

VILLAGE OF LOMBARD  
REQUEST FOR BOARD OF TRUSTEES ACTION  
For Inclusion on Board Agenda

Resolution or Ordinance (Blue) \_\_\_\_\_  
Waiver of First Requested Recommendations of Boards, Commissions & Committees (Green) \_\_\_\_\_  
Other Business (Pink) \_\_\_\_\_

\_\_\_\_\_  
X  
\_\_\_\_\_

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: David A. Huliseberg, Village Manager *DAH*

DATE: October 6, 2008 (B of T) Date: October 16, 2008

TITLE: 1000 Rohlwing Road (Jaycees Haunted House and Signage)

SUBMITTED BY: Department of Community Development *MD*

BACKGROUND/POLICY IMPLICATIONS:

The Department of Community Development transmits for your consideration a memorandum requesting approval of an extension of a Temporary Special Event Permit for the Lombard Jaycees Haunted House for the period from October 17 to November 1, 2008 and allowing the use of temporary signage in the public right-of-way. (DISTRICT #1)

Please place this item on the October 16, 2008 Board of Trustees agenda.

Fiscal Impact/Funding Source:

Review (as necessary):

Village Attorney X

Finance Director X

Village Manager X *[Signature]*

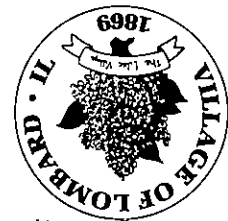
Date

Date

Date

10/7/08

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.



**MEMORANDUM**

**TO:** David A. Hulseberg, AICP, ICMA-CM, Village Manager

**FROM:** William J. Heniff, AICP, Director of Community Development *WJH*

**DATE:** October 16, 2008

**SUBJECT:** Jaycees Haunted House Special Event and Associated Signage

**BACKGROUND**

The Lombard Jaycees have submitted an application for a Temporary Special Event Permit for a haunted house to be located at 1000 N. Rohlfing Road. The haunted house will run from October 17 to November 1, 2008. According to Section 110.47 of the Lombard Code of Ordinances, Temporary Special Event permits are valid only for three days. An extension is therefore requested from the Village Board for this permit.

As in previous years, the Jaycees also request approval of the use of public right-of-way for temporary signage. The specific locations of the signage would be subject to the approval of the Director of Community Development, and the approval would be valid only through November 1, 2008.

**RECOMMENDATION**

Staff recommends that the Village Board grant an extension to the Lombard Jaycees and allow for the use of public right-of-way for temporary signage so that they may hold their haunted house event as described above.