

Memorandum

TO: City Council
FROM: Izaak Peterson , Associate Planner
DATE: May 19, 2025
SUBJECT: Summer Concert Series Property Use Agreement- Weston Woods Outlot A
ITEM NUMBER: 8.h
SECTION: CONSENT AGENDA

REQUESTED MOTION

To approve the property use agreement with the Weston Woods Home Owners Association, regarding temporary use of Weston Woods of Shoreview Outlot A, to allow for the annual Weston Woods 2025 Concert series on the property.

INTRODUCTION

The last few years, the Weston Woods Home Owners Association has hosted a popular summer concert series. While the concert events have been well managed without issues or complaints, city staff believes there should be a formal agreement with the association to acknowledge the use of a vacant Outlot and establish parameters for the activities. Therefore, the city council is being asked to approve a property use agreement with the Weston Woods Home Owners Association, to formally facilitate the annual concert series that the Association has hosted on a vacant Outlot property which the city owns within the neighborhood.

DISCUSSION

The attached property use agreement intends to outline the terms of the HOA's use of the property for the concert series, and mitigate risk to the city regarding the HOA's temporary use of the property. The use agreement intends to allow for four concert dates this spring/summer, occurring once a month from May through August. Per the agreement, alcohol is not to be sold, proof of insurance is required, and the HOA will be responsible for any physical property damage that occurs on the property. In addition, the HOA is required to follow the permitting requirements specified in code [Sec 111-4 Temporary Sales/ Events](#) which outlines minimum requirements regarding nuisance, parking, hours of operation and temporary signage.

RECOMMENDATION

Staff recommends the city council adopt a motion to approve the property use agreement with the Weston Woods Home Owners Association, regarding temporary use of Weston Woods of Shoreview Outlot A, to allow for the annual Weston Woods 2025 Concert series on the property.

ATTACHMENTS

[Weston Woods Outlot A- Property Use Agreement](#)