

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK



CITY OF PORTLAND BUILDING PERMIT



This is to certify that

CITY OF PORTLAND /Natural Resources Council

Located at

6 COMMERCIAL ST

PERMIT ID: 2013-00094

CBL: 444 A003001

has permission to **Tent 15'x15'/Staging 8'x12' permit for 1/26/13, Tar Sands North March and Rally** 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 clsoed-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 procured prior to occupancy.

Fire Prevention Officer

Code Enforcement Officer / Plan Reviewer

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

BUILDING PERMIT INSPECTION PROCEDURES
Please call 874-8703 (ONLY)
or email: 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.**

REQUIRED INSPECTIONS:

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) 874-8716

*Act - Allow
444-A-003*

Permit No: 2013-00094	Issue Date:	CBL: 444 A003001
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Location of Construction: 6 COMMERCIAL ST	Owner Name: CITY OF PORTLAND	Owner Address: 389 CONGRESS ST PORTLAND, ME 04101	Phone:
Business Name:	Contractor Name: Natural Resources Council	Contractor Address: 3 Wade Street Augusta ME 04330	Phone (207) 430-0115
Lessee/Buyer's Name Todd Martin	Phone: (207) 430-0115	Permit Type: Tents	Zone: EWPZ
Past Use: Maine State Pier; Compass Park	Proposed Use: Maine State Pier; Compass Park	Permit Fee: \$30.00	Cost of Work: \$0.00
		FIRE DEPT: <input type="checkbox"/> Approved <input checked="" type="checkbox"/> Denied N/A	INSPECTION: Use Group: <i>U</i> Type: <i>Temp Tent</i> IBC 09
Proposed Project Description: Tent 15'x15'/Staging 8'x12' permit for 1/26/13, Tar Sands North March and Rally		Signature: <i>[Signature]</i>	Signature: <i>[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: bjs	Date Applied For: 01/15/2013	Zoning Approval
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<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"/> Date: <i>ok - 1/15/13</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 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>
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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



Tent/Canopy or Temporary Event Staging 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/Park of Installation: <u>Maine State Pier / Compass Park 5 Commercial</u>		
Date of Set up/Event <u>Sat. Jan 26, 2013</u>	Date of Breakdown/ End of Event <u>Sat. Jan 26, 2013</u>	
Tax Assessor's Chart, Block & Lot Chart# Block# Lot# <u>444A-002</u>	Property Owner: <u>City of Portland</u>	Telephone:
Lessee/Buyer's Name (If Applicable)	Applicant name, address & telephone: <u>Todd Martin - 207-430-0115</u> <u>3 Wade St Augusta, ME 04330</u>	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"> 1. Certificate of Flammability 2. Letter of approval from property owner. If the City is owner, attach a completed copy of Application to Use City Parks & Public Space from Parks & Recreation (756-8275). 3. Company name of installer (contact info). 4. 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 & Recreation for maps of Portland's Parks @ 756-8275). 5. If the City is the property owner, Certificate of Insurance listing the City as additional insured. Minimum amount of coverage is \$400,000.00 <p>Who should we contact when permit is ready: <u>Todd Martin</u> Address: <u>3 Wade St Augusta, ME 04330</u> Telephone: <u>207-430-0115</u></p>		
<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.</p>		

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, 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: <u>Todd Martin</u>	Date: <u>1/14/2013</u>
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This is not a permit; you may not commence ANY work until the permit is issued.

Tent/Canopy or Temporary Event Staging Permit Application

Submitted by Todd Martin of the Natural Resources Council of Maine

- Company Name: A+ Party Rentals
- Contact information: 10 Washington Avenue, Scarborough ME 04074
Phone: (207) 883-4472 or (888) 611-2999
Email: aplusparty@myfairpoint.net
- Stage dimensions: 8' x 12' – will have a set of stairs
- Canopy dimensions: 15' x 15'
- Set up time: 10:00 a.m.
- Break down time: 4:00 p.m.



**CITY OF PORTLAND, DEPARTMENT OF PUBLIC SERVICES
PUBLIC PARK & SPACE APPLICATION (3 pages)**
55 Portland St. ~ Portland ~ ME ~ 04101
207-874-8826 (Event Office) ~ Fax 207-874-8816
tvm@portlandmaine.gov

**For uses of city property, there are typically: 1. fees charged for use of the area
2. a security deposit required 3. insurance required
(There may be fees due and applications required from other City Departments)**

TODAY'S DATE	1/8/2012	ORGANIZATION NAME	Natural Resources Council of Maine			
ORGANIZATION ADDRESS	3 Wade Street		CITY	Augusta	STATE	ME ZIP 04330
CONTACT NAME(S)	Todd Martin		TITLE – Community Organizer			
HOME #	WORK 207-430-0115	CELL	207-776-4899	FAX		
EMAIL	tmartin@nrcm.org		EMAIL			

PARK AREA OR PUBLIC SPACE REQUESTED	Monument Square				
EVENT DAY & DATE(S)	Saturday, January 26th		RAIN DAY & DATE(S)	N/A	
EVENT START TIME (i.e. set-up start time)	10:00 a.m.	EVENT END TIME (i.e. when event cleanup is complete)	4:00 p.m.	ACTUAL START & END TIME OF EVENT	12:00 p.m. – 3:00 p.m.

