



**AGENDA  
COMMUNITY DEVELOPMENT COMMITTEE  
Monday, October 13, 2014  
5:30 PM**

**Public Safety Building**

**I) Roll Call**

**II) Approval of Minutes – September 29, 2014**

**III) Items Requiring Council Action – October 20, 2014**

- A. 226 West State Street Landmark Designation (1<sup>st</sup> Reading)
- B. SEPA - Papa Murphy's Sign Permit (Motion)
- C. SEPA - St. Jude's Crusaders Tree Lot (Motion)
- D. St. Elizabeth's Hospital – Planned Use (2<sup>nd</sup> Reading)
- E. Gander Mountain – Planned Use (2<sup>nd</sup> Reading)
- F. Route 50/Scott Troy TIF Registry Ordinance (2<sup>nd</sup> Reading)
- G. Central City TIF Registry Ordinance (2<sup>nd</sup> Reading)

**IV) Other Business**

- A. General Project Updates

**NEXT MEETING: Monday, October 27, 2014 – 5:30 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  
5:30 PM Monday, September 29, 2014**

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: 5:30 PM

- I) **Roll Call** – *Committee members:* Jerry Albrecht (chair), Gene McCoskey (vice chair), Jerry Mouser, David Cozad, Ray Holden and Harlan Gerrish. *Other Elected Officials Present:* Mayor Graham, Herb Roach, Richie Meile, John Drolet, Courtney Cardona, and Kevin Hagarty. *Staff:* Walter Denton, Pam Funk, Ted Shekell, Jim Cavins, Anne Stevenson, Jessica Warden, Grant Litteken, and Justin Randall. *Visitors:* Josh Phillips, Taylor Cincotta, Charles Pitts, Dave Witter, Susan Witter, Kim Sabella, Debbie Arell-Martinez, Vern Malare, Robert Booher, Sean Stephenson, Amy Balance, Susan Beeler, Keith Sparks, Paul Homann, and Dean Oelze.
- II) **Approval of Minutes from Previous Meeting**– All ayes. Motion carried.
- III) **Items Requiring Council Action**
  - A. St. Elizabeth's Hospital – Planned Use (1<sup>st</sup> Reading) – Justin Randall provided a brief overview of the St. Elizabeth's Planned Use application. Ted Shekell explained in more detail the City's responsibilities and the construction timeline. The committee discussed the Planned Use application and recommended approval of the special event with a vote of 6-0.
  - B. Gander Mountain – Planned Use (1<sup>st</sup> Reading) – Justin Randall provided a brief overview of the Gander Mountain Planned Use application. Ted Shekell informed the committee that staff was still in negotiations with the development over the TIF redevelopment agreement, but they would be requesting TIF money, just unsure what amount at this point. The committee discussed the Planned Use application and recommended approval of the special event with a vote of 6-0.
  - C. Route 50/Scott Troy TIF Study and Inducement Resolution – Ted Shekell provided a brief overview of the TIF study, inducement resolution and the process of studying the property to determine if the site is TIF eligible. Dean Oelze provided the committee with a brief overview of the total development with an ice rink / aquatic center in the first phase and retail / office / restaurant development on the balance of the property as phase two. The committee discussed the request for the TIF study and inducement resolution and recommended approval with a vote of 6-0.
  - D. Downtown Plan (Resolution) – Ted Shekell provided a brief overview of the issues facing downtown O'Fallon and explained that every successful downtown has two things; a plan to provide organization and goals and a financing mechanism. Shekell explained that staff went through a long process of interview a number of companies and staff believes BDI is the right fit for the community and completing the downtown planning process. The committee discussed the contract and recommended approval with a vote of 6-0.

- E. Central City TIF Study and Inducement Resolution – Ted Shekell provided a brief overview of the TIF study, inducement resolution and process of the study. Shekell provided the committee with the reasoning behind the shape of the TIF study area and the next steps, indicating that not all of the properties would be TIF eligible and may have to create separate TIFs. The committee discussed the request for the TIF study and inducement resolution and recommended approval with a vote of 6-0.
- F. Lincoln Avenue and State Street Lot - Ted Shekell provided a brief overview of the issue at the corner of Lincoln Avenue and State Street. Staff provided a brief review of some of the historic land uses of the property. Shekell then showed two designs for the potential intermediate use of a parking lot created by the Public Works Department and the rough cost estimates associated. The committee recommended to staff that Option B, which included landscaping areas and repaving the entire lot, would be the preferred design. Staff indicated that they would work with the Public Works Department to get a bid package put together.

