



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: June 24, 2024

TOPIC: Approval of Special Event and Use of Rights-of-Way Permit Applications - Dragon on the Lake 2024

BACKGROUND BRIEF: To approve the Event Permit Application requesting the use of Public Streets and Rights-of-Way dated April 4, 2024, submitted by Amy Cole, on behalf of Orion Art Center, for the 2024 Dragon on the Lake Event to be held beginning Friday, August 23, 2024, through Sunday, August 25, 2024, to be held on various Village properties.

RECOMMENDED MOTION: To approve the Event Permit Application requesting the use of Public Streets and Right-of-Ways dated April 4, 2024, submitted by Amy Cole on behalf of Orion Art Center, for the 2024 Dragon on the Lake Event to be held beginning Friday, August 23, 2024, through Sunday, August 25, 2024, to be held on various village properties.

VILLAGE OF LAKE ORION

COUNTY OF OAKLAND

STATE OF MICHIGAN

RESOLUTION 2024-021

**RESOLUTION APPROVING 2024 ORION ART CENTER DRAGON ON THE LAKE EVENTS
PERMIT, AUTHORIZING THE EXECUTION OF THE LICENSE AGREEMENT, AND
APPROVING THE SIGN PERMIT.**

VOTING YEA:

VOTING NAY:

ABSENT:

MOTION:

To approve the Event Permit Application requesting the use of Public Streets and Rights-of-Way dated April 4, 2024, submitted by Amy Cole, on behalf of Orion Art Center, for the 2024 Dragon on the Lake Event to be held beginning Friday, August 23, 2024, through Sunday, August 25, 2024, to be held on various Village properties as follows:

Event Hours:

Friday, August 23, 2024:	Events: 2:00 PM – 8:00 PM
Saturday, August 24, 2024:	Events: 11:00 AM – 8:00 PM
Sunday, August 25, 2024:	Events: 11:00 AM – 6:00 PM
Friday- Sunday Tiki & Pub	1:00 AM

Public Areas to be utilized are as follows:

- Green’s Park- Dragon Boat Race
- Children’s Park Municipal parking lot (Lot P4) - Dragon Pub
Large tent for Dragon Pub as well as small 10x10 tents for tickets and ID check
Music: Friday, August 23, 2024, 5:00 PM – 12:00 AM
Saturday, August 24, 2024, 5:00 PM – 12:00 AM

Village Municipal Lot at 29 Front Street (Lot P3) – Tiki Lounge Area
Music: Friday, August 23, 2024, 2:00 PM – 12:00 AM
Saturday, August 24, 2024, 11:00 AM – 12:00 AM
Sunday, August 25, 2024, 11:00 AM – 6:00 PM
- Broadway from Shadbolt to Front Street - Merchant’s Market
Vendor tents throughout the market area

- Flint Street from Lapeer Street to Anderson – Merchant’s Market
Vendor tents throughout the market area
- Southwest corner of Anderson and Flint

Use of Other Properties:

- LO Schools Admin Bldg. Public shuttle
- Portable restrooms locations – Total of 18
14 @ P4 Children’s Park at Dragon Pub
2 @ Shadbolt & Broadway, 1 handicap, 1 regular
2 @ Parking lot 3- S Anderson, 1 handicap, 1 regular

Set up & Tear down

- Wednesday, August 21, 2024, Lot P4, Children’s Park 9:00 PM
Thursday, August 22, 2024, Lot P3 S. Anderson 9:00 AM
Friday, August 23, 2024 , Broadway, Flint, And Front 7:00 AM
- Friday & Saturday – Flint & Broadway Street closed for vendor set up. Take down Sunday evening.
- Saturday – Front Street closed for chalk art challenge. Street reopens Sunday late evening
- Tear down begins Sunday, August 25, 2024, at 6:00 PM, all streets and P3, Tiki Bar should be completed by 10:00 PM
- Portable restrooms picked up Monday, August 26, 2024
- P4 Dragon Pub, Monday, August 26, 2024, by 5:00 PM

Municipal Parking Lots – from Wednesday, August 21, 2024, to Monday, August 26, 2024, at 10:00 PM

- P4 Parking Lot at Front and Anderson (Children’s Park Municipal Parking Lot)
- Village Municipal Parking across the street from the Fire Station

Streets and Parking Lots: from Wednesday, August 21, 2024, 9:00 PM to Monday, August 26, 2024, 5:00 PM

- Parking Lot at Flint Street and S Anderson Street
- Barricades on Flint Street at Broadway and S. Anderson Street
- Barricades on Front Street and Broadway
- Barricades on Broadway at Shadbolt and at M24
- Barricades on S. Anderson Street at Flint Street

Attractions:

Friday, August 23:

- Dragon Pub Opens - (2:00 PM – 1:00 AM)
- Tiki Opens - (2:00 PM – 8:00 PM)
- Market Vendor final set up
- Market Opening
- LOLA Lighted Parade

Saturday, August 24:

- Merchant Market - Strolls streets of downtown Lake Orion and enjoy handmade goods, explore unique shops, and meet community members.
- Chalk Art Challenge – 11:00 AM – 6:00 PM Front Street - Assigned spaces, opportunity to make the street your personal canvas!