EVENT NAME	EXPECTED ATTENDANCE
Tar Sands Free North East March and Rally	300-400

DESCRIPTION OF EVENT: Please be specific regarding area of public space/park and describe Event in detail. If submitting a request for a Road Race (other than around Back Cove and using Back Cove Pathway for the route), please include a detailed MAP of the COURSE (as this will need to be approved by City Departments and the Manager's Office).

After gathering in Monument Square at 12:00 p.m. noon, the plan is to march up Congress Street at 12:45 p.m. to the Art Museum, turn left on to free street, turn right back to Congress Street, head through Monument Square to the Nickelodeon Cinema, head down Exchange Street, go down moulton Street, turn left on to Commercial Street, then turn right in to the Casco Bay Lines to the Maine State pier. We will be marching in both lanes of the streets the entire way. Here is the tentative route on google maps:

https://maps.google.com/maps?saddr=Monument+Square,+Portland,+ME&daddr=Portland+Museum+of+Art,+Congress+Street,+Portland,+ME+to:Marcy's+Breakfast+%26+Lunch,+Oak+Street,+Portland,+ME+to:43.6554173,-70.2617299+to:Patriot+Cinemas+Nickelodeon,+Temple+Street,+Portland,+ME+to:43.6571371,-70.2560011+to:Novare+Res+Bier+Cafe,+Canal+Plaza,+Portland,+ME+to:Mexicali+Blues,+Moulton+Street,+Portland,+ME+to:Casco+Bay+Lines+Ferry+Terminal,+Maine+State+Pier,+Portland,+ME&hl=en&ll=43.656354,-70.255423&spn=0.017015,0.027466&sl=43.656222,-70.259682&sspn=0.004254,0.006866&geocode=FY8omgIdK-P-yGA5qj_SZbmUCnBj_3AFJyyTDGA5qj_SZbmUA%3BFQkbgmgIdAeHP-yHxFeI8crTsJyIbnCUtFpyyTDHxFeI8crTsJw%3BFUkfmGIdtuXP-yHCyD1ytVKzHskHCFgXFJyyTDHCyD1ytVKzHQ%3BFfkgmgIdH-TP-yk5wcJyFJyyTDFzAHypO-dHxQ%3BFQYpmgIddfVp-yHkfxSgvt76qCl ueY FZyyTDHkfxSgvt76qA%3BFbEnmgIdf rP-ykb45FAFZyyTDGedNq YhWrA%3BFSAomgIdbQHQ-yGjCxKSUMK tikDeNBmFZyyTDGjCxKSUMK tg%3BFtUkmgIdawfQ-yGVqN3HRxje9ykfgke-P5yyTDGVqN3HRxje9w%3BFTonmgId-RbQ-yld5kqmQJyyTDFjxfXnAwv4uw&oq=Marcy&dirflg=w&mra=dpe&mrsp=3&sz=17&via=3,5&t=m&z=15

IS THERE A REGISTRATION FEE?	No	
IF YES, HOW MUCH?	FEE	\$
	STUDENT FEE	\$

WHAT WILL BE THE ANTICIPATED NEED FOR PARKING AND WHAT IS YOUR PARKING PLAN?

We are asking folks to park in city parking garages and to carpool. Several folks are taking commercial buses to the event

PLEASE CHECK OFF AND ANSWER:

PLEASE SEE ATTACHED FEE SCHEDULE / DEPT. INFORMATION IF YOU ANSWER YES

	X-YES	X-NO	X-NOT SURE
* Are you setting up a canopy(s) ? (canopy is 10x10 size) How many: 5 Canopies in large areas (Monument Square, Deering Oaks, Payson Park, Lincoln Park, Preble Street Grass Area), do not need Public Service's review. For smaller parks and squares (such as Congress Square, Tommy's Park, Post Office Park) review and permission is needed from Public Services, Event Office.	X		
* Do you wish to set up a tent(s) ? (a canopy or tent larger than 10x10 needs to be approved by Public Services and a Tent Permit issued from Inspections Division; please call Inspections for information on their application process / PLEASE give them at least a 2-week notice). Public Services will contact Inspections once the tent location is approved so that the Tent Permit Application may go forward. State size(s): Exact Location(s) of Tent Placement Requested: In order to drive tent stakes into the ground, DIG SAFE must be contacted: 888-344-7233.		X	
* Will you be setting up tables and/or chairs ? How many tables: 5 chairs: 0	X		
* Are other items or equipment being placed on City property ? (i.e. Moon Bounce, Dunk Tank, Radio Station Van, Helium Tank, etc.) Please List:		X	
* Will there be refreshments at the event? YES Do you wish to sell food ? No (If so, you will need approval from Public Services) List food and drink: A Temporary Food Service License (from the City Clerk's Office) is needed, even if food is given away (and even if it is pre-packaged). PLEASE give the Clerk's Office at least a 2-week notice. YES	X X	X	
* Do you wish to sell non-food items (like T-shirts, crafts, cd's, etc.) ? If so, you will need approval from Public Services, and you will need to apply for a Street Goods Vendor License(s) at the City Clerk's Office. List items you wish to sell:		X	
* Are you setting up a PA (sound) system ? YES Are you planning on having Amplified Music ? Band ? DJ ? NO If so, your event requires a concert license from the City Clerk's Office. (Just voice – i.e. Press Conference, would not require the license because it is not music). For amplified music/speech, there are time restrictions for the Downtown Parks & Squares (music limited to 11:45am – 1:15pm, and 1 hour between 5pm - 8pm).	X	X	
* Will your event require electricity ? Electricity is available at some of the parks & squares (Deering Oaks Park, Monument Square, Congress Square, Tommy's Park, Post Office Park, Payson Park, Preble Street Grass Area, Eastern Prom, Fort Allen Park). Some of these electrical boxes need a key for access.	X		
* Are you planning on bringing a Grill for a Barbecue ? Only Gas Grills are allowed in the parks (NO CHARCOAL). Grilling is subject to weather conditions and possibly Fire Dept. review.		X	
* Will the event require reserved parking spaces / parking meters ? How many? "No Parking" signs may be purchased at Public Services, 55 Portland Street.		X	
* Will your event need safety vests, signs, barricades and/or cones ? Please list what you would like to borrow: Safety vests, barricades, and cones A few orange vests and cones may usually be borrowed from Public Services, Event Office. Barricades and signs are borrowed from Public Services, Customer Service.	X		
* Will your event require street closures ? (Please be specific under "Description of Event")	X		
* Will your event require Police assistance? An event such as a road race, march in the street, or parade would typically require police assistance.	X		
* Will your event require Fire/EMS assistance? (For a large walk/race, it is recommended.)	X		
* Will your event require porta-restroom rental(s) or need existing porta-restrooms cleaned? (Some of the parks already have porta-restrooms. Event participants may use these, but a \$25 fee is assessed for events where attendance is 150 or more.)	X		
* Do you wish to have a banner over the street to advertise your event ? (Banners hung over Congress St. or Baxter Blvd). Banner inquiries directed to Public Services: 874-8801.		X	

INSURANCE CERTIFICATE INFORMATION

* Will your event require liability insurance?	X		
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<p>(For an event such as a walkathon, race, festival, press conference, concert, etc., the city requires insurance coverage - General Liability. The City of Portland needs to be named as additional insured and the policy endorsed in regards to the event activities on that date). If your event has been approved for serving food, Product Liability is also required, in addition to General Liability.</p>			
<p>◆ If you answered yes, please have "City of Portland, Maine" listed as an additional insured on the certificate, in this way: certificate must say either: A) "the policy actually is endorsed to name the City of Portland as an Additional Insured" and a copy of the endorsement must come to the City of Portland with the certificate, or B) "the policy already includes an endorsement, such as the General Liability Expansion Endorsement, by which the City of Portland is, in fact, automatically made an additional insured." A Certificate which merely has a box checked under 'Addl Insr,' or which merely states The City of Portland is named as an Additional Insured, will not be acceptable. The amount of coverage must be shown on the certificate, and the minimum coverage amount is \$400,000. Please have your insurance company fax a copy to Public Services: 207-874-8816 or email to tvmm@portlandmaine.gov. (Email preferred)</p>			

PUBLIC SERVICES POLICIES

ELECTRICITY
<p>All cords in the public way must be covered by rugs, mats or orange cones to avoid public hazard. If weather is inclement (drizzle, rain, snow, etc.) we require that you not use electricity, unless all connections and equipment are covered and protected from the elements.</p>

BARBECUES - GAS GRILLS ONLY
<p>Only GAS GRILLS are allowed in parks/public spaces – i.e. No Charcoal Grills or open burning. Barbecuing must first be approved by Public Services and is subject to weather conditions, and possible further review by the Fire Dept. Grills must be set up away from children's activities. You must bring a fire extinguisher with you to the grilling area.</p>

PORTA-RESTROOMS / BATHROOM FACILITIES
<p>Porta-Restrooms are required for large events and events where food is being served. Some of Portland's parks already have portable restrooms (*Preble Street Grass Area at the Preble Street Parking Lot – across from Hannafords, *Entrance to Dyer's Flat – beside Payson Park, *Deering Oaks Park –Playground + Ravine, *East End Beach). If over 150 people are expected to attend the event, a \$25 user fee is required (paid to Public Services). The restrooms are cleaned M, W, & F. If you would like to guarantee that they are cleaned just prior to your event, then you need to call the porta-restroom company (Associated Septic, 207-799-1980, M-F) to request and pay for a cleaning.</p>

