

STAFF REPORT

May 4, 2006

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**No. 06SR024 - SDCL 11-6-19 Review to allow a temporary use on public property**      **ITEM 11**

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GENERAL INFORMATION:

PETITIONER	Todd Gregson for Storybook Island
REQUEST	<b>No. 06SR024 - SDCL 11-6-19 Review to allow a temporary use on public property</b>
EXISTING LEGAL DESCRIPTION	Tract 8 (also in Section 4 and 10, T1N, R7E, BHM) Rapid City Greenway Tract, Section 3, T1N, R7E, BHM, Rapid City, Pennington County, South Dakota
PARCEL ACREAGE	Approximately 6.5 acres
LOCATION	1301 Sheridan Lake Road
EXISTING ZONING	Flood Hazard District - Park Forest District
SURROUNDING ZONING	
North:	Medium Density Residential District - Park Forest District
South:	Flood Hazard District - Office Commercial District - Office Commercial District (Planned Commercial Development) - Medium Density Residential District
East:	Flood Hazard District - Park Forest District
West:	Flood Hazard District - Medium Density Residential District - Public District
PUBLIC UTILITIES	City water and sewer
DATE OF APPLICATION	3/14/2006
REVIEWED BY	Travis Tegethoff / Mary Bosworth

RECOMMENDATION:

Staff recommends that the 11-6-19 SDCL Review to allow a temporary use on public property be approved with the following stipulations:

1. Prior to initiation of the event, a copy of the evacuation plan shall be submitted to the City and Pennington County Emergency Management Department for review and approval;
2. No camping shall be permitted within the floodway or floodplain at any time;
3. All requirements of Section 17.28 of the Zoning Ordinance regarding the Flood Hazard Zoning District shall be continually met including the requirements for temporary structures set forth in Section 17.28.040;
4. All requirements of the Floodplain Development Ordinance shall be met at all times;
5. Prior to initiation of the event, the applicant shall submit all applicable plans to the Fire Department for approval and shall have received approval of an inspection for all tents and other facilities as required by the Fire Code;

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6. Signs shall be on-premise signs only as per Section 15.28 of the Rapid City Municipal Code and a sign permit shall be obtained prior to installation of any signage;
7. No banners shall be allowed within the public rights-of-way or on fences;
8. A Temporary Use Permit shall be obtained prior to initiation of the event each year;
9. All electrical wiring shall comply with the applicable Building and Electrical Codes;
10. The park grounds shall be cleaned daily and shall be continually kept clear of debris and trash;
11. Security shall be provided for the duration of the special event and a weather radio shall be on-site and monitored continually;
12. The proposed event shall be allowed to operate for no more than three event days per year; and,
13. Parking in the lawn area shall be for vendor parking and storage only.

**GENERAL COMMENTS: This staff report has been revised as of April 24, 2006. All revised and/or added text is shown in bold print.** This SDCL 11-6-19 Review request has been submitted to allow a Fall Festival and Country Carnival to be held in the Flood Hazard Zoning District in Storybook Island Park. The proposed festival will be located at the park on September 8 to September 10, 2006.

The festival will include local artists and crafters as well as a number of food vendors and other entertainment. The submitted site plan showing the activities will take place inside the fenced park. The applicant has stated that the expected attendance for the festival over the two and a half day time period is 6,500 people.

South Dakota Codified Law 11-6-19 states that "...whenever any such municipal council has adopted a comprehensive plan, then no street, park or other public way, ground, place, space, no public building or structure, no public utility, whether publicly or privately owned, if covered by the comprehensive plan or any adopted part thereof, shall be constructed or authorized in the municipality or within its subdivision jurisdiction until and unless the location and extent thereof shall have been submitted to and approved by the Planning Commission". The proposed site is publicly owned property. In addition, the property is located within the area covered by the Rapid City Comprehensive Plan requiring that the proposed expansion be reviewed and approved by the Rapid City Planning Commission as a part of a SDCL 11-6-19 Review.

**STAFF REVIEW:** Staff has reviewed the proposed SDCL 11-6-19 Review and has noted the following issues:

**Building Permits:** Staff noted a Temporary Use Permit shall be obtained prior to initiation of the event each year. Staff also noted that all electrical wiring shall comply with all applicable Building and Electrical Codes.

**Signage:** Staff noted that signs shall be on-premise signs only as per Section 15.28 of the Rapid City Municipal Code and a sign permit shall be obtained prior to installation of any signage. Staff also noted that no banners shall be allowed within the public right-of-way or on fences.

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Parking: Staff noted the site plan indicates vendor parking on a lawn area of the park. Parking in the designated lawn area shall be for vendor parking and storage only. Staff also noted that parking is shown on adjacent property not owned by the City. Prior to Planning Commission approval a letter from the adjacent property owner allowing parking on their property during the event is required.

**On April 24, 2006 the applicant submitted letters from the adjacent property owners allowing parking on their property during the event.**

Fire Code: The Fire Department has stated that the petitioner must submit complete plans for all proposed tents at the time a Temporary Use Permit application is submitted. Additionally, a tent checklist form and a tent inspection must be completed prior to initiation of the event and adequate access for Fire Department apparatus must be continually maintained for the duration of the special event.

Evacuation Plan: The standards for review for a SDCL 11-6-19 Review located within the Flood Hazard Zoning District (Section 17.28.040 (D) of the Rapid City Municipal Code) require that an evacuation plan be developed and posted when structures are proposed within the Flood Hazard Zoning District. Staff is recommending that prior to issuance of a Temporary Use Permit for the festival, a copy of this plan be submitted for review and approval.

Ongoing Security/Maintenance: The safety of the special event participants and the maintenance of the public park are a significant concern. Staff is recommending that the stipulations of approval that requires the applicant to provide security for the duration of the special event and that special event staff be responsible to ensure that the park grounds will be kept free of trash and debris. The applicant stated that the park has a surveillance system and Storybook Island will hire security to patrol the park on Friday and Saturday night. In addition, because of concerns associated with the close proximity of Rapid Creek, staff is recommending that a weather radio be located on-site and monitored continually during the event.

Hydraulic Floodway: The submitted site plan indicates that all proposed structures to be located outside of the hydraulic floodway. A Special Exception to the Floodplain Development Ordinance must be obtained to allow any structures located in the hydraulic floodway. Staff is recommending that all requirements of the Floodplain Development Ordinance be met at all times.

**This item was continued on April 20, 2006 to the May 4, 2006 Planning Commission Meeting to allow the applicant more time to submit the required information.**

**Staff recommends that the SDCL 11-6-19 Review to allow a temporary use on public property be approved with the above stated stipulations.**