

55-160 Bed and Breakfast Establishments.

- A) Bed and breakfast establishments shall be permitted in all residential zones within the City subject to the following criteria and upon approval of a conditional use permit.
- B) Application for a conditional use permit shall follow the procedures and submission requirements as set forth in Section 90-040 of this Zoning Code. Additional requirements are listed below:
 - 1) Upon receipt of an application for a conditional use permit for a bed and breakfast establishment, the Zoning Administrator's Office shall refer the application to the City Building Inspection Office. The City Building Inspection Office shall provide the Zoning Administrator with a report concerning the use of the proposed building for a bed and breakfast use and shall recommend improvements that are required by the City's Building Code.
 - 2) The applicant must furnish evidence that licenses required by the State of Minnesota either have been issued or will be issued before commencing operation.
 - 3) Dining facilities, except for the purpose of the special events described herein, must not be open to the public and must be used exclusively for registered guests.
 - 4) A bed and breakfast establishment may host an unlimited number of special events with fewer than 25 non-registered guests and may host up to 12 special events per calendar year with 25 or more non-registered guests. "Special events" include, by way of example, weddings, business meetings, retreats, and other functions at which non-registered guests are present. Special events are subject to the following requirements:
 - a) At least two weeks prior to an event with 25 or more non-registered guests, the bed and breakfast owner/operator must notify the City Clerk in writing of the event. The notice shall include: the event organizer and nature of the event, the date of the event, the expected number of guests, and information demonstrating adequate off-street parking has been arranged for event guests. It shall also include information on how the property's exterior areas will be used during the event (music, temporary structures, etc.).
 - b) The maximum number of guests allowed at a special event shall be limited to the maximum occupancy of the bed and breakfast establishment as determined by City Building and Fire Code Inspectors. Prior to hosting any special events or charitable not-for-profit events, a bed and breakfast establishment shall arrange for an inspection to determine maximum occupancy. The determination of an occupancy limit shall remain valid absent any change in

law and/or alteration of the establishment, in which case the City Inspectors shall re-evaluate the limit.

- c) Special events must comply with Section 10.17 (Noise) of the City Code which is in effect from 10:00 p.m. and 8:00 a.m.
- d) A bed and breakfast owner/operator and/or the operator's designee must be present during special events, and the operator or designee shall provide adequate supervision of the event. The individual responsible for supervision of a special event shall be identified in the notification required by paragraph 4(a) hereof.
- e) Food and/or alcoholic beverages may be furnished by and to special event guests provided all necessary local, state and/or federal permits, licenses or authorizations have been obtained.

A bed and breakfast establishment may also host, in addition to the 12 special events described above, up to three charitable not-for-profit events per year. The provisions of paragraphs 4(a) – (c) shall also apply to charitable special events.

- 5) Identifying signs shall be no more than four square feet in total, located on the building, or if freestanding, located at least ten feet off any property line and consistent with the character and architectural features of the building.
- 6) All exterior lighting to be concealed or screened.
- 7) One off-street parking space shall be provided for each bed and breakfast room for rent. Two additional off-street parking spaces shall be provided for the owner, one of which shall be located in a garage. Off-street parking is to be screened from the surrounding residences.
- 8) The bed and breakfast shall provide eight or fewer rooms for rent and shall be the owner's personal residence and occupied by the owner at the time of rental.