TRASH
<p>All groups must abide by our Carry In/ Carry Out Policy. Please bring extra trash bags and/or trash receptacles and remove all trash. You will need to haul all of your trash out of the park/public space or forfeit the security deposit(s). The area will be checked following your event and if the park is clean and conditions for use adhered to, your security deposit will be returned to you. Thank you in advance!</p>

PARKING ON GRASS AREAS / SIDEWALKS / ILLEGALLY PARKED VEHICLES
<p>Public Services has a strict policy that prohibits vehicles from parking on grass areas/sidewalks/park streets (unless specifically approved by city staff). \$10 will be deducted from your security deposit for each vehicle parked on grass/sidewalk areas or vehicles parked illegally. Any tire ruts/damage to the grass areas would mean a forfeit of your security deposits.</p>

TOBACCO FREE ZONES
<p>By city ordinance, smoking is prohibited at and within 20 feet of the following outdoor recreation and event areas: downtown squares and plazas, trails, parks, playgrounds, beaches, and athletic facilities. Please make sure you pass this information along to participants / spectators at the event.</p>

NOTIFICATION
<p>Please keep a copy of this permit on site at all times. City staff may require proof of permit.</p>

REVOCABLE PERMIT
<ul style="list-style-type: none"> ◆ The City reserves the unconditional right to control or cancel events to protect and/or prohibit damage to public property. ◆ The City reserves the unconditional right to revoke or revise an issued permit.

I HAVE READ AND UNDERSTAND ALL OF THE ABOVE POLICIES	TYPE INITIALS	TM	DATE	1/3/13
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ASSUMPTION OF RISK & LIABILITY				
<p>Users of the area agree to accept the grounds in an "as is" condition and shall be responsible for all risk and liability in using the park/public space area for the said event. By returning this form, (should permission be granted to use city property), the above parties agree to indemnify and hold harmless the City of Portland, its employees and agents, from and against all claims arising out of activities during said event.</p>				
I have read the Assumption of Risk & Liability Agreement	TYPE INITIALS	TM	DATE	1/3/13

CREDIT CARD INFORMATION

Visa or MasterCard Number	4388	4053	1000	2683	Exp Date (Mon/Yr)	06	14
CREDIT CARD WILL ONLY BE CHARGED FOR SECURITY DEPOSIT(S) AS NEEDED							

PLEASE MAKE CHECKS PAYABLE TO "CITY OF PORTLAND"

◆ Please make out security deposit checks separate from permit fees.

PLEASE RETURN FORM AT LEAST 30 DAYS IN ADVANCE TO: (PLEASE EMAIL APPLICATION IN)

◆ Public Services, Event Office ~ 55 Portland Street ~ Portland ~ ME ~ 04101 email preferred: tvm@portlandmaine.gov

TOTAL AMOUNT(S) DUE TO PUBLIC SERVICES (Please make all security deposit checks out separately)			
Permit Fee for use of area: \$40 first hr. plus \$35 each additional hr. (i.e. a 3 hour event totals \$110) If your event is rained out / cancelled, the bulk of the fee is returned (however \$40 is non-refundable) Number of Hours of Use:	\$ 220	Vest, Barricade, Cone Deposit: \$10 per/item	\$ 30
Electricity: \$5per/hr	\$ 35	Public Space / Park Security Deposit: Sound Security Deposit \$100 - \$1000	\$
Key Deposit: \$50 per key	\$	Other (Porta-Restroom User Fee, etc.)	\$ 25


PLEASE BE SURE AND INITIAL, DATE AND/OR ANSWER ANY HIGH-LIGHTED YELLOW BOXES.

FOR OFFICE USE ONLY							
DATE REC'D APPLICATION		DATE REC'D INSURANCE		PERMIT FEE AMT REC'D	\$	SECURITY DEPOSIT	\$
PAYMENT TYPE							
VISA	\$	MC	\$	CK #		CK AMOUNT	\$
						CASH AMT	\$



