



COMPREHENSIVE PLAN IMPLEMENTATION – VENDOR PARKING

Agenda Item: 6 (a)

Background Information: At the January 28 Special Meeting the City Council directed the Planning Commission to move forward with two Comprehensive Plan Implementation Action Items. This month we will discuss the following one:

“Provide designated off-site parking for vendors and other support personnel during downtown festivals and gatherings so that the public space is not cluttered with vehicles and parking is available for patrons and visitors.”

Staff met with the Pequot Lakes Chamber Director who advised they now direct vendors to use the Chamber parking lot. The following is the email the Chamber sends to their vendors for events:

“Hi Crafters,

We are looking forward to seeing you all on Saturday July 4th in Pequot Lakes for Stars and Stripes Craft Fair. We have 80 crafters coming to this event and we thank you for being one of them.

Here are a few items that you will need to know heading into this event.

- Set up is **Saturday morning** after 6:00 am.
- Vendor check in, is on the south side of the Welcome Center Parking Lot, watch for signs. When you check in we will give you your booth assignment. Please use the side road along the trees to enter the craft fair area only. Please unload your vehicle as soon as possible and move it to Vendor parking.
- Vendor parking is available on site. Cars will need to be removed by 8:00 am from your spot. Vendor parking is no more than 1/4 block from the fair. There is no parking on Government Drive.
- Vendor must occupy their booth until 4:00 pm.
- Booths assignments are subject to change.

We are looking forward to a successful event. If you have any thoughts or concerns please feel free to contact Cindy or Jenna at (218) 568-8911.”

Staff also spoke with Andy’s Small Engine Repair located at 4423 West Woodman Street. Andy is willing to allow larger vehicles and overflow vehicles to park behind his shop, provided arrangements are made in advance and parking areas are designated.
