

Chaiya Wimber's Request for Use of Heber Olson Park on October 12, 2024

Minutes from the Planning Commission Meeting on July 30, 2024

Public Hearing to Discuss a Conditional Use Permit Request from Chaiya Wimber to Hold an Event in Heber Olson Park: Commissioner Cooley informed that the Commission was given the task from the City Council to address a CUP for the event. He asked Chaiya Wimber to explain her request. Ms. Wimber desired to provide a free activity for the community on October 12 in the Heber Olson Park. She proposed 60 vendors, 10 non-profit local community booths, 5 food trucks, pumpkin painting, live music, line dancing, and other free family activities. She explained that as the host, she would oversee all the cleanup, including the bathrooms and all debris and have paid employees going around during the event to make sure the environment was clean during the day, as well as after. Vendor parking would be at the elementary school so their vehicles wouldn't take up space near the event. The hours of the event would be from 10:00am to 4:00pm. Vendors would arrive to set up at 9:00am and be cleaned up and gone by 5:00pm.

Ruthann Nelson, of 555 E 600 S, asked what the event was for. Ms. Wimber said it was for the community. Ms. Nelson pointed out that it would be held during soccer season, which meant the school parking lot would be full on the proposed date. She was concerned about 400 cars and where they would all park. What would nearby residents do if cars were parked in front of their driveways?

Shartie Gallup, of 475 E 400 S, asked if the food trucks would be provided power by the city or use their own generators. She asked if the money the vendors pay her would go towards paying her employees. She asked who would be responsible for minor damage that could occur. She wasn't sure how 60 vendors would fit in the park and was concerned with the amount of foot traffic on the lawn. She was curious who the vendors would be. Would they keep with the standard of a family-friendly community. Would there be an approval process for the vendors? She asked what kind of music would be playing. She wondered if law enforcement could drive by periodically during the event in case anything got out of hand. Would they pay a deposit in case there were damages? She supported community events but wanted some clarity.

Commissioner Cooley's biggest issue was where all the cars would park. He asked Ms. Wimber how much she planned to charge the vendors. Forty dollars was her reply. She said she chose the park for its beauty, because she lived nearby, and thought the community would enjoy what the event would offer.

Commissioner Ryan asked Ms. Wimber if she had ever organized an event of this magnitude before. Ms. Wimber said she had, several times.

Commissioner Schaub had concerns about the possible need for law enforcement. Would there be restrictions from the fire marshal? Should medical personnel be on standby? Would there be signs showing where to park. Would some streets be blocked off. Would the park bathrooms be sufficient? Were there plans to set up picnic tables and benches? She loved the idea but felt 60 vendors was way too many. She suggested half that amount. Ms. Wimber asked for 40, including

non-profits. Ms. Schaub asked what types of things the vendors would be selling and the type of music. Ms. Wimber gave some examples and explained that it would all be family friendly.

Commissioner Cooley asked Ms. Wimber how she planned to handle the traffic. She explained the vendors would come down 400 South, set up and then park at the school. Mr. Cooley asked her plan for the number of cars. Ms. Wimber listed the city's parking areas and how many cars each could hold, which came to about 100, near the city block. Mr. Cooley said it wouldn't be enough. He said he went to a similar type of event in Millville, which had cars lining the streets for three blocks, as well as in their parking lots. Ms. Wimber said she would have a couple employees to manage the parking lots. Commissioner Schaub didn't think this would be sufficient. Mr. Cooley suggested having law enforcement patrolling the area.

Ms. Wimber said she had organized events in small towns several times before. She had a list of interested vendors and named a few of them.

Commissioner Lehnig asked if she had event insurance. Ms. Wimber said she had investigated it and had planned on getting it. She informed that she would hire a person to take care of the trash during the event and haul it away. She could hire a medic to be on standby and get approval from the fire marshal.

Commissioner Cooley suggested at least three guides to help with traffic. He also brought up the possibility of needing additional restrooms. Councilmember Milbank noted that Cache Valley's Farmers Market had 70-80 vendor booths with only one bathroom.

The commissioners wanted to see the vendor amount cut to 40, which would include the non-profits and food trucks. Ms. Wimber said she could do away with food trucks and just have food booths.

Commissioner Cooley didn't want to start a trend for these types of events and suggested it be a onetime thing. He also noted that the Commission didn't have legislative power to impose fees for the event. This would need to come from the City Council. He suggested that any future requests for events in the park seek approval from the City Council, so they could address any problems that may arise from this event.

Councilmember Wright felt the council had approved the use but was leaving it up to the commission to come up with the conditions. It was also his feeling that it was for a one-time use. The council would come up with fees to charge, but suggested the commission could recommend an amount. It was brought up that the city's new pavilion should be erected by October.

Commissioner Schaub read from concerns expressed at the council's meeting. One of the suggestions was that perhaps the soccer fields at the school would be better suited for an event like this. Ms. Wimber was asked if she had contacted the LDS Church about getting permission to use their parking lot. She hadn't but would. She would also check with South Cache Soccer about their use of the school parking lot on October 12.

The Commissioners discussed the conditions they wanted to impose.

Commissioner Lehing moved to "approve Chaiya Wimber's request for a Conditional Use Permit (including her acknowledgment of responsibilities on the application) for a

Halloween market in the Heber Olson Park on October 12, 2024 for a one time use only, with the following conditions: submit proof of insurance, arrange for medical personnel, and traffic control, 40 vendors, 3 food trucks, submit a letter from the fire marshal, arrange for law enforcement, remove all trash from the premises, family friendly music only, provide a list of vendors, provide verification of parking arrangements from the school and LDS Church (turn in by August 13), and meet with the City Council to arrange for the park use fee.” Commissioner Schaub seconded the motion, which passed with Cooley, Lehnig, Ryan, and Schaub in favor. No one opposed. Wakefield was absent.

Commissioner Cooley asked Ms. Wimber to get on the next City Council agenda for them to determine the fee. The Council would be provided with the list of conditions.

Conditions Listed on Mr. Wimber’s Conditional Use Permit

- 1) Permission is for a one-time event only.
- 2) Be aware of the Acknowledgment of Responsibilities on the CUP application.
- 3) Limit of 40 vendors.
- 4) Limit of 3 food trucks.
- 5) Remove all trash from the premises.
- 6) Family friendly music only.
- 7) Meet with the City Council for park use fee determination.
- 8) Provide to the City:
 - a) Proof of insurance
 - b) Letter from the fire marshal
 - c) List of vendors
 - d) Verification of parking permission from the school and LDS Church (by Aug 13)
- 9) Arrange for:
 - a) Medical personnel
 - b) Traffic control
 - c) Law enforcement