



MEMO

PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission
From: Dave Kittel Director of Planning and Community Development
Date: 12/16/2024
Re: Special Exception Request – 205 Dodge st

Marcus Rennie is looking to bring a new event space to the City and has submitted an application for a Special Exception for parcel 324011700 to use the property for event rentals. The parcel is Commercial Core District (CCD), and the current use of the property is currently apartments on the second floor and vacant/storage on the first floor. Staff has spoken with the applicant and the property owner to gather the following information:

- The property in question is currently underutilized.
- The proposed use would continue the renting of apartments on the second floor with a rentalable space on the first floor for smaller gatherings.
- Street parking and City parking lots are the main parking locations with a few stalls on site

According to [Section 17.47 \(4\)](#), Plan Commission shall use the following criteria:

Before any special exception shall be recommended for approval, the city plan commission shall make findings that the granting of a special exception will not adversely affect the public interest and certify that the specific requirements governing the individual special exception, if any, have been met by the applicant. No special exception shall be recommended for approval unless the plan commission shall find:

- a. That the establishment, maintenance, or operation of the special exception use or structure will not be detrimental or injurious to the use and enjoyment of adjacent properties or properties in the immediate vicinity.
- b. That the special exception is compatible with the adjacent existing uses and structures or uses and structures likely to develop which are permitted in the district.
- c. That adequate public facilities and services are available to the development.
- d. That adequate measures are taken to provide for drainage.

- e. That ingress and egress to the property is provided in such a manner as to minimize traffic hazards and congestion.
- f. That adequate parking and loading areas are provided.

Parking is one of the areas that may cause some conflict with the surrounding business and homeowners. The applicants current plan for the site is to use street parking and city lots for the parking of the facility. The city lots do have plenty of room but, the closet lot is across Hwy 55. On street parking on Quinney Ave is available as well as 14 stalls on Fourth Street Plaza and on street parking along Dodge Street. Quinney Ave has No parking on the west side except for Saturday, Sunday and holidays and factoring in an 18ft long parking space could fit about 11 cars the other side of the road has two driveway openings and could accommodate approximately 9 cars. 12 on steer stalls are available on the south side of Dodge and 13 on the north side of dodge. The parking on dodge is also utilized by other business such as 313 Dodge, Strubers and Trina's Barber. More parking is available along 3rd street and at the City parking lot on 3rd street.

Recommendation:

If the Plan Commission finds the special exception request to meet all the criteria set forth in [Section 17.47 \(4\)](#) of the City Municipal Code, Staff recommends to approve the Special Exception request of operating an event space on the first floor of 205 Dodge street with the following conditions:

1. All local ordinances are to be followed to include amplified devices
2. Events should be maxed to 50 people unless additional off-street parking is obtained and approved by Plan Commission
3. All rentals/events shall not continue past Midnight (12:00pm)
4. No outdoor space should be used for amplified devices such as a band or DJ
5. Yearly inspection done by Community Development Department or other designee to ensure compliance.
6. This Special Exception is only for this specific address, and the applicant listed on the application. If the tenant/ownership changes, the new tenant/applicant/property owner would need to go through the special exception process again.

If any of the above conditions are violated City Staff may revoke the special exception.