



AGENDA
COMMUNITY DEVELOPMENT COMMITTEE
Monday, August 22, 2016

6:00 PM

**Public Safety Building
285 North Seven Hills Road**

I) Roll Call

II) Approval of Minutes – August 8, 2016

III) Items Requiring Council Action – Tuesday, September 6, 2016

- A. SEPA – Peel Oktoberfest (Motion)
- B. SEPA – VFW – POW / MIA Recognition Event (Motion)
- C. Fairwood East Pool Abandon Property (Resolution)
- D. Annexation of 120 & 130 Behrens Drive (2nd Reading) – NO CHANGE

IV) Other Business – None

NEXT MEETING: September 12, 2016 – 6:00 P.M. – Public Safety Building

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.



MINUTES
COMMUNITY DEVELOPMENT COMMITTEE
6:00 PM Monday, August 8, 2016

Minutes of a regular meeting of the Community Development Committee of the City of O'Fallon, held at the Public Safety Building, 285 N. Seven Hills Road, O'Fallon, Illinois.

CALL TO ORDER: 6:35 PM

- I) Roll Call** – *Committee members:* Jerry Albrecht, Gene McCoskey, David Cozad, Harlan Gerrish and Ray Holden. *Other Elected Officials Present:* Herb Roach, Robert Kueker, Richie Meile, Matt Smallhear, Matt Gilreath, and Kevin Hagarty,. *Staff:* Walter Denton, Pam Funk, Grant Litteken, Ted Shekell, James Cavins, Jeff Stehman, Sandy Evans and Justin Randall. *Visitors:* Ron Zelms, Charlie Pitts, Stu Kasten, Fred Boch, Craig Hubbard, Jerry Mouser and Vern Malare.
- II) Approval of Minutes from Previous Meeting** – All ayes. Motion carried.
- III) Items Requiring Council Action**
- A. 115 Elm Street Demolition (Resolution) – Jeff Stehman presented the committee with the bids for the demolition of 115 Elm Street, ranging from \$9,089.91 to \$17,500.00. Stehman recommended awarding the contract to Hayes Contracting at \$9,089.91. The committee discussed the bids and recommended the contract be awarded to Hayes Contracting with a 5-0 vote.
 - B. 120 & 130 Behrens Annexation (1st Reading) – Ted Shekell provided an overview of the annexation of 120 Behrens (Steve's Auto Body) and 130 Behrens (The Hut). Shekell indicated the annexation agreements were approved in 2010 and this is the formal annexation of the properties. The committee discussed the annexation and recommended the annexation of the two properties with a 5-0 vote.
 - C. Gasser Rezoning (2nd Reading) – Justin Randall indicated there were no changes from 1st Reading.
 - D. Marriott TownePlace Suites (2nd Reading) – Justin Randall indicated there were no changes from 1st Reading.
 - E. Comprehensive Plan and Future Land Use Map Amendment (2nd Reading) – Justin Randall indicated there were no changes from 1st Reading.
 - F. Old City Hall – Planned Use / Minor Subdivision / Redevelopment Agreement (2nd Reading) – Justin Randall indicated there were no changes from 1st Reading.
 - G. Betty Lane Warehouses (2nd Reading) – Justin Randall indicated there were no changes from 1st Reading.
 - H. 8676 East Highway 50 Boat, RV and Vehicle Storage – Planned Use (2nd Reading) – Justin Randall indicated there were no changes from 1st Reading.
- IV) Other Business - None**

MEETING ADJOURNED: 7:00 PM

NEXT MEETING: August 22, 2016 – Public Safety Building

Prepared by: Justin Randall, Senior City Planner



MEMORANDUM

TO: Community Development Committee
FROM: Justin Randall, Senior City Planner
THROUGH: Ted Shekell, Community Development Director
DATE: August 22, 2016
SUBJECT: Special Event Permit – Peel Brewing Company “Oktoberfest” (MOTION)

Project Summary

Applicant: Brandon Case, Peel Wood Fired Pizza and Brewery
Event: Peel Brewing Company Oktoberfest
Date/Time: Saturday, October 1st from 2:00 PM to 11:00 PM
Location: Peel Wood Fired Pizza and Brewery and Cherry Street, between 1st Street and 2nd Street

Event Details:

- Event will include food, beer and bands in the building and on Cherry Street, between 1st Street and 2nd Street.
- Bands will play music during the event.
- Applicant has permission from the Labor Hall to use the grassy area on Cherry Street for tables and chairs for seating and dining.
- Applicant has discussed the event with residences on 2nd Street and businesses on 1st Street.
- Additional parking has been arranged with St. Clare School and the use of other public parking lots around the area (City Hall, City Hall Annex).
- Toilet facilities will be provided in the business and additional portable toilets will be provided.
- The expectation is for 300-500 guest for the event.

Signage Request:

- Yard sign on State Street and other yard signs to direct traffic to alternative parking locations.
- A new request for this year's event is to place banners on the 9 street lights along 1st Street in Peel block. The applicant would like the banners to be up from September 7th through October 1st. The banners would be down within a week of the event.