parking near Portland, Cumberland, Maine

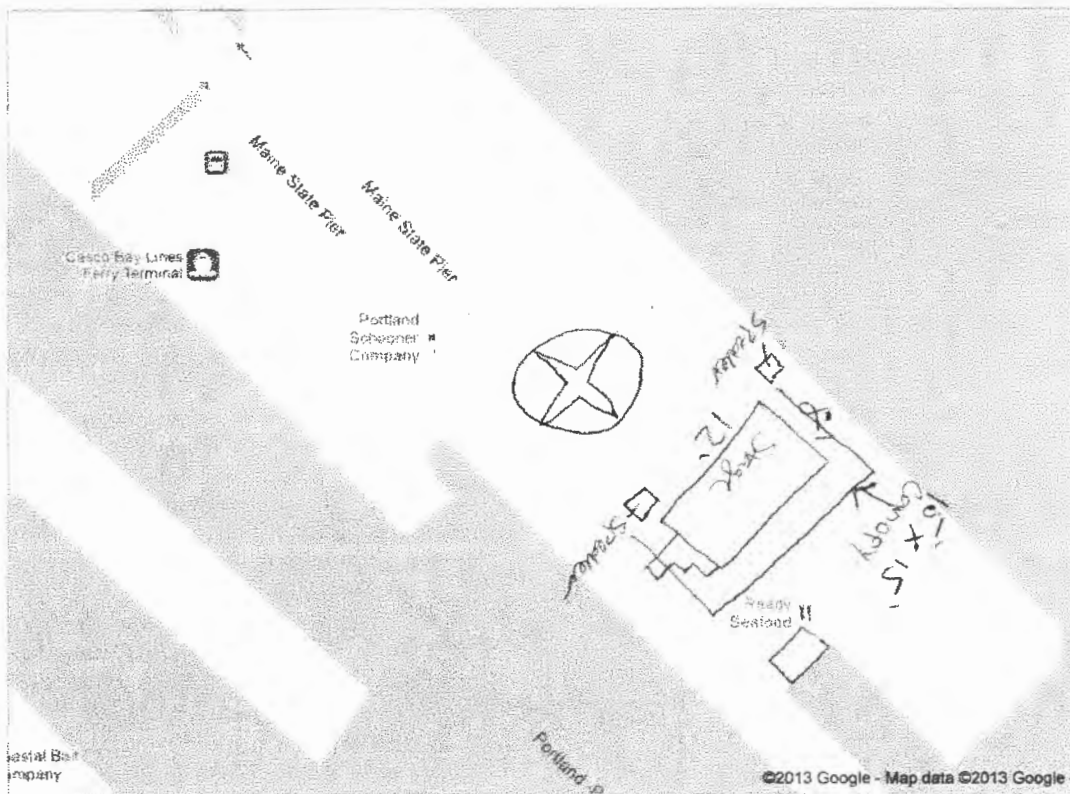
Get Google Maps on your phone
Text the word "GMAPS" to 466453



Your search for **parking** near **Portland, Cumberland, Maine** did not match any locations.

Suggestions:

- Make sure all words are spelled correctly.
- Try different keywords.
- Try more general keywords.
- Search the web for portland maine parking
- Know about this place and want everyone to find it? Add it to Google Maps!



Brad Saucier - Fwd: RE: January 26th - tar sands march in Downtown Portland

From: Tammy Munson
To: Brad Saucier
Date: 1/15/2013 2:48 PM
Subject: Fwd: RE: January 26th - tar sands march in Downtown Portland

Please call him and let him know he needs to pay for the tent permit application.

>>> Brad Saucier 1/15/2013 2:46 PM >>>
 So this is going to be a big political *you-know-what*...do you want me to handle and call him?

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

>>> Tammy Munson 1/15/2013 2:34 PM >>>
 If they need permits from us, they need to pay the fees. We cannot waive any fees at this level. Approval needs to come from Anita La Chance.

>>> Clare Norton 1/15/2013 2:04 PM >>>
 We are not charging them a permit fee to use the pier as it falls under the freedom of speech act, but we are charging for staff who need to be on site. This is not a City run or City sponsored event.

>>> Brad Saucier 1/15/2013 1:00 PM >>>
 Are we collecting the \$30 fee?

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

>>> Clare Norton 1/15/2013 11:51 AM >>>
 Hi Todd~

Thank you so much for getting this all to us!!

Building Inspections~ I am sending this to you as you issue the temp. tent permits. Please let me know what else may be needed or if you are okay with authorizing the tent permit.

Best,
 Clare

Clare Norton
 Administrative Assistant
 City of Portland ~ Recreation & Facilities Management
 239 Park Ave
 Portland ME 04102
 207-874-8200 x 221

>>> Todd Martin <tmartin@nrcm.org> 1/14/2013 2:22 PM >>>
 Hi Clare,

Attached is our application for tent and stage set up on the Maine State Pier on Saturday, January 26th. Also attached are documents requested in the application including:

- 1.) Certificate of flammability
- 2.) Application for use of city parks and public spaces - currently being reviewed by Ted Musgraves
- 3.) Company name and contact information
- 4.) Plot Plan - Is this sufficient?
- 5.) Certificate of Insurance listing the City of Portland.

FYI we will be setting up a PA system on the pier. Please let me know if you need addition information. Thanks so much Clare!

-Todd Martin
 Natural Resources Council of Maine
 207-430-0115

From: Clare Norton [mailto:clare@portlandmaine.gov]
Sent: Friday, January 11, 2013 11:54 AM
To: Todd Martin; James Redpath
Subject: RE: January 26th - tar sands march in Downtown Portland

Hi Todd~

I am attaching a tent permit for you to fill out and send to City Hall for your tent set up at the Maine State Pier.

I am also copying James Redpath on this email~ he is going to be your City's point of contact for the Maine State Pier portion of your event.

