

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: Scott R. Niehaus, Village Manager

DATE: July 12, 2016 (B of T) Date: July 21, 2016

TITLE: Temporary Event – The Roomplace Tent Sale

SUBMITTED BY: Department of Community Development 

BACKGROUND/POLICY IMPLICATIONS:

The Department of Community Development transmits for your consideration a request for a time extension regarding a temporary special event permit for The Roomplace Tent Sale to take place from August 16 to 22, 2016.

Staff recommends approval of this request.

Fiscal Impact/Funding Source:

Review (as necessary):
Village Attorney X _____ Date _____
Finance Director X _____ Date _____
Village Manager X _____ Date _____

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: Scott R. Niehaus, Village Manager

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

DATE: July 21, 2016

SUBJECT: Temporary Event – The Roomplace Tent Sale

The Roomplace Tent Sale is scheduled from August 16-22, 2016. Per Code, Temporary Events are allowed for three (3) days with Village Staff approval. As the event is more than three (3) days, it will need Village Board approval.

There is one tent at 30 feet x 60 feet that will be placed in the parking lot. The purpose of the event is to sell furniture and home accessories. This event has occurred in the past.

RECOMMENDATION

Please place this item on the July 21, 2016 Village Board agenda for consideration. Staff recommends the Village Board grant the time extension for the requested additional days so the above event may be held as described.