City Assistance Request:

- Street Closures:
 - Cherry Street between 1st Street and 2nd Street

Notes:

- This is the second year of the Peel Oktoberfest, with no issues occurring last year.
- Last year's event had about 375 people throughout the day.

Staff Recommendation

City staff has reviewed and has received input from city departments for the event. The Fire Department requested clear access be maintained to the Fire Department Connection. The Public Safety Department has request due to the nature of the event for the applicant to hire officers to assist with security for the event. Staff is recommending approval of the Special Event Permit with the following conditions:

1. Clear access to the Fire Department Connection must be maintained throughout the event.
2. Two police officers will be required to assist in providing security for the event for 4 hours at \$40 an hour paid to the officers two weeks prior to the event.
3. The O'Fallon Public Safety Director or the onsite officer supervising the police protection, shall have the authority if deemed necessary, to request mutual aid from other municipal police departments, the St. Clair County Sheriff's Department and the Illinois State Police. All expenses and costs related to the mutual aid shall be borne by and paid by Peel Wood Fired Pizza and Brewery to the department providing the mutual aid.
4. Alcohol shall not leave the perimeter of the event.
5. Cherry Street shall be cleaned up and open to traffic one hour after the conclusion of the event.
6. Prior to installation of the banners, approval from Public Works is needed on the installation method for the brackets the banners will hang from.
7. Banners must be removed within one week of the event.
8. Additional insurance must be provided for the duration of the banners being located on the light poles.

Fire _____
Police _____
Public Works _____
Parks + Rec _____
City Clerk _____



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

Attach proof of not-for-profit status with application

OR

Provide \$50.00 application fee with application *K*

CITY OF O'FALLON
AUG 05 2016 3324
DATE PAID \$ 50

APPLICATION FOR A SPECIAL EVENT PERMIT

Event Name: Peel Brewing Co. Oktoberfest

Location of Event: 104 South Cherry St / Cherry Street

Name of Event Organization: Peel Wood Fired Pizza + Brewery

Name of person in charge of event (applicant) and mailing address: Brandon Case (Eduard)
104 South Cherry St., O'Fallon, IL 62269 (659-8561)

Phone: 618-806-4523 E-Mail: brandon@peelpizza.com

Secondary Contact Person: Jason Castillo (General Manager)

Phone: 618-726-2244 E-Mail: jason@peelpizza.com

Beginning Date / Times: 1 October 2016 2pm Ending Date / Times: 1 October 2016 11p.m

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, etc...; traffic/parking plan; contingency plans for rain; plans for toilet facilities; security plan; expected attendance; etc...).

ATTACHED

2. Sketch plan of site.

ATTACHED

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

ATTACHED NOT APPLICABLE

4. Proof of not-for-profit status (so that application fee can be waived.)

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

*Labor Hall ✓
Brad McMillin ✓*

2:00pm to 11:00pm
applied copy attached

7. Liquor license information for beer sales (including hours of sale): Submitted (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:

Not Applicable

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 attached letter

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.

Brandon Case
Signature of Applicant/ person in charge of event

5 August 2016
Date of Submission

FOR OFFICE USE ONLY

ELIGIBLE FOR ADMINISTRATIVE APPROVAL? () YES (X) NO CC ML 8/8/16

ADMINISTRATIVE APPROVAL CONDITIONS:

APPROVED BY COMMUNITY DEVELOPMENT DIRECTOR & DATE _____

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

APPROVED: CITY COUNCIL _____ (DATE)

Peel Wood Fired Pizza & Brewery

Oktoberfest

1 October 2016

Special Event Permit Narrative:

The event will be held on 1 October 2016 from 2:00 pm to 11:00 pm. Food/Drinks/Bands and possibly some games/contests. Most signage will be near or on our building. We would also like to request permission for "yard signs" to be allowed near State Street to direct additional parking into the St. Clare lot. Parking will be in the lots, streets and additional parking in St. Clare lot with their permission. Oktoberfest will go off rain or shine, tents will be available if needed. Toilets will be located outside (rentals) also we have a male and female restroom inside the restaurant. Event will be heavily staffed by Peel members for security and alcohol consumption. All Peel employees have been trained under the BASSET Program through the Illinois Liquor Commission. Wrist bands will be issued to guests that are over 21 and will be consuming alcohol. This is the second year for our event, last year we had 375 people attend the event throughout the day. We are looking to increase the number of people attending this year by extending the event and bringing in an additional band. We had no alcohol related issues nor did we have any incidents occur at our event and we plan to keep it that way. Security and the safety of our guests is always a top priority to us!

We will be requesting the O'Fallon Street Department provide proper barricades and signage to stop traffic.

We would also like to request from the O'Fallon Parks Department to provide fencing to keep people from entering non event space west of Cherry Street and the green space owned by the Labor Hall.

