



Special Event Permit Application

CITY OF LONG LAKE

450 Virginia Avenue, PO Box 606

Long Lake, MN 55356

Phone / 952.473.6961

FOR OFFICE USE ONLY

Amount Due: \$ 108.00

Date Paid: 4/11/24

Check # 2094

Credit Card

Cash Receipt # _____

Deposit Required?
 Yes, Check # _____

No

- REVIEW PAGE 3 for the Special Event Permit application fee schedule and application submittal checklist.

- Complete this permit application form and submit to City Hall **at least 45 days prior to the event start date.** Permit application must be accompanied by all exhibits requested to be considered complete.

Event Name TEMPORARY PATIO AT CARBONES'S

Describe Location or Area of City Where Event Will Take Place
2069 W WAYzata BLVD, LONG LAKE, MN 55356

of Participants Expected to Attend Event 25 AT THE MOST

Describe Any Participation/Entry Fees to be Charged N/A

Event Dates/Times Proposed

** List all Event Dates/Times Below **			
Day of Week	Date	Start Time	End Time
	<u>5.1.24</u>		
	<u>9.30.24</u>		

Event Type (CHECK ALL THAT APPLY)

- Parade
 Festival
 Run/Walk
 Sporting Event
 Block Party
 Private Party
 Other, Explain TEMP. PATIO

Event Includes (CHECK ALL THAT APPLY)

- Liquor Service
 Food Service
 Bingo/Raffles
 Live Music
 Amplified Audio
 Animals
 Pedestrians/Runners
 Bicycles
 Floats
 Motor Vehicles, # Expected _____
 Other Vehicles, Explain _____
 Games, Amusement Devices or Carnival Equipment, Describe _____

Will Parking for Event Exceed On Site Parking Facilities Available?

- Yes, WRITTEN PERMISSION FROM AREA PROPERTY OWNERS ALLOWING USE OF THEIR PROPERTY FOR PARKING IS ATTACHED
 No

Traffic Control Personnel Provided by Whom N/A

Delineation Equipment (Barricades, Signs, Traffic Cones, No Parking Signs, etc.) Provided by Whom CARBONES

Street(s) to be Closed (A MAP SHOWING THE SPECIFIC ROUTE OR AREA TO BE CLOSED **MUST BE ATTACHED**)

N/A

Site Map and Detailed Description of Event Required

A DETAILED SITE MAP OF THE EVENT AREA AND DETAILED EVENT DESCRIPTION NARRATIVE MUST BOTH BE ATTACHED TO THIS APPLICATION. The Site Map should show locations of food and beverage vendors (noting controlled entry to any alcoholic beverage service areas), where activities will be taking place, and where any temporary infrastructure such as tents or bandstand facilities will be installed.

Insurance Carrier for Event

A Certificate of Insurance naming the City of Long Lake as an additional insured **must be submitted at least 10 days prior to the event start date.** Amount of insurance required is \$1,000,000.

Name of Insurance Carrier ILLINOIS CASUALTY Policy Number 190975

Chairperson, Event Manager, or Director (Person Responsible for Duties of Permit Holder)

Full Name NEIL HEINEN Daytime Phone 763.350.8760

Alternate Phone _____ Email Address CAMPONESLONGLAKE@gmail.com

Street Address 2009 W WAY 24TH BLVD

City, State, Zip LONG LAKE, MN 55356

Organization Information

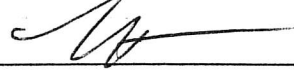
Organization Name CAMPONES LONG LAKE

Mailing Address PO BOX 306

City, State, Zip LONG LAKE, MN 55356

Phone 763.350.8760 Fax _____

By signature below, applicant/event organizer agrees to abide by any and all conditions of Special Event Permit approval, if approved; and hereby agrees to indemnify, hold harmless, and exempt the City of Long Lake, its officers, employees, and agents from any and all claims, costs and liabilities, including reasonable attorneys' fees, in any way related to the applicant's Special Event as approved.

