



CITY COUNCIL AGENDA ITEM

To: Mayor Graham and City Council
From: Ted Shekell, Planning Director
Walter Denton, City Administrator
Date: September 21, 2009
Subject: Special Event Permit – Fall Fun Fair (MOTION)

List of committees that have reviewed: This application was received after the Community Development Committee's meeting on September 14, 2009. Therefore, the Committee did not review the application prior to it going to the City Council.

Background:

- Applicant: Wanda Parmentier for Cambridge House of O'Fallon
- Special Event Permit for a Fall Fun Fair on Saturday, October 10, 2009 at Cambridge House.
- Event will run from 1pm to 4pm
- Applicant expects 8-10 local organizations to provide musical entertainment, face painting, pony rides, and craft projects. No sales will take place.
- Booths for the organizations will be set up in the front portion of the parking lot.
- No special signage has been requested.
- Toilet facilities will be provided in Cambridge House.
- Expected attendance: 200 people
- In the event of rain, vendors will be moved indoors.

Legal Considerations, if any: None

Budget Impact: none

Staff Review: Pending favorable comments from the Police and Fire Departments, staff recommends approval of the Special Event Permit as proposed.