

## Staff Report

**Subject:** Assemblage Permit (First District)  
**Author:** Katie Dunnigan, Zoning Manager  
**Department:** Development Services  
**Meeting Date:** October 17, 2023  
**Item Description:** Consideration to approve an Assemblage Permit for the Sand Hill Elementary School PTA to locate food trucks at the adjacent Effingham Recreation Department Ballpark, in support of a Fall Festival. Located at 295 Stagecoach Avenue. **Map# 300 Parcel# 37**

### Summary Recommendation

Staff recommends approval for an Assemblage Permit for the Sand Hill Elementary School PTA to locate food trucks at the adjacent Effingham Recreation Department Ballpark, in support of a Fall Festival. Located at 295 Stagecoach Avenue, with a condition.

### Executive Summary/Background

- The Sand Hill Elementary PTA is holding a Fall Festival on their Stagecoach Avenue campus from 5pm to 7:30pm on Friday, October 27, 2023.
- To create an efficient and controllable flow of activities, the applicant wishes to locate food trucks on the adjacent property, which is a County property operated by the Recreational Department.
- The applicant reports having reached out to the Rec. Department and receiving verbal consent to use the internal road on the property for this purpose.

### Alternatives

**1. Approve** an Assemblage Permit for the Sand Hill Elementary School PTA to locate food trucks at the adjacent Effingham Recreation Department Ballpark, in support of a Fall Festival. Located at 295 Stagecoach Avenue, with a condition:

1. The presence of the food trucks shall not impede the regular flow of traffic to/from activities at the ballpark.

**2. Deny** an Assemblage Permit for the Sand Hill Elementary School PTA to locate food trucks at the adjacent Effingham Recreation Department Ballpark, in support of a Fall Festival.

**Recommended Alternative: 1**

**Other Alternatives: 2**

**Department Review:** Development Services

**FUNDING:** N/A

**Attachments:** 1. Assemblage Permit Application

2. Site Map