



## Special Event Permit

### CITY OF LONG LAKE

450 Virginia Avenue, PO Box 606  
Long Lake, MN 55356  
City Hall Phone / 952-473-6961

Date Issued \_\_\_\_\_

PERMIT APPLICATIONS MAY  
BE EMAILED TO:  
jmoeller@longlakemn.gov

Permit applications **will not be  
considered complete** unless  
accompanied by required  
exhibits.

### FOR OFFICE USE ONLY

Amount Due: \$ 100.00  
Date Paid: 8/28/25  
☒ Check # 2461  
☐ Credit Card  
☐ Cash Receipt # \_\_\_\_\_

**ATTENTION** - 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 required exhibits and the permit fee (see page 3 of this application) to be  
considered complete.

Event Name Gear Western Country Half Marathon & 5K  
Describe Location or Area of City Where Event Will Take Place Start and finish at Gear West  
using local roads and trails, (see map)  
# of Participants Expected to Attend Event 300  
Describe Any Participation/Entry Fees to be Charged \$25-\$50 to cover costs of putting  
on races

### Event Dates/Times Proposed

** List all Event Dates/Times Below **			
Day of Week	Date	Start Time	End Time
<u>Saturday</u>	<u>October 11<sup>th</sup></u>	<u>7:00 am</u>	<u>12:00 noon</u>

### Event Type (CHECK ALL THAT APPLY)

☐ Parade ☐ Festival ☒ Run/Walk ☐ Sporting Event ☐ Block Party ☐ Private Party  
☐ Other, Describe \_\_\_\_\_

### 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 the event exceed on site parking facilities available?

☒ Yes, written permission from area property owners allowing use of their property for parking is attached.  
☐ No

Who will be providing traffic control personnel? Wayzata Police (start) Orono Police (on course)

Who will be providing traffic control / delineation equipment (barricades, signs, traffic cones, no parking signs, etc.)?

Gear West

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

We do not close streets, we have police at start and  
key intersections

**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 is **required to be submitted** at least 10 days prior to the event start date, unless otherwise noted in the permit conditions of approval. Amount of insurance required is \$1,000,000.

Name of Insurance Carrier West Bend Policy Number 15350

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

Full Name Brian McCollor Daytime Phone 952-473-0377  
 Alternate Phone 651-757-7892 Email Address Speedy@gearwest.com  
 Street Address 1786 W. Wayzata Blvd.  
 City / State / Zip Long Lake, MN 55356

**Organization Information**

Organization Name Gear West  
 Mailing Address 1786 W. Wayzata Blvd. Suite B  
 City / State / Zip Long Lake, MN 55356  
 Phone 952-473-0377 Email Address Speedy@gearwest.com

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 Brian McCollor Date 8/19/2025

**\*\*\* THIS SECTION TO BE COMPLETED BY CITY STAFF ONLY \*\*\***

APPLICATION SUBMITTED WAS - ☒ Complete With Exhibits ☐ Incomplete - Date Completed \_\_\_\_\_

Damage Deposit Submitted (IF APPLICABLE) - ☒ Not Applicable ☐ Amount = \$ \_\_\_\_\_ Check # \_\_\_\_\_

**Review by Department Head or Designee**

<input checked="" type="checkbox"/> Public Works	Staff Initials <u>SP</u>	Date <u>9/2/25</u>
<input checked="" type="checkbox"/> Fire Department	Staff Initials <u>MT</u>	Date <u>9/3/25</u>
<input checked="" type="checkbox"/> Police Department	Staff Initials <u>JB</u>	Date <u>9/9/25</u>

Staff Signature - Special Event Permit Issued By \_\_\_\_\_ (CITY CLERK OR AUTHORIZED DESIGNEE)

City Council Approval Date \_\_\_\_\_ Date of Issuance \_\_\_\_\_ PERMIT # 2025-12

**Conditions of Permit Approval**

☒ Permit Conditions Detailed in Attached Letter Dated 9/4/25

☐ Permit Conditions Listed Below:

## Gear Western Half Marathon 2025

This will be the 14<sup>th</sup> annual Gear Western Half Marathon, we plan for 300 runners in the half marathon and 5K. We are excited to be hosting this event on October 11<sup>th</sup> this year. We do not close roads and our runners cause very little impact on the local traffic. We will need help with traffic 4 places on the course. At the Start area as well as at the intersection of Brown Rd and Willow Dr, at the Luce Line Trail and Old Crystal Bay Rd and at the Luce Line Trail and Willow. All other corners are at stop signs or controlled intersections, we will have volunteers at all of these places. We also have 5 aid stations along the course to support the runners. Odom Health will have race day medical support in the morning, as well I will be in contact with Long Lake Fire for emergency support. In the previous 13 years of the event we not had any issues with traffic or runners, hopefully we can have a safe and enjoyable event again this year.

### Schedule of events -

8:00 Packet pick up

8:30 Half Marathon Start

9:00 5K Start

9:20 – 10:00 5K Finish

9:45 – 11:30 Half Marathon Finish

12:00 Course and Start/Finish clean up.

Please contact me if have questions or concerns at any time as we get closer to the event. We are very appreciative of the community support that we have received. We hope this event can highlight the Long Lake and Orono area as well as our area trails.

Thank you for your consideration,

Brian "Speedy" McCollor

Gear West Ski and Run

W) 952-473-0377 C) 651-757-7892

# GEAR

HALF MARATHON &  
BORTON VOLVO 5K

# WESTERN

SATURDAY

OCTOBER 11th

Miss it? You'll be sing'n a sad song...



GEAR WEST

Long Lake, MN [www.gearwest.com](http://www.gearwest.com)

## COUNTRY WESTERN 1/2 MARATHON BORTON VOLVO 5K

SATURDAY, OCTOBER 11th

START / FINISH AT GEAR WEST

HALF MARATHON - 8:30AM

BORTON VOLVO 5K - 9:00AM

Don't Forget! Corn Dogs 5k Sat. Aug 9th



COUNTRY MUSIC. FALL COLORS.  
GRILLED HOT DOGS. BEANS. AWARDS!

RUN. HAVE FUN. FEEL GOOD!

GEAR WEST

Long Lake, MN [www.gearwest.com](http://www.gearwest.com)

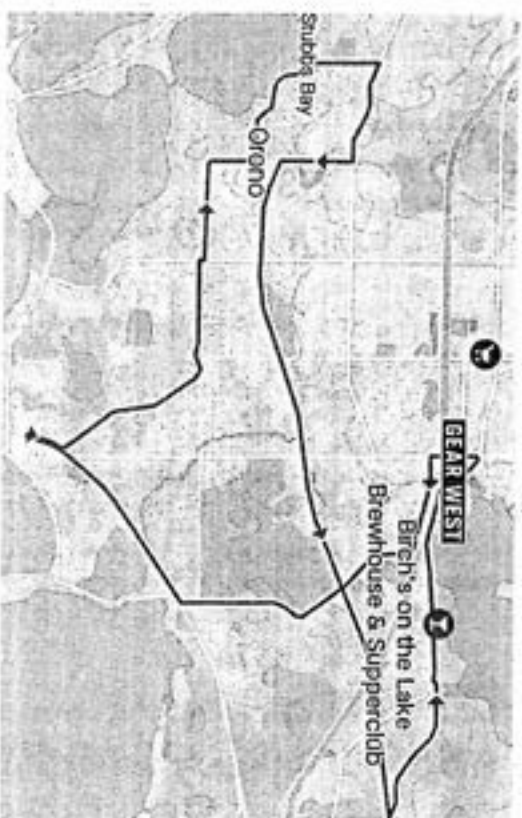
# GEAR WESTERN COUNTRY HALF MARATHON & 5K

LONG LAKE MINNESOTA  
BORTON VOLVO

You are invited to saddle up and ride with us at the Gear Western Country Half Marathon and Borton Volvo 5k, a real charming small-town event that's got a big-time feel! Don't let this day of running pass you by, partner. Get your boots in the game and register on the back.

