

**Special Event Permit  
July 10, 2012  
City Commission  
Consent Agenda**

**SE-12-00002:** Special Event request for over-flow parking, to be located on the west portion of the Farmland property adjacent to the Douglas County Fairgrounds on August 3 & 4, 2012, for the demolition derby and ATV races at the Douglas County Fair, located at 2110 Harper Street. Submitted by Margaret Kalb for the Douglas County Fair Board.

**GENERAL INFORMATION**

Current Zoning and Land Use:

GPI (General Public and Institutional) existing Douglas County Fairgrounds and unzoned Farmland property along the east side of E 1575 Road.

Surrounding Zoning and Land Use:

CS (Commercial Strip) District and UR (Urban Reserve) District to the south (along the east side of E 1575 Road and the north side of E. 23<sup>rd</sup> Street. Existing businesses.

RS7 (Single-Dwelling Residential) District to the south (on the west side of E 1757 Road. Existing manufactured housing park.

IG (General Industrial) District to the north; existing auto salvage businesses.

**STAFF REVIEW**

A Special Event Permit has been requested to allow parking on City property associated with the Douglas County Fair demolition derby and ATV races the Douglas County Fairgrounds August 3-4, 2012.

The event activities occur primarily within the Douglas County Fairgrounds with parking for guests provided on the Farmland ground on the east side of E 1575 Road.

Article 15 of Chapter 6 of the City Code regulates Special Events. Per Code, a Type 5 Special Event Permit [Public events intended primarily for entertainment or amusement, such as concerts or festivals] requires City Commission approval. Events that occur at the Fairgrounds are exempt from this requirement. However, the property being requested for the parking portion of the event is owned by the City.

The west side of the Farmland property has in the past been accessible from E 1575 Road. This

area is now leased to SurePoint Medical for the construction of a temporary parking lot. The southern portion of the parking area is accessed just north of the leased area through an existing gate and drive. The Douglas County Buildings and Grounds department will provide the maintenance of the property including mowing. At the end of the event the property is re-graded and reseeded, as necessary, to restore the field damaged by vehicles or ruts.



The City Stormwater Engineer has reviewed the request to determine if the proposed parking will interfere or conflict with plans to demolish equipment on the Farmland property. A natural tree line provides a boundary for the parking area. This is sufficient to separate the parking area from the main facility located on the eastern portion of the Farmland property.

Hours of operation for the public portions of the event are as follows:	
<b>Friday, Aug 3rd</b>	5:00 p.m. to 1 a.m.
<b>Saturday, Aug 4th</b>	5:00 p.m. to 1 a.m.

**Staff Recommendation:** Planning Staff recommends approval of the Special Event for overflow parking for the Douglas County Fair demolition derby and ATV races on August 3-4, 2012 for the event subject to the following conditions:

1. Property shall be restored to pre-event condition immediately following the event.
2. The Special Event Permit must be displayed on site during hours of operation.
3. Temporary sign permit must be obtained from Development Services for proposed temporary signage.
4. No structures shall be allowed in the Farmland portion of the activity area.
5. The applicant shall provide trash receptacles or other sanitation provisions as needed.
6. Provision of appropriate documents demonstrating liability insurance for the event.
7. No use of the property currently leased to SurePoint Medical for the special event.