



AGENDA
COMMUNITY DEVELOPMENT COMMITTEE
Monday, July 22, 2013
6:00 PM
Mayor's Conference Room

I) Roll Call

II) Approval of Minutes – July 8, 2013

III) Items Requiring Council Action –

- A. Special Event Permit- Global Brew Pig Out
- B. North Parc Grove Subdivision- Final Plat (2nd Reading)
- C. MidAmerica Enterprise Zone Expansion (2nd Reading)

IV) Other Business – None

NEXT MEETING: Monday, August 12, 2013 – 6:00 P.M. – Mayor's Conference Room

General Citizen Comments: The City of O'Fallon welcomes comments from our citizens. The Illinois Open Meetings Act provides an opportunity for citizens to speak at all committee and Board meetings. However, 5 ILCS 120/1 mandates that NO action shall be taken on matters not listed on the agenda. Please submit your name to the chairman and limit your comments so that anyone present has the opportunity to speak.



**DRAFT MINUTES
COMMUNITY DEVELOPMENT COMMITTEE
6:00 pm, Monday, July 8, 2013**

Minutes of a regular meeting of the Community Development Committee of the City of O'Fallon, held in the Mayor's Conference Room, 255 S. Lincoln, O'Fallon, Illinois.

CALL TO ORDER: 6:10 p.m.

- I) **Roll Call** – *Committee members:* Gene McCoskey (vice chair), Harlan Gerrish, and Ray Holden. *Other Elected Officials Present:* Herb Roach, Richie Meile, John Drolet, Courtney Cardona, Michael Bennett, and Ed True. *Staff:* Walter Denton, Jeff Stehman, Pam Funk, Sandy Evans, and Anne Stevenson. *Visitors:* Marsha Maller, Kevin Wrigley

- II) **Approval of Minutes** – June 24, 2013. All ayes. Motion carried.

- III) **Items Requiring Council Action on** – July 1, 2013
 - A. Special Event Permit- Music of the Night 5K (Motion)- Staff gave a presentation about the event. Committee members and other aldermen were concerned about the race taking place on a busy road such as Seven Hills, particularly with the race occurring in the dark. Committee members asked for additional details regarding traffic safety, volunteers, and police assistance. Staff was directed to check with police to make sure they are aware the event is at night and see what type of assistance they are going to provide. They also requested the applicant be present at the next Committee meeting to answer questions before moving the request along to City Council.

 - B. 8548 Oak Hill School Road Annexation- Annexation petition was not discussed at request of the applicant who would like additional time to consider options before making a final decision.

 - C. Enterprise Zone Expansion (1st Reading)- Walter Denton gave an overview of the proposed expansion. No concerns were raised and the committee recommended approval with a vote of 3-0.

 - D. North Parc Grove Subdivision- Final Plat (1st Reading)- Staff provided a brief overview of the final plat and stated it was consistent with the preliminary plat. After a brief discussion regarding drainage, the committee recommended approval with a vote of 3-0.

- IV) **Other Business**
 - A. None

MEETING ADJOURNED: 6:40 p.m.

NEXT MEETING: Monday, July 22, 2013 – 6:00 P.M. – Mayor's Conference Room

Prepared by: Anne Stevenson, Assistant City Planner



MEMORANDUM

TO: Community Development Committee
FROM: Anne Stevenson, Assistant City Planner
THROUGH: Ted Shekell, Planning Director
DATE: July 22, 2013
SUBJECT: Special Event Permit – “Pig Out” (MOTION)

Project Summary

Applicant: Ryan High of Global Brew
Event: Pig Out (pig roast)
Date/Time: 11 am Saturday, August 10th to 2am Sunday, August 11th (normal business hours)
Location: Global Brew- 455 B Regency Park Drive

Event Details:

- Pig roast (food provided by 17th Street BBQ) and outdoor beer sales
- Event utilizes 7 parking space in front of the store (as shown on the attached site plan)
- Outdoor area to be surrounded by snow fence to contain patrons
- Live music (*indoors* only)

Signage Request:

- None

City Assistance Request:

- None

Notes:

- This event requires city council approval due to outdoor liquor sales

Staff Recommendation

The Police Department and Clerk’s Office had no issues with the request. Pending favorable comments from the Fire Department, staff recommends approval of the Special Event Permit.

