

**Special Event Permit  
March 25, 2014  
Consent Agenda**

**SE-14-00111: Special Event Permit** requests for a garden plant sale at the Discovery Furniture parking lot, 2525 Iowa Street, on Fridays only from April 4<sup>th</sup> through May 16<sup>th</sup>, 2014 between the hours of 10am and 7pm daily. Application submitted by George Arnold, Arnold's Greenhouse, Inc., with property owner permission.

**GENERAL INFORMATION**

Current Zoning and Land Use	CN2 (Neighborhood Commercial) District; Discovery Furniture store and parking lot.
Surrounding Zoning and Land Use	CN2 (Neighborhood Commercial) District to the north; existing retail uses.  CS (Commercial Strip) District to the south, east, and west; existing retail uses.

**STAFF REVIEW**

Four administrative Special Event Permits have been approved to allow a produce sale to occur in the Discovery Furniture parking lot at 2525 Iowa Street. Additional permits require City Commission approval. The current request is have a separate sale (from a different applicant) run from April 4<sup>th</sup> through May 16<sup>th</sup> on Fridays only on the same property.

Article 15 of Chapter 6 of the City Code regulates Temporary Special Events. Per Code, a Special Event Permit is valid for 14 continuous days. Four Special Event Permits may be approved administratively for a site per year provided the criteria listed in Article 15 are met; any additional permits for a site require approval by the City Commission. Four permits have been already been administratively approved for a separate tent sale on the site the property. Three permits have been submitted for this individual special event.

A site plan has been approved for 2525 Iowa [SP-2-6-10] that calls out an area in the parking lot for special events. The event will last from 10:00 am to 7:00 pm which is similar to the operating hours of the surrounding properties.

The sale location, Figure 1, is towards the northwestern edge of the parking area and is separated from the store. The event will be set back the required 25' from the right-of-way. No tent will be used with this special event. The location shown in Figure 1 meets these requirements.

The applicant has been informed that an application for a temporary sign permit must be submitted to the Development Services Department.

**Recommendation:** Planning Staff recommends approval of a special event for a locally grown annual, perennial, herb and vegetable plant sale in the Discovery Furniture parking lot at 2525 Iowa from 10:00 am to 7:00 pm on Fridays from April 4, 2014 to May 16, 2014, with City Commission approval, subject to the following conditions:

- a. Special Event Permit must be displayed on site during hours of operation.
- b. Temporary sign permit must be obtained from Development Services if temporary signage is to be used.
- c. If event is held on property the event operator does not own, a transient merchant license must be obtained from the City Clerk's office. 785-832-3308
- d. Maintain 25' wide aisle width during sale. Do not display items within the traffic aisle.
- e. Any structures must be removed within 24 hours after the cessation of the event.
- f. Cars, trucks, vans, trailers may not be used for sale of merchandise.
- g. Vehicles used for storage of merchandise for event may only be on site during the approved hours of operation.
- h. Trash receptacles or other sanitation provisions, as needed.

**Figure 1: Location of Special Event**

