

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)
 X Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES
FROM: David A. Hulseberg, Village Manager *dah*
DATE: September 10, 2010 (B of T) Date: September 16, 2010
TITLE: 1141 S. Main Street (Jaycees Haunted House and Signage)
SUBMITTED BY: Department of Community Development *[Signature]*

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 8 to October 31, 2010 and allowing the use of temporary signage in the public right-of-way to November 1, 2010.

Please place this item on the September 16, 2010 Board of Trustees agenda.

Fiscal Impact/Funding Source:

Review (as necessary):


Village Attorney X _____	Date _____
Finance Director X _____	Date _____
Village Manager X <i>[Signature]</i> _____	Date <u>9/10/10</u>

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, Village Manager

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

DATE: September 16, 2010

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

BACKGROUND

The Lombard Jaycees will be hosting a Temporary Special Event for a haunted house to be located at 1141 S Main Street (former Hobby Lobby). The haunted house will run from October 8 to October 31, 2009. According to Section 110.47(D) 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, 2010.

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.

Stilling, Christopher

From: elmotclown@yahoo.com
Sent: Friday, September 10, 2010 8:46 AM
To: Stilling, Christopher
Cc: nicholassmith23@hotmail.com
Subject: Re: Haunted House

Chris-

I appreciate all your help up to this point and look forward to working with you in the near future. As you have I asked I am sending you this email in reference to a couple of items. First and foremost being this years location for the haunted house so that we can get the temporary special events permit filed with an extension to run this years event from October 8th 2010 thru October 31st 2010. This year we will be using the old hobby lobby located at 1141 S. Main St. In addition to this request we as an organization are requesting the Village of Lombard grant us permission to place temporary signs within the public right-of-way. Hopefully this should take care of all the necessary steps to keep this event in motion. If you have any questions or concerns please don't hesitate to call.

Dan Piper
Construction Chairman 2010
630-330-2640
Elmotclown@yahoo.com

Sent from my BlackBerry® smartphone with Nextel Direct Connect

From: "Stilling, Christopher" <StillingC@villageoflombard.org>
Date: Fri, 10 Sep 2010 08:02:37 -0500
To: elmotclown@yahoo.com<elmotclown@yahoo.com>
Cc: Heniff, William<HeniffW@villageoflombard.org>
Subject: Haunted House

Dan,

Thanks for getting back to me about the location for the Jaycees haunted house. When you get a chance this morning, please send me an email requesting the extension for the temporary special event from October 8th to the 31st. Also in the email, please include your request to place temporary signs within the public right-of-way. I would like to include this in the Village Board memo this morning.

Thanks again.

Christopher Stilling, AICP
Assistant Director of Community Development
Village of Lombard
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Lombard, IL 60148
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stillingc@villageoflombard.org

9/10/2010