

ORDINANCE NO. 26-07

**CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTER 14 OF THE FALCON HEIGHTS CITY
CODE TO LICENSE SPECIAL EVENT COMMERCIAL PARKING LOTS**

THE CITY COUNCIL OF THE CITY OF FALCON HEIGHTS ORDAINS:

Section 1. Chapter 14 of the Falcon Heights City Code is hereby amended to add a new Article X to read as follows:

ARTICLE X. SPECIAL EVENT COMMERCIAL PARKING LOTS

Sec. 14-311. Definitions. Except where otherwise expressly stated, the following terms, wherever used in this chapter, shall have the meanings respectively ascribed to them in this section:

- **Special event commercial parking lot:** Any commercially zoned premise (B-1, B-2 or B-3 zoning) where motor vehicles are parked, stored, or allowed to remain for a fee at any point.
- **Licensee:** The person or entity to whom a license is issued to operate a special event commercial parking lot.

Sec. 14-312. License required.

(a) No person shall engage in the business of operating a special event commercial parking lot without a license required under this article.

(b) Each license issued under this article shall be subject to the provisions of this chapter and shall be valid only for the period specified in the license.

Sec. 14-313. License fees. The license fee for operating a special event commercial parking lot shall be as established in the City Fee Schedule. The fee shall be paid at the time of application.

Sec. 14-314. Licensing requirements.

(a) Application. Any person desiring a license to operate a special event commercial parking lot shall submit an application on forms provided by the city. The application shall include:

1. The name, address, and telephone number of the applicant.
2. The name, address, and telephone number of the on-site contact for the proposed parking lot.
3. The location and size of the proposed parking lot.

4. The maximum number of vehicles to be parked on the lot.
5. A general description of the security measures to be provided.
6. Any other information deemed necessary by the city.

(b) Review and approval. The city shall review the application, inspect the proposed site, and approve or deny the license based on compliance with city standards and regulations.

(c) Issuance. Upon approval, the city shall issue the license, which shall be prominently displayed at the entrance to the parking lot.

Sec. 14-315. License expiration. Licenses issued under this article shall expire on December 31st of each year.

Sec. 14-316. Operational requirements.

(a) A special event commercial parking lot license will only be eligible to properties in a commercial zoning district.

(b) The charge for parking shall be clearly posted at the entrance to the parking lot in letters of sufficient size to be readily seen from the street.

(c) The parking lot shall be maintained in a clean and orderly manner, free from litter and debris.

(d) Adequate lighting shall be provided to ensure the safety and security of patrons.

(e) The parking lot shall comply with all applicable federal, state, and local traffic laws.

(f) The licensee shall ensure that no vehicles are parked in a manner that obstructs sidewalks, driveways, or other access points.

(g) The licensee shall ensure that all vehicles are parked in designated parking stalls as required by building codes.

Sec. 14-317. Insurance requirements.

No license shall be issued or renewed without proof of general liability insurance in an amount not less than one hundred thousand dollars (\$100,000) for injury or death to one person, three hundred thousand dollars (\$300,000) for each occurrence, and one hundred thousand dollars (\$100,000) for property damage. The certificate of insurance must be issued by an insurance company authorized to do business in the State of Minnesota.

Sec. 14-318. Enforcement and penalties.

Any violation of this article shall be subject to the enforcement and penalty provisions set forth in Chapter 1, Article II, General Penalty, of the Falcon Heights City Code, as may be amended from time to time. In addition, the city may suspend or revoke a license issued under this article for violations of this article or other applicable law.

Sec. 14-319. Severability. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this 8th day of July, 2026, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: 
Randall C. Gustafson, Mayor

ATTEST:



Jack Linehan, City Administrator