

COMMUNITY EVENTS COUNCIL

Purposes:

The goal of the Community Events Council is ensure the success of events by facilitating:

1. Communication of an event organizer with multiple community organizations.
2. Discussion of the impacts of an event and protection of public interests.
3. Cooperation among interested parties involved in hosting events

The Events Council does not have the ability to approve / disapprove events.

Entities involved:

1. Village of Lake Placid
2. Town of North Elba
3. ORDA
4. ROOST
5. Lake Placid Business Association
6. Adirondack Health

Planning Process-

1) Gatekeeper / Administrative Step-

- Every entity maintains it's ability to accept requests from event organizers
- Entities decide if a Planning Guide should be completed by the organizer and forwarded to Event Council
- Entities place event on Calendar

Events that involve more than one entity should generally be forwarded to the Council. Organizers of those event organizers will be provided with a Planning Guide.

2) Council Steps

- Council meets with event applicant if necessary /possible (may use video conference)
- Council informs applicant of requirements (insurance, noise variances, trash clean up, etc) and makes suggestions to improve the event
- Event Organizer is responsible for obtaining all necessary permits
- Process can be "fast tracked" if necessary
- The general approach will be cooperative. The Council exists to help the organizer hold a successful event.

Council Meetings

- The initial recommendation is to hold quarterly meetings
- Additional meetings can be scheduled as necessary
- The agenda would include a review of the calendar and a discussion of pending applications

Tools:

1) Event Planning Guide:

- Completed by the event organizer / community contact
- Reviewed by the Events Council
- Serves as a “check-list” of requirements for the organizer
- Serves as a “check-list” of community concerns

2) Consolidated Calendar

- Entities post information regarding events using their venues
- Exists on-line as a single location where entities can view events
- Serves as a communication tool with the Business Association
- Information posted on the calendar may be shared, but access is limited to entities involved in the Council