Peel Wood Fired Pizza + Brewery Oktoberfest 10 Oct. 2016

Green Space Area
 Band Stage
 Portapotties
 Labor Hall
 Kids Area
 Lukenbeeth
 Too

Tables & Chairs
 Side walk

4 way stop
 2nd street closed

Beer/Bar

Food area

Cherry Street
 Tables & chairs

Bar
 +
 Merch
 +
 Misc
 items

1st street closed

Side walk

Registration Tent

Peel Wood Fired Pizza
 & Brewery (current location)

Parking lot
 Front sidewalk

Indoor restrooms
 2nd Floor

NA



ADDITIONAL REMARKS SCHEDULE

AGENCY Charles L. Crane Agency Co.		NAMED INSURED 800 Degree Wood Fired PizzaLLC 801 Degree Wood Fired Pizza LLC dba Peel Wood Fired Pizza 921 Arbor Vitae, Suite 101 Edwardsville, IL 62025	
POLICY NUMBER SEE PAGE 1		EFFECTIVE DATE: SEE PAGE 1	
CARRIER SEE PAGE 1	NAIC CODE SEE P 1		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:

★ Peel Brewing Co. Oktoberfest
 104 South Cherry Street, O'Fallon IL 62269
 10/1/16 2pm -11pm

Brad McMillin Realty
1415 W US Hwy 50
O'Fallon, IL 62269
(618) 624-4471

August 2nd, 2016

RE: Peel Event

To Whom It May Concern:

I, Brad McMillin, own of the premises located at 104 S Cherry St. in O'Fallon, IL, and currently lease the building to Peel Wood Fired Pizza. I hereby grant permission for Peel to utilize the space for their event in October.

If you have any additional questions, please feel free to contact me at (618) 624-4471.

Thank you,

A handwritten signature in black ink that reads "Brad McMillin". The signature is written in a cursive style with a large initial "B".

Brad McMillin
Brad McMillin Realty
Owner



ST. CLAIR COUNTY HEALTH DEPARTMENT

19 PUBLIC SQUARE, SUITE 150
BELLEVILLE, ILLINOIS 62220-1624
www.health.co.st-clair.il.us



August 4, 2016

Mary Stiehl, Ph. D.
President, Board of Health

Barbara A. Hohl, B.S., L.E.H.P., R.E.H.S.
Executive Director

Administrative/Fiscal
618.233.7703
618.825.4443 fax

Community Health /
IL Breast and Cervical Cancer &
WISEWOMAN Programs
618.233.7703
618.233.7713 fax

Communicable Disease
618.233.6175
618.233.9356 fax

Southwestern Illinois
HIV Care Connect
618.825.4501
618.825.4585 fax

Environmental /
Emergency Preparedness
618.233.7769
618.236.0676 fax

Personal Health /
Maternal-Child Health Programs
618.233.6170
618.236.0821 fax

801 Degrees Wood Fired Pizza- (Peel)
104 South Cherry St.
O'Fallon IL 62269

Re: Facility Compliance

Dear City Official:

As of August 6, 2015, Brandon Case, with Peel – 801 Degrees Wood Fired Pizza has contacted the health department and verified that a separate application for a permit to operate a special event on October 1, 2016 has been reviewed. No additional permit is necessary. The St. Clair County Health Department, Environmental Health Division, Belleville, Illinois will be conducting their routine inspection to verify compliance with the St. Clair County Retail Food Establishment Sanitation Ordinance (19-4).

Upon review of the inspection regulations, it was concluded that no additional permit is required for a single day event. This facility meets the requirements of the Ordinance with food preparation occurring in their existing kitchen as the commissary.

If you have any questions, please feel free to contact me at (618)233-7769, Monday thru Friday, 8:00 a.m. to 4:00 p.m.

Sincerely,

Sharon Valentine
Environmental Health Manager



Date: 08/05/2016 [03:03:30 PM CDT]
From: jason@peelpizza.com
To: Brandon Case <brandon@peelpizza.com>
Subject: Fwd: Peel Wood Fired Pizza

Jason Castillo
General Manager
Peel Wood Fired Pizza and Brewery
618-726-2244
www.peelpizza.com

Labor Hall property

Begin forwarded message:

From: "Travis Craig" <tcraig8309@yahoo.com>
Date: August 3, 2016 at 2:13:25 PM CDT
To: <jason@peelpizza.com>
Subject: Re: Peel Wood Fired Pizza

Jason,

We have no issues with peel using the lot for that date as long as insurance is provided. Feel free to contact me on my cell 618-560-1813 if you have any questions
Thanks

Sent from my iPhone

On Aug 3, 2016, at 9:44 AM, <jason@peelpizza.com> <jason@peelpizza.com> wrote:

Travis

I would like to ask permission again to use your grass area for our Oktoberfest on 10/1/16 from 2pm to 11pm. Like always we will be able to send over the insurance showing we are covered for that day on your property. We plan to get all paperwork into the city formally by the end of the week.

Please let me know if there are any issues with us moving forward on this or if you need anything else from us.

Thank you,

Jason Castillo
General Manager
Peel Wood Fired Pizza and Brewery
618-726-2244
www.peelpizza.com

AUG 05 2016 \$ 8.00

DATE PAID



Date submitted: 2 August 2016

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

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

1. Name of applicant Brandon Case
2. Name of establishment: Peel Wood Fired Pizza & Brewery
3. Mailing address 104 South Cherry Street, O'Fallon, IL 62269
Telephone 618-726-2244
4. Liquor License classification: F
4. Will this event be held on City property/City street? Yes No
5. Location of event 104 South Cherry St.
6. Date(s) of event 1 October 2016
7. Description of activity planned: Peel Brewing Co. Oktoberfest

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.

