

**CITY OF SCANDIA
ORDINANCE NO. 188**

**AN ORDINANCE AMENDING
ORDINANCE NO. 122, THE SCANDIA DEVELOPMENT CODE,
CHAPTER 2, SECTION 4.32, RURAL EVENT FACILITY**

The City Council of the City of Scandia, Washington County, Minnesota hereby ordains:

Section 1. Amendment. Ordinance No. 122, the City of Scandia Development Code (“Development Code”, or “Code”), Chapter Two, Section 4.32, Rural Event Facility, shall be amended to read as follows:

4.32 Rural Event Facility. Rural event facilities shall comply with all of the following requirements:

- (1) Rural event facilities shall support the rural and historic character of the City, shall be designed and operated in a manner that is compatible with Scandia’s rural and small-town character, and shall not negatively impact the community or neighboring properties.
- (2) Permitted Districts and Uses.
 - (A) Rural event facilities are permitted in the Agricultural Core (AG C) and General Rural (GR) Districts, and shall be accessory uses to the primary use of the property for Agriculture or a Single-Family Residence.
- (3) Permit requirements. A rural event facility may be allowed by issuance of an Interim Use Permit (IUP) and an Annual Operating Permit (AOP) in the following Districts:
 - (A) Agricultural Core (AG C)
 - (B) General Rural (GR)
- (4) Application requirements--IUP. An application for an IUP for a rural event facility shall be accompanied by the following information:
 - (A) A master plan of the entire property where the rural event facility is proposed, drawn to scale (minimum 1:200) and including the parcel boundaries, address and legal description, owner’s name and signature, topography, location of existing structures on the site, setbacks, existing screening from adjacent properties, existing driveway locations and roadway access, existing parking, individual sewage treatment systems and well locations.
 - (B) A detailed plan drawn to scale (minimum 1:100) for the entire property where the Rural Event Facility is planned, and that identifies the Rural Event Activity Area within the Facility and shows the buildings and structures (existing and proposed), identifies the locations where indoor and outdoor event activities will occur, and the setbacks, driveways and access, parking areas, sewage treatment systems and well locations, and all other proposed facilities.

- (C) Rural Events Plan—the application shall include complete information about events that may be held at the Facility. Information identifying the types of events, estimating the number of attendees per event, number of events per year, onsite vendors, number of employees, proposed hours of operation, parking facilities, sanitary facilities, lighting, sound amplification, temporary structures/tents, signage, screening, solid waste management, security, and landscaping. The Rural Events Plan shall also identify emergency vehicle access routes and proposed location(s) for first aid facilities. As deemed necessary, the City may restrict the operation of the facility.
 - (D) A Transportation Management Plan--this plan shall identify the estimated total average daily traffic (number of vehicles entering and leaving the site) generated by the rural event facility on days when events are scheduled (including visitors, deliveries, employees, etc.); estimated maximum peak hour traffic generated and estimated times of occurrence; and describe the impacts on area roadways. The Transportation Management Plan shall describe any proposed traffic controls. The Transportation Management Plan shall estimate the parking needed to accommodate the rural event facility, and indicate the size, location and layout of parking facilities and their relationship to the entrances and exits.
 - (E) Grading Plan—if the rural event facility includes construction of a new Activity Area, buildings, parking lots or other structures, the applicant shall submit a grading, drainage and erosion control plan. The plan must meet the requirements of the Watershed District and the City’s Development Code.
 - (F) Landscape Plan—the application shall include an existing and proposed landscape plan. The City may require landscape elements to buffer the Activity Area or facility from neighboring uses and to provide screening.
- (5) Application requirements--AOP. An application for an AOP for a rural event facility requires the following:
- (A) The application for an Annual Operators Permit (AOP) for a rural event facility must be filed with the City. The application must be made in the name(s) of the operator of the facility and must be at least 60 days prior to the expiration of the current AOP.
 - (B) The application shall contain the following:
 1. The operator shall submit an Annual Report with the AOP application that summarizes the operations during the past year and the proposed operations for the coming year, based on the Rural Events Plan, other facility plans approved by the City under Item (4), and the conditions approved for the IUP. The annual report shall summarize how the proposed operations are expected to be similar to or vary from the operations of the previous year. The Annual Report shall include the number of events held at the facility, types of events, numbers of attendees, hours of operation, shall describe conformance with the conditions included in the Interim Use Permit that was approved for the facility. The Report shall include the site plan and shall identify any proposed changes in site use, facility changes, or changes in number and types of events expected in the coming year.
 2. The City may inspect the rural event facility at any time in response to complaints.
 3. If the operator’s application conforms to the requirements of this Chapter, and the City’s annual facility inspection indicates compliance with the terms of the IUP and AOP, the Annual Operators Permit may be issued through the Administrative permit process. If the annual facility inspection indicates non-compliance with the

