



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: 4/22/25

☒ Check # 9671

☐ 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 Minnesota Inboard Summer Surf Tour Stop

Describe Location or Area of City Where Event Will Take Place On Long Lake Shoreline /
lake behind Birch's on the Lake

of Participants Expected to Attend Event 20-30

Describe Any Participation/Entry Fees to be Charged None

Event Dates/Times Proposed

**** List all Event Dates/Times Below ****

| Day of Week | Date | Start Time | End Time |
|-----------------|------------------|-----------------|----------------|
| <u>Saturday</u> | <u>June 28th</u> | <u>11:00 am</u> | <u>4:00 pm</u> |
| | | | |
| | | | |

Event Type (CHECK ALL THAT APPLY)

☐ Parade ☐ Festival ☐ Run/Walk ☐ Sporting Event ☐ Block Party ☐ Private Party

☒ Other, Describe demonstration of 2025 Malibu and Axis
wake boats

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 wake boats

☐ 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? Birch's on the lake staff

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

Birch's on the Lake

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

None

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 Midwest Family Policy Number CPMN0560121410

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

Full Name Brennan Greene Daytime Phone 952-473-7373

Alternate Phone 314-910-7346 Email Address brennangreene@gmail.com

Street Address 1310 W. Wayzata Blvd.

City / State / Zip Long Lake, MN 55356

Organization Information

Organization Name Birch on the Lake Brewhouse & Supperclub

Mailing Address P.O. Box 307

City / State / Zip Long Lake, MN 55356

Phone 952-473-7373 Email Address info@birchonthelake.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 [Signature] Date 4/22/25

****** 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

☒ Public Works Staff Initials SD Date 5/13/25

☒ Fire Department Staff Initials MH Date "

☒ Police Department Staff Initials JB Date "

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

City Council Approval Date _____ Date of Issuance _____ PERMIT #S 2025-06

Conditions of Permit Approval

☒ Permit Conditions Detailed in Attached Letter Dated 5/12/25

☐ Permit Conditions Listed Below:



MINNESOTA INBOARD x BIRCHES ON THE LAKE SUMMER SURF TOUR EVENT

Event Proposal

Event Overview

Event Name:

Summer Surf Tour Stop - Birches on the Lake

Date Options:

June 21st, June 28th, (Just Ride Tour - August 6th), August 16th

Location:

Birches on the Lake, Long Lake, MN

Time:

11:00 AM – 4:00 PM (flexible)

Event Description

Join Minnesota Inboard and Birches on the Lake for an unforgettable summer day celebrating surf, sun, and serious lake vibes! This stop on the Minnesota Inboard Summer Surf Tour brings the best of boating culture to one of the most iconic lakeside venues in the state.

Attendees will have the chance to:

- Demo the latest 2025 Malibu and Axis wake boats

- Take part in surf lessons with professional instructors
 - Kick back with a live DJ on the deck
 - Enjoy yard and beach games with friends
 - Sip on discounted local beers and a special Malibu-inspired cocktail from Birches
 - Stay energized with free Red Bull, our official event sponsor
-

Key Partners

Minnesota Inboard Water Sports

- Hosting demo rides and surf lessons
- Providing staff, gear, and safety equipment
- Promoting the event via social and email channels

Birches on the Lake

- Hosting event on the lakeside beach & restaurant space
- Offering discounted beers and an exclusive Malibu-themed drink
- Providing food service, beach access and dock space

Red Bull (Sponsor)

- Providing product giveaways and sampling
 - Co-branded marketing & signage
-

Target Audience

- Local lake lovers and families
 - Wake surf & boating enthusiasts
 - MAIN TARGET: Potential boat buyers
-

Marketing & Promotion

- Joint social media campaign: Minnesota Inboard x Birches Collaborations
- Email blasts to customer lists

- Event advertisements on Birches screen displays
 - Branded event graphics and signage on Birches table space
-

