

 <p>ST. CHARLES SINCE 1834</p>	AGENDA ITEM EXECUTIVE SUMMARY	
	Title:	Recommendation to approve a request from Downtown St. Charles Partnership to close 1 st Street and host Lighting of Lights in the 1 st Street Plaza on Friday, November 23, 2012
	Presenter:	Chief Lamkin September 2012

Please check appropriate box:

<input type="checkbox"/>	Government Operations	<input checked="" type="checkbox"/>	Government Services 09.24.12
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	PW: \$1,200 Total: \$1,200	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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If NO, please explain how item will be funded:

Executive Summary:

The Downtown St. Charles Partnership is requesting to hold the Lighting of the Lights event at the 1st Street Plaza again this year. The request includes the following:

- Closure of 1st Street from Main St. to the entrance of the parking deck from 4 – 7 p.m.
- Use of amplification/loudspeaker system

The only additional request for approval to add to the event from last year is to provide a holiday tree sales booth on the northeast corner of 1st Street – the pad where The Manor used to be. Approval of this request would allow Swan's Tree Sales to set up for the event and sell trees through the holiday season.

Again this year, the barricades already reserved for the parade on Saturday can be utilized for the closure and will not add additional costs for their use. Any electric power used for the tree sales shall be metered and billed to the vendor.

The event sponsor has met the Special Events request requirements. Committee will need to consider the requested closure and use of public space and approve the addition of having a tree sales stand.

Attachments: *(please list)*

Diagram of the event; Christmas Tree lot layout

