

Town of Basalt, Colorado
Resolution No. 12
Series of 2018

**RESOLUTION OF THE TOWN COUNCIL OF BASALT, COLORADO, AMENDING
THE TOWN'S POLICIES FOR SPECIAL EVENTS AND COMMERCIAL ACTIVITIES
ON TOWN-OWNED PROPERTIES**

RECITALS

- A. The Town of Basalt has a collection of governing documents including the Town Charter, Town Code and various administrative procedures; and
- B. The Town of Basalt wants to increase the level of professionalism in both the services they deliver but also the policies they establish; and
- C. The Town of Basalt would like to remove the Basalt Downtown Business Association (BDBA) from the review of commercial activities on Town properties, as the BDBA is now defunct; and
- D. The Town would like to streamline review of Special Event Activity Permits by removing the requirement of Town Council review for certain Special Events proposing to close public or private parking spaces and certain public rights-of-way; and
- E. The Town Council through the promulgation of Town Council policies wants to create a policy framework within which Town staff can work.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of Basalt, Colorado, as follows:

- 1. The Town Council hereby amends the Town Council policy regarding Special Events on Town Property as attached as Exhibit "A."
- 2. The Town's special event policy for commercial activities on Town-owned property established pursuant to Resolution No. 25, Series of 2014 is hereby amended as shown in the attached Exhibit "B."

RESOLUTION NO. 12, SERIES OF 2018, IS HEREBY ADOPTED BY A VOTE OF 6 TO 0 THIS 22ND DAY OF MAY, 2018.

TOWN OF BASALT, COLORADO

By: 
Jacquie R. Whitsitt, Mayor

ATTEST:

By: 
Pamela K. Schilling, Clerk



Exhibit A

The Town Council Policy regarding Special Events on Town Property as established in Exhibit “A” of Resolution No. 13, Series of 2013, is amended as follows with text to be removed shown by ~~strikethrough~~ and text to be added shown by underlining. All other text not explicitly mentioned in this exhibit shall be left unchanged.

A. Special Events: Closing Town Right-of-Way/Parking Events Requiring Council Approval by Motion:

Special events that propose to close portions of or significantly impact the Town streets right-of-way, or that close more than five (5) parking spaces with the exception of the closure of Midland Spur and Harris Street between East Valley Road and Robinson Street, shall be reviewed by Town Council through a one-step review process and may be approved, approved with conditions, or denied by the Town Council by motion.

B. Recurring Special Events that Close Town Right-of-Way/Parking Events Requiring Council Approval by Resolution

Recurring events that do not significantly impact Town right-of-ways with the may be reviewed and approved by the TRC). Recurring special events that propose to close or significantly impact those roadways with the exception of Midland Spur and Harris Street between East Valley Road and Robinson Street ~~or that close more than five (5) parking spaces on multiple days like the Sunday Market~~ shall require review and approval by the Town Council by Resolution.

C. Special Events: Town Property or Other Property Not Closing Town Right-of-Way Events Which May Be Approved by TRC

Special events that do not significantly impact or close Town streets may be reviewed and approved by the Technical Review Committee (TRC) regardless of whether or not alcohol is proposed to be served at the event. Additionally, the closure of Midland Spur and Harris Street between East Valley Road and Robinson Street and the closure of on-street parking may be reviewed and approved by the TRC. Parades that close streets may also be reviewed and approved by the TRC after obtaining comments from the Police Department and the Basalt and Rural Fire Protection District. In instances where a liquor license is required, the TRC's approval will be contingent on the event receiving a liquor license through the standard liquor license process established in the State of Colorado's Responsible Serving of Alcohol Regulations. In evaluating special event applications, the TRC will bring other referral agencies and tenants on Town property (such as the Taqueria or Wyly) in to provide comments as deemed necessary. The TRC may elevate the review of a special event application to the Town Council in the following instances:

1. There have been problems with a specific event in the past; or,
2. Complaints are received about an event by citizens or Council members prior to the issuance of an approval by the TRC; or,
3. An event is expected to put a significant strain on Town resources as determined by the TRC; or,
4. An event is anticipated to be a significant impact to citizens and property owners; or,

5. Referral comments are received that in TRC's opinion cannot reasonably be addressed with conditions; or,
6. An event that the TRC is not comfortable approving without the Town Council's formal input.....

Exhibit B

The Town Council Policy regarding commercial activities on Town Property as established in Exhibit "A" of Resolution No. 25, Series of 2014, is amended as follows with text to be removed shown by ~~strikethrough~~ and text to be added shown by underlining. All other text not explicitly mentioned in this exhibit shall be left unchanged.

F. Commercial activities within Town-Owned Property ~~within the Downtown Basalt Area~~. Applications for Commercial, retail and food vending activity on Town-owned property ~~within the area included in the Downtown Basalt Area~~ require approval by the Basalt ~~Downtown Business Association in order to be processed for action by the Town of Basalt Town Council~~ except for those activities provided below:

- a. The Basalt Sunday Market;
- b. Performances and Musical Events on the stage or other Town-owned Property;
- c. Commercial activity in the public sidewalk associated with the immediate adjacent business;
- d. Vending associated with a special event where the vending is temporary and as an ancillary and supporting activity associated with the event;
- e. ~~Any commercial activity on Town-Owned Property approved by the Town Council prior to May 27, 2014~~

~~The Planning Director will make the initial determination of whether BDBA approval is necessary. The Town Council may either approve, approve with conditions, or deny the application. However, no provision in the Town's policies regarding Special Events or commercial activities shall interfere with any other requirements for commercial activities that may exist, including but not limited to environmental health regulations. If the BDBA recommends denial of an application, it will receive no further review by the Town of Basalt. If recommended for approval, Staff will then process the activities which can be approved solely through the administrative procedures and schedule for Council action those activities that require Town Council action. The intent would be the Council would look favorably at any activity recommended for approval by the BDBA.~~