**IV) Other Business - None**

**MEETING ADJOURNED: 7:10 PM**

**NEXT MEETING: October 13, 2014 – Public Safety Building**

**Prepared by: Justin Randall, Senior City Planner**



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**MEMORANDUM**

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**TO:** Community Development Committee  
**FROM:** Justin Randall, Senior Planner  
**THRU:** Ted Shekell, Planning Director  
**DATE:** October 13, 2014  
**SUBJECT:** An Ordinance Designating the Wachter Building at 226 W. State Street as a Local Historic Landmark in O'Fallon, Illinois (1<sup>st</sup> READING)

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**Project Summary**

- Local Historic Landmark Designation for the Wachter Building, now home to Cincotta Photography at 226 W. State Street. Sal Cincotta is requesting the designation.
- The property meets the following designation criterion:
  - 1. Its significance or value as part of the historical, cultural, artistic, social, ethnic, political, or other heritage of the community, state or nation;
  - 5. Its embodiment of elements of design, detailing, materials or craftsmanship that renders it architecturally significant or innovative;
  - 8. Its representation of a sense of time and place unique to the City.
- The Historic Preservation Commission held a Public Hearing at its October 7, 2014 meeting and recommends approval of the Local Historic Landmark.

**Legal Considerations, if any:** None

**Budget Impact:** Minimal cost of plaque.

**Staff recommendation:** Approval.

**Community Development Department**

255 South Lincoln Avenue O'Fallon, IL 62269 ♦ P: 618.624.4500 x 4 ♦ F: 618.624.4534

Building Name Salvatore Cincotta Photography Studio

File Number LD2014-01

Date Constructed 1887

PIN 04-30.0-224-010



APPLICATION FOR DESIGNATION AS A LANDMARK  
(Please print)

**I. Applicant**

A. Applicant's Name ~~Salvatore~~ Salvatore Cincotta

B. Mailing Address 226 W State St, O'Fallon, IL 62209

C. Telephone Number ~~618 810 3700~~ 815 851 0520

D. Please check (✓) under which capacity you are filing:

1. The recorded owner of the property, as of 3/24/2013 (date)

2. Other. (Explain fully) \_\_\_\_\_

Signature [Signature] Date 8.27.14

**II. Property Information**

A. Street address of property being considered: 226 W. State Street  
O'Fallon, IL 62209

B. Legal description and parcel ID # of property. Applicant to provide deed to property. (attach supplementary sheet if necessary.) LOT 35 OF NORTH  
O'FALLON, PARCEL #: 04-30.0-224-010

C. Present Use. Photography Studio

Property owner: Dowell Real Estate, LLC  
(%Sal Cincotta)  
108 Callaway Ct., OF  
per County records

### III. Applicable Landmark Criteria

1.   ✓   2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_ 5.   ✓   6. \_\_\_\_\_ 7. \_\_\_\_\_ 8.   ✓  

The following criteria as set forth in Section 151.31 of Ordinance 3043 of the City of O'Fallon will be considered in designating an area, place, building, structure or other object as an O'Fallon Landmark:

1. Its significance or value as part of the historical, cultural, artistic, social, ethnic, political, or other heritage of the community, state or nation;
2. Its location as a site of a significant local, county, state or national event;
3. Its identification with a person who significantly contributed to the development of the community, county, state or nation;
4. Its identification as the work of a master builder, designer or architect whose individual work has influenced the development of the community;
5. Its embodiment of elements of design, detailing, materials or craftsmanship that renders it architecturally significant or innovative;
6. Its archaeological significance to the community, county, state or nation by virtue of information yielded or is likely to yield important to history or prehistory;
7. Its character as a particularly fine or unique example of utilitarian structure including, but not limited to, farmhouses, buildings or other commercial structures with a high level of integrity or architectural significance;
8. Its representation of a sense of time and place unique to the City.

