

## Special Event Permit Application

Allow 60 days for review

### Event Information

Event Name: Farmapalooza Date(s): May 29 + 30, 2026  
 Type of Event: MUSIC Organization (if any): Brodazoffa LLC  
 Hours: Friday - 2PM - 11PM, Sat - 11AM - 11PM Estimated Attendance #: 200

### Event Organizer Information

Contact Name: Brody Hietpas Secondary Contact: Kelly Mueller  
 Address: W5006 Schmidt Rd. Kaukauna, WI  
 Phone: (920) 931-5373 Email: brodazoffawisco@gmail.com

Do you intend to have the following: "Yes" answers may require special approval.

- |                           |   |  |
|---------------------------|---|--|
| 1. Serving Alcohol        | ? No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> | If yes, a liquor license may be required             |
| 2. Food Sales             | No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>   | If yes, contact Calumet Co. Health Dept.             |
| 3. Amplified Sound        | No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>   | If yes, purpose/type <u>LIVE MUSIC</u>               |
| 4. Tents or Stage         | No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>   | If yes, a Temporary Use Permit may be required       |
| 5. Village Park Rental    | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>   | If yes, a separate application is required           |
| 6. Mechanical Rides       | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>   | If yes, Certificate of Insurance is required         |
| 7. Bounce House           | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>   | If yes, Certificate of Insurance is required         |
| 8. Fireworks              | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>   | If yes, contact the Community Risk Reduction Officer |
| 9. Public Event           | No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>   | If yes, Certificate of Insurance may be required     |
| 10. Street Closures       | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>   | If yes, Street Names: _____                          |
| 11. Rental Barricades     | No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>   | If yes, contact Harrison Public Works Department     |
| 12. Emergency Action Plan | No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>   | A plan is required for all events                    |

I have read and understand the **Special Event Guidelines & Requirements** attached to the application. I also understand this application does not ensure the issuance of a permit and that all event organizers and participants must comply with all applicable village ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Fees for park facilities and fireworks permits are in addition to the fees submitted for this application. I further understand that an incomplete application may be cause for denial of the event.