**WHEN:**  
Saturday, October 11, 2025  
GW Half Marathon-8:30 AM  
Borton Volvo 5k - 9:00 AM

**WHERE:**  
Gear West Ski and Bike  
1786 Wayzata Blvd  
Long Lake, MN 55356



## REGISTRATION

REGISTER ONLINE



NAME: \_\_\_\_\_ M / F \_\_\_\_\_  
PHONE: \_\_\_\_\_ DOB: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_

### GEAR WESTERN COUNTRY HALF MARATHON

### BORTON VOLVO 5K

- |  |  |
|--|--|
| <input type="checkbox"/> \$39.44 Register before 7.1       | <input type="checkbox"/> \$28.74 Register before 7.1       |
| <input type="checkbox"/> \$44.99 Register within 7.1-8.31  | <input type="checkbox"/> \$34.99 Register within 7.1-8.31  |
| <input type="checkbox"/> \$49.99 Register within 9.1-10.10 | <input type="checkbox"/> \$39.99 Register within 9.1-10.10 |
| <input type="checkbox"/> \$25 Optional Sweat Shirt         | <input type="checkbox"/> \$25 Optional Sweat Shirt         |

OPTIONAL SHIRT SIZE: ☐ S ☐ M ☐ L ☐ XL

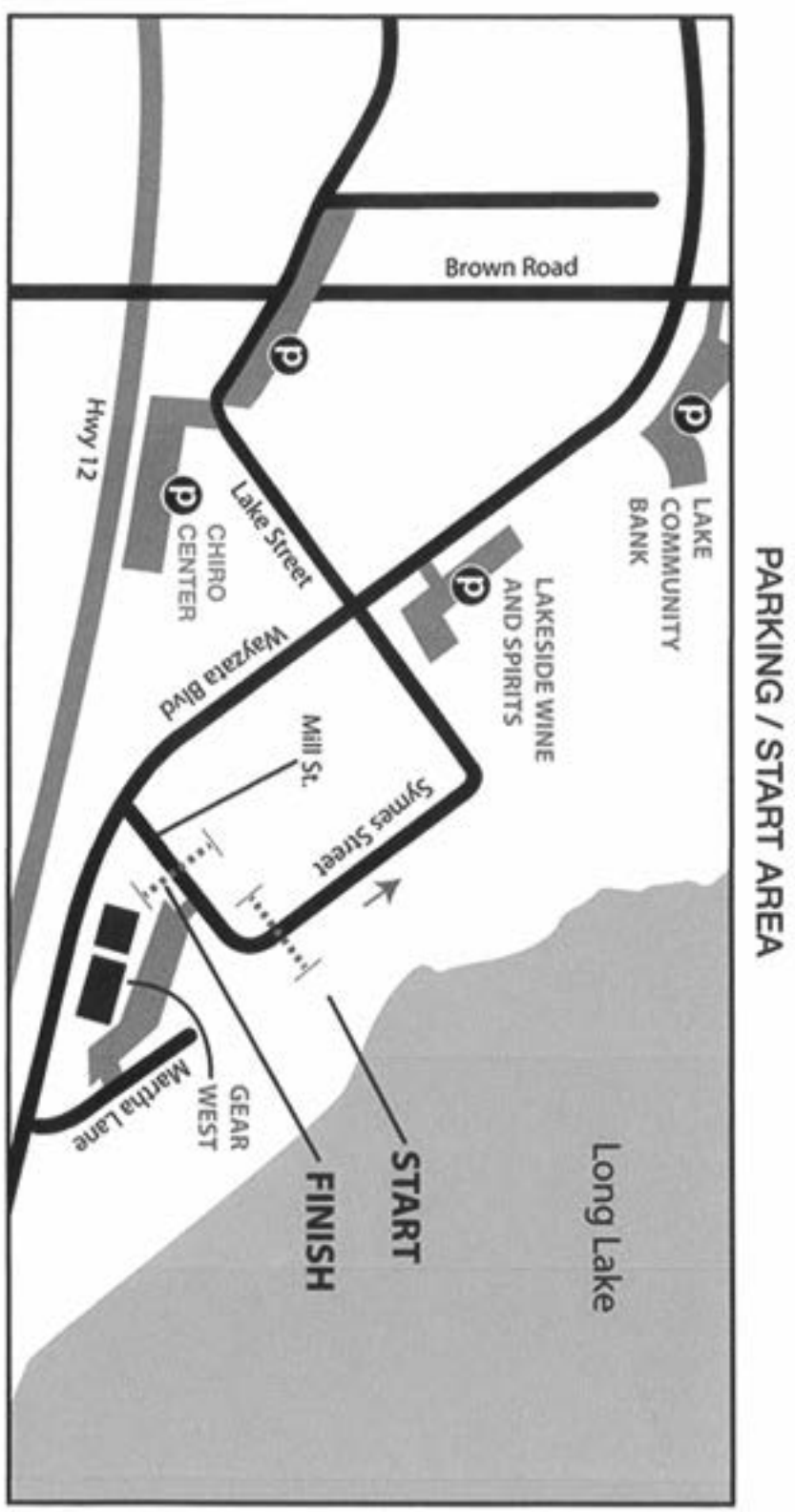
GROUPS OF 10+ MORE CONTACT COREY@GEARWEST.COM FOR PERKS