X Signature of Applicant  Date 4.10.24

****** FOR CITY USE ONLY ******

APPLICATION SUBMITTED WAS: Complete With Exhibits [] Incomplete – Date Completed _____

Review by Department Head or Designee

Public Works Reviewed By SD / JM Date 4/11/2024

Fire Department Reviewed By ok - JM Date _____

Police Department Reviewed By MS / JM Date 4/11/2024

Special Event Permit Approved By _____ (CITY CLERK OR AUTHORIZED DESIGNEE)

Date Approved _____ PERMIT # S2024-02

Conditions of Permit Approval

[] Permit Conditions Detailed in Attached Letter Dated 4/11/2024

[] Permit Conditions Listed Below:



April 11, 2024

Neil Heinen
Carbone's Pizzeria Long Lake
2069 Wayzata Boulevard W
Long Lake, MN 55356

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2024-02
Temporary Outdoor Patio – Carbone's Pizzeria Long Lake
Effective May 1, 2024 – September 30, 2024

Dear Applicant:

Your application for a Special Event Permit to permit installation of a Temporary Outdoor Patio for Carbone's Pizzeria Long Lake is hereby approved, subject to the conditions listed below. The Wayzata Police Chief or the Chief's designee, acting on behalf of the City of Long Lake, and Long Lake Fire Chief are each empowered to revoke this Special Event Permit at any time for any safety concerns that are not immediately resolved by the Applicant/Permit Holder or a representative of the Permit Holder.

- [] No modifications may be made to the approved temporary outdoor patio site plan without prior approval of the Fire Chief and Wayzata Police Chief or the Chief's designee. The approved site plan attached to this Permit shows the location of tables (maximum of 5 picnic tables permitted) and seats with calculation of maximum number of customer seating (not to exceed 30 at any time); depicts all entry and exit points; and includes descriptions of temporary fencing materials and possible temporary lighting to be utilized. Patios for alcohol serving establishments must display a compact and contiguous service area in accordance with Minnesota Rules 7515.0430, subpart 2; and must show how alcohol will be restricted with a barrier or other means between the temporary outdoor patio and surrounding area.
- [] The temporary patio structure may only be installed consistent with the approved site plan and the Applicant's approved temporary patio narrative submitted with the permit application. The Applicant must call Fire Chief Mike Heiland for inspection of any temporary lighting installations at 952.473.9701 ext. 1.
- [] Security of the temporary outdoor patio shall be the responsibility of the Applicant/Permit Holder.
- [] Patio coverings for customers must be limited to secured umbrellas over dining tables. No permanent covering structures are permitted.
- [] Applicant/Permit Holder shall be responsible for picking up litter within 100 feet of the temporary outdoor patio on a daily basis.

SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2024-02

Temporary Outdoor Patio – Carbone’s Pizzeria Long Lake / Effective May 1 – September 30, 2024

Page 2 of 2

- [] As the temporary outdoor patio site plan may encroach into an area of City public right-of-way along Shaughnessy Avenue, Applicant must enter into a License and Indemnification Agreement with the City of Long Lake, on a form provided by the City, prior to temporary patio installation.
- [] Signage stating “No Alcohol Allowed Beyond This Point” is required to be posted at any exits from the patio.
- [] A Certificate of Insurance listing the City of Long Lake as an additional insured is required to be submitted prior to temporary patio installation.
- [] This Special Event Permit for a temporary outdoor restaurant patio is effective May 1, 2024 through September 30, 2024. This Permit may be extended if approved in writing by the City Clerk.
- [] Failure to abide by any of the conditions in this Permit may result in permit revocation.

Please be advised that by acceptance of Special Event Permit #S2024-02, the Applicant/Permit Holder, on behalf of any and all organizations and private persons, grants authority to operate under the Special Event Permit, and agrees to indemnify and hold harmless the City of Long Lake from all claims arising from said event. The permit holder, all organizations and private persons exercising authority under this Permit, do waive and release all claims against the City of Long Lake, its officers or employees for any damage to person or property arising from the exercise of privileges granted by this Permit and agrees to hold harmless the City of Long Lake, its employees and officers from any such claim.