Logistics & Setup

- Boat launch access on Long Lake
 - Branded tents, booths and flags for registration, Red Bull station, and games
 - DJ setup on the deck
 - Minnesota Inboard staff on hand for demos and surf lessons
 - Cleanup crew and waste management coordinated with venue
-

Budget Needs (Optional for Internal Use)

- DJ booking and sound equipment
 - Promotional budget (ads, influencer collabs)
 - Beverage inventory (discounted beer + Malibu drink supplies)
 - Drone Pilot for content creation
-

Next Steps

- Confirm event date and times with all partners
 - Finalize the 2025 boat fleet and staff
 - Design branded event flyer and digital assets
 - Launch marketing campaign 3-4 weeks before event (or earlier?)
-

Contact

Event Coordinator:
Zoe Zylstra
+1 952-290-6272
zoe@mninboard.com

4/22/25, 1:16 PM

Long Lake - Google Maps

Google Maps

Long Lake



Map data ©2025 Google

500 ft



Noise Variance Permit Application

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

PERMIT APPLICATIONS MAY
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 Brennan Greene
Phone 314-910-7346 Email Address brennangreene@gmail.com
Organization Name Birch's on the Lake Brewhouse & Supperclub
Mailing Address 1310 Wayzata Boulevard W, PO Box 307
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:

DJ broadcasting amplified music from the deck at Birch's during the Minnesota Inboard Summer Surf Tour Stop

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

| <i>Day of Week</i> | <i>Date</i> | <i>Start Time</i> | <i>End Time</i> |
|--------------------|---------------|-------------------|-----------------|
| Saturday | June 28, 2025 | 11:00 am | 4:00 pm |
| | | | |
| | | | |

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 Brennan Greene Date 5/12/2025

***** 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 _____



HENNEPIN COUNTY SHERIFF'S OFFICE

WATER PATROL UNIT
4141 SHORELINE DRIVE
SPRING PARK, MN 55384
PHONE: 612-596-9880

sheriff.waterpatrol@hennepin.us

SPECIAL EVENT PERMIT APPLICATION

THE FOLLOWING INFORMATION IS NECESSARY TO INSURE THE PROPER AND ACCURATE ISSUANCE OF YOUR PERMIT. PLEASE COMPLETE THIS FORM IN ITS ENTIRETY AND RETURN THE FORM TO OUR OFFICE AT LEAST 30 DAYS PRIOR TO YOUR EVENT VIA EMAIL OR STANDARD MAIL.

PLEASE PRINT OR TYPE

NAME OF EVENT: Minnesota Inboard Summer Surf Tour Stop

DATE(S) OF EVENT: Saturday, June 28th

TIME(S) OF EVENT: 11:00 am - 4:00 pm

EVENT LOCATION & ADDRESS: (Include a diagram for larger events.) Long Lake, MN
1310 W. Wayzata Blvd. Long Lake, MN 55356 Specific area - include start/finish locations

WAS THIS EVENT HELD LAST YEAR: YES ☐ NO ☒

SPONSORING ORGANIZATION: Minnesota Inboard Water Sports

CONTACT PERSON: Brennan Greene DOB: 12-14-82

DL# R178143259116 EMAIL: brennangreene@gmail.com

ADDRESS: 1310 W. Wayzata Blvd., Long Lake, MN 55356

PHONE (MOBILE): 314-910-7346 PHONE (WORK): 952-423-7373

EVENT WEB ADDRESS: http://11birchsonthelake.com

PROPOSED EVENT ACTIVITIES: Demonstration of 2025

Malibu and Axis Wake Boats

PROPOSED PARKING LOCATION: Birch's on the Lake parking lot

PRIZES TO BE ISSUED: None

WILL ALCOHOLIC BEVERAGES BE SOLD? YES ☐ NO ☒

WILL FOOD BE SOLD? YES ☐ NO ☒ IF YES, WHAT TYPE OF FOODS: _____

WHAT (IF ANY) STRUCTURES DO YOU INTEND TO PLACE ON THE WATER/ICE?

