

**STAFF RECOMMENDATION**

THAT THE REQUEST FROM REV. KEVIN P. STEWART, REPRESENTING ST. LUKE'S EPISCOPAL CHURCH SEEKING A CONDITIONAL USE PERMIT TO AMEND AN EXISTING NON-COMMERCIAL USE TO ALLOW A HOSPITALITY CENTER AT 614 MAIN STREET BE APPROVED, SUBJECT TO THE FOLLOWING CONDITIONS:

- a. That the plans presented to the Plan Commission on February 8, 2012 be approved subject to the conditions contained herein.
- b. That all applicable building and occupancy permits be obtained from the Building Inspection Department.
- c. That the days and hours of operation be limited to Tuesday, Thursday and Friday from 8:00 a.m. until 2:00 p.m., and holidays as needed.
- d. That all other aspects of the operation of a hospitality center at 614 Main Street be in compliance with the following:
  1. The hospitality center shall not function as a detention or pre-release facility, half-way house, rooming house, homeless shelter, parole center or any other use not specifically permitted by this permit.
  2. Guests shall access the facilities via the Main Street entrance.
  3. Only light snacks and beverages may be served.
  4. Hospitality Center operations shall be confined to the interior of the building at 614 Main Street and guests shall not use the Main Street porch or yard area other than for access to and from the building.
  5. The facility shall not serve guests under the age of 18 years, unless accompanied by an adult.
  6. The guest shall not endanger the public health, safety, morals, comfort or general welfare of the area.
  7. There shall be no possession, use or sale of any alcoholic beverages or controlled substances on the premises.
  8. The facility shall have adequately trained on-site staff and security during hours of operation.
  9. Bicycles shall be stored indoors in approved bicycle racks.
  10. Signs shall be posted such as "No Loitering", "No Yelling or Loud Talking", "Please Be Respectful to Our Neighbors".
  11. Appropriate waste and cigarette butt containers shall be provided for use outdoors.
  12. A written operations, procedures and policies plan shall be approved and kept on file with the Director of City Development, be considered an integral part of this Conditional Use Permit, and be amended only upon written notification to the Plan Commission.

13. Guests and staff shall not congregate on the north side of the building or north alleyway.

- e. That all signs be professionally made, comply with the zoning ordinance and be approved by the Downtown Area Design Review Commission.
- f. That all trash and recyclables be stored in closed containers and screened from view in a manner to be approved by the director of City Development. Trash and recyclables set out for curbside pick-up shall be properly bundled or containerized.
- g. That no minor changes be made from the conditions of this permit without the approval of the Plan Commission and no major changes be made from the conditions of this permit without the approval of the Common Council.
- h. That this permit is subject to Plan Commission review for compliance with the listed conditions.