### IV. Landmark Request

- A. Describe present and historic physical appearance. (Attach supplementary sheet.)
- B. State significance of property and justify criteria selection. (Attach supplementary sheet.)
- C. Plat. Two copies of a plat of the lot or area shall be filed with the application.
- D. Names of neighboring property owners: (For district nominations only.) If the application is for a landmark district, the application must be accompanied by a list of the names and addresses of the owners of record lying within the district.
- E. Photo. Include a photo of the proposed landmark.
- F. Note: The O'Fallon Historic Preservation Commission meets on the first Tuesday of each month. Applications for designation must be filed with the Commission at least 30 days prior to the date of said meeting.

## History

The impressive three-story brick commercial building at 226 W. State St. was built in 1887 (according to St. Clair County records) by Bavarian native Michael Wachter who had moved to O'Fallon about 20 years previous. He was a cooper (maker of casks and barrels) by trade but later operated a brickyard, bakery, saloon and boarding house. He was an early member of the O'Fallon Village Board of Trustees. The building was generally called the Wachter Building or Wachter's Hall in reference to the spacious hall located on the second floor. A building next door to the east was also called the Wachter Building , so sometimes the two are confused in historical records. Collectively, they were known as Wachter's Block. The decorative iron façade was manufactured by Christopher & Simpson Architectural Iron & Foundry Co. of St. Louis, Missouri .

Over the years, the first floor of the building hosted a variety of businesses including stores selling shoes, clothes and an assortment of other goods. The O'Fallon Progress office and press occupied that floor from 1913 to 1926. The upper hall was used to host such events as plays (presented by both local talent and traveling companies), recitals, concerts, balls and dances, school presentations and entertainments, meetings, dancing classes, poultry shows and even silent movies. Until the Taylor Opera House was built at the end of 1908, the O'Fallon High School graduations were held there beginning with the first one in 1903.

In 1946 the building was converted for use as a chicken hatchery operating under various names until about 1955. After that, it was acquired by Schwarz Furniture who converted it into a three-floor furniture warehouse and display annex to complement their main store at 225 W First St . At one time, the exterior bricks had been painted with blue gray paint. Under the ownership of Schwarz Furniture, the paint was removed revealing the original brick.

Schwarz Furniture went out of business in 2010. In January 2013 world renowned photographers Salvatore and Taylor Cincotta stepped in and purchased the building, beginning a \$1 million renovation with the intent of restoring it, as much as possible, to its original glory. Completely restored inside and out, the building is now home to Cincotta Photography and their related ventures – a stunningly beautiful and functional example of what historic renovation can do for a commercial building.

## Architecture

An architectural style which began with the reconstruction of Paris during the reign of Napoleon III (1851-1870) made its way across the Atlantic and became so popular during the prosperous years of Ulysses S. Grant's presidency that it became known as the "General Grant Style". Its outstanding characteristic, both in the USA and in Second Empire Paris, is the mansard roof, in which the steeply-sloped roofline of an attic storey is given windows allowing the upper floor to look like a roof while functioning as livable space.

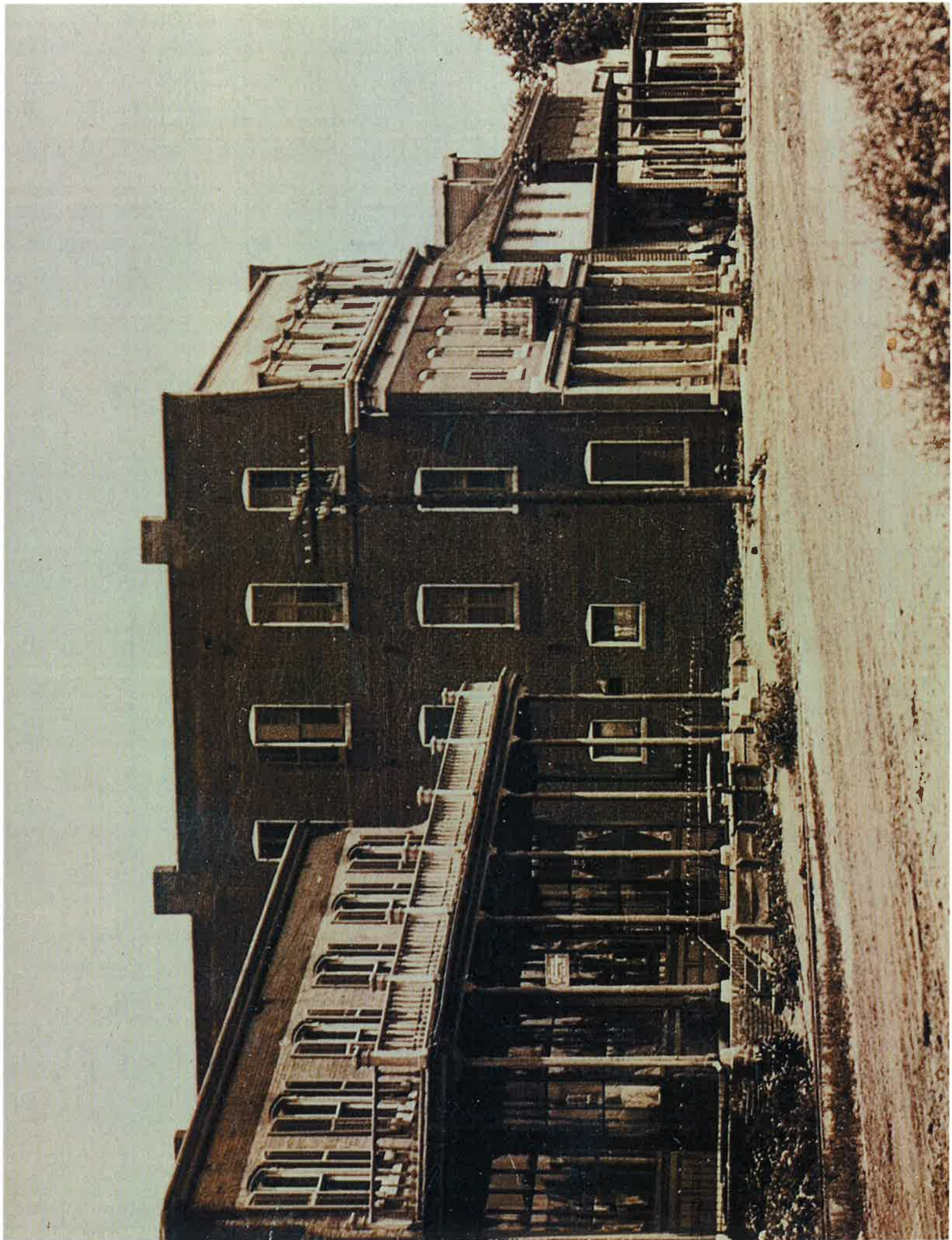
Our example, O'Fallon's Wachter building, now the Salvatore Cincotta photography studio, is typical of commercial structures in the General Grant style. Its front facade is symmetrical, with six window openings in each of the upper two floors. The ground floor is marked by a series of cast-iron columns, derived from the Greek Doric style, but rectangular in shape, fluted, with modest decorative elements including a fan detail above the pediments at either end of the building. The columns were manufactured by the Christopher Simpson Co., of St. Louis, Mo., in a manner similar to their more famous cousins, the cast iron architectural elements made by Mesker.

The division between the first and second floors is marked by a line of dentils. A balcony with two entry doors rests above the dentil. A more extensive pediment projects out from the building to mark the division between the second and third storeys. The pediment has a short return around the sides of the building and is supported with a series of decorative brackets.

Both the East and West facades are plain, with brick-arched-top windows. Diamond-shaped steel plates reveal the presence of connecting iron rods which span the building under its floors. Chimneys rise straight up from the sides of the building.

The renovations undertaken by the Cincotta firm include opening up the ground floor windows to full store-front style; restoring the balcony; opening up all of the windows on the mansard roof; stabilizing the building's fabric to guarantee that it will survive well into the future; to say nothing of extensive interior renovations all of which are in harmony with the building's historic character.







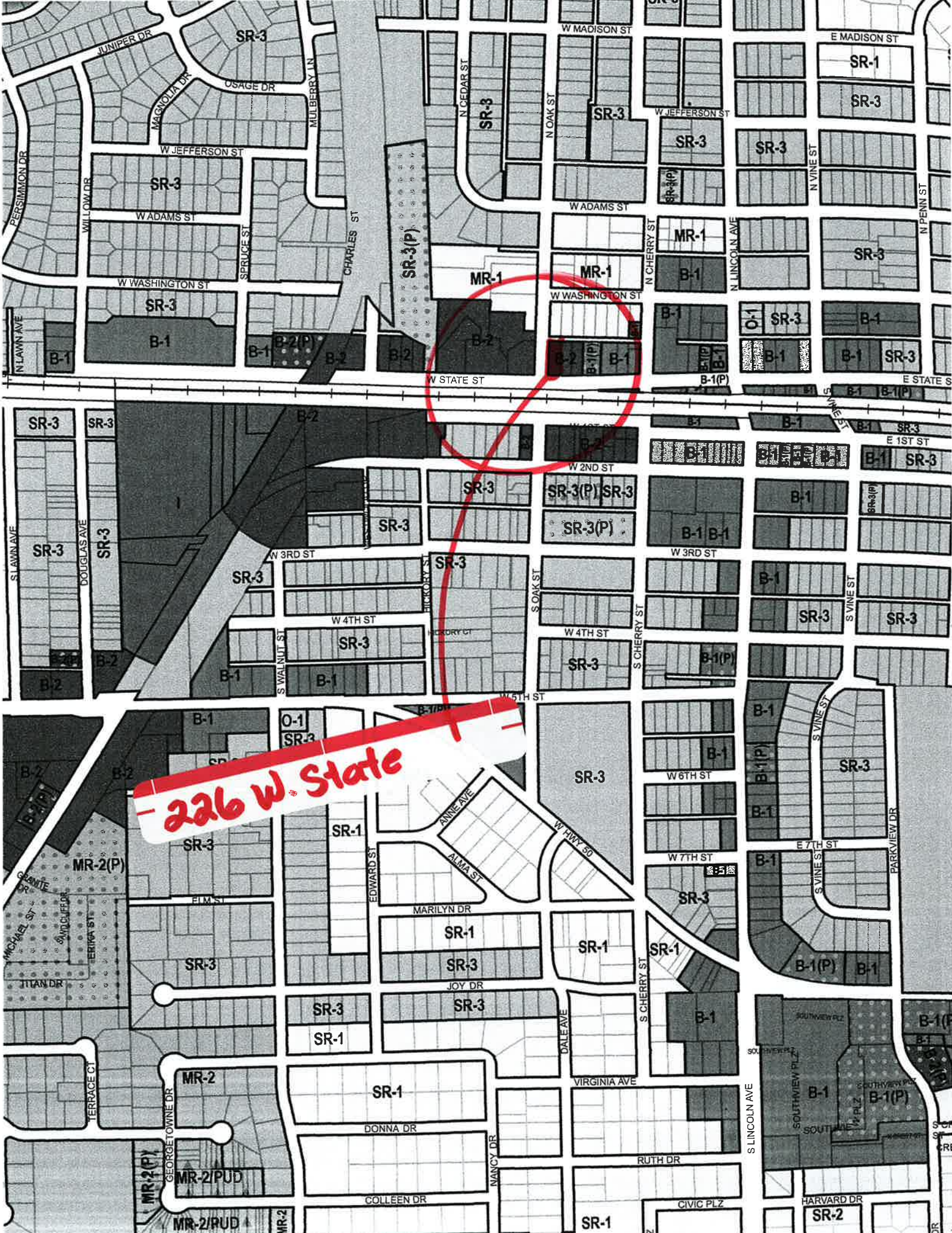


Salvatore Cicotta

1111  
CANTON ST

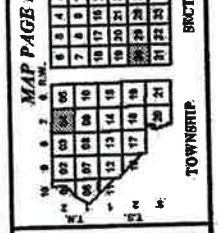
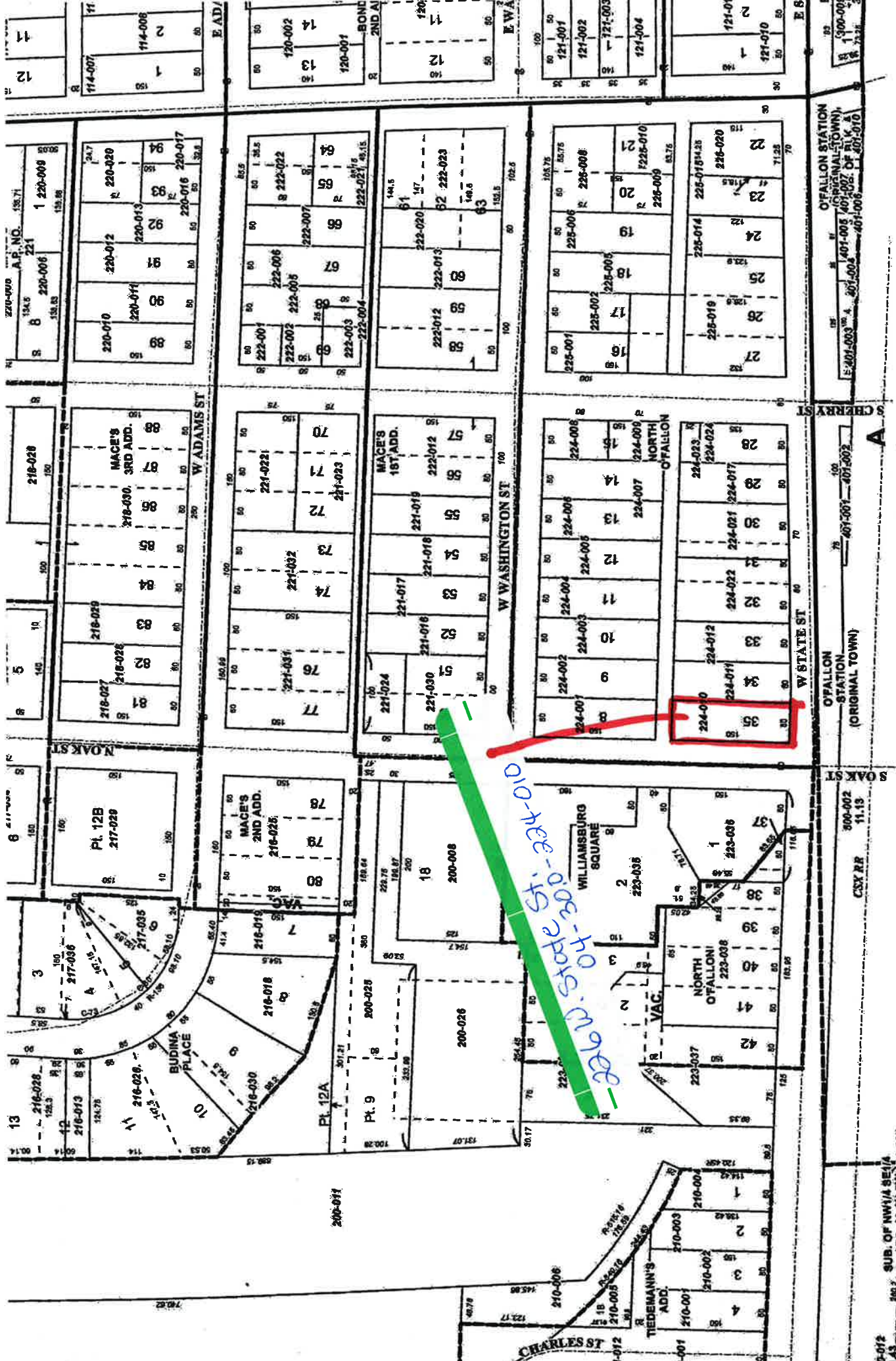
Salvatore Cicotta





226 W State





MAP PAGE 1  
TOWNSHIP  
SECTION

**O'FALLON TWP.**  
**E1/2 NE1/4 SEC. 30 T.2N. R.7W. 6-11-35D**  
**ST. CLAIR COUNTY, ILLINOIS**

PLOT DATE: 5/23/2013  
Mapping and Platting  
St. Clair County  
10 Public Square  
Belleville, IL 62220



200-012  
SUB. OF NW1/4 SEC. 14  
SEC. 30-24-TW. 400-004

O'FALLON STATION  
STATION (ORIGINAL TOWN)  
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226 W. State St. - 200-010



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**MEMORANDUM**

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**TO:** Community Development Committee  
**FROM:** Justin Randall, Senior City Planner  
**THROUGH:** Ted Shekell, Planning Director  
**DATE:** October 13, 2014  
**SUBJECT:** Special Event Permit – “Papa Murphy’s Halloween Jack-o-Lantern” (MOTION)

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**Project Summary**

**Applicant:** Steve Hudson – Papa Murphy’s Pizza  
**Event:** Jack-o-Lantern Pizza Event  
**Date/Time:** October 21, 2014 – October 31, 2014  
**Location:** 1407 U.S. 50 #101 O’Fallon, IL

**Event Details:**

- Papa Murphy’s will be running a television promotion featuring the Jack-o-Lantern pizza’s and would like to place a 24 square foot banner along the frontage of Highway 50.