Thank you!

Clare

>>> Todd Martin <tmartin@nrcm.org> 1/10/2013 3:43 PM >>>
Thanks Clare!

-Todd Martin
NRCM
430-0115

From: Clare Norton [<mailto:Clare@portlandmaine.gov>]
Sent: Thursday, January 10, 2013 3:39 PM
To: Todd Martin
Subject: RE: January 26th - tar sands march in Downtown Portland

Hi Todd~

Thanks for the reply~ based on the set up times for the event we will have to have staff on site earlier, so the new total is going to be: \$406.00.

I will get the permit over to you asap.

Clare

>>> Todd Martin <tmartin@nrcm.org> 1/10/2013 1:03 PM >>>
Hi Clare,

The stage is 8x12 and is 15 inches off the ground. We will have a set of stairs on the stage. The canopy tent is 15x15. Both are being set up by A+ Party Rental. They will set up at 10:00 a.m. and break it down at 4:00 p.m. the day of the event, January 26th.

-Todd Martin
NRCM
430-0115

From: Clare Norton [<mailto:Clare@portlandmaine.gov>]
Sent: Wednesday, January 09, 2013 10:56 AM
To: Todd Martin
Subject: RE: January 26th - tar sands march in Downtown Portland

Hi Todd~

Quick question about the tent...

How big is it?
Who is installing it?
When is it being installed?

Clare

>>> Todd Martin <tmartin@nrcm.org> 1/8/2013 4:16 PM >>>
Hi Clare,

Thank you for helping us acquire a permit to use the State Pier on Saturday, January 26th for our tar sands rally event. Attached is our application. Please let me know the total cost of the permit (\$232?) and I will be sure to get you a check asap. I will get you a copy of our insurance that names the City of Portland as a additionally insured. Thanks for all your help. Please let me know if there is anything else you need from me.

-Todd Martin
Outreach Coordinator
Natural Resources Council of Maine
207-430-0115

From: Clare Norton [<mailto:Clare@portlandmaine.gov>]
Sent: Tuesday, January 08, 2013 2:07 PM
To: Todd Martin; Ted Musgrave
Cc: Andy Downs
Subject: Re: January 26th - tar sands march in Downtown Portland

Hi Todd~

Attached is the permit application to use the Maine State Pier for your press conference on January 26th 2013. Because of the size of the crowd that is expected we would need to have an onsite Event Coordinator and 2 onsite event staff~ the cost will be \$232.00.

Just to follow up with our phone call~ the wooden docks on the pier cannot be moved and may not be stood on for safety reasons.

As part of your permit, you would have access to Maine State Pier only, if there was inclement weather, you would not have access to the covered area near Casco Bay Lines, as we cannot impede foot and or bicycle traffic.

We will need a copy of your insurance that names the City of Portland as an additional insured.

Please let me know if you have any other questions.

Best,
Clare

Clare Norton
Administrative Assistant

City of Portland ~ Recreation & Facilities Management
 239 Park Ave
 Portland ME 04102
 202-874-8200 x 221

>>> Ted Musgrave 1/3/2013 4:37 PM >>>

hi todd -

pls contact Facilities Management (874-8200) for info RE: maine state pier area they handle the waterfront areas. i have cc'ed clare and andy on this email.

though it sounds like your rally and march fall under 1st amendment use (i.e. no permit fee or insurance required), the maine state pier area may need to be "rented" / staff fees reimbursed. andy can fill you in on that.

at a minimum (for all the events), a fee for elec. would be charged.. and security deps. required.

RE: the rally and march (i do not have any events scheduled for Mon Square - so we are clear there)

pls c attached AP and City Contact Sheet.. complete the AP on your computer, and email back in.

i will then pencil you folks in my book.... and generate a Street Closure Memo for city staff to review and approve.

PLS email me back to let me know if your MARCH was to be in just one lane of the street.. (i.e. traffic flows on the other side)... or if you envisioned both lanes of the street being used by marchers...???????

(i trust you have 30 or so volunteers ready to staff intersections...????)

at this point, i can not give the OK for the event; it does need to be approved by my supervisor and other city staff.

i look forward to getting the completed AP. thankx

>>> Todd Martin <tmartin@nrcm.org> 1/3/2013 3:58 PM >>>

Hi Ted,

Pleasure speaking with you this afternoon in regards to acquiring the necessary permits for our rally and march through downtown Portland to the Maine State Pier on Saturday, January 26th. Thank you for forwarding this on to folks at facilities management as well.

Though the details are still be finalized, the plan is to have a gathering of between 400-700 people in Monument Square either at 10:00 a.m. or 12:00 p.m. noon on 1.26.13. We will most certainly have a PA system hooked up for amplified voices, but not necessarily music. We will not have food vendors, but may have food available for folks. I have spoken with Janice Gardener at the City Clerk's office about music and food permits.