Brandon Case
Applicant signature

Brandon Case 5 Aug. 2016

Subscribed and sworn to before me this 5th day of August 2016

Vicki J. Evans
Notary Public



Letter ID:L1224238864



STATE OF ILLINOIS
LIQUOR CONTROL COMMISSION
Governor Bruce Rauner

1C-1124075

License Number

IN ACCORDANCE WITH THE LIQUOR CONTROL
ACT OF 1934, THIS CERTIFIES THAT:

801 DEGREES WOOD FIRED PIZZA
PEEL WOOD FIRED PIZZA
104 S CHERRY ST
O FALLON IL 62269-2046

St. Clair

HAS PAID ALL FEES
AND IS ISSUED A
LICENSE IN THE
FOLLOWING CLASS:

**BREW PUB
COMBINED**

ISSUE DATE:

05/24/16

Effective:

07/01/16

THIS LICENSE
EXPIRES ON:

06/30/17

THIS LICENSE MUST BE FRAMED AND HUNG IN PLAIN VIEW
IN A CONSPICUOUS PLACE ON THE LICENSED PREMISES.
Warehouse: N/A

Sales Tax Acct # **41400372**

THIS LICENSE NOT TRANSFERABLE
AS TO PRINCIPAL

STATE OF ILLINOIS

COUNTY OF ST. CLAIR

License Classification: F Yearly

Number: 13030

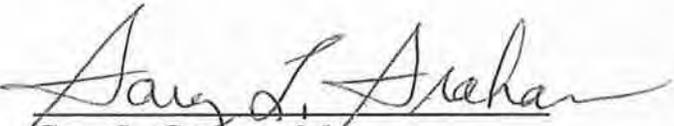
\$900.00

CITY OF O'FALLON

IN PURSUANCE OF AUTHORITY

Permission is hereby given to 801 DEGREES WOOD FIRED PIZZA LLC D/B/A PEEL WOOD FIRED PIZZA, to sell Retail Alcoholic Liquor & Malt Beverages at 104 S CHERRY ST., in the said City, from the 1st day of May A.D. 2016, until the 30th day of April A.D. 2017, at 11:59 o'clock PM, subject to the Ordinances of said City in such cases made and provided, and to revocation by the Mayor of said City at any time at his discretion.

Witness the hand of the Mayor of said City and the Corporate Seal thereof, this 26th day of April 2016.


Gary L. Graham, Mayor

ATTEST:


Philip A. Goodwin, City Clerk



O'Fallon
ILLINOIS



STATE ST

Light poles with Banners

1ST ST

Event Area

2ND ST

Additional Parking

Additional Parking

Additional Parking

CHERRY ST

LINCOLN AVE

3RD ST



MEMORANDUM

TO: Community Development Committee
FROM: Justin Randall, Senior City Planner
THRU: Ted Shekell, Planning Director
DATE: August 22, 2016
SUBJECT: Special Event Permit – VFW POW/MIA Appreciation Day (MOTION)

Background:

- Applicant: O'Fallon VFW Post 805
- Location: VFW Post 805, 221 W First Street, O'Fallon
- Date:
- Event to honor the area POW/MIA members and their spouses.
 - Requesting parking on 1st Street to be reserved for area POW's and their family member and the Illinois VFW and American Legion State Commanders.
 - Barricades would be in place from 8:00 AM until 11:00 AM when the ceremony begins.
 - Ceremony will be inside the VFW from 11:00 AM – approximately 1:00 PM
- Estimated attendance will be 300 people
- Toilet facilities will be provided in the VFW building with a handicap temporary facility brought into the park area.
- Small 2 x 3 signs will be posted in the downtown area the day of the event.
- Additional parking will be on 2nd Street and St. Clare school.

Staff Recommendation: The Police, Public Works and Fire Departments had no issues with the request. Staff recommends approval of the VFW POW/MIA Appreciation Day.

PD
PW



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

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

on file 8-15-16

APPLICATION FOR A SPECIAL EVENT PERMIT

Event Name: POW/MIA Recognition Ceremony

Location of Event: VFW POST 805, 221-223 WEST 1ST STREET

Name of Event Organization: SCOH POW/MIA Council

Name of person in charge of event (applicant) and mailing address: CHIP SHAFFER - PAST
529 OSAGE DRIVE, O'FALLON IL. 62269

PAST COMMANDER

Phone: 618-567-5315 E-Mail: GRUMMAN3@ICSS.NET

Secondary Contact Person: TERRY JENKINS

Phone: 618-772-9345 E-Mail: JENKINST4K@YAHOO.COM

Beginning Date / Times: Sept 17, 2016 0800 Ending Date / Times: Sept 17, 2016 1300

(1PM)

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, etc...; traffic/parking plan; contingency plans for rain; plans for toilet facilities; security plan; expected attendance; etc...).