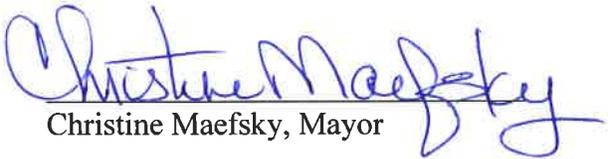
conditions of the AOP or IUP, the AOP application shall be reviewed by the City Council. The City may include conditions for operating the rural event facility during the coming year in the AOP.

- (6) Rural event facilities shall comply with all of the following standards:
 - (A) Rural event facilities shall be located on a site of at least 20 acres in size in the Agricultural Core (AG C) and General Rural (GR) Districts.
 - (B) Events shall be limited to a maximum 300 persons.
 - (C) Adequate utilities, including sewage disposal, must be available on the site. The facility may utilize permanent or portable facilities, or a combination of permanent and portable facilities. Any on-site sewage treatment facilities needed shall be installed under a permit issued by Washington County. The facility shall also provide supplemental portable septic and water facilities for events as required by the City.
 - (D) The rural event facility shall have direct access from a public roadway.
 - (E) The rural event facility shall provide on-site parking, sufficient to handle all guest, staff, vendor, and owner vehicles. No parking for the rural event facility shall be permitted on public streets.
 - (F) Outdoor sound amplification of ceremonies only is permitted. Ceremonies include formal acts or observances that are part of an event, such as a wedding ceremony, awards presentation, acknowledgment of a significant event, or similar observance. Outdoor sound amplification of ceremonies may include amplification of voices and music that are specifically scheduled as part of the ceremony. No other outdoor sounds associated with an event, such as parties or celebrations associated with, preceding or following the ceremony, may be amplified. Events shall comply with the City's Noise Ordinance (Ordinance 65 and its amendments).
 - (G) The rural event activity area shall be located at least 100 feet from the boundaries of adjoining properties. The City may require screening of activity areas. If the facility may hold events where alcoholic beverages are served, that the consumption of alcohol shall be restricted to the Rural Event Activity Area excluding the parking lots, and must meet the 100-foot setback requirement. Security staff shall be provided at events if alcoholic beverages are served.
 - (H) Events may not begin before 9 AM and shall cease by 10 PM. All amplified sound shall conclude by 10 PM. All guests shall be off the site by 10:30 PM.
 - (I) No more than one event shall be scheduled on any calendar date. The IUP or AOP may regulate the maximum number of events that are permitted on a weekly or annual basis.
 - (J) Permanent signs for the rural event facility shall conform to the Development Code requirements.
 - (K) The rural event facility must comply with all rules and regulations of Federal, State, County and Local agencies. Facility must also pass inspection by the Building Official and Fire Inspector.
 - (L) The City may impose conditions related to landscaping, access, security, sanitary sewer, liability or other insurance requirements, and other conditions as deemed necessary.

- (M) The Interim Use Permit shall terminate at a date specified in the permit or with a change in ownership of the property where the rural event facility is located.
- (N) The City may schedule reviews of the Interim Use Permit or Annual Operating Permit for the rural event facility as needed.

Section 2. Effective Date. This ordinance shall be in full force and effect upon its adoption and publication according to law.

Passed and adopted by the City Council of the City of Scandia this 17th day of October, 2017.


Christine Maefsky, Mayor

ATTEST:



Neil Soltis, Administrator/Clerk