None

ESTIMATED ATTENDANCE: (# OF PARTICIPANTS) 25 (# OF SPECTATORS) 10

FISHING TOURNAMENTS MUST PROVIDE THE NUMBER OF BOATS THAT WILL BE ALLOWED TO ENTER THE WATER: None

WHAT EXTRA/UNUSUAL HAZARD TO PARTICIPANTS OR NON-PARTICIPANTS WILL BE INTRODUCED TO THE EVENT AREA? None

WHAT TYPE & NUMBER OF SAFETY EQUIPMENT (BOAT/ATV/SNOWMOBILE/ETC.) WILL BE PROVIDED BY THE SPONSORING ORGANIZATION FOR SAFETY PURPOSES:

WOULD YOU LIKE WATER PATROL DEPUTIES/VSD TO BE AT YOUR EVENT? YES ☐ NO ☒

IF YES, WATER PATROL DEPUTIES AND/OR VSD PATROL BOATS DO NOT COUNT AS A SAFETY BOAT IF REQUIRED!

IF YES, HOW MANY DEPUTIES DO YOU RECOMMEND, WHY AND WHAT SPECIFIC TIME AND LOCATION?

PLEASE NOTE: IN ORDER TO BE GRANTED A PERMIT FOR YOUR EVENT, THE SPECIFIC GUIDELINES GIVEN WITH YOUR APPLICATION MUST BE FOLLOWED!

DATE

APPLICANTS SIGNATURE & PRINTED NAME

TITLE

* The application must be signed.

** The named Organization shall, upon request by HCSO, submit applicable documentation (articles, bylaws, resolutions, or ordinances) that confirm the signatory's authority to sign and bind Organization as set forth herein.



HENNEPIN COUNTY SHERIFF'S OFFICE WATER PATROL
UNIT

SPECIAL EVENT LIABILITY RELEASE

This is a legally binding instrument and the provisions herein are subject to enforcement in court. Consultation with legal counsel is strongly recommended prior to signing this document.

The Organization indicated below (may hereinafter be referred to as "Organization"), agrees that it shall ensure that every participant in the MN Inboard Tour (event) on 4/28/25 (date) shall execute a written agreement acknowledging and agreeing with, at least, the following (i) that Organization is responsible for administering, managing, directing, sponsoring and over-seeing the Summer Surf Tour; (ii) that Demonstration of Wake Boats (describe nature of event) may be an inherently dangerous activity; and (iii) that the participant has actual knowledge of the particular risk or danger associated therewith.

Organization shall defend, indemnify and hold free and harmless the County of Hennepin, its present and former officials, officers, agents, volunteers and employees from any and all liability, assertions of liability, claims, causes of action, judgments, damages, losses, costs or expenses, including reasonable attorney's fees, which in any manner arise or be alleged to arise directly or indirectly from any and all activities connected directly or proximately with the event(s) referenced in the accompanying special event permit application filed on behalf of said Organization.

ISSUANCE OF A PERMIT UNDER MINNESOTA STATUTES §86B.121 DOES NOT MAKE HENNEPIN COUNTY LIABLE FOR ANY INJURY OCCURRING AT THE EVENT. The undersigned forever relinquishes and effectively waives any and all rights, defenses and claims whatsoever assertable by the Organization in any action by the County of Hennepin to enforce the provisions herein.

The undersigned attests that he/she fully understands the above and declares that he/she is authorized to legally bind Organization to the provisions herein. The Organization shall, upon request by HCSO, submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirm the signatory's authority to sign and bind Organization as set forth herein. **Please PRINT or TYPE**

Organization Name (must match application): Birch on the Lake
Address 1310 W. Wayzata Blvd. Long Lake, MN 55356
City State ZIP
Contact Person: Brennan Greene Owner
Print Name Title

Signature of above contact person: [Signature]
!!!Must be notarized!!!

IN WITNESS WHEREOF, the undersigned voluntarily sets his/her hand this 22 day of April, 2025
Month, Year Notary Signature: [Signature]

Notary Stamp:

