



## CITY COUNCIL AGENDA ITEM

**To:** Mayor Graham and City Council

**From:** Ted Shekell, Planning Director  
Walter Denton, City Administrator

**Date:** July 6, 2009

**Subject:** Special Event Permit – “C2G-The Invitation” (MOTION)

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**List of committees that have reviewed:** The Community Development Committee reviewed this application at its June 8, 2009 meeting. A quorum of the Committee was not established; therefore, a formal recommendation was not made, but the committee was supportive of the event conditioned upon meeting the requirements of the Parks Department. The application was forwarded to the City Council on June 15<sup>th</sup>. However, the site sketch and plans the church submitted had been changed and was sent back to the Community Development Committee for additional discussion.

At the June 22<sup>nd</sup> Community Development Committee meeting, the revised sketch was presented. MaryJeanne Hutchinson was present and reviewed with the Committee the church's event plans. Parks & Recreation have issued a Parks Special Event Permit for the event. The Police and Fire Departments have no issues with this request.

### **Background:**

- The applicant, New Life in Christ Church, is requesting approval of a special event permit for the “C2G-The Invitation” event to be held on Saturday, July 11<sup>th</sup> and Sunday, July 12<sup>th</sup> in Community Park. The event will run from 9:00 am to 6:00 p.m. each day.
- The event will feature activities for adults, teens and youth including food, a concert, games, kiddie rides, poetry, dance, etc.
- Applicant expects approximately 800-1,000 participants each day.
- Applicant will be promoting event via yard sale-type signs in congregants' yards, and elsewhere in O'Fallon where permitted by the City's Sign Ordinance, for a period of 5 days prior to the event.
- The event will provide adequate cooling and medical attention stations, dumpster, and additional toilets on site to supplement park provisions.
- Event has been coordinated through the Parks Department.
- No Police, Fire and EMS assistance is requested.
- Contingency plan for rain is to change the event to the multipurpose building on the church property.
- Insurance has been provided.

**Legal Considerations, if any:** None

**Budget Impact:** None

**Staff Review:** Staff recommends approval of the Special Event Permit.