



**VILLAGE OF LAKE ORION
COUNTY OF OAKLAND
STATE OF MICHIGAN**

RESOLUTION NO. 2025-024

**A RESOLUTION APPROVING THE EVENT PERMIT APPLICATION FOR
ORION ART CENTER'S DRAGON ON THE LAKE
AND APPROVING THE LICENSE AGREEMENT**

VOTING YEA:

VOTING NAY:

ABSENT:

MOTION:

RESOLVED: To approve the Event Permit Application submitted by Stephanie McIntyre and Julie Sugg on behalf of the Orion Art Center for the Dragon on the Lake to be held on Thursday, August 21, 2025, through Sunday, August 24, 2025, at various Village properties, as outlined in the application.

Festival Hours:

- Saturday, August 23, 2025, from 10:00AM to 7:00PM
- Sunday, August 24, 2025, from 10:00AM to 6:00PM

Dragon Pub Hours:

- Thursday, August 21, 2025, from 4:00PM to 12:00AM
- Friday, August 22, 2025, from 4:00PM to 12:00AM
- Saturday, August 23, 2025, from 4:00PM to 12:00AM

Tiki Bar Hours:

- Saturday, August 23, 2025, from 10:00AM to 7:00PM
- Sunday, August 24, 2025, from 10:00AM to 6:00PM

Public Areas to be utilized are as follows:

- Municipal Parking Lot P3 (Tiki Bar)
- Municipal Parking Lot P4 (Dragon Pub)
- Green's Park (if Dragon Boat Races push through)
- Children's Park Gazebo (Children's Area)
- Broadway Street from Shadbolt Street to Lapeer Street (Art and Vendors)
- Flint Street from Lapeer Street to Anderson Street (Art and Vendors)
- Front Street from Broadway Street to Anderson Street (Chalk Art Challenge)

Setup and Tear Down:

- Set-up for Dragon Pub is on Wednesday, August 20, 2025, at 9:00AM
- Set-up for Tiki Bar is on Friday, August 22, 2025, at 9:00AM
- Set-up for Festival (Art and Craft Fair Load In) is on Friday, August 22, 2025, at 4:00PM
- Tear Down of everything completed by Monday, August 25, 2025, at 5:00PM

Parking Lot and Street Closures:

- Municipal Parking Lot P4: Wednesday, August 20, 2025, at 9:00AM through Monday, August 25, 2025, at 5:00PM
- Municipal Parking Lot P5: Friday, August 22, 2025, at 9:00AM through Monday, August 25, 2025, at 5:00PM
- Broadway Street from Shadbolt Street to Lapeer Street (load-in begins Friday, August 22, 2025, at 4:00PM, load-out complete by Sunday, August 24, 2025, at 10:00PM)
- Flint Street from Lapeer Street to Anderson Street (load-in begins Friday, August 22, 2025, at 4:00PM - load-out complete by Sunday, August 24, 2025, at 10:00PM)
- Front Street from Broadway Street to Anderson Street shall be used for the Chalk Art Challenge on Saturday, August 23, 2025, beginning at 7:00AM)

Municipal Equipment and Utility:

- Barricades
- Cones
- Trash Cans
- Temporary Closure Signage
- Electrical Connections along sidewalks on Broadway Street, Flint Street, outlet in Municipal Parking Lot P4, and lamp posts.

FURTHER RESOLVED: To approve the License Agreement between the Village of Lake Orion and the Lake Orion Lions Club and to authorize the Village President and Village Clerk to execute the Agreement on behalf of the Village.

FURTHER RESOLVED: This approval is conditioned on the following:

Administrative Requirements:

1. Proof of Liquor Liability Insurance and Liquor License must be provided to Village Administration prior to the event. Required insurance coverage includes:
 - The Village of Lake Orion must be listed as a Certificate Holder and named as an Additional Insured
2. Dragon Boat Races may only proceed if a Marine Permit is submitted and approved prior to the event.
3. The applicant is responsible for cleaning up any trash generated during the event.
4. All tents and temporary structures must be securely anchored to withstand inclement weather or wind conditions to prevent potential injury.
5. Any temporary electrical wiring or equipment used during the event must be approved by the Electrical Inspector.
6. Tents or temporary structures that include cooking or heating devices must have a minimum 10-pound multi-purpose (ABC) fire extinguisher on-site.
7. All food vendors including food trucks, must be approved by the Oakland County Health Department and inspected by the Orion Township Fire Department prior to operating at the event.
8. All 18 portable restrooms must be removed following the event.
 - 1 handicap access and 1 regular portable restroom located in Municipal Parking Lot P3
 - 2 handicap access and 12 regular portable restrooms located in Municipal Parking Lot P4
 - 1 handicap access and 1 regular portable restroom located on Shadbolt Street and Broadway Street

DPW Requirements:

1. Village Orange Cones will be provided based on availability.
2. The DPW will not supply extension cords or cord covers.
3. The DPW will provide barricades and detour signage for street and parking lot closures.
4. Village properties will be properly maintained before and after the event.

Police Department Requirements:


1. Event staff and on-scene manager's cellular phone numbers must be provided to the Police Department at least 24 hours before the event.
2. The Police Department will direct the placement of all required barricades for parking lot and any approved street closures.
3. The event organizer is responsible for ensuring that no alcoholic beverages are served or provided to individuals under the age of 21. Adequate measures must be in place to verify the age of all individuals being served alcohol, in compliance with Michigan Liquor Control Commission regulations.

4. The applicant shall be responsible for reimbursing the Village for all police resources 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.
5. 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.
6. 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. Note: The reimbursement requirement outlined in Item #4 is waived for 2025, and will take effect January 1, 2026.
7. 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.

Fire Department Requirements:

1. There shall be no parking on Anderson Street or in the Fire Department lot.
2. All food trucks must be inspected and approved by the Orion Township Fire Department and display the required sticker.
3. All barricades shall be easily moveable in the case of an emergency.
4. No structures or tents shall be placed in the roadway. All booths/tents shall be placed within the designated parking areas. A minimum of 20' travel lane shall be maintained on all closed roads.
5. All tents/booths between Front St. and M-24 shall only be placed on the East side of the roadway in the parking areas.
6. No obstructions shall be placed in any intersections.
7. The event coordinator shall schedule an inspection with the Fire Prevention division prior to the event opening.
8. Anderson Street shall remain open at all times during the event.
9. Front Street shall be used for chalk drawings only. No tents, structures, or other obstructions may be placed in the roadway.

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, JULY 14, 2025.



Sonja Stout
Village of Lake Orion Clerk/Treasurer

CERTIFICATION

I, Sonja Stout, who was duly appointed Clerk/Treasurer of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of Resolution 2025-024 adopted by the Village of Lake Orion Village Council at its Regular Meeting held on the 14th day of July 2025.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan on this 14th day of July 2025.

A handwritten signature in black ink that reads "Sonja Stout". The signature is written in a cursive, flowing style.

Sonja Stout
Village of Lake Orion Clerk/Treasurer

DATED: July 15, 2025