Sunday, August 25:

- Dragon Boat Races - Green's Park
- Merchant Market
- KidZone
- Dragon Pub Opens - (11:00 AM – 6:00 PM)
- Tiki Opens - (11:00 AM- 6:00 PM)

THE USE OF ALL PUBLIC RIGHT-OF-WAYS, PUBLIC PROPERTY AND PRIVATE PROPERTY SHALL BE SUBJECT TO THE FOLLOWING CONDITIONS:

FURTHER RESOLVED: That the Village Council approves the License Agreement between the Village of Lake Orion and the Orion Art Center and authorize the President and Clerk to execute it on behalf of the Village.

FURTHER RESOLVED: The Sign Permit application submitted by Amy Cole on behalf of the Orion Art Center is approved; and

FURTHER RESOLVED: To postpone action on waiving the fees for the sign permit and license agreement until the Village Manager can present a policy for permit fee waivers for council consideration and approval.

FURTHER RESOLVED: This approval is conditioned on the following:

Administrative Requirements

1. Proof of Insurance to be provided to the Village Clerk prior to the event, as follows:
 - § General Liability - no less than \$1,000,000
 - § Village to be a Certificate Holder and listed as An Additional Insured on the Certificate
2. Execution of the Lease Agreement by the Orion Art Center.
3. The Michigan Liquor Control Commission (MLCC) temporary permit for beer & wine sales on village property located at the municipal parking lot Anderson and Front must be approved by the MLCC and copy of license provided must be submitted to the Village Clerk prior to the event. All alcohol sales are controlled and regulated by the staff of the requesting organization. Snow fencing will be used to create secure tent entrance and exits to unauthorized activity. Event staff will provide entrance and exit security to the Tiki Bar and Dragon Pub.
4. Temporary electrical wiring or equipment, if used, must be approved by the electric inspector.
5. All tents and/or temporary structures shall be properly secured in case of inclement weather or wind conditions so that they are not blown away and perhaps cause serious injury.

6. Any tents or temporary structures that may have cooking or other heating devices have a minimum of ten-pound multi-use fire extinguisher. More commonly referred to as an "ABC" fire extinguisher.
7. All food vendors must have the approval of the Oakland County Health Department.
8. Clean-up of the area is the responsibility of the applicant.
9. Additional trash receptacles are the responsibility of the applicant and must be arranged for by the applicant.
10. The event must have sufficient Port-A-Johns to meet crowd needs (Providing 18 total).

Police Department Requirements

1. The police department will direct the placement of all required barricades for parking lot and any approved street closures. DPW will provide barricades and detour signage.
2. The cellular telephone numbers of event staff and on-scene managers will be provided to the police department within twenty-four (24) hours of the event.

DPW Requirements

1. Use of Village Orange Cones will be based upon availability.
2. DPW will not supply extension cords or cord covers.
3. As always, Village properties will be properly maintained before the events begin.
4. DPW will provide barricades for street and parking lot closure following a request from the Chief of Police.

Fire Department Requirements- Dragon on the Lake 2024

It is the recommendation of the Orion Township Fire Department that the event, Dragon on the Lake-2024, be approved as submitted with the following conditions. There shall be no parking on Anderson Street or in the Fire Department lot.

1. All food trucks shall have been inspected and approved by the Orion Fire Department. They shall have an approval sticker clearly displayed on the unit. A list of approved food trucks can be found on the Fire Department website.
2. All barricades shall be easily moveable in the case of an emergency.
3. No structures or tents shall be placed in the roadway. All booths/tents shall be placed along the parking spots. A minimum of 20' travel lanes shall be maintained on all closed roads.
4. All tents/booths between Front St. and M-24 shall only be placed on the East side of the roadway in the parking areas.
5. No obstructions shall be placed in any intersections.
6. The event coordinator shall schedule an inspection with the Fire Prevention division prior to the event opening.
7. Anderson Street shall remain open at all times during the event.
8. Front Street shall only be used for chalk drawings, there shall be no obstructions placed in the roadway.

Lake Orion Downtown Development Authority- Dragon on the Lake 2024

On behalf of the Lake Orion Downtown Development Authority, it is hereby recommended that the event application of the Orion Art Center to host the Dragon on the Lake Festival is approved, subject to the following requested condition(s):

1. The applicant shall adopt and provide a parking map to vendors requesting that the map is distributed publicly via electronic mail, social media and other sources,
2. Showing the location and availability of public parking for the event.
3. The parking map should include the DDA existing parking plan and map, as well as the temporary event parking added at the Lake Orion Lumbert Yard Project site.
The applicant shall post temporary directional signage showing the location and access to parking.

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, JUNE 24, 2024.

THIS RESOLUTION WAS DULY ADOPTED BY THE LAKE ORION VILLAGE COUNCIL AT ITS REGULAR MEETING HELD ON MONDAY, JUNE 24, 2024.



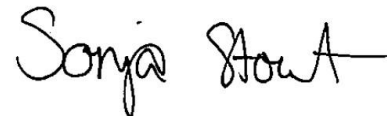
Sonja Stout

Village of Lake Orion

CERTIFICATION

I, Sonja Stout, duly appointed Clerk of the Village of Lake Orion, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of Resolution 2024-021 adopted by the Village of Lake Orion Village Council at its regular meeting held on the 24th day of June 2024.

Given under my hand and seal of the Village of Lake Orion, Oakland County, Michigan this this 24th day of June 2024.



Sonja Stout

Village of Lake Orion Clerk/Treasurer

DATED: June 24, 2024