



CITY OF  
**LONG LAKE**

## **City Council Agenda Report**

### **City of Long Lake**

450 Virginia Avenue, PO Box 606  
Long Lake, MN 55356

**MEETING DATE / November 21, 2023**

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**SUBJECT:** Special Event Permit Request for the 2023 Holiday Tree Lighting Ceremony

**Prepared By:** Jeanette Moeller, City Clerk

**Report Date:** 11/16/2023

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### **Recommended City Council Action**

Staff recommends the following:

Motion to adopt Resolution No. 2023-46 approving issuance of Special Event Permit #S2023-12 for the 2023 Long Lake Holiday Tree Lighting Ceremony to be held in Holbrook Park on Friday, December 8, 2023; and to approve issuance of a Noise Variance Permit authorizing the use of sound amplification equipment for the event.

### **Overview / Background**

Thomas Joyce, on behalf of the Long Lake Park Board, has made an application for a Special Event Permit to host the 2023 Long Lake Holiday Tree Lighting Ceremony in Holbrook Park on Friday, December 8, 2023 from 5:30 pm to 7:30 pm, with setup and cleanup to occur before and after the event.

The narrative submitted with the application indicates that the celebration would offer warm beverages and light refreshments/treats, holiday themed music, a ceremonial holiday tree lighting, and will also feature fire pits for attendees to gather around.

City staff and the Wayzata Police Chief have reviewed the permit application and are recommending approval of the Special Event Permit as requested, subject to the conditions included in the permit approval letter dated November 16, 2023 (attached to this report).

### **Supporting Information**

- Resolution No. 2023-46
- Special Event Application accompanied by permit approval letter dated November 16, 2023
- Event flyer, narrative, and site map
- Noise Variance Permit application