Event Organizer Signature

Date

### FOR OFFICE USE

Village Board: Approved  Denied  Date:    /    /   

Reason(s) for denial: \_\_\_\_\_

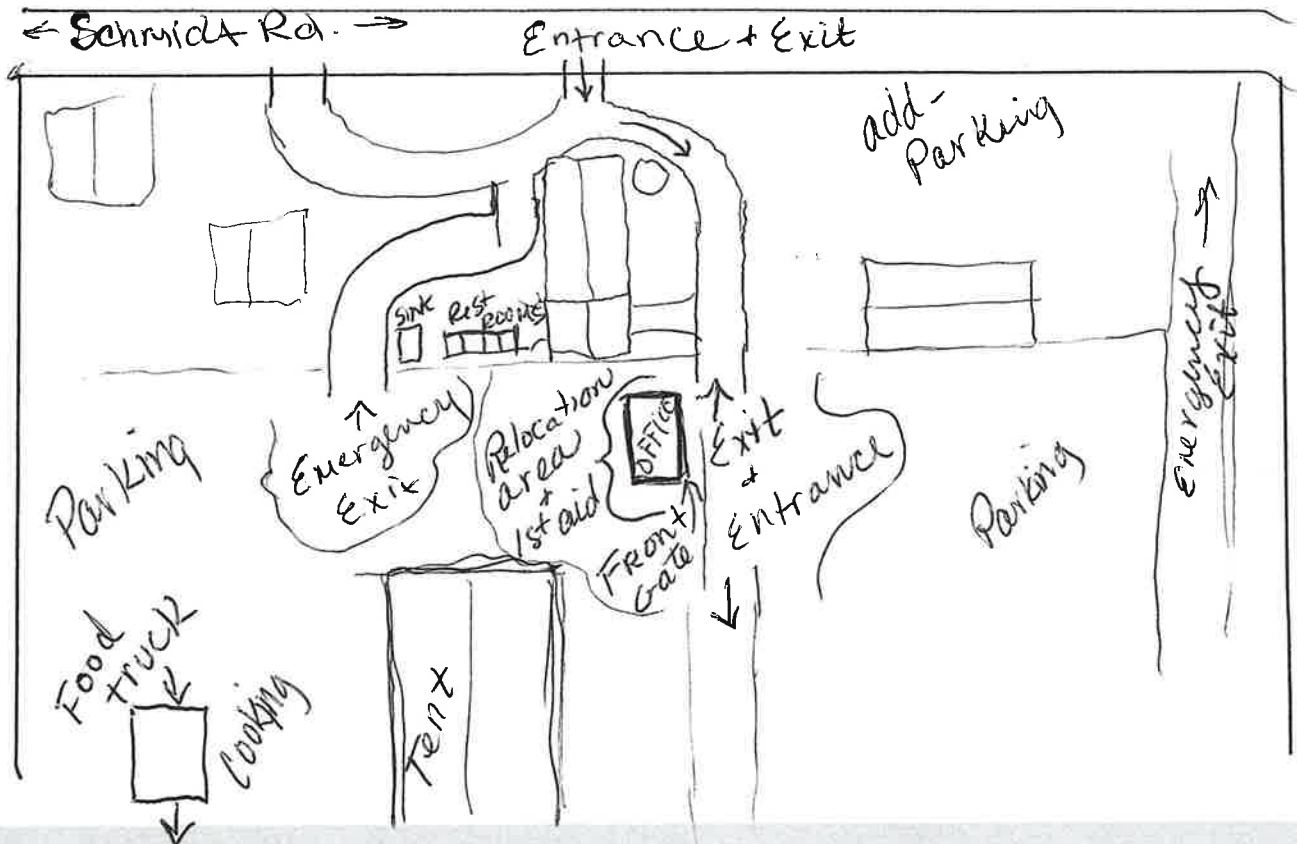
Clerk Signature

Date

## SPECIAL EVENT - EMERGENCY ACTION PLAN FORM

Event Name: Farma Palooza  
 Dates & Times of Event: May 29, 2pm - 11pm, May 30 11am - 11pm  
 Address of Event: W5806 Schmidt Rd. Kaukauna, WI  
 Expected Attendance: 200  
 Primary Event Organizer: Brody Hutpas / Brodazoffa LLC  
 Secondary Organizer: Kelly Mueller

Sketch a map of the event, including:  
 Entrance - Parking - Cooking - 1<sup>st</sup> Aid Station - Relocation Area



### OFFICE USE:

- Emergency Medical Services needed? Yes \_\_\_ No \_\_\_
- Law Enforcement needed? Yes \_\_\_ No \_\_\_
- Fire Rescue Services needed? Yes \_\_\_ No \_\_\_
- Vehicle Threat Mitigation needed? Yes \_\_\_ No \_\_\_
- Missing Person Plan needed? Yes \_\_\_ No \_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date     /     /