**Waiver and Release:** I assume all risks, known and unknown, associated with participating in this event, and release Gear West Ski & Run, Inc. and all sponsors and/or workers associated with this race. This release and waiver extends to all cases of every kind or nature, in addition, includes but not limited to the cities of Long Lake and Orono. Applicant participation will only be accepted with a signature. If participant is under 18 years of age, a parent or guardian signature is required.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent or guardian if under 18 years of age: \_\_\_\_\_  
Date: \_\_\_\_\_

THANK YOU TO OUR SPONSORS



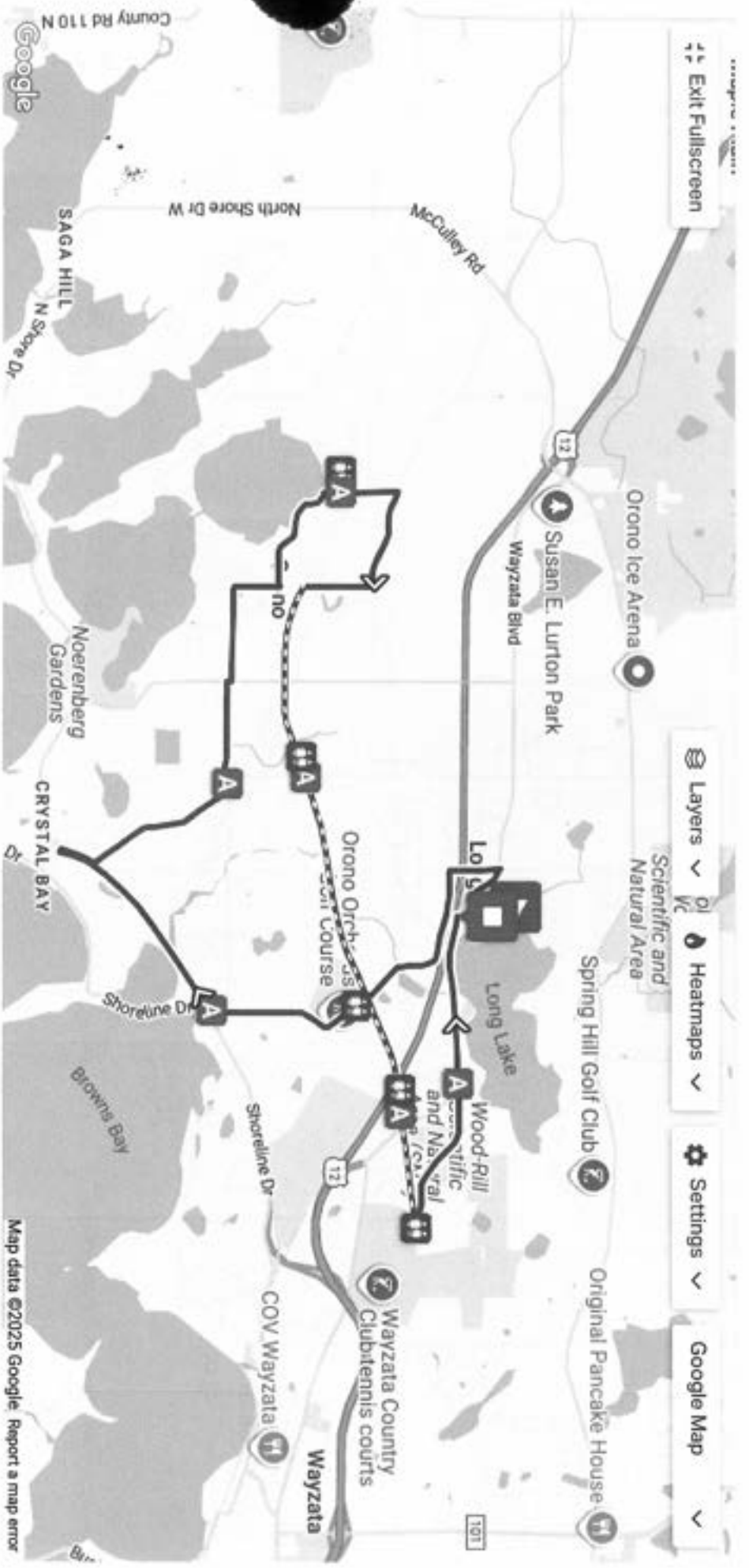


8/25/25, 12:03 PM

Gear Western Half Marathon · Ride with GPS



Sign up



Map data ©2025 Google. Report a map error



Ele Surfaces

Grade

Waypoints 13.1 miles · +514 ft / -497 ft

Drag on graph to zoom/select





## Noise Variance Permit Application

### CITY OF LONG LAKE

450 Virginia Avenue, PO Box 606  
Long Lake, MN 55356  
City Hall Phone / 952-473-6961

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BE EMAILED TO:  
jmoeller@longlakemn.gov

- Complete this permit application form and submit to City Hall **at least 45 days prior to the requested start date**. Permit applications must be reviewed by staff and presented to City Council for approval and authorization to issue.

### Applicant Information (Person Responsible for Duties of Permit Holder)

Contact Person / Applicant Name Brian "Speedy" McCollor  
Phone 651-757-7892 Email Address speedy@gearwest.com  
