

**15-4 -20. SPECIAL EVENTS OVERCROWDING ADMINISTRATIVE
CONDITIONAL USE PERMIT.**

(A) **PURPOSE**. The intent of these regulations is to allow temporary overcrowding of events only if adverse impacts on the character of neighboring Property can be mitigated and issues of public safety, traffic and parking are provided for. Such Uses will be permitted where the adjacent Street system is sufficient to accommodate the traffic impacts generated by said overcrowding; where the Property can accommodate adequate Off-Street parking; where the Structures are designed to safely accommodate overcrowding; and where the type of Use, and impacts are Compatible with the Uses otherwise permitted in the zone.

(B) **DURATION**. An overcrowding permit allows the increase in occupancy for a total of fifteen (15) days per calendar year per Building. These days are not required to be consecutive.

(C) **APPLICATION**. An Application must be submitted thirty (30) days prior to the Use, to the Planning Department including the following information:

(1) **GENERAL DESCRIPTION**. A narrative and Site plan of the proposed Use, including hours of operation, maximum occupancy, private or public activity, number of invitations sent, if a private event, or estimate of overall attendance, crowd management plan, security, deliveries, music or sound plan, including use of speakers, any beer or liquor license, any sign or lighting plan, parking plan, and any other applicable information.

(2) **FLOOR PLAN**. To scale, indicating in detail how the proposal will comply with applicable sections of the International Building Code. This plan will indicate any chairs, tables, exits, sanitation, heating, food service/handling, etc.

(3) **ALL APPLICABLE FEES**. Refer to Fee Resolution.

(4) Any requested additional City or governmental services or equipment.

(D) **REVIEW CRITERIA**. In addition to the criteria and standards of review from LMC Chapter 15-1-10, staff must review the following:

(1) The Applicant shall provide written notice of the Property Owner's consent to the proposed event.

(2) The proposed Use shall not preclude Public Use of public Parking Spaces.

(3) An entrance plan, including patron waiting line capacity. Any Use of exterior space for wait list or lines must be mitigated through the Use of barricades and/or security. Pedestrian International Building Code compliant Access along the public Right-of-way must be maintained, unless otherwise approved by the Chief Building Official.

(4) The Use shall not violate Municipal Code Section 6-3-9(B), City noise ordinance.

(5) The Application and all signing shall comply with the Municipal sign and lighting codes.

(6) The Use shall comply with the Summit County Health Code, the Fire Code, and State regulations on mass gathering.

- (7) The Use shall not violate the International Building Code (IBC).
- (8) Applicant shall submit a delivery plan in compliance with the delivery ordinance.
- (9) The Applicant shall adhere to all applicable City and State licensing ordinances.
- (10) The Applicant must have an approved operational permit according to the requirements of the International Fire Code prior to the issuance of a permit.
- (11) No existing LMC or International Building Code violations are on the Property.

The Fire Marshall may conduct a Site inspection at any time during the event to ensure compliance with the above criteria.

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