



Special Event Permit Application

Procedures for processing special event permits are found in Hugo City Code Chapter 90, Section 90-37.2.

Any individual or organization holding an event or temporary use of a property which includes erecting temporary structures, offering food/beverages, or affecting traffic or parking requires a special event permit. Outdoor events, tent sales, employment fairs, celebrations, or similar special events are subject to this ordinance and require a special event permit.

Applicant (Applicant will receive all correspondence from the City):

Contact Person: David Streitz

Address [REDACTED] City Hugo State MN Zip 55038

Phone [REDACTED] Cell [REDACTED] Email [REDACTED]

Signature of Applicant David Streitz Digitally signed by David Streitz
Date: 2026.04.14 08:17:41 -05'00' Date 4/14/2026

Event Information

Type of Event Outdoor service and picnic

Address: 6000 N. 148th St. Hugo, MN 55038 Date: 06/07/2026

Property Owner/Manager:

Contact Person: New Life Church

Address 6000 N. 148th St. City Hugo State MN Zip 55038

Phone [REDACTED] Cell [REDACTED] Email [REDACTED]

Description of Event-Please review the items on the check list on the back of the application for information that is required to make this application complete. If there is not enough room below to describe the event please submit on a separate sheet of paper.

The event will be an outdoor service from 9:00-10:30, followed by a picnic from 12:00-4:00. We expect around 100 people to attend and there will be amplified sound for the service and picnic games. Food will be provided as a potluck. No alcohol will be served. No fees will be collected. 1 or 2 small canopy tents may be used. No balloons, signs or banners. The location on the property will be well away from the public street. Anything else not mentioned from the list of requested information is not applicable.

For Office Use Only

Fee Paid _____ Date _____

Yes No Yes with conditions below

City Council Meeting Date _____ Clerk Signature _____

Conditions:

Hold Harmless Agreement

The Owner and Permit holder shall hold harmless, indemnify and defend the City of Hugo, its employees, agents, independent contractors and insurers from all claims, demands, suits, damages including reasonable attorneys fees incurred by the City, which arise from or relate to the Owner and Permit holder's activities whether or not suit is commenced.

David Streitz Digitally signed by David Streitz
Date: 2026.04.14 08:19:30
-05'00'

Property Owner Signature

Date

Permit Holder Signature

Date