

**CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY, MINNESOTA**

**ORDINANCE NO.**

**AN ORDINANCE REPEALING AND REPLACING INVER GROVE HEIGHTS CITY CODE  
TITLE 4, CHAPTER 1, SECTION 15(C) REGARDING THE TEMPORARY EXPANSION OF  
LICENSED PREMISES AND AMENDING TITLE 4, CHAPTER 14, SECTION 4 REGARDING  
PERMIT EXEMPTIONS FOR LARGE ASSEMBLIES**

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THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

**Section 1. Amendment.** Title 4, Chapter 1, Section 15(C), of the Inver Grove Heights City Code is hereby repealed in its entirety and replaced as follows:

**4-1-15: BUILDING AND PREMISES:**

C. Temporary Expansion Of Premises:

1. Temporary Expansion of Premises Permit: The Council may allow the temporary amendment of an existing on-sale intoxicating liquor license to allow the temporary expansion of a licensed premises by issuing a temporary expansion of premises permit to an existing on-sale liquor license holder to allow the sale and consumption of alcoholic beverages in a compact and contiguous area adjacent to the licensed premises. An applicant for or the holder of an on-sale intoxicating liquor license may apply for one Council-issued temporary expansion permit corresponding to the term of the on-sale intoxicating liquor license. Each Council-issued permit shall allow the temporary expansion of a licensed premise for up to ten (10) days per calendar year, subject to approval of each individual temporary expansion event by the Chief of Police or their designee.
2. Temporary Premises Expansion Permit Requirements: To obtain a temporary premises expansion permit from the City Council, the license holder or license applicant must submit a completed application form and all required attachments along with the required application fee to the City Clerk. Following review by city staff, the application shall be placed on the agenda for consideration by the City Council at a regular meeting of the Council.
3. Approval or Denial of Permit or Event Application: The Council may approve the temporary premises expansion permit following a hearing if all of the following criteria are met:
  - a. The applicant has demonstrated that the proposed temporary expansion(s) will comply with all of the requirements listed herein for temporary premises expansion events.
  - b. The issuance of the temporary premises expansion permit would not be

detrimental to public health, safety, or welfare.

The Council may deny the application for a temporary expansion of premises permit if the expansion permit requirements above are not met.

The Chief of Police or their designee may deny the application for an individual expansion event for a specific date or dates if the Temporary Expansion Event Authorization Application is incomplete, not submitted the required number of days in advance of the event, or if the information provided does not demonstrate that the proposed expansion event will comply with all requirements for an expansion event. The applicant may appeal the denial of an application for an individual expansion event to the City Council at the next regular meeting of the Council.

4. Individual Expansion Event Approvals:

- a. To utilize any of the up to ten calendar days per year allowed under the temporary premise expansion permit, the license holder must, at least twenty-one (21) calendar days prior to the first proposed event of the year and at least fourteen (14) calendar days prior to any subsequent events in the same calendar year, submit a completed Temporary Event Expansion Authorization application containing the following information:
  - i. The date of the proposed temporary expansion, including the start and end time. ~~In the case of outdoor events,~~ Up to two alternative dates - falling after the originally planned date - may be submitted, to account for rescheduling due to inclement weather or other similar circumstances.
  - ii. A site plan showing the licensed premises and the temporary expansion area, including temporary fencing or other demarcation of the limits of the expanded premises, as well as adequate emergency access to the temporary expansion area.
  - iii. A lighting plan for the temporary expansion area.
  - iv. A severe weather plan.
  - v. Expected maximum attendance for each specific temporary expansion date.
  - vi. Description of mechanisms in place to ensure no minors are served alcoholic beverages in the temporary expansion area.
  - vii. Description of steps to be taken to ensure compliance with the City's noise requirements, including prohibition on excessive noise.
  - viii. Proof of required liability insurance that includes the temporary expansion area as part of the licensed premises for insurance purposes.
  - ix. A parking plan demonstrating proof of adequate parking for the licensed premises and expansion area, including proof that the minimum parking requirements for the licensed business and expansion area are met on-site or are met via off-site or on-street in a manner that will not negatively impact neighboring businesses

and residents.

- x. Proof that the license holder has the legal right to use the expansion area.
  - xi. Affirmation that alcohol service hours for the temporary expansion area shall be the same or less than those for the licensed premises.
- b. No temporary expansion event may occur unless the Chief of Police or their designee has approved the specific temporary expansion event in writing prior to the start of the event.
5. Revocation of Temporary Expansion Permit: A temporary expansion permit may be revoked by the Council upon recommendation of the Chief of Police or their designee. At any time, the Chief of Police or their designee may recommend revocation of the temporary expansion permit for grounds including but not limited to failure to ensure that the temporary licensed premises expansions conform with the approved site plan; failure to comply with all alcohol related rules and regulations include services to minors; unexpected negative impacts on adjoining neighbors; repeated violations of the City's noise ordinance; excessive trash left behind or on adjacent property; or other harm to the public health and safety resulting from events held in conjunction with the temporary premises expansion(s). Revocation of a temporary premises expansion permit shall only occur after notice and an opportunity for the permit holder to be heard.

**Section 2. Amendment.** Title 4, Chapter 14, Section 4, of the Inver Grove Heights City Code is hereby amended to add the following language, which is shown as underlined:

**4-14-4: PERMIT EXEMPTIONS; APPLICABILITY:**

A permit is not required for the following assemblies:

- A. Large assemblies sponsored by the City.
- B. Any regularly established, permanent place of worship, stadium, athletic field, arena, auditorium, theatre, City parks/community center, school, community college or other similar permanently established place of assembly.
- C. The BEST Foundation May Day 5K.
- D. Golf tournaments.
- E. Non-City sponsored events on City or County park property associated with the use of a facility, building or shelter that requires a permit, as long as proper rental permits and other licenses and permits are obtained.
- F. Graduation parties, weddings, or funeral gatherings, if located on property that is used as the principal place of residence of the host of the event.
- G. The temporary expansion of a licensed premise pursuant to an approved temporary premises expansion permit issued under Section 4-1-15(C).

**Section 3. Effective Date.** This ordinance shall be effective upon its passage and publication.

Passed by the City Council of the City of Inver Grove Heights, Minnesota this 27<sup>th</sup> day of May, 2025.

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Brenda Dietrich, Mayor

ATTEST:

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Rebecca Kiernan, City Clerk