



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation for Approval of a Class E Liquor License, Amplification Permit, and use of City Lot “B” for the River Rock House Fest
Presenter:	Chief Lamkin August 2012

Please check appropriate box:

Government Operations	<input checked="" type="checkbox"/>	Government Services 08.27.12
Planning & Development	<input type="checkbox"/>	City Council
Public Hearing	<input type="checkbox"/>	

Estimated Cost:	PD only \$5,057.76	Budgeted:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> X
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If NO, please explain how item will be funded: sponsor requests consideration by City Council of reduced costs by not-for-profit sponsored event.

Executive Summary:

This event is being proposed for the area outside at the River Rock House Fest (formerly Chord on Blues) to promote awareness of TACA (Talk About Curing Autism) and raise funds to support the non-profit group. Organizers of the event request to close off the parking lot behind the establishment in order for this fest to take place. A \$5 donation is being requested of each attendee upon entry to this event.

The dates for the fest include Friday, September 28 – Sunday, September 30, 2012. Multiple local bands will be playing throughout the three-day event at the following times: Friday: 5 – 10:30 p.m.; Saturday: 12 – 10:30 p.m.; Sunday: 12 – 9 p.m. Booths of local vendors, including several food vendors, will be placed throughout the parking lot. In addition, River Rock House will have a grill and offer several food items for purchase.

Temporary fencing will be installed around the perimeter of the parking lot with required emergency, entrance and exit gates. ID’s will be checked upon entry and wrist bands will be distributed for those 21 and over. While alcohol is served, the event organizers will have security on hand, in addition to the required Police Department staff hired specifically for the event.

Event organizers have agreed to continue to allow the St. Charles East Homecoming parade to finish at this location as the event on Friday will not begin until 5 p.m.

Attachments: *(please list)*

Diagram of event layout; copy of Liquor License Application

Recommendation/Suggested Action *(briefly explain):*

The Police Department recommends approval of a Class E Liquor License, Amplification Permit, and use of City Lot “B” for the River Rock House Fest.

<i>For office use only:</i>	<i>Agenda Item Number: 5.b</i>
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S 2nd Ave

Walnut Ave

Walnut Ave

Y Chord On Blues

River Rockhouse

Y Chord On Blues

S Riverside Ave

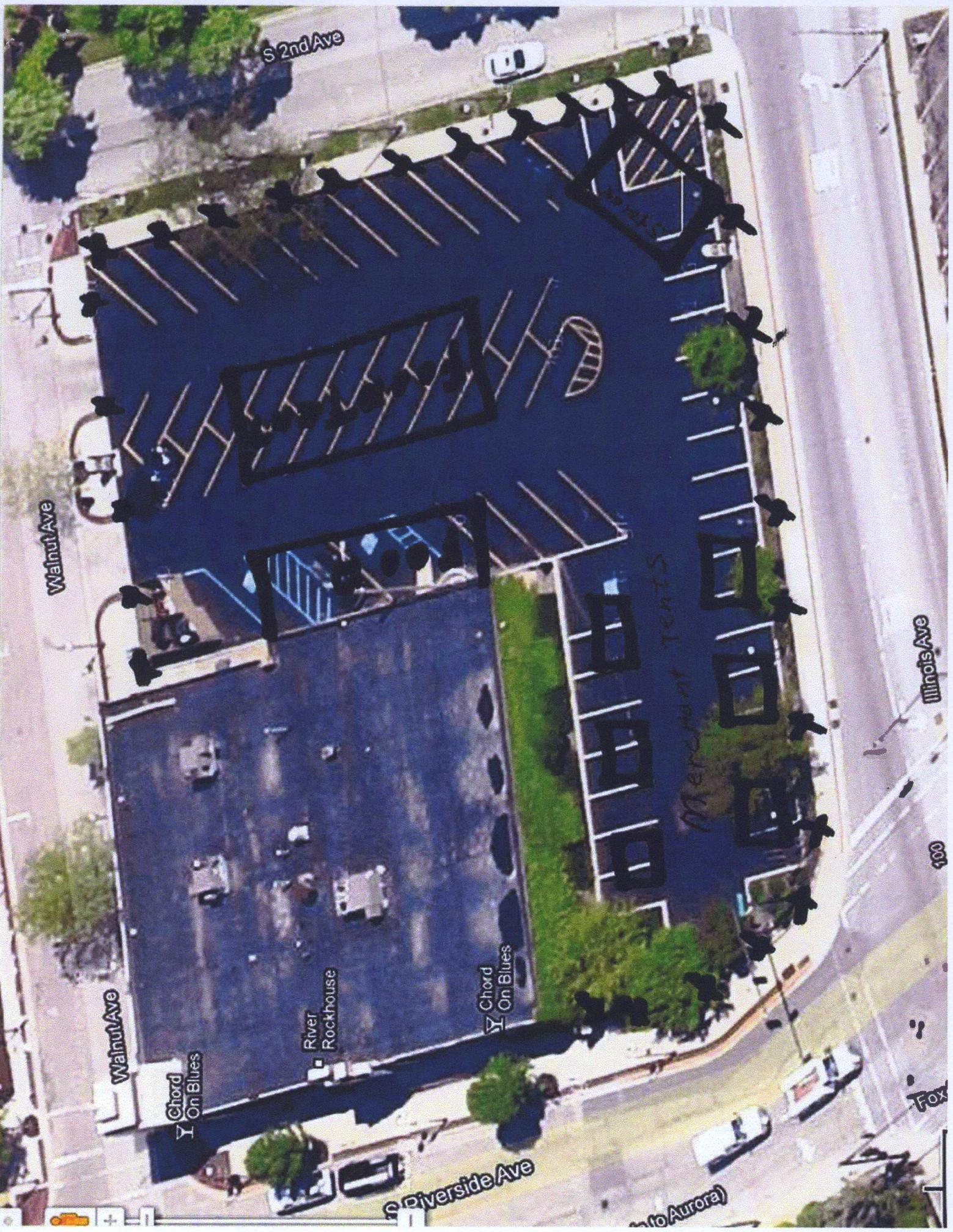
(to Aurora)

