



Special Event
SE-2026-013

Balance
\$0.00

Applicant	Application #	Submitted	Issued	Starts	Expires	Identifier
Bob Aiello	XIV-IWY	May 19, 2026	--	Jul 26, 2026	--	--

Applicant Information

APPLICANT
Bob Aiello

✉ aiellor@lakeorionpolice.org

☎ (248) 249-1235

📍 21 E Church St, Lake Orion, MI 48362

📍 *Same as mailing address*

Agent
N/A

Internal

Conditions

Police Reimbursement

The applicant shall be responsible for reimbursing the Village for all police resources and related ancillary costs dedicated exclusively to this event. This policy is intended to ensure full cost recovery, and the applicant will be billed for the actual costs incurred. This includes, but is not limited to, staffing of the event, time spent on event planning, coordination meetings, site inspections, and setup.

At a minimum, one dedicated police officer must be assigned to the event from start to finish. The need for additional staffing will be evaluated during planning meetings with the Chief of Police or their designee.

Upon request, the Chief of Police may provide a preliminary cost estimate for police services. The final invoice will reflect only the actual costs of police services provided.

Pre-Planning Meeting with Chief of Police

A pre-planning meeting with the Chief of Police or their designee is required for all events involving dedicated police resources.

To schedule this meeting, please contact Chief Mark Amundson at amundsonm@lakeorionpolice.org.

Please see FD approval letter with conditions attached.

Issued By: 

N/A

Internal Notes - Employee Communication

- Hold Harmless is missing signatures - requested 5.21.26 (KRB)
- Barricades are requested "as indicated on map" but map has no markings (KRB)
- Should location be more precise than "East of the Lake"? (KRB)

Executed Hold Harmless Agreement received on 5/27/2026. Per the applicant, the event map and barrier plan from the 2025 event will also be used for this year's car show. The applicant will provide an updated Certificate of Insurance (COI) with the correct Village address and will name the Village as an Additional Insured, in addition to listing the Village as the Certificate Holder. -LBlough

Updated COI was received on 5/29/2026 and applicant confirmed via phone call that event time is from 7:00AM - 2:00PM. - LBlough on 5/29/2026

Approved Event: 

N/A

General Information

Event Location

▶ **Lake Orion (East of the Lake)**
Lake Orion, MI 48362



Event Locations

Broadway Street from Front Street to Shadbolt Street and Flint Street from Lapeer Street to Anderson Street

Zoning District

DC - Downtown Center

Event Name

Lake Orion Police Association 2026 Car Show

Event Details

The event is the annual car show, which will consist of an awards ceremony, and pancake breakfast hosted by Johnny Black's

Date / Hours of Event

July 26, 2026 / 5:00am - 3:00pm

Date / Hours of Set-up and Tear Down

July 26, 2026 5:00am - 3:00pm

Event Map

[Event Map_2025 Car Show \(14-May-...](#)

Street Closures and / or Parking Lot closures necessary?

Yes

If yes, how many days?

1

If yes, describe

Street closures on Broadway from Front Street to Shadbolt and Flint Street from Lapeer to Anderson

Green's Park Reservation?

No

Green's Park Reservation Date/Hours

N/A

Green's Park Reservation Duration (Days)

N/A

Gazebo Rental?

No

Gazebo Rental Type

N/A

Gazebo Rental Date/Time

N/A

Gazebo Hour

N/A

Coordinating Event Details

None

Coordinating with Another Event?

No

If yes, Event Name

N/A

Event Details

Type of Event

Group

Status

Non-Profit

If Non-Profit, provide proof of non-profit status such as IRS Determination Letter 501(c)(3), IRS Form 990, or Articles of Incorporation

[Federal Tax Exempt Organization Pri...](#)

Is this event expected to occur next year?

Yes

If Yes, provide next year's specific dates

July 25, 2027

If this event a Fund raiser?

Yes

If YES, indicate beneficiary information

Lake Orion Police Association

Is this the first time the event is being held in Village of Lake Orion?