Thank you in advance for your cooperation, and best wishes to you and your business.

Sincerely,



Jeanette Moeller
City Clerk

Barcelona314 Corp DBA Carbone's Pizzeria Long Lake

To: **Mayor** –
Charlie Miner
Council Members –
Jahn Dyvik
Gina Joyce
Mike Feldmann
Deirdre Kvale

From: Owners -
Sigrid & Neil Heinen

Date: 04/10/2024

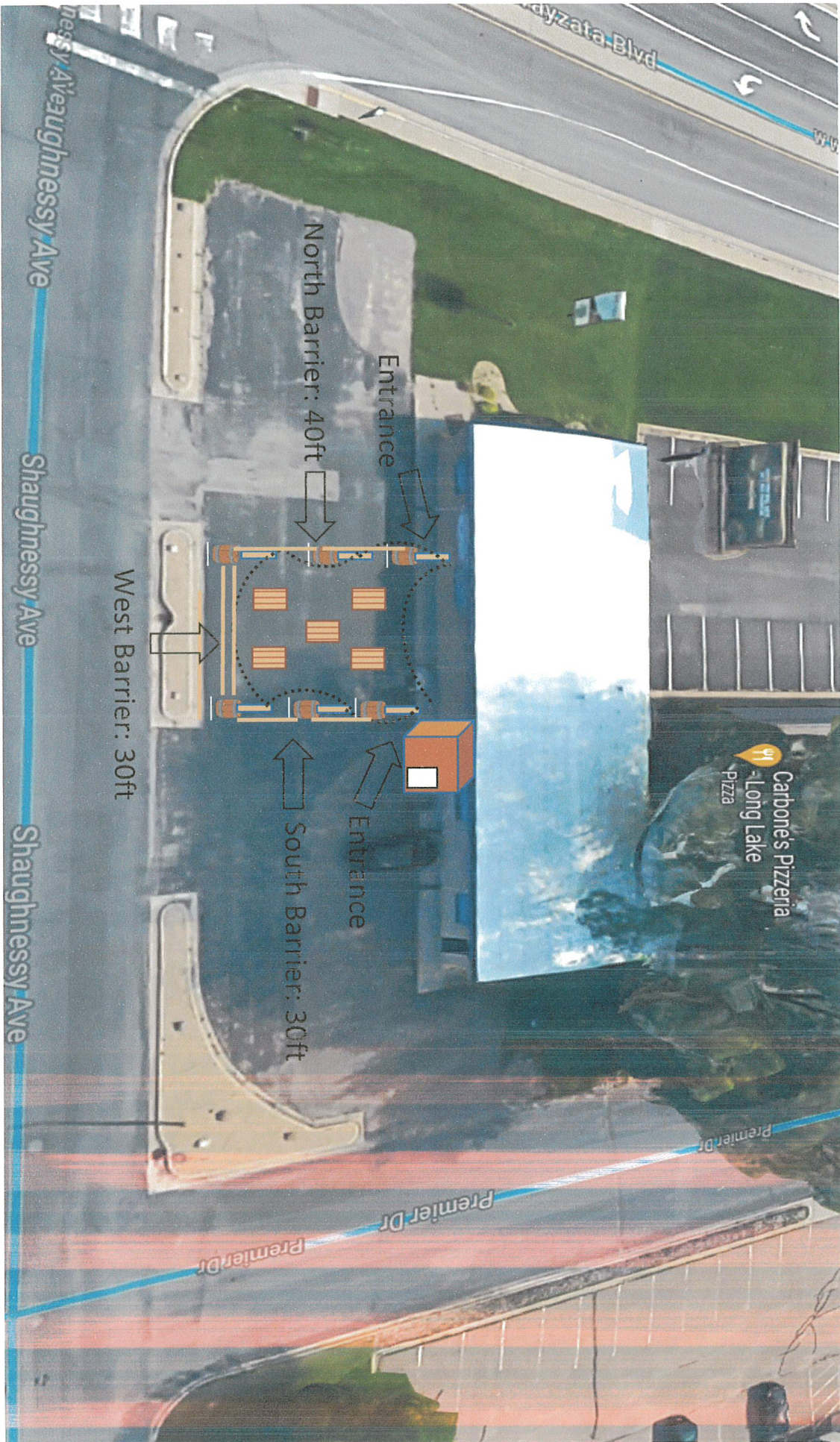
Re: Temporary Patio

Comments:

We are asking for your consideration to set up a temporary enclosed patio in our parking lot on or around 5/1/24. The intention will be to use the patio as long as weather permits. The temporary patio would be identical to years past in size (30' x 40') and amount of patrons (five tables each sitting up to five people). The only change from previous years would be the possibility of setting up string lights around the perimeter.

- Parking will still be accessible from both sides
- Patio area to be contiguous to the building
- Fencing to be comprised of 2x4's to secure a perimeter
- Pedestrian entrances on north and south sides
- Easy access to building for restroom facilities
- 'No Alcohol Past this Point' signs will be posted at both exits

We thank you for your time.



CITY OF LONG LAKE
TEMPORARY BUSINESS PREMISES EXPANSION
LICENSE AND INDEMNIFICATION AGREEMENT

WHEREAS, the Applicant has sought permission from the City of Long Lake (the "City") to temporarily expand its business premises under a Special Event Permit for a seasonal outdoor temporary patio, and some or all of that expansion will encroach upon City owned property or upon City right-of-way; and

WHEREAS, as a condition of permitting such temporary expansion, the City requires that Applicant indemnify, hold harmless, and defend the City of Long Lake for and against any claims related to the City's approval of such permitting and Applicant's use of the expanded business premises contemplated in the permit, and agree to the full restoration of any City owned property or City right-of-way at Applicant's sole cost upon termination of this temporary authorization.

NOW, THEREFORE, AS CONSIDERATION FOR THE CITY'S APPROVAL OF APPLICANT'S TEMPORARY BUSINESS PREMISES EXPANSION SPECIAL EVENT PERMIT AND TEMPORARY LICENSE, APPLICANT AGREES AS FOLLOWS:

1. Applicant hereby releases the City from any claims for loss or damage to property or any injury to or death of any person arising out of or relating to Applicant's use or occupancy of the temporarily expanded business premises, or the City's grant of permission to temporarily expand said premises. Applicant shall defend, indemnify and hold the City, its directors, employees, agents, contractors, and representatives harmless from and against any and all claims, losses, costs, damages, liens and liabilities, including reasonable attorneys' fees (collectively "Claims"), arising from or related to Applicant's use or occupancy of the temporarily expanded business premises or the City's grant of permission to temporarily expand said premises, pursuant to this Agreement.
2. Applicant shall promptly, and prior to the use or occupancy of any expanded business premises, disclose the obligations contained within this Agreement to its business insurance provider(s).
3. Applicant hereby agrees to promptly, and at its sole cost, restore any portion of City owned property or City right-of-way upon termination or expiration of the rights conferred in the City's temporary license and permit to expand Applicant's business premises. Applicant acknowledges that the City's approval of this expansion of Applicant's business premises is temporary and is subject to termination by the City at any time. Any improvements made by Applicant are made at Applicant's sole cost and risk and no such improvements may permanently alter any City property or right-of-way without the separate, written permission of the City.
4. Applicant shall comply with all provisions of the City-issued permit and license as well as all other applicable provisions of federal, state, and local law.
5. The undersigned hereby certifies that she/he is authorized and empowered to bind the Applicant business to the terms of this Agreement.

I have read, understand and agree to be bound by all the terms contained herein.

**APPLICANT: BARCELONA314 CORP DBA
CARBONE'S PIZZERIA LONG LAKE**

Signature: 

Print Name: NEIL HEINEN

Title: OWNER

Date: 4.10.24