



Town of DeWitt – Planning Board



CSA – Tent Sales Policy

Purpose:

The purpose of this policy is to document the Planning Board’s requirements for site plan review of “tent sales” in the town.

Definitions:

“Tent sales”: Events, gatherings, displays or sales in the Town, outside the Village of East Syracuse, where the public is invited. The tent sales would be held outdoors and may include the erection of temporary structures to protect against the weather and/or provide security.

Policy:

Due to the multiple requests which come before the Town with respect to applications for site plan review of tent sales, the Planning Board is hereby adopting the within policy for guidance on the policy and procedures with respect to such applications. Accordingly, the policy, conditions and procedures herein, including reasonable restrictions on tent sales as set forth herein are specifically adopted after taking into account the goals of the Planning Board and Town in insuring the safety of residents and visitors to the town; assuring the quiet enjoyment of neighborhoods; and preserving the appearance residents have come to expect .

Taking into account the purposes of this policy as set forth herein, this Board has also taken into account the undesirability of the proliferation of tent sales and the resultant traffic, parking, appearance and noise issues which would likely occur if tent sales were permitted for business or "for profit" purposes. Additionally, businesses operate under approved site plan approvals requiring temporary modification, which is not desirable for the orderly planning of the Town and the protection of its business districts, corridors or neighborhoods. Accordingly, tent sales for business purposes or for profit, including where some portion of the sales are directed to nonprofits or community groups are prohibited.

Conditions:

The Planning Board shall consider the following list of items. The Planning Board for any specific application may consider additional items and conditions.

1. The sponsoring organization(s) and their proposed activity shall be exclusively for nonprofit or community purposes.
2. The duration of the event or tent sale shall be for a period of time of less than seven days.

3. Broadcast of any sound, voice or music shall be limited to communicating to attendees and shall have minimal impact beyond the property.
4. No moving or flashing lighting is allowed.
5. Adequate parking must be provided.
6. Adequate trash removal and toilet facilities must be provided.
7. The fire retarding specifications of any temporary structures must be approved by DD&O.
8. Depending on the expected number of attendees, security and traffic control may be required.

Procedures:

1. All applicants for a tent sale shall apply to the DD&O for a permit [pursuant to Chapter 192 of the Town of DeWitt Code].
2. DD&O will provide the necessary application forms and fee schedule.
3. An appearance before the Planning Board may be required. Note that the Planning Board meets the second and fourth Thursdays of each month. The application and required fee must be submitted ten days before the meeting.
4. The Commissioner of DD&O may, with the vote of a majority of the Planning Board, waive the requirement of obtaining a permit [pursuant to Chapter 192 of the Town of DeWitt Code], if he feels that the safety, welfare and protection of property will be accomplished without such permit.

[2001-6: Accepted as policy May 09, 2002. Note that this replaces the Parade & Event Policy 2001-6 of June 28, 2001]