Then, the plan as of right now is to march up Congress Street to the Art Museum, double back to Monument Square, head to the nickelodeon Cinema, head down Exchange Street, head down Commercial Street to the Maine State pier. We will be marching in the streets the entire way. Here is the tentative route on google maps:

https://maps.google.com/maps?saddr=Monument+Square,+Portland,+ME&daddr=Portland+Museum+of+Art,+Congress+Street,+Portland,+ME+to:Marcy's+Breakfast+%26+Lunch,+Oak+Street,+Portland,+ME+to:43.6554173,-70.2617299+to:Patriot+Cinemas+Nickelodeon,+Temple+Street,+Portland,+ME+to:43.6571371,-70.2560011+to:Novare+Res+Bier+Cafe,+Canal+Plaza,+Portland,+ME+to:Mexicali+Blues,+Moulton+Street,+Portland,+ME+to:Casco+Bay+Lines+Ferry+Terminal,+Maine+State+Pier,+Por-70.2554238&spn=0.017015,0.027466&sl=43.656222,-70.259682&sspn=0.004254,0.006866&q=code=FY8omqIdK-P-yGA5qi-SZbmUCnBi-3AFJyTDGA5qi-SZbmUA%3BFQkbgIdAeHP-yHxFeI8crTsjvbnucTFpyyTDHxFeI8crTsIw%3BFUkfmqIdtuXP-vHCyD1vtVKzHSkHCFqXFJyTDHCyD1vtVKzHQ%3BFfkqmgIdH-TP-yk5wcJyFjyTDFzAHvpo-dHxQ%3BFQYpmaIddfvP-yHkfxSqv76qCl_ueY_FZyyTDHkfxSqv76qA%3BFbEnmqIdf_rP-ykb45FAFZyyTDGedNq_YhWrA%3BFSAomaIdbQHQ-vGjCkXSUMK_tikDeNBmFZyyTDGjCkXSUMK_tq%3BFTUkmgIdawfQ-yGvqN3HRXie9yKfke-P5yyTDGvqN3HRXie9w%3BFTonmqId-RbQ-yld5kqmQJyTDFxfXnAww4uw&oo=Marcy&dirflg=w&mra=dpe&mrs=3&sz=17&via=3.5&t=m&z=15

On the State Pier, we want to fill the pier with our marchers and have a stand up press conference for media with 5-7 speakers at the very end of the pier with the oil tankers and oil storage tanks as the back drop. We will have a PA system for amplified voices, but not music. We were wondering about the wooden docks that are being stored on the pier this winter. Can they be moved? If not, can our marchers stand on them at the event for a better view? After the press event, the crowd would disperse. If we have bad weather, we would like to use the Casco Bay Lines outside overhang as protection from the weather.

If the event starts at 10:00 a.m., I imagine we would be done on the pier around 1:00 p.m. If we start at 12:00 p.m., I imagine we will be done around 3:00 p.m. We will be encouraging folks to park in the city parking garages.

Please let me know if there is any other information you need from me. Thank you for helping us obtain the necessary permits and street closures to make this event safe and successful!

Todd Martin
 Outreach Coordinator
 Natural Resources Council of Maine
 (207) 430-0115

Notice: Under Maine law, documents - including e-mails - in the possession of public officials or city employees about government business may be classified as public records. There are very few exceptions. As a result, please be advised that what is written in an e-mail could be released to the public and/or the media if requested.

Certificate of Flame Resistance

REGISTERED
FABRIC
NUMBER

F-140.01

ISSUED BY
JOHNSON OUTDOORS INC.
BINGHAMTON, NEW YORK 13902
*Manufacturers of the Finest
Tent Products Described Herein*

Date of Manufacture

Dec. 1997

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

NAME: A PLUS PARTY RENTAL

CITY: SCARBOROUGH

STATE: ME

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-43006G.

Type, color and weight of material: 15oz Vinyl White Blockout

Description of item certified: 15X15 2pc EUREKA FRAME SYSTEM

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

Snyder Manufacturing, Inc.

Manufacturer of Flame Retardant Vinyl Laminates


TENT DEPARTMENT, JOHNSON OUTDOORS INC.

*Large Scale



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/9/2013

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).

PRODUCER Cross Insurance-Augusta 116 Community Drive Augusta ME 04330	CONTACT NAME: Tricia Shepard PHONE (A/C, No, Ext): (207) 622-4787		FAX (A/C, No): 207 623-1248
	E-MAIL ADDRESS: tshepard@crossagency.com		
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Philadelphia Ins Co	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES	CERTIFICATE NUMBER: CL13197791	REVISION NUMBER:
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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	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X		PHPK907138	9/9/2012	9/9/2013	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Event: Tar Sands Free North East March and Rally, January 26th from 10am to 3PM.
 City of Portland, Maine is listed as an additional insured with respects to General Liability Coverage during this one day event only. The policy is endorsed to name the City of Portland as an Additional Insured. See attached endorsement showing the city named on the policy. Refer to policy for exclusionary endorsements and special provisions.