**Signage Request:**

- One 24 square foot sign to be located along the frontage of Highway 50.

**City Assistance Request:**

- No assistance requested.

**Notes:**

- This event requires city council approval due to requesting a larger sign than the allowed 6 square feet for a temporary freestanding sign.

**Staff Recommendation**

The Fire Department and Police Department had no issues with the request. Staff recommends approval of the Special Event Permit with the following condition:

1. The sign located along Highway 50 are required to be placed outside of the right-of-way and must be out of the sight triangle.

PD ✓ok w/ comment  
FD ✓ok

cc

CITY OF O'FALLON



OCT - 6 2014

DATE PAID

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

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

**APPLICATION FOR A SPECIAL EVENT PERMIT**

Event Name: Halloween Jack-O-Lantern

Location of Event: 1407 W Hwy 50 PAPA MURPHY'S

Name of Event Organization: PAPA MURPHY'S PIZZA

Name of person in charge of event (applicant) and mailing address: STEVE HUDSON

202 WOODLAND CT OFALLON, IL 62269

Phone: 580-8264 E-Mail: \_\_\_\_\_

Secondary Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Beginning Date / Times: 10/21/14 Ending Date / Times: 10/31/14

**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



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

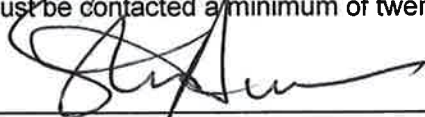
11. American Disability Compliance

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.

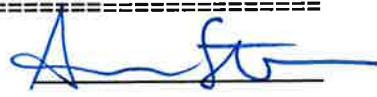
Electrical inspections are required for all new exterior electrical connections. The City electrical inspector must be contacted a minimum of twenty-four (24) hours prior to inspection.

  
Signature of Applicant/ person in charge of event

10/10/14  
Date of Submission

FOR OFFICE USE ONLY

ELIGIBLE FOR ADMINISTRATIVE APPROVAL? ( ) YES  NO



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.

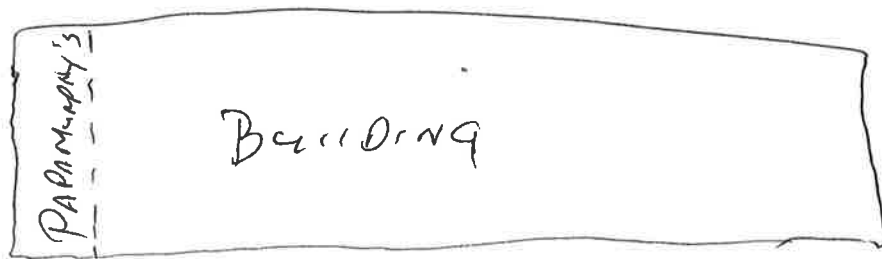
APPROVED: CITY COUNCIL \_\_\_\_\_ (DATE)

Papamurphys Pizza has permission to place a banner in front of jacaranda Plaza for their Halloween promotion.

*Brad Mcmillin*  
Brad mcmillin 10/4/14



WE ARE RUNNING A T.V. PROMO  
FEATURING JACK-O-LANTERN PIZZAS.  
WE WOULD LIKE TO PLACE A BANNER  
IN THE GRASSY AREA IN FRONT OF OUR  
STORE FROM 10/21/14 → 10/31/14 TO  
SUPPORT THE T.V. EFFORT. BANNER  
IS 8' X 3'.



\* ↙ BANNER TO BE PLACED HERE IN  
GRASS, BEHIND THE SIDEWALK

HWY 50



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**MEMORANDUM**

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**TO:** Community Development Committee  
**FROM:** Justin Randall, Senior City Planner  
**THRU:** Ted Shekell, Planning Director  
**DATE:** October 13, 2014  
**SUBJECT:** Special Event Permit for St. Jude's Crusaders Charity Christmas Tree Lot (MOTION)

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**Summary**

- The applicant, Dave Wolf for St. Jude's Crusaders in O'Fallon, is requesting approval of a special event permit for a Christmas Tree Lot to be held from November 28, 2014 to December 23, 2014 at 406 W Hwy 50 (Gator's Frozen Custard lot).
- Hours of Operation
  - Monday-Friday 12:00 pm to 9:00 pm
  - Saturday 9:00 am to 6:00 pm
  - Sunday 12:00 pm to 6:00 pm
- The event is being held to raise money for Saint Jude's Crusaders, a not for profit organization. This same tree sales event was held at this location for several years.
- The applicant requests approval for one 32 square foot sign to be placed at the entrance to the parking lot from Hwy 50 to advertise the Christmas tree sales.
- Parking and restrooms will be provided on site.

