

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

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

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott R. Niehaus, Village Manager

DATE: March 7, 2014 (COW) (B of T) **Date:** March 20, 2014

TITLE: Lombard Historical Society Pioneer Life Display

SUBMITTED BY: David P. Gorman, Assistant Director of Public Works *DPG*

BACKGROUND/POLICY IMPLICATIONS:

A recommendation from the Environmental Concerns Committee to allow chickens to be kept at the Victorian Cottage at 23 W. Maple Avenue over the summer as part of a Pioneer Life display.

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

THROUGH: Carl S. Goldsmith, Director of Public Works *cg*

FROM: David P. Gorman, Asst. Director of Public Works *DPG*

SUBJECT: Request to Allow Chickens as Part of a Pioneer Life Display

DATE: March 7, 2014

The Lombard Historical Society has submitted a temporary event permit application to keep six chickens over the summer as part of a Pioneer Life display at the Victorian Cottage. Please present this memo to the Board of Trustees for their consideration on March 20th.

Background:

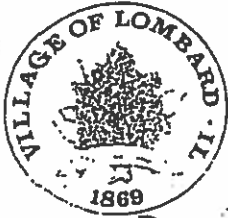
The Village's Nuisance Code §90.04 prohibits the keeping of livestock, including chickens, on residential properties. However, the Village's Business Regulations Code §110.40 has authorized Staff to issue temporary event permits in the past for activities such as petting zoos and pony rides, typically for no longer than three days. Staff finds that the Historical Society's request could be accommodated as a temporary event permit provided that the Board of Trustees grants a longer permit term, as per §110.47(E).

The Environmental Concerns Committee voted unanimously at their February meeting to recommend that the Board of Trustees grant the requested three-month term for this temporary permit application. The Committee discussed the following as part of their recommendation:

1. The chickens would be kept in a moveable pen in the yard during the day and then in the shed at night. The display would be historically significant and educational since Colonel Plum had kept chickens in the very same shed, which had been his coop.
2. The chickens would be returned afterwards to the service from which they were borrowed.
3. The neighboring properties include one house to the east, a church to the west, and a church parking lot to the south. The municipal parking lot separates the Victorian House's grounds and the church to the west. The owner of the house is fine with the proposal.

Recommendation:

The Environmental Concerns Committee (ECC) has voted unanimously to recommend that the Village Board authorize a temporary permit to allow up to six chickens for three months (May 30th through August 29th) at the Victorian Cottage property at 23 W. Maple Avenue. If so approved, Staff would consider this approval valid for future years at this specific location unless there is concern raised by either the Village President or the District 1 Trustee.



VILLAGE OF LOMBARD

TEMPORARY EVENT PERMIT APPLICATION

Date: 3/4/14

Permit No. _____

TYPE OF EVENT REQUESTED:

1. Outdoor Cafe/Food Sales
2. Outdoor Sale or Auction
3. Temporary Special Event
4. Carnival or Circus
5. Seasonal Outdoor Garden Sales

APPLICANT INFORMATION:

5. Name Allison Costanza (Victorian Cottage Coordinator)
6. Address 23 W. Maple St
7. City Lombard 8. State IL 9. Zip 60148
10. Telephone No. 630/629-1885 11. Date of Birth 1/14/84
12. Drivers License No. _____ 12a) State _____

OPERATOR INFORMATION:

13. Name Lombard Historical Society
14. Address 23 W. Maple St
15. City Lombard 16. State IL 17. Zip 60148
18. Telephone No. 630/629-1885
19. Principal Place of Business;
 - a) Address _____
 - b) City _____ c) State _____ d) Zip _____
 - e) Telephone No. ____/____
20. Is the operator a: Corporation Partnership Single Owner.
21. List Information for Officers, Partners, or Owner; use extra sheet if needed:
 - a) Name _____
 - b) Address _____
 - c) City _____ d) State _____ e) Zip _____
 - f) Telephone No. ____/____
 - g) Drivers License No. _____ h) State _____
 - h) Sales Tax Identification Number. _____

Village of Lombard
Temporary Event Application

INFORMATION FOR OFFICERS, PARTNERS, or OWNER:

a) Name _____
b) Address _____
c) City _____ d) State _____ e) Zip _____
f) Telephone No. ____ / _____
g) Drivers License No. _____ h) State _____

d) Name _____
e) Address _____
f) City _____ d) State _____ e) Zip _____
h) Telephone No. ____ / _____
i) Drivers License No. _____ h) State _____

g) Name _____
h) Address _____
i) City _____ d) State _____ e) Zip _____
j) Telephone No. ____ / _____
k) Drivers License No. _____ h) State _____

PROPERTY OWNER/OWNER-AGENT APPROVAL

I, _____ property owner/owner-
(Name)
agent for _____ do hereby grant
(Address of Property)
permission for the _____ (Special Event)
to be taken place at the above mentioned location on _____
(Date of Event)

Name: _____
Address _____

Signature: _____

Notary Public

EVENT INFORMATION:

22. Is this event sponsored by a not for profit organization? Yes No

22a) If yes, name and address of sponsoring organization:

Lombard Historical Society

23. Explain the event and list and describe any and all structures to be erected, including buildings, tents, booths, etc.:

As part of the Victorian Cottage Summer programming series we would like to bring life and hands on experiences to adults as well as children by hatching chickens on our site. With the help of volunteers a 3 month duration, upto 6 hens creating a marble colour straight shelting in Col Plums shed.