CERTIFICATE HOLDER	CANCELLATION
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tvn@portlandmaine.gove City of Portland Department of Public Services 55 Portland Street Portland, ME 04101	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Tricia Shepard/TJA <i>Tricia S. Shepard</i>
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PHILADELPHIA INSURANCE COMPANIES

A Member of the Tokio Marine Group

One Bala Plaza, Suite 100
Bala Cynwyd, Pennsylvania 19004
610.617.7900 Fax 610.617.7940
PHLY.com

Philadelphia Indemnity Insurance Company COMMON POLICY DECLARATIONS

Policy Number: PHPK907138✓

Named Insured and Mailing Address:
Natural Resources Council of Maine
3 Wade St
Augusta, ME 04330-6318

Producer: 2594
CROSS INSURANCE - AUGUSTA
116 COMMUNITY DRIVE
AUGUSTA, ME 04330

Policy Period From: 09/09/2012 **To:** 09/09/2013

at 12:01 A.M. Standard Time at your mailing
address shown above.

Business Description: Non Profit Organization

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS
POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS
INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

PREMIUM

Commercial Property Coverage Part
Commercial General Liability Coverage Part
Commercial Crime Coverage Part
Commercial Inland Marine Coverage Part
Commercial Auto Coverage Part
Businessowners
Workers Compensation

Total

\$

8/22/12
\$

Total Includes Federal Terrorism Risk Insurance Act Coverage

FORM (S) AND ENDORSEMENT (S) MADE A PART OF THIS POLICY AT THE TIME OF ISSUE
Refer To Forms Schedule

*Omits applicable Forms and Endorsements if shown in specific Coverage Part/Coverage Form Declarations

CPD- PIIC (01/07)

Countersignature Date

Sean Sweeney

Authorized Representative

Philadelphia Indemnity Insurance Company

Additional Insured Schedule

Policy Number: PHPK907138

Additional Insured

City of Portland
Recreation and Facilities Management
134 Congress St Ste 2
Portland, ME 04101-3679

CG2026 - General Liability
Re: Event on the City's property

Additional Insured

CIT Technology Financing Sv., Inc.
c/o ABIC - Specialty Services, 5th Floor
PO Box 979220
Miami, FL 33197-9220

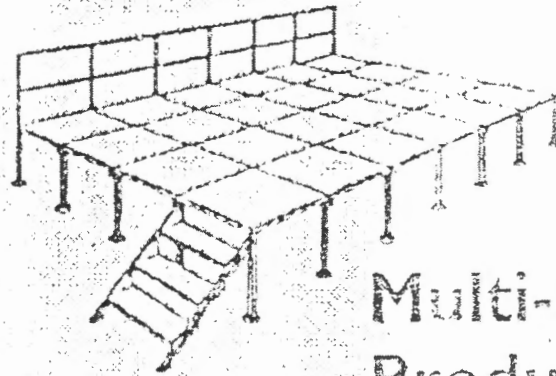
CG2028 - ME - Loc #1 - 334 (BLDG/PREMS-OFFICE-NOC-NFP)



A Member of the plettac Group

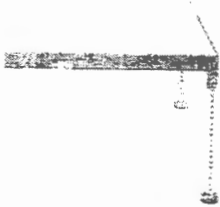
125 Taylor Parkway
Archbold, OH 43502-9309

Ph. (419) 445-8915 or (800) 537-0540
Fax. (419) 445-0367, www.biljax.com



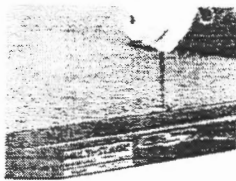
Multi-Stage Products

Sizes available for the Multi-Stage decks include the popular 4' square section, a 2' x 4' section and a 45° corner section. Standard decks include a 3/4" AC exterior plywood stained in gray enclosed in a steel frame edge protector. Other deck options are available.



2' x 4' Deck Section

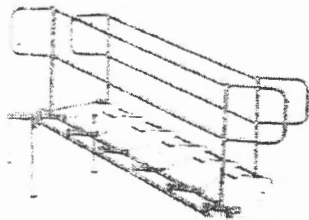
CAPACITY 150 PSF
(732kg per sq. meter)



Standard on all decks is the original cam lock feature which firmly fastens stage sections together from the top of the stage platform. Cam lock holes are neatly plugged with a cap to fill the surface.

K OPTIONS

Stage adjustable stair packages come complete with stair step stringers, stair stringer extensions, handrails and aluminum stair planks. These stair packages offer easy access to the stage platform area and can be adjusted to fit various stage heights within the package range.



The new Ultra-Stair decreases set up time and labor. Multiple units are available for platform heights from 24". The units, with detachable handrails, fold flat for storage and ease in shipment.

Package Sizes Available:
12"-18" Stage Ht. Pkg.
2'-3' Stage Ht. Pkg.
3'-4' Stage Ht. Pkg.
4'-6' Stage Ht. Pkg.