ATTACHED

2. Sketch plan of site.

ATTACHED

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

ATTACHED

NOT APPLICABLE

4. Proof of not-for-profit status (so that application fee can be waived.)

ATTACHED

NOT APPLICABLE

on file 8-15-16

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): N/A
(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 Applicant/ person in charge of event

15-AUG-2016
Date of Submission

FOR OFFICE USE ONLY

ELIGIBLE FOR ADMINISTRATIVE APPROVAL? () YES NO

12.8.16.16

ADMINISTRATIVE APPROVAL CONDITIONS:

APPROVED BY COMMUNITY DEVELOPMENT DIRECTOR & DATE _____

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

APPROVED: CITY COUNCIL _____ (DATE)

City of O'Fallon Illinois
Community Development Department
Application for a Special Event Permit attachment

Scott POW/MIA Recognition Ceremony September 17, 2016, hosted by VFW Post 805 221-223 West First Street, O'Fallon Illinois 62269

This will be the 25th annual POW/MIA recognition ceremony and the 6th year it has been sponsored by VFW Post 805.

The following narrative is being provided per Title XI: Business Regulations, Chapter 118: Special events

1. Traffic and Parking plans: We are requesting to restrict parking from the intersection of South Cherry Street and West First Street down to Fezziwigs market place. The parking would be for area POW's their family members and visiting VIP's. IE: Illinois VFW and American Legion State Commanders. Additional parking will be along west 2nd street and St. Clair Catholic School parking/playground lot. Estimated attendance is 300, many of them our older veterans.
2. Contingency Plans: None required as it will be held indoor of VFW Post 805.
3. Proof of Liability insurance: N/A. VFW Post 805 has their own insurance.
4. Damage Bond: N/A
5. Health Permits: N/A VFW Post 805 has current Illinois Health permits.
6. Liquor License: N/A VFW Post 805 has current liquor license.
7. Plans for Toilet Facilities: There will be an additional handicap port-a-potty placed in the park area with the additional facilities within VFW Post 805.
8. A list of for-profits vendors: N/A donuts, lunch, deserts, coffee are being provided free of charge to those attending. There will not be any for-profit vendors allowed!
9. Security Plan: This will be attended by veterans, Wounded Warriors and their family members. The primary concern for security is an elderly veteran getting lost heading to the bathroom. This is a serious ceremony and it is attended by serious American's.
10. ADA Compliance: VFW Post 805 is a grandfathered facility. However every effort has been make to bring the facility into compliance. There is a ADA ramp that runs along the building into the large hall. There will be an ADA compliant port-a-potty in the park next to the building.
11. The name and phone number for the person in charge of the event, secondary contact and third contact:
1. Chip Shaffer, 529 Osage Drive O'Fallon Illinois 618-567-5315 e-mail: grumman3@icss.net. 2. Terry Jenkins, 221 W Mill Street, Marissa Illinois, 618-772-9345 e-mail JenkinsT4K@yahoo.com or 3. Fred Schmitt, 618-698-7285 e-mail: Fschmitt071@yahoo.com
12. Special Consideration Request: Request barricades to restrict parking that will be picked up by members of VFW Post 805 September 16, 2016 being put into place and monitored by O'Fallon Township High School AFJROTC from September 17, 2016 0800 till September 17, 2016 1100 local. Barricades will be returned the same day by members of VFW Post 805 to the O'Fallon Public Safety building.
D: Temporary signs are directional signs only and will be put out early on September 17, 2016 and picked up later that day.
E: There will be no exterior electrical connections.

Respectfully Submitted

Chip Shaffer
VFW Post 805 Past Post Commander
& Member of Scott POW/MIA Council



221 W Mill Street, Marissa IL 62257

June 15 2016

Dear Sir/Madam:

The Scott POW/MIA Council is a non-profit organization dedicated to the support and recognition of ex-prisoners of war, their families, and those still listed as missing in action. In addition, it works directly with the National League of Families, and both national and local veterans' organizations, to facilitate public awareness regarding POW/MIA issues. All donations and money raised through fundraising efforts are used to support the POW/MIA cause, both directly and indirectly, through the annual recognition ceremony and accompanying free meal, maintenance of the POW/MIA Monument on Scott Air Force Base, and providing information to area residents regarding our efforts to support those who have sacrificed so much for our nation's freedom.

The Scott POW/MIA Council will hold its 25th Annual POW/MIA Recognition Ceremony on Saturday, September 17th. The ceremony will, once again, be held at VFW Post 805 in O'Fallon, Illinois. The ceremony and accompanying luncheon/barbecue have become a tradition in the St. Louis Metro-East Area. We expect over 300 honored guests to attend the day's activities this year, including a number of ex-POWs and their families. As such, we would like to request that you help sponsor this year's event with a donation. Besides monetary we also ask the possibility of your organization assisting the day of the ceremony for prep, set-up, serving or cleanup. If you've made a donation in the past, please know that your generosity is greatly appreciated. In return for a donation of either cash, product or service (e.g., food, drinks, paper products, time etc.), we would be most willing to fly your banner and/or include an advertisement in our official program.

The sponsorship levels available are: Bronze (Under \$25), Silver (\$25-\$49), Gold (\$50-\$99), Platinum (\$100-\$124), and Diamond (\$125 and up). Although we welcome donations at any time, if you wish to have your name or organization listed in the ceremony program, we must receive your donation by September 15, 2016, in order to meet printing deadlines. (Note: If you miss our printing deadline, we will list your name in next year's program.) Your consideration of our request is appreciated. The success of this year's ceremony depends on support from everyone.