PD - _____
FD - _____
City Clerk - _____



PLANNING & ZONING DEPARTMENT
255 S. Lincoln Avenue, 2nd Floor
O'Fallon, IL 62269
Ph: (618) 624-4500 x4
Fax: (618) 624-4534

<input type="checkbox"/> Attach proof of not-for-profit status
OR
<input checked="" type="checkbox"/> Provide \$50.00 application fee

CITY OF O'FALLON
JUL - 9 2013
DATE PAID

CC

APPLICATION FOR A SPECIAL EVENT PERMIT

Event Name: Global Brew Pig Out

Location of Event: Global Brew

Name of Event Organization: Global Brew, 17th St. BBA, + Shiner Beer

Mailing Address: 455-B Regency Park Dr

Business Address: 11 Phone: 618 632-1818

Name of person in charge of event (applicant) and mailing address: RYAN HIGH

2421 Copper Creek Rd Maryville IL 62062 Phone: 618 889-1777

Secondary Contact Person: RYAN Lowe 618 922-3442

Beginning Date / Times: 8/10/13 @ 11a Ending Date / Times: 8/10/13 @ 2a

THE FOLLOWING INFORMATION (WHERE APPLICABLE) MUST BE PROVIDED IN WRITTEN FORM BEFORE APPLICATION WILL BE PROCESSED.

1. **Narrative** (including hours of operation; activities provided; signage including dimensions, quantity location; traffic/parking plan; contingency plans for rain; plans for toilet facilities; security plan; expected attendance; etc).

2. Sketch plan of site.

ATTACHED [] NOT APPLICABLE

3. Permission letter from property owner, if applicant is not the property owner.

ATTACHED [] NOT APPLICABLE

4. Proof of not-for-profit status.

[] ATTACHED NOT APPLICABLE

5. Proof of Liability Insurance should be provided and if event is held City property, **City of O'Fallon**, should be named as an additional insured in the amount of One Million Dollars (\$1,000,000).

ATTACHED [] NOT APPLICABLE

6. Damage bonds or cash deposit to protect City facilities (this would be mainly for out-of-town sponsors) in the amount of \$300,000.

[] PAID NOT APPLICABLE

7. Liquor license information for beer sales (including hours of sale): 11a-2a
(Attach release/indemnification forms and a copy of the liquor license and certificate of liquor liability)

8. List for profit vendors and sales tax numbers (to verify that sales tax is collected and remitted) to be provided prior to event: N/A

9. Special consideration requests such, as City provided assistance. (Fees may be charged for these services). Please include specific considerations requested in narrative or as an attachment.

NONE REQUESTED

Street Department, IDOT (for street closings, signalization, and detour routes)

Parks Department

Police Department

Fire and EMS Department

10. Coordinate all food concessions with St. Clair County Health Department at (618) 233-7769.

PERMIT REQUIRED (please attach copy)

NOT APPLICABLE

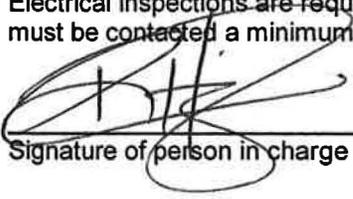
11. American Disability Compliance

ATTACHED

NOT APPLICABLE

As part of the approval of this Special Event Permit, temporary signs for said Special Event shall be permitted as provided for in the City Sign Ordinance or as otherwise approved by the City Council.

Electrical inspections are required for all new exterior electrical connections. The City electrical inspector must be contacted a minimum of twenty-four (24) hours prior to inspection.


Signature of person in charge of event

7/9/13
Date of Submission

FOR OFFICE USE ONLY

PLANNING & ZONING DIRECTOR ADMINISTRATIVE APPROVAL: () YES () NO

APPROVED PLANNING DIRECTOR & DATE _____

All other requests for "Special Events Permits" not approved by the Planning Director shall go before the City Council for their approval.

