



Agenda Abstract

BOARD OF COMMISSIONERS

Meeting Date: Sept. 12, 2022
Department: Planning and Economic Development
Agenda Section: Consent
Public hearing: Yes
Date of public hearing: July 21, 2022

PRESENTER/INFORMATION CONTACT

Planning and Economic Development Manager, Shannan Campbell

ITEM TO BE CONSIDERED

Subject: UDO Text Amendment: Section 5.2.12 Event Centers and Section 3.2 Administrative Procedures
Applicable to All Review Processes

Attachments:

UDO Text Amendment revised language for both Section 5.2.12 and Section 3.2

Summary:

Currently the standards for event centers prevent new, free standing event centers from being built because requirements 5.2.12.1.a and 5.2.12.1.b both indicate that an event center has to be wholly within an existing building. This question has come up a handful of the times in recent years with inquiries from those wanting to start event businesses by constructing their own building to operate out of. These provisions are keeping event centers which can host birthday parties, showers, weddings, religious and social celebrations, from being able to establish in our community unless they're within an existing building.

Section 5.2.12.1.c is redundant and the need for that provision is unclear. All uses must get applicable permits and licenses before certificate of occupancy.

The Planning Board at their June meeting had partial membership support to incorporate this language into Section 3.2 for all uses and also to include a reference in Section 5.2.12 for UDO users that may not think to look in other parts of the ordinance for requirements.

At the July joint public hearing meeting there was limited comments regarding the amendment and it remains proposed unchanged from that meeting. The Planning Board voted to recommend the amendments 6-0.

August Planning Board Recommendation Minutes:

Text amendment to the Unified Development Ordinance: Section 5.2.12 — To change use requirements for "Event Center"

Campbell confirmed the proposed amendment language had not changed since the July 21, 2022, joint public hearing.

When asked, the board members raised no questions or concerns about the proposed amendment.

Motion: Chandler moved to recommend the town board approve the text amendments as proposed.
Salvi seconded.

Vote: 6-0.

July Joint Public Hearing Minutes:

Text amendment to the Unified Development Ordinance: Section 5.2.12 — To change use requirements for “Event Center”

King summarized the staff report. He said several months ago staff met with someone interested in building an event center. King said the ordinance currently requires event centers to locate in pre-existing buildings. He said staff recommends removing that provision and allowing free-standing event centers to be built. He said staff had, based on discussion at the Planning Board’s June meeting, added flexible language to the provision requiring businesses to obtain any required licenses or permits before being granted a certificate of occupancy. King noted several types of business, such as daycares and kennels, cannot obtain licenses until the businesses are open. He said Planning and Economic Development Manager Shannan Campbell had proposed language adding flexibility to that section.

Salvi asked if the ordinance language could be reworded to still require businesses to obtain licenses and permits before receiving a certificate of occupancy, except for those types of businesses King had mentioned. King pointed out Campbell’s proposed language states businesses either must have obtained the required permits or licenses or be working toward obtaining them. When asked, he confirmed the proposed language would cover those instances he had mentioned.

There were no further questions or comments about this item.

Financial impacts:

N/A

Staff recommendation and comments:

Staff recommends approval to allow event centers to locate in more places throughout town.

Action requested:

Approve or deny the request.