Please help us recognize and honor this nation's heroes!

Thank you for your time and consideration. If you would like to make a donation, checks may be made payable to: The Scott POW/MIA Council and mailed to 221 W Mill Street, Marissa IL 62257. If you have questions, please feel free to contact me at (618) 772-9345 or email JenkinsT4K@yahoo.com or you may contact Fred Schmitt at (618) 698-7285 or email Fschmitt071@yahoo.com.

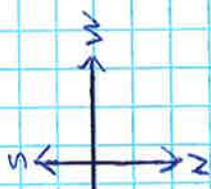
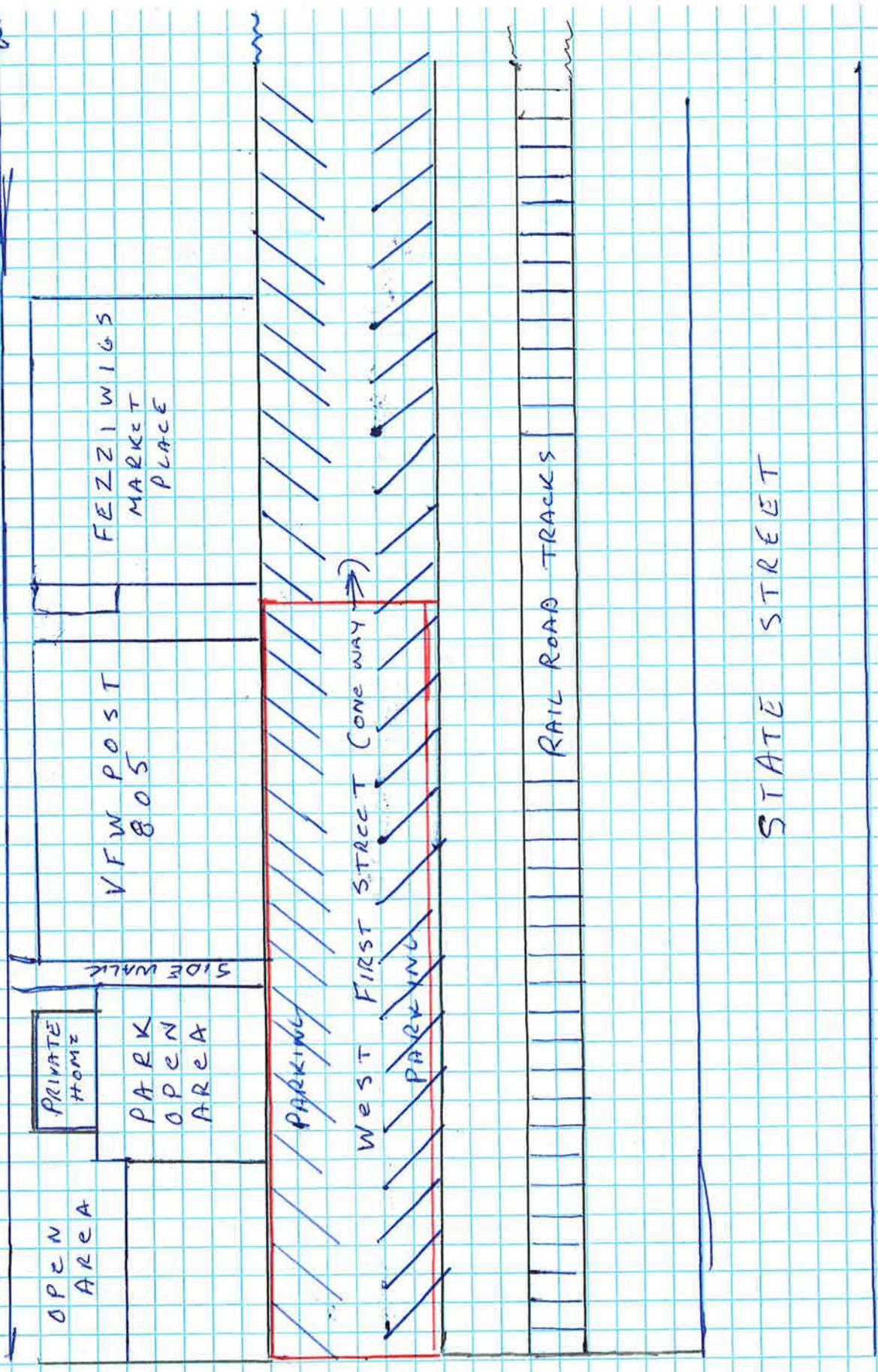
Sincerely

Terry L. Jenkins, President
The Scott POW/MIA Council

(NOT TO SCALE)

SKETCH PLAN OF SITE

WEST SECOND STREET



RED AREA REQUESTED RESTRICTED
 PARKING FOR POW'S AND FAMILY MEMBERS
 ALSO FOR VISITING VIP'S I.E: VFW STATE
 COMMANDER - AMERICAN LEGION STATE COMMANDER



MEMORANDUM

TO: Community Development Committee
FROM: Jeff Stehman, Building and Zoning Supervisor
THROUGH: Ted Shekell, Director of Community Development
DATE: August 22, 2016
SUBJECT: Abandoned / Fairwood East Pool and Laundromat Property – 201 Wesley Dr.

Update

The Fairwood East Pool Property recently went up for auction by the St. Clair County Tax agent at a tax sale and after learning of that, the City expressed interest in obtaining the property due to the fact that we have considerable cost involved in maintaining the property for the last 3 years and over \$3500 to abate the hazard created by the abandoned swimming pool. The parcel was pulled from the recent auction list and offered to the city, per state law.

Background

The above listed property has fallen into disrepair over the last 4 years. The lot has been maintained by the City since early 2012. That has included cutting grass, hauling away debris and trash, pumping out the abandoned pool, and securing the old laundromat building. We eventually had to have the pool completely removed in the summer of 2014. At this point, we have well over \$4000 invested in maintaining the property.

The property deed is in the name of Fairwood West Land Trust. That land trust is no longer viable as some of the beneficiaries of the Trust are deceased and have not been replaced through heirship or otherwise. In addition the Trustee of the Trust resigned and has not been replaced. The City Attorney and our office have been working on this issue for several years in an attempt to work with the surrounding multi-family property owners on a common goal of getting the property cleaned up and to find a viable use that would both benefit the City, the neighborhood and also those adjoining property owners. We have met with them several times and they have been willing to consider a joint effort to place the parcel in some form of joint ownership through an association that would then maintain the property as common ground to enhance the Fairwood East Apartment Complex. The problem to this point is how we get possession due to the complicated issue of the existing trust.

The sale of the property through the St. Clair County Tax Agent has simplified that and now there is an easier path to move forward. The City can purchase the property for \$789.25 and will then be issued a tax deed after approval from the St. Clair County Chairman.

We recommend approval of a Resolution authorizing the City to take possession of the property through a tax sale. Once the City has the deed, then we will again meet with the adjoining property owners and attempt to agree on a viable use for the property that will get it back on the tax rolls, recover our costs and meet the goals previously cited.

Attachments:

1. Purchase Contract
2. Site Plan

SAINT CLAIR COUNTY TAX AGENT

TELEPHONE (618) 656-5744
TOLL FREE (800) 248-2850
FACSIMILE (618) 656-5094

141 ST. ANDREWS AVENUE
P.O. BOX 96
EDWARDSVILLE, ILLINOIS 62025

August 18, 2016

City of O'Fallon
225 S Lincoln Ave
O Fallon, IL 62269

Transaction Number: 0816832
Parcel Number: 04-19.0-405-004

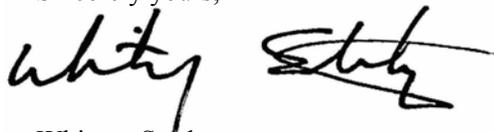
Dear Mr. Stehman,

Enclosed is a purchase contract to enable the City of O'Fallon to acquire the requested parcel. The purchase price is based upon the minimum cost of acquisition and conveyance thru the county's Tax Liquidation Program.

Please return **the signed contract** along with a check in the amount of **\$789.25** payable to the **Saint Clair County Trustee Payment Account** to the address shown above. This amount is made up of \$750.00 for purchase plus \$39.25 for recording.

Upon approval by the County Board Chairman, we will return an acknowledged copy of the purchase contract and process the conveyance. If this property is being purchased for demolition, please notify the Assessor in your county and apply for an exemption when the demolition is complete. If you have any questions, please contact me.

Sincerely yours,



Whitney Strohmeier

TRANSACTION NO. 0816832

PURCHASE CONTRACT

SELLER: Saint Clair County, As Trustee

PURCHASER: City of O'Fallon

SUBJECT PROPERTY: 04-19.0-405-004

TOTAL CONSIDERATION (Purchase Price + Recording Fee): \$789.25

SELLER agrees to sell and PURCHASER agrees to purchase, the SUBJECT PROPERTY for the TOTAL CONSIDERATION payable on execution hereof.

SELLER will convey and quitclaim the SUBJECT PROPERTY to PURCHASER within 90 days after the date hereof. The deed will be returned to PURCHASER directly from the Office of the Recorder of Deeds after recording.

SELLER makes no warranty or representation, of any kind or nature, as to the condition of title to the SUBJECT PROPERTY or as to the physical condition of any improvement thereon, each of which PURCHASER accepts "as is" and with all faults.

SELLER hereby grants to PURCHASER all of SELLER'S right of possession of the SUBJECT PROPERTY and any improvement thereon, and PURCHASER assumes such right of possession and the risk of loss or damage to any such improvement, and agrees to hold SELLER harmless and indemnified from any claim arising out of the condition thereof, as of this date. No personal property is sold or purchased hereunder.

PURCHASER hereby assumes all taxes and assessments upon the SUBJECT PREMISES beginning January 1 of the year 2017.

PURCHASER may, at its expense and option, obtain such title reports and surveys as to the SUBJECT PREMISES as PURCHASER may desire. PURCHASER shall advise SELLER in writing within 30 days after date hereof concerning any defect in the condition of title disclosed by such reports or surveys and rendering the title unmarketable. In the event of such notice, the conveyance to PURCHASER shall be delayed pending SELLER'S efforts to resolve the same. In event SELLER is unable or unwilling to cure such defects within a reasonable time after notice thereof, PURCHASER may elect to cancel and terminate this agreement and the rights and obligations of the parties hereunder; and in such event, SELLER shall refund to PURCHASER all sums paid hereunder if PURCHASER shall so elect. Failure to notify SELLER of any objectionable title defect as above said shall constitute a waiver thereof.

Neither of the parties hereto may assign or delegate the rights or obligations of such party hereunder without the prior express written consent of the other. All notices to the parties concerning the subject hereof shall be transmitted to the addresses set forth below their respective signatures.

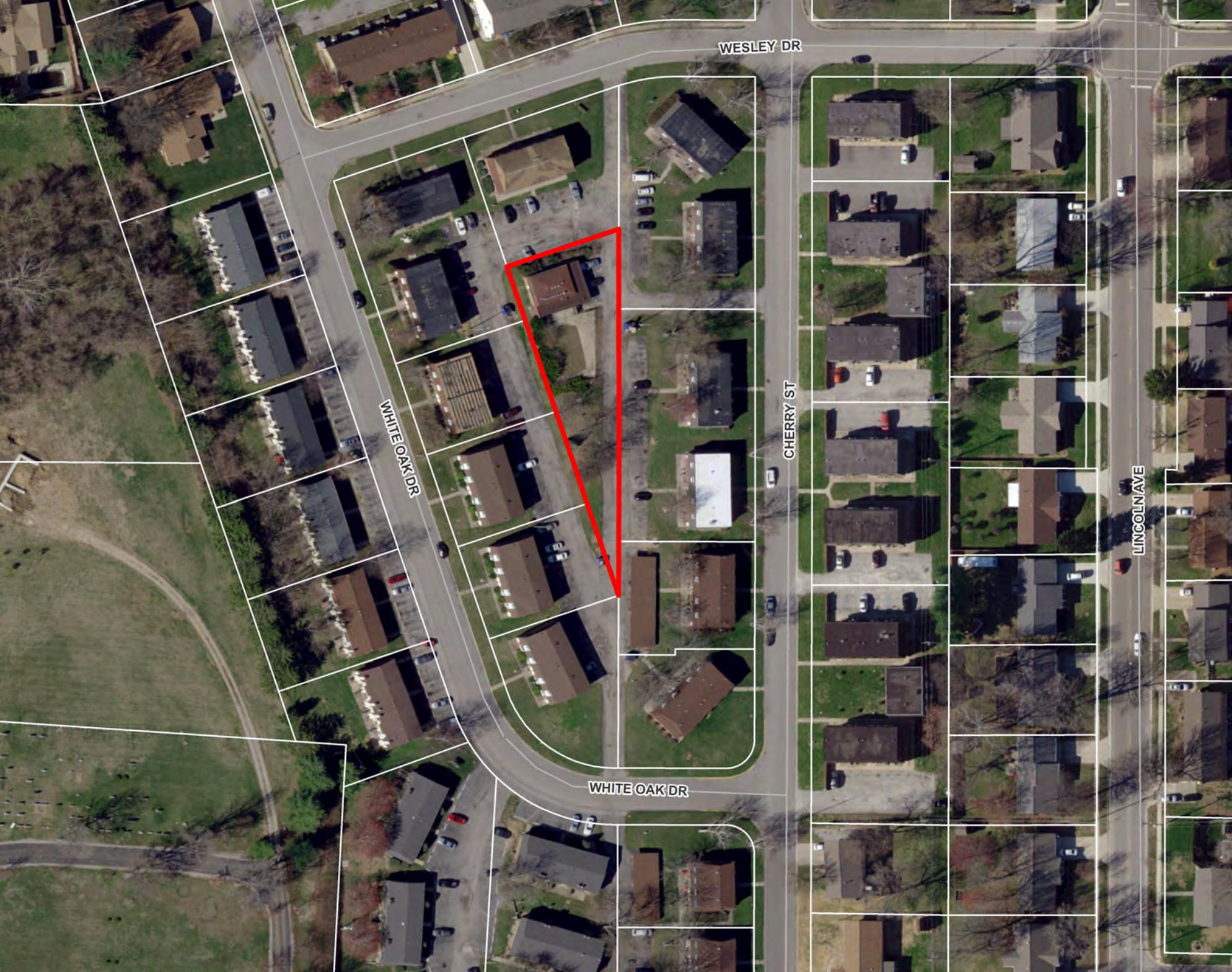
Dated this _____ day of _____, 2016.

SELLER:

PURCHASER:

SELLER ADDRESS:
c/o Delinquent Tax Agent
P. O. Box 96
Edwardsville, IL 62025-0096

PURCHASER ADDRESS:
City of O'Fallon
225 S Lincoln Ave
O Fallon, IL 62269



WESLEY DR

WHITE OAK DR

CHERRY ST

LINCOLN AVE

WHITE OAK DR