

TOWN COUNCIL

STAFF REPORT



MEETING DATE:	January 11, 2022
PROJECT:	Consideration of an Ordinance Amending the Town of Bluffton's Code of Ordinances, Chapter 22 – Streets, Sidewalks, and Other Public Property to include Provisions to Address Locations and Requirements for Special Events – (SECOND AND FINAL READING)
PROJECT MANAGER:	Heather Colin, AICP Assistant Town Manager

REQUEST: Consideration of Approval of Second and Final Reading of an Ordinance Amending the Town of Bluffton Code of Ordinances Chapter 22, Streets, Sidewalks, and Other Public Property to include Provisions to Address Locations and Requirements for Special Events.

On December 14, 2021, Town Council unanimously approved First Reading as proposed.

BACKGROUND:

Town Council tabled the request at the November 9th meeting because they had questions and suggested revisions that they requested be included in the proposed Ordinance. The suggestions and comments included the following:

- Exempt events that took place on private residential properties, such as family gatherings and celebrations;
- Organized clubs and organizations such as Boy Scouts of America should be exempt; and
- Family, club, non-profit, or similar organizations, on Town owned property when there is no required reservation should be exempt; and
- Consideration of a threshold on the anticipated number of attendees for the applicability of a special events permit.

The current Special Events Ordinance only regulates certain events on public or Town owned properties. As the Town continues to grow, events held on private property have also grown. In order to ensure public safety, staff is proposing the attached amendments that address the considerations.

The proposed amendments include specifications on the requirements to follow all ordinances, specifically as the event relates to building codes, business licensing, and noise control.

Amendments include requiring a special event permit for events that occur on private property with an anticipated attendance of 100 or more in addition to Town owned property and include provisions for the following:

1. Security and Safety

2. Traffic Circulation and Parking
3. Toilet Facilities
4. Solid Waste Disposal
5. Electrical Hookups
6. Authority to Waive and other exemptions (applicability)

TOWN COUNCIL ACTIONS: Town Council has the authority to take the following actions with respect to this application and proposed amendments:

1. Approval of the amendments as proposed;
2. Approval of the amendments with additional modifications; or
3. Denial of the amendments as proposed.

NEXT STEPS:

Ordinance Amendments		
Step 1. Town Council First Reading	✓	December 14, 2021
Step 2. Town Council Second Reading	✓	January 11, 2022
Step 3. Effective Date	✓	January 11, 2022

ATTACHMENTS:

1. Presentation
2. Ordinance
 - a. Exhibit A – Amendment Language
3. Proposed Motion