No

Describe above selection

This is an annual event every year

Was this event previously held outside the Village of Lake Orion?

No

Describe above selection

This event is always held in downtown Lake Orion

Event Details (continued)

Total estimated attendance each day

99

What parking arrangements will be necessary to accommodate attendance?

Public parking will be utilized for everything other than the car show applicants

Parking Plan

How will trash be handled?

Limited amount of trash, current public trash cans are sufficient

Is amplification of music or speakers planned or anticipated?

Yes

If yes, describe

A small speaker system will be used for the event

Will tents be used?

Yes

If yes, indicate number of tents, use of each, location and size

LOPD tent and one small event tent that will have awards and a registration table

Portable restrooms

No

If yes, number of portable restrooms and location

N/A

Food / Alcohol / Merchandise

Will alcoholic beverages be served?

No

If yes, describe

N/A

Is liquor license issued by the State of Michigan?

No

If yes, whose name is the license issued to

N/A

Copy of License

Will food and beverages be sold?

No

If yes, describe

N/A

Will merchandise be sold?

Yes

If yes, describe

LOPA will be selling small items such as coffee cups, tumblers and challenge coins

Request Use of Village Equipment ONLY

Use of Equipment Start (Day / Time)

July 26, 2026 / 5:00am

Use of Equipment End (Day / Time)

July 26, 2026 3:00pm

Barricades/Traffic Cones

Yes

If yes, describe

Barricades will be required as indicated on the map. Cones will be needed for all the public parking spaces within the barricaded area

Temporary Closure Signage

No

Trash Cans

No

Electrical Connections

No

If yes, describe

N/A

Water

No

If yes, describe

N/A

Emergency Fire Equipment, such as ambulance

No

If yes, describe

N/A

Use of Police Services

Yes

If yes, describe

We understand that there might be a cost of one police officer, unless their time is donated to the event

Other Village Services

No

If yes, describe

N/A

Municipal Equipment

Event Signs

Will this event include the use of signs?

No

Location(s) of Sign

N/A

Sign Dimensions

N/A

Sign Sketch Plan

Location Map

Temporary Display Start

Temporary Display End

Quantity of Temporary Signs

N/A

OLD_Quantity of Temporary Signs 

N/A

Certifications and Signatures

Signature of Sponsoring Organization's Agent

[Signature.pdf](#)

Certificate of Insurance naming the Village of Lake Orion as Certificate Holder and Additional Insured

[VILLAGE OF LO.pdf](#)

Hold Harmless Agreement

Hold Harmless Agreement

[Village_of_Lake_Orion_-_Hold_Harml...](#)

Fees

Application Fee	\$25.00
Special Event - Right Of Way	\$75.00
Application Sign Fee	\$0.00
TOTAL	\$100.00
PAID	\$100.00
BALANCE DUE	\$0.00

Transaction Log

05/19/2026	Payment	Card	\$100.00
Non-refundable convenience fee of \$6.00			

Communication

Kirsten B May 21, 12:38 PM

Hello Mr. Aiello,

Thank you for submitting the permit application for the LOPA Car show; I am assisting Lynsey with the process. The Hold Harmless Agreement you submitted does not include the actual signatures of the parties listed. Could you please print this, collect the signatures and resubmit? You may scan a copy and send it in a reply here or you can submit it directly at Village Hall. If you have any questions, please let me know. Thank you.

[2026 LOPA Car Show HH \(not signed\).pdf](#)

Workflow

1. Payment - COMPLETED

Assignee: Lynsey Blough

2. Administrative Review - COMPLETED

Assignee: Lynsey Blough

3. Dept. of Public Works Review - COMPLETED

Assignee: Wes Sanchez

4. Public Safety Review - COMPLETED

Assignee: Mark Amundson

5. Fire Department Review - COMPLETED

Assignee: John Pender

6. Council Review - ACTIVE

Assignee: Lynsey Blough

7. Planning & Zoning Review - INACTIVE

Assignee: Sommer Nafal

8. Issue Permit - INACTIVE

Assignee: Lynsey Blough