



Common Council Agenda Item

Meeting Date: March 27, 2025

Agenda Item: Staff Report: Denial of Special Event Application for DJ's at the Polls event

Staff Contact (name, email, phone): Kevin Boehm, kboehm@whitewater-wi.gov, 262-473-0122

BACKGROUND

(Enter the who, what when, where, why)

The Parks and Recreation Department has recommended to the City Manager the rejection of the Special Events Application submitted for the event titled "DJ's at the Polls." The application was received on March 21, 2025, for a proposed event date of April 1, 2025.

According to the City's Special Events Policy, Section II.A.1., all Special Event Permit Applications must be submitted to the Recreation and Community Events Programmer a minimum of 45 days prior to the event. The policy also notes that if an application is submitted less than 45 days before the event, the City cannot guarantee there will be sufficient time for proper review and approval. This application does not meet that requirement.

Additionally, this event would involve the use of amplified sound equipment, which requires a variance under the City of Whitewater Code of Ordinances, Title 19 (Zoning), Chapter 19.58 – Noise Restrictions, specifically Section 19.58.050: *General noise disturbance prohibited*. Due to the limited timeframe between the application submission and the event date, there was not sufficient time to convene the Board of Zoning Appeals to consider a variance request.

City staff have communicated this information to the event organizer and have expressed a willingness to support the event in the future, provided that the application is submitted in accordance with established timelines to allow for thorough review and compliance with City ordinances.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

None

FINANCIAL IMPACT

(If none, state N/A)

None

STAFF RECOMMENDATION

Information only, no action needed

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. DJ at the Polls Evet Application
2. Whitewater Set Up Area
3. 19.58.090 Sound equipment and sound amplifying equipment