

MEMORANDUM

TO: William T. Lichter, Village Manager

FROM: David A. Hulseberg, AICP, Director of Community Development

DATE: April 6, 2006

SUBJECT: 114 S. Elizabeth Street – Sacred Heart German Fest

BACKGROUND

Sacred Heart will be hosting its annual German Fest which will take place from July 20 through July 23, 2006. According to Section 110.47 of the Lombard Code of Ordinances, Temporary Special Event permits are valid only for three days. Sacred Heart therefore requests an extension for this event from the Village Board. The church is also requesting to be allowed to display banners for the German Fest on public rights-of way and public property, subject to the approval of the Village Manager. An example of the proposed banner design is attached.

RECOMMENDATION

Staff recommends that the Village Board grant an extension to Sacred Heart German Fest so that they may hold their event as described above as well as the use of public rights-of-way and public property for the display of banners.