**APR 13 2026**

Village of Harrison  
W5298 Hwy 114  
Menasha, WI 54952

**VILLAGE OF HARRISON**

**Temporary Use/Structure Permit Application**

Applicant Information			
Applicant Name (Indiv., Org. or Entity) <b>Brodazoff LLC</b>	Authorized Representative <b>Brody Hietpas</b>	Title <b>Owner</b>	
Mailing Address <b>W5006 Schmidt Rd.</b>	City <b>Kaukauna</b>	State <b>WI</b>	Zip Code <b>54130</b>
E-mail <b>brodazoffawisco@gmail.com</b>	Phone <b>(920) 931-5373</b>	Fax	
Landowner Information (if different than Applicant)			
Name (Organization or Entity) <b>SAME</b>	Contact Person	Title	
Mailing Address	City	State	Zip Code
E-mail	Phone	Fax	
Project or Site Location (if Map Amendment)			
Site Name (Project): <b>Farmapalooza</b>		Location ID(s):	
Site Address / Location: <b>W5006 Schmidt Rd Kaukauna WI</b>		Plat / CSM / Lot No.:	
Quarter: <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE	Section:	Township: <b>N</b>	Range: <b>E</b>
Legal Description:			
Current Zoning:		Current Use(s):	
Lot Dimensions: Front: Side: Rear: Side:	Lot Area:	<input type="checkbox"/> acres or <input type="checkbox"/> square feet	
Type of Temporary Use or Structure (Check One)			
<input type="checkbox"/> Roadside Stands		<input type="checkbox"/> Pool	
<input type="checkbox"/> Outdoor Christmas Tree Sales Lot		<input type="checkbox"/> Outdoor Car Wash	
<input type="checkbox"/> Portable Storage Unit		<input type="checkbox"/> Outdoor Temporary Merchandise Sales (describe type of sales):	
<input checked="" type="checkbox"/> Temporary Structure (describe): <b>tent</b>			
Operation Details			
Dates Requested? From: <b>5/29</b> To: <b>5/30</b>	Total Days: <b>2</b>	Hours of Operation <b>11 am/pm to 11 am/pm</b>	
Tents or Canopies? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, # of tents/canopies <b>1</b> Sizes <b>40' x 60'</b>		
Food Sales? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, describe _____		
Alcohol Sales? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, describe _____		
Electrical Hookups? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, describe _____		
Sanitary Facilities? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, describe _____		
Fees		Plans	
<input type="checkbox"/> \$100.00 (Payable to Village of Harrison)		<input type="checkbox"/> Site Plan (see reverse side for details)	
Certification & Permission			
<p><b>Certification:</b> I hereby certify that I am the landowner of the property which is the subject of this application. I certify that the information contained in this form and attachments is true and accurate. I understand that failure to comply with any or all of the provisions of the ordinances and/or permit may result in notices, fines/forfeitures, stop work orders, permit revocation, and cease &amp; desist orders.</p> <p><b>Permission:</b> As the landowner of the property, I hereby give the permit authority permission to enter and inspect the property to evaluate this application, determine compliance with the ordinances, and perform corrective actions after issuing proper notice to the landowner.</p>			
Applicant Signature 		Date <b>4-12-26</b>	
Landowner Signature (required) 		Date <b>4-12-26</b>	
OFFICE USE ONLY			
Date Complete Application Received:		Fee Received \$ <b>100</b>	Receipt No:
		Date Paid: <b>4/13/26</b>	Taken By:

**Site Plan Requirements.** A site plan drawing, drawn to scale, showing the information outlined below must be submitted as part of a complete application.

- Property lines and dimensions.
- Location of all existing and proposed structures/buildings.
- Location of parking lot landscaping areas.
- Location of on-street/off-street parking spaces and drive aisles.
- Location of driveways.
- Location, size and setback dimensions to property lines of the proposed temporary use and/or structure.

**General Standards.** All temporary uses and structures shall meet the following requirements:

1. Lot and setback requirements.
  - a. A temporary use and/or temporary structure shall not occur or be placed on a vacant lot, unless otherwise stated in this section.
  - b. A temporary use and/or temporary structure shall comply with the minimum front, rear and side yard setback requirements for the principal structure (development standards) of the zoning district in which the temporary use or temporary structure is located, unless otherwise stated in this section.
  - c. A temporary use and/or temporary structure shall not be placed in a fire lane or an area intended for emergency service vehicles.
  - d. A temporary use and/or temporary structure that is located in a parking lot shall not occupy more than twenty percent (20%) of the available parking spaces for the principal use(s).
  - e. A temporary use and/or temporary structure shall not impede the vehicular traffic circulation or the movement of emergency vehicles on the lot.
  - f. A temporary use and/or temporary structure shall not be placed in the required interior or perimeter parking lot landscaping areas.
2. Outdoor Lighting. Temporary uses shall be prohibited from utilizing outdoor lighting fixtures unless they are already available on the lot.
3. Parking Spaces. All required parking spaces shall be provided on the same lot with the temporary use, unless otherwise stated in this section.
4. Food Sales. Food sales shall be licensed and/or operated under the requirements of the Calumet County Health Department, state statutes, and Village ordinances.
5. Sanitary Facilities. Arrangement for the use of sanitary facilities shall be made available to all employees, attendants and participants of the temporary use or temporary structure during its operation hours.
6. Signs. Temporary uses shall be allowed one (1) sign to display on-premises during the hours of operation. The maximum size of such sign shall not exceed twenty (20) square feet in area.
7. Other Code Requirements. The applicant shall apply for and receive all applicable permits and licenses pursuant to the Municipal Code prior to establishing a temporary use and/or temporary structure on a lot.
8. Cleanup. The site shall be completely cleaned of unsold merchandise, debris and temporary structures including, but not limited to: trash receptacles, signs, stands, poles, electrical wiring or any other fixtures and accessories or equipment connected therewith, after the termination of the temporary use or temporary structure.