Illinois Ave

100

Fox

Merch Tent



For Office Use

Received:
Fee Paid: \$
Receipt #

CITY OF ST. CHARLES

TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984

NON-REFUNDABLE



CITY LIQUOR DEALER LICENSE APPLICATION CLASS E2 - SPECIAL EVENTS

Pursuant to the provisions of Chapter 5.08, Alcoholic Beverages, of the City of St. Charles Municipal Code regulating the sale of alcoholic liquors in the City of St. Charles, State of Illinois and all amendments thereto now in force and effect.

The undersigned hereby makes application for a Liquor Dealer License, Class E2 - Not-For-Profit License:

Commencing 09-28 and ending 09-30/2012.
Time Starting * _____ and ending _____.
Location of Event 106 Riverside ave.

* ^{09/28} Friday 28 5pm - 1030 ^{09/29} Sat 29 12pm - 10:30pm ^{09/30} Sunday 30 3pm - 12:00pm

Name of Business River Rock House
Address of Business 106 River side Business Phone 773-619-0411 on 8/14/12

→ Has Applicant had a Class E1 License in the previous 365 days? _____ If YES, on what date:

5.08.050A1 Circle Choice to Show: Individual Partnership Corporation Other: _____

Requirements of a Class E2 - Special Civic Event License

1. The Class E2 license fee is \$100.00 per day.
2. A minimum of three (3) liquor supervisors shall monitor liquor service during all times of operation. **Please provide a list of all supervisors with this application.**
3. Beer and/or Wine are the only alcoholic beverages to be sold.
4. Hours are restricted to 12 noon to 12:00 midnight.
5. Licensee must rope/fence off the licensed premises.
6. Each patron **must wear a wristband** after having identification checked for legal alcohol consumption age.
7. Are children/minors permitted in the licensed premises? Y/N yes
8. A sign limited beer and/or wine consumption to the roped off area must be conspicuously displayed at all times.
9. **Each server of alcohol must be BASSET certified - need copy of BASSET certification.**
10. A copy of site plan diagram to include roped area shall accompany this application.
11. All security/police resources needed shall be attached to this application with approval of the Chief of Police before final issuance by Liquor Commissioner.

- 1. Name of class B, Class C or Class I Liquor License: _____
2. Has the applicant had a Class E2 License in the previous 365 days? _____ If Yes, on what date? _____
3. Is license to be used in conjunction with a special event approved by the City Council? yes
If yes, provide name of event: Rock House FEST
4. Is license to be used in conjunction with a picnic, bazaar, fair or similar assembly with food dispensing and/or sale the predominate purpose of the event? yes
5. Location/address of event. Important: Attached drawing of location to this application. see att
6. Important: If location is out of doors, attach proof of liability insurance (photocopy) from an approved insurance agency.

Affidavit

State of Illinois)
County of Kane)

I/We, being duly sworn, that information contained in this application is true to my/our own knowledge and that the statements set forth are of my/our own free will. I/We solemnly swear that I/we will not violate any of the laws of the United States, the State of Illinois or the City Ordinances of the City of St. Charles.

Signed: Deborah L. Graffagna Signed: _____
Sworn to before me this 30th day of July 2012.
Notary Public Deborah L. Graffagna



ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER

Approved: _____ Date: _____ Chief of Police: _____
Approved: _____ Date: _____ Liquor Commissioner: _____