

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: William T. Lichter, Village Manager

DATE: September 27, 2003 (B of T) Date: October 7, 2004

TITLE: 1000 Rohlwing Road

SUBMITTED BY: Department of Community Development *DuH*

BACKGROUND/POLICY IMPLICATIONS:

Please find attached a memorandum requesting approval of an extension of a Temporary Special Event Permit for the Lombard Jaycees Haunted House for the period October 13 through October 31, 2004 Staff recommends approval of this request.

Please place this item on the October 7, 2004 Board of Trustees agenda.

Fiscal Impact/Funding Source:

Review (as necessary):

Village Attorney X _____ Date _____
Finance Director X _____ Date _____
Village Manager X *William T. Lichter* _____ Date *9/28/04*

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: William T. Lichter, Village Manager

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

DATE: October 7, 2004

SUBJECT: **Extension for Lombard Jaycees Haunted House Event**

The Lombard Jaycees submitted an application for a Temporary Special Event Permit for their annual Haunted House event. The proceeds of the event funds charitable activities of the organization. The Haunted House will be open from October 13 to October 31, 2004 and located at 1000 N. Rohlwing Road (the former Menard's Store). 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.

RECOMMENDATION:

Staff recommends that the Village Board grant an extension to the Lombard Jaycees so that they may hold their Haunted House event as noted above.