Organization Name Gear West Ski & Run  
Mailing Address 1786 Wayzata Boulevard W, Suite B  
City / State / Zip Long Lake, MN 55356

### Noise Variance Request

Describe in detail the activity (live music, sound amplification for an event, construction, etc.) requiring a variance from the City's noise ordinance on the lines below:

Use of sound amplification equipment to broadcast race announcements and music during the  
Gear Western Country Half Marathon & 5K event

### \*\* List All Dates and Requested Hours for Proposed Noise Activity Below \*\*

Day of Week	Date	Start Time	End Time
Saturday	October 11, 2025	8:00 am	12:00 noon

### Applicant Signature

Permit holder is required to have an individual present at all times to monitor sound levels and assure operation within reasonable limits. The applicant / organization acknowledges that the Wayzata Police Department and its officers, acting on behalf of the City of Long Lake, are empowered to revoke this Noise Variance Permit at any time for any concerns that are not immediately resolved by the permit holder or a representative of the permit holder. This revocation shall cause the immediate termination of the noise originally authorized by this permit.

X Signature of Applicant OK per JM Date 8/29/2025

### \*\*\* THIS SECTION TO BE COMPLETED BY CITY STAFF ONLY \*\*\*

Staff Signature - Permit Issued By \_\_\_\_\_ (CITY CLERK OR AUTHORIZED DESIGNEE)

City Council Approval Date \_\_\_\_\_ Date of Issuance \_\_\_\_\_

Conditions of Permit Approval \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_