APPROVED: CITY COUNCIL _____ (DATE)



July 9, 2013

RE: Global Brew Pig Out

Global Brew is teaming up with 17th Street BBQ and Shiner Beer for a pig roast, to be held at Global Brew on Saturday, August 10. We are requesting a special event permit to sell beer in the designated area of the parking lot (see attached). This area will include a snow fence perimeter to contain the patrons.

The designated area will include the *Mobile Brew* van, (2) 10' x 10' pop up tents, (6-10) pub tables and a 10' x 20' cooking area for 17th Street to serve the food. You will note that no handicap parking spots were compromised in the layout of the designated area.

Utilizing 7 parking spaces in front of Global Brew storefront.
All food handling will be executed by 17th Street BBQ as permitted by the St. Clair County Health Department.

This event will last for the duration of normal business hours: 11:00am - 2:00am, with food service beginning at 1:00pm.

We have provided a letter from the building owner, 455 Regency Partners, containing their written approval of parking lot usage.

Please contact Ryan High at (618) 889-1777 with any additional questions.

Sincerely,

A handwritten signature in black ink, appearing to read "R. High".

Ryan High
Global Brew, Inc.

Attached: Certificate of Liability, Parking Lot Approval Letter, Event Location Sketch, Special Event Application.

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/08/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Insurance Partnership (28) 200 University Park Drive Suite 260 Edwardsville, IL 62025	CONTACT NAME: Ryan Matthews	FAX (A/C, No): 618 307-5943	
	PHONE (A/C, No, Ext): 618 307-5941	E-MAIL ADDRESS:	
INSURED Global Brew Inc. 2421 Copper Creek Maryville, IL 62062	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Illinois Casualty Company		
	INSURER B : Employers Mutual Casualty Compa		
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		BP34439	11/15/2012	11/15/2013	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 2,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	EIG1390025	11/15/2012	11/15/2013	WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liabi		LL96179	11/15/2012	11/15/2013	1,000,000/1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Loc# 2 - 455-B Regency Park Dr.; O Fallon, IL
 Global Brew Tap House & Lounge - Pig Out 2013 on 8/10/2013
 Outdoor: Parking Lot

CERTIFICATE HOLDER

CANCELLATION

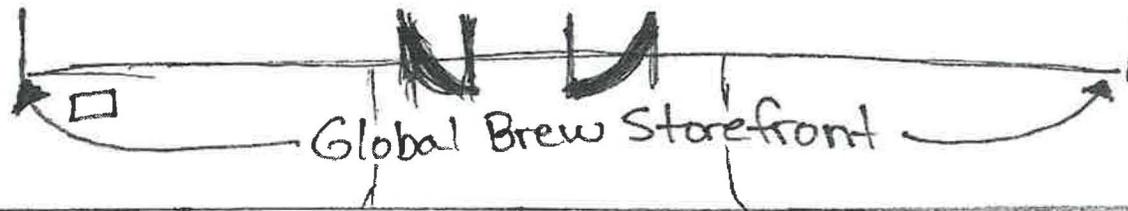
City of O'Fallon
 255 S Lincoln
 O Fallon, IL 62269

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

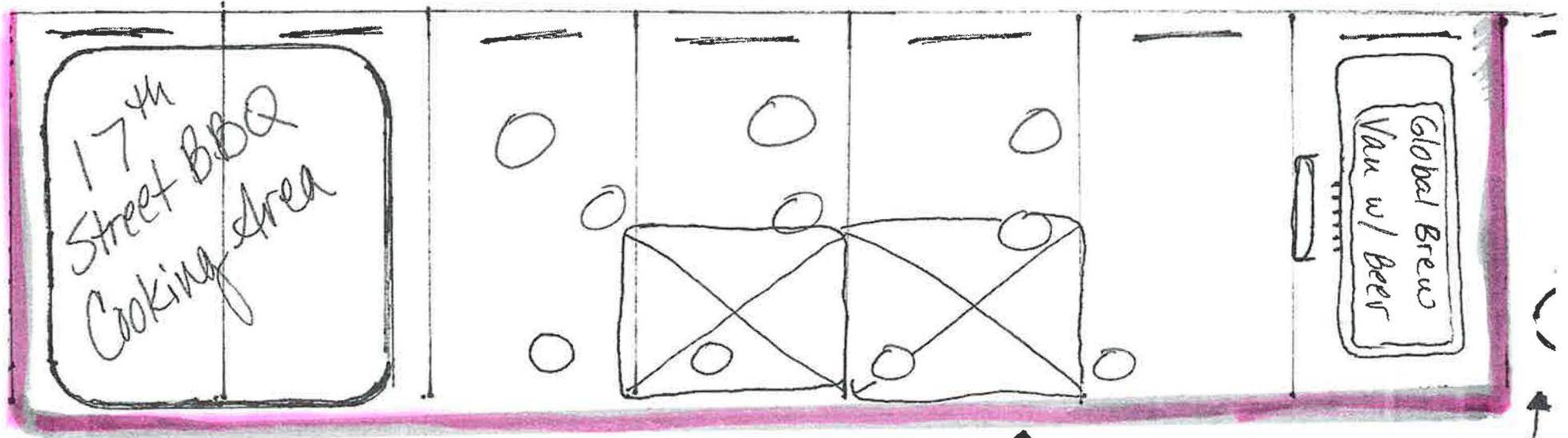
AUTHORIZED REPRESENTATIVE

Michael W. Harwood

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SIDEWALK →



Handicap Parking

○ = tables

⊠ = 10'x10' tent (weighted)

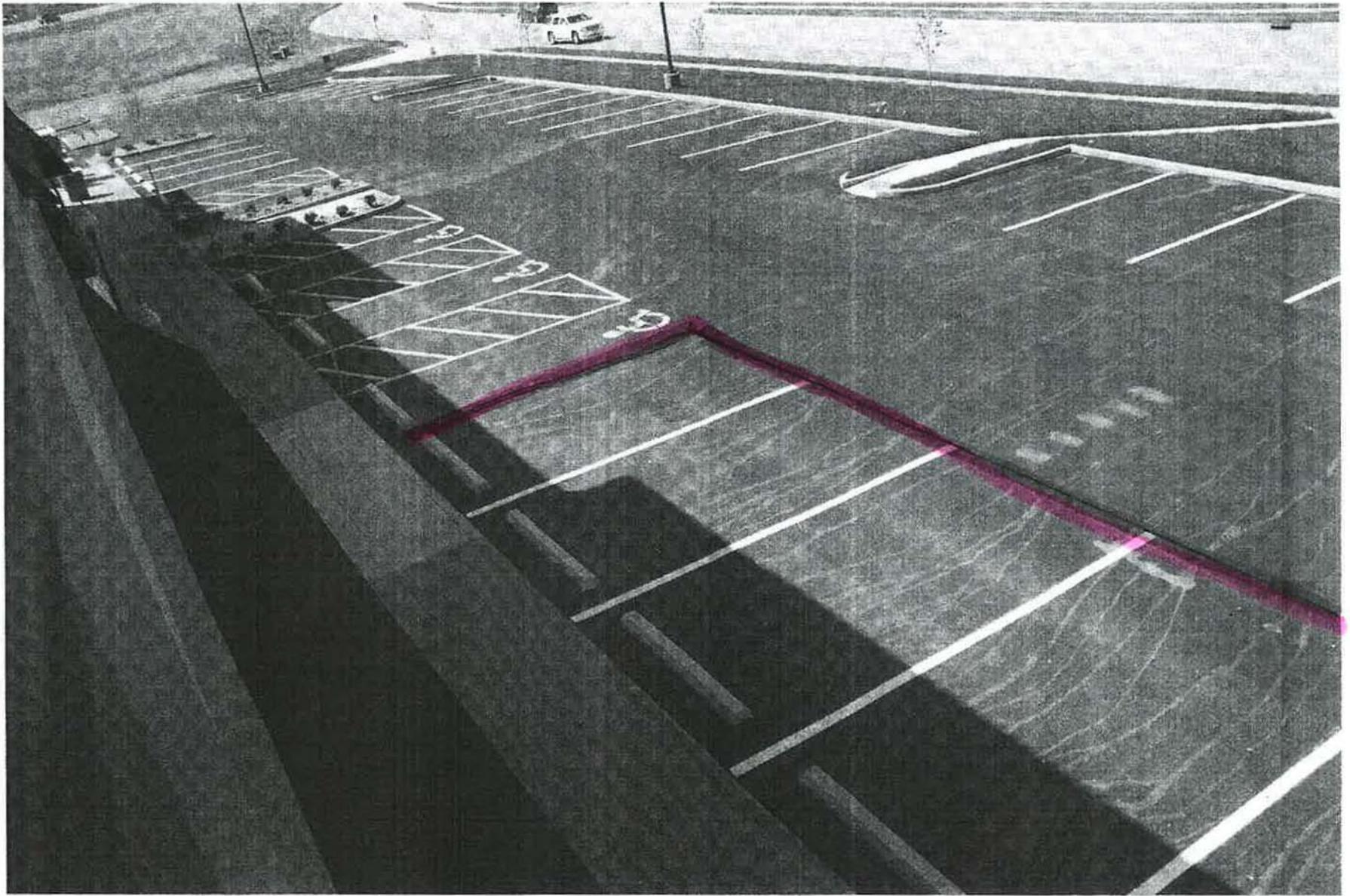
↑ Snow Fence

Handicap Parking

Saturday, August 10









314-B Fountains Parkway
Fairview Heights, IL 62208
618-632-1212 Office
618-632-1211 Fax
www.jpisites.com

To: Ryan High
Global Brew

July 3, 2013

From: Terry Johnson
455 Regency Partners

Re: August 10th Outdoor Event

The owners of 455 Regency have given approval of the usage of the parking lot for your event on Saturday, August 10 for Global Brew.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry Johnson", written in a cursive style.

Terry Johnson

Our Experience Makes the Difference!

SHINER PIGOUT

NOTHING'S FINER THAN LIVE MUSIC, BBQ & BEER
FEATURING MUSIC BY WHEELHOUSE

Pig Roast & Barbeque brought to you by 17th Street BBQ!



GLOBAL BREW
TAP HOUSE & LOUNGE

BAND
STARTS
@ 3:00

455 REGENCY PARK
O'FALLON, IL

BBQ SERVED AT 1:00 PM
AUGUST 10TH



GlobalBrew
tap house & lounge



CITY CLERK
JUL 09 2013 11:28:00 AM
FILED



Date submitted: 7/9/13

**SPECIAL EVENT PERMIT APPLICATION
(LICENSE HOLDER)**

REQUEST FOR APPROVAL TO SELL OR SERVE ALCOHOL FOR A SPECIAL EVENT

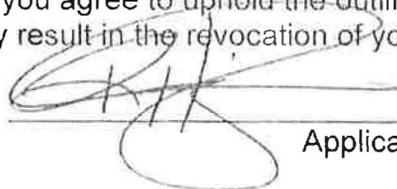
1. Name of applicant Global Brew Tap House & Lounge (Ryans High)
 2. Name of establishment: Global Brew Tap House & Lounge
 3. Mailing address 2421 Copper Creek Rd. MARQUETTE IL 62062
Telephone (618) 889.1777
 4. Liquor License classification: _____
- 4/5
6
7
8
- A. Will this event be held on City property/City street? Yes No
 - B. Location of event Global Brew - 455-B Regency Park
 - B. Date(s) of event 8/10/13
 - T. Description of activity planned: Pig Roast featuring Shiner Beer Co in Designated area of parking lot

Attach Certificate of Dram shop Liquor Liability Insurance covering the sale of liquor outside of permanent structure of the licensed premises.

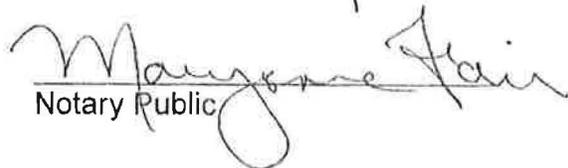
Restrictions:

- Sales must be made on the license premises as defined in the original license application.
- No sales will be permitted or consumption allowed on any public property.
- The area used for the special event must be enclosed or designated in some manner to mark boundaries for the event.
- No alcohol may be removed from the enclosed or designated boundary of the event.

Acknowledgement: By signing this application you agree to uphold the outlined restrictions. The penalty for breaking such may result in the revocation of your liquor license.


Applicant signature

Subscribed and sworn to before me this
9th day of July 2013.


Notary Public