**Staff Recommendation:** The Fire Department had comments included below. The Police Department had no issues with the application. Staff recommends approval of the Special Event Permit with the following conditions:

1. The trees should not be within 10 feet of the building which could be a fire hazard.
2. Open burning on the lot must be in a commercial burn pit and shall not be located within 10 feet of the building or combustibles.
3. Sufficient lighting must be provided during evening hours.
4. Signage is limited to one 32 sq. ft. sign.
5. All temporary structures and facilities must be removed within 10 calendar days after the expiration of the special event permit.

**Community Development Department**

255 South Lincoln Avenue O'Fallon, IL 62269 ♦ P: 618.624.4500 x 4 ♦ F: 618.624.4534

PD OK  
FD OK ✓ / comment



CC

Attach proof of not-for-profit status

OR

Provide \$50.00 application fee

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

**BUILDING DEPARTMENT ORIGINAL**

RECEIVED OCT - 6 2014

APPLICATION FOR A SPECIAL EVENT PERMIT

Event Name: ST. JUDE'S CRUSADERS CHARITY TREE LOT  
 Location of Event: GATOR'S 406 W. HWY 50ue  
 Name of Event Organizer: ST. JUDE'S CRUSADERS  
 Mailing Address: 1808 CABINESS CT., OFALLON IL 62269  
 Business Address: \_\_\_\_\_ Phone: 618-792-1884  
 Name of person in charge of event: DAVE WOLF  
 Mailing Address: - SAME AS ABOVE -  
 Secondary Contact Person: MIKE SCHALTENBRAND  
 Beginning Date/Times: NOV. 28<sup>TH</sup>, 2014 Ending Date / Times: DEC. 23<sup>RD</sup>, 2014  
*Nov 28, 2014ue M-F noon-9 pm; Sat 9a-6p; Sun noon-6p*

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, and 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

*→ Prior to cc approval, need confirmation from owner - permission letter date changed.*

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 should be named as an additional Insured in the amount of One Million Dollars (\$1,000,000).

ATTACHED *WE ARE APPLYING FOR IT, WILL HAVE IT BY NOV. 24<sup>TH</sup>* [ ] 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 PAID

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

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.

DeB. Wolf  
Signature of person in charge of event

\_\_\_\_\_  
Date of Submission

FOR OFFICE USE ONLY

PLANNING & ZONING DIRECTOR ADMINISTRATIVE APPROVAL: ( ) YES

NO ABS

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)

## St. Jude's Crusaders Charity Tree Lot

From: November 28 2014

To: December 23, 2014

Hours of Operation: Monday through Friday 12:00 pm to 9:00 pm  
Saturday: 9 am to 6:00 pm  
Sunday: 12:00 pm to 6:00 pm

- Toilet Facilities are located within Gators
- Signage – there is the Gators sign located at the corner of Hwy 50 & West 5<sup>th</sup>  
We also have a sign made of wood that is 8ft x 4ft which will be located facing Hwy 50 on the south side of Gators (see sketch plan).
- Parking is located on the south side of the lot aligning Hwy 50 (see sketch plan).
- We expect to sell between 150 and 200 trees.

October 7, 2014

RECEIVED OCT - 7 2014

To: City of O'Fallon

From: K & R Trust, William Reidelberger, Trustee  
1042 Shadow Ridge Crossing  
O'Fallon, IL 62269  
618- 632-9826

Re: Sale of Christmas Trees  
406 W. Highway 50/406 W. 8<sup>th</sup>  
O'Fallon, IL 62269

We are aware Christmas trees will be sold at the above referenced property November 28, 2014 through December 23, 2014.

Sincerely,

A handwritten signature in cursive script, appearing to read "William H. Reidelberger". The signature is written in dark ink and is positioned above the printed name and title.

William H. Reidelberger  
Trustee

from  
2010-2013  
applications  
vc