24. Location of Event 23 W. Maple Street

25. Date(s) of Operation May 30, 2014 to Aug 29, 2014

26. Hours of Operation 10am to 4pm Summer hours

27. Anticipated maximum attendance at any one time: _____

28. Name and Address of Property Owner; Lombard Historical Society - 23 W Maple St Lombard IL 60148

29. Describe the provisions made for sanitary facilities;

30. Describe the provisions made for security and crowd control;

We will be housing the chickens in Col Plums shed which has a concrete floor & lock.

Village of Lombard
Temporary Event Application

ON SITE CONTACT:

31. Operating manager or other person responsible for physical conditions at the event;
- a) Name Alison Costanzo, Vietnam Cottage Coordinator
b) Address 23 W. Maple St
c) City Lombard d) State IL e) Zip 60148
f) Telephone No. 630 / 624-1885

I, Alison Costanzo, hereby declare, under oath that the statements made herein are true and correct to the best of my knowledge and belief. I understand that:

- Any incorrect or fraudulent statement made in this application constitutes sufficient grounds for the immediate suspension and/or revocation of the permit within the Village of Lombard.
- That as a condition of this permit the Police Department, Fire Department, as well as other authorized officials of the Village of Lombard, are granted free access to the grounds of the event and to all booths, tents, buildings, and other structures erected for or used in conjunction with the event, to inspect and enforce compliance with the provisions of the permit.
- That the applicant, owner (s) and operator (s) agree to contact the Village of Lombard, Bureau of Inspectional Services at (630)620-5750 to schedule all required inspections for the Temporary Event prior to the start of the event.
- That the applicant, owner(s) and operator(s) agree upon receipt of a permit to indemnify, defend and hold harmless the Village of Lombard, its officers, agents, employees, representatives, and their assigns, from any and all claims, lawsuits or other liabilities directly or indirectly arising from, in consequence of, or in reference to the permit granted. In connection with any such claims, lawsuits or liabilities, the Village, its officers, agents, employees, representatives, and their assigns, shall have the right to defense of counsel of their choice. The applicant, owner (s) and operator(s) shall be solely liable for all costs of such defense and for all expenses, fees, judgments, settlements and all other costs arising out of such claims, lawsuits or liabilities.



Signature of Applicant

Sworn and subscribed to before me
This March day of 4, 2014

NOTARY PUBLIC

APPLICANT MUST FURNISH ALL ITEMS MARKED AT TIME OF APPLICATION:

_____ Evidence of insurance that a public liability and insurance policy shall be in force and effect at the time the temporary event is to be open to or maintained for public access. Said insurance policy shall maintain limits no less than: Comprehensive General Liability , \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. The Village of Lombard, its officials, employees and volunteers shall be listed as an additional insured on a primary and non-contributory basis and as certificate holder on the certificate of insurance. Automobile Liability:\$1,000,000 combined single limit per accident for bodily injury and property damage. Workers' compensation and Employers' compensation limits as required by the Labor Code of the State of Illinois and Employers' Liability limits of \$1,000,000 per accident (see section 110.43 of the Code of Ordinances for additional requirements).

_____ Cash bond in the amount of \$500 (as per section 110.44).

_____ Cash bond in the amount of \$1000 per week (as per section 110.44)

_____ Village of Lombard Food Handling Permit No. _____

_____ Plat of Survey showing location of structures, parking stalls, tents, curb cuts, etc. at the event location.

_____ Building plans or drawings showing the location of all exits, sanitary facilities, entrances/exits, fire alarms/life safety equipment, electrical connections to be used, and stages/platforms to be erected.

APPLICANT MUST DISPLAY ALL ITEMS MARKED AT EVENT:

_____ County Health Permit

_____ Village of Lombard Temporary Event Permit.

FEE: _____ \$50.00 per day.

_____ \$20.00 per week.

_____ \$150.00 per day for the first 15 attractions, plus \$10.00 per day for each additional attraction.

_____ Not for Profit Organization – Waiver of Fee Requested.

APPROVAL;

_____, Fire Department

_____, Department of Community Development

_____, Police Department

_____, Finance Department (Fee Paid)

_____, Village Manager (Waiver of Fee)