Production Superintendent

MODEL TU404005E

SERIAL # 251546B



## **Brad Saucier - Re: Ocean Gateway usage for this Thursday**

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**From:** Brad Saucier  
**To:** Peter McFarland  
**Date:** 9/11/2012 3:36 PM  
**Subject:** Re: Ocean Gateway usage for this Thursday

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PS...I didn't get the insurance info??

### ***Brad Saucier***

Administrative Assistant  
Inspections Division  
City of Portland  
(207) 874-8703

>>> Brad Saucier 9/11/2012 3:35 PM >>>

Hi, the faxed copy of the permit for this Thursday's even needs some sort of acknowledgment that it has gone through your office. ie: Ted Musgraves forwards the actual application...Can you confirm this has your office's approval? Or can you forward a copy of the application (which would be preferred?)

### ***Brad Saucier***

Administrative Assistant  
Inspections Division  
City of Portland  
(207) 874-8703



CITY OF PORTLAND  
PUBLIC ASSEMBLY FACILITIES DIVISION

WATERFRONT SPACE PERMIT (1 page permit)

<b>SPACE REQUESTED:</b> Ocean Gateway Park / Moon Tide Garden
<b>CONTACT NAME</b> Lorien Connor
<b>GROUP / EVENT NAME / DESCRIPTION OF ACTIVITY:</b> Lorien Connor & Chris Andrews Wedding Ceremony
<b>ADDRESS</b> 41 Howard St Apt 3 Portland ME 04101
<b>TELEPHONE:</b> 1.207.939-4174
<b>EMAIL ADDRESS:</b> connorlorien@yahoo.com
<b>EVENT DATE(S):</b> Saturday September 15th
<b>NUMBER OF PEOPLE EXPECTED:</b> 75

Please be advised that the City of Portland, Public Assembly Facility Division, has approved your use of:

Ocean Gateway Park / Moon Tide Garden

Pending the following conditions:

**PERMIT FEES / INSURANCE / SECURITY DEPOSITS**

**PERMIT FEES:** ~ Additional fees may be required for staff assistance, etc. Total Fee: \$75.00

**CERTIFICATE OF INSURANCE:** Lorien Connor & Chris Andrews 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 also list the City of Portland as an additional insured in regards to the Connor/ Andrews Wedding activities.

**SECURITY DEPOSIT:** N/A

**USE OF AREA**

You have permission to use the: Ocean Gateway Park / Moon Tide Garden for a wedding ceremony

**CONDITION OF GROUNDS / ASSUMPTION OF RISK and LIABILITY**

Users of the grounds agree to accept the areas in an "as is" condition and shall be responsible for all risk and liability in using the areas for the event.

**REVOKABLE PERMIT**

The City reserves the unconditional right to control or cancel events to protect public safety.

The City reserves the unconditional right to control or cancel events to prohibit damage to public property.

The City reserves the right to revoke or revise an issued permit.

Signature Clare M. Norton Date 7/9/12  
Clare M Norton, Administrative Assistant, Public Assembly Facilities Division

**CITY OF PORTLAND**  
**PUBLIC ASSEMBLY FACILITIES DIVISION**  
~ 239 Park Ave ~ Portland, ME 04102  
(207) 874-8200 ~ FAX (207) 874-8130 [clare@portlandmaine.gov](mailto:clare@portlandmaine.gov)



ANDREWCH01

HOUKA

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/10/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>W.J. Wheeler Insurance Agency</b> <b>15 Market Square, P.O.Box 297</b> <b>South Paris, ME 04281</b>	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext): (207) 743-8927</b>		<b>FAX (A/C, No): (207) 743-8189</b>	
	<b>E-MAIL ADDRESS:</b>			
<b>INSURED</b>  <b>Christopher Andrews</b> <b>41 Howard St, Apt 3</b> <b>Portland, ME 04101</b>	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>	
	<b>INSURER A : Allstate Indemnity</b>		<b>19240</b>	
	<b>INSURER B :</b>			
	<b>INSURER C :</b>			
	<b>INSURER D :</b>			
	<b>INSURER E :</b>			
<b>INSURER F :</b>				

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
<b>A</b>	<b>Homeowners</b>			<b>919584306</b>	<b>7/27/2012</b>	<b>7/27/2013</b>	<b>Personal Liability 1,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

<b>City of Portland Maine</b> <b>389 Congress Street</b> <b>Portland, ME 04101</b>	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>
	<b>AUTHORIZED REPRESENTATIVE</b>  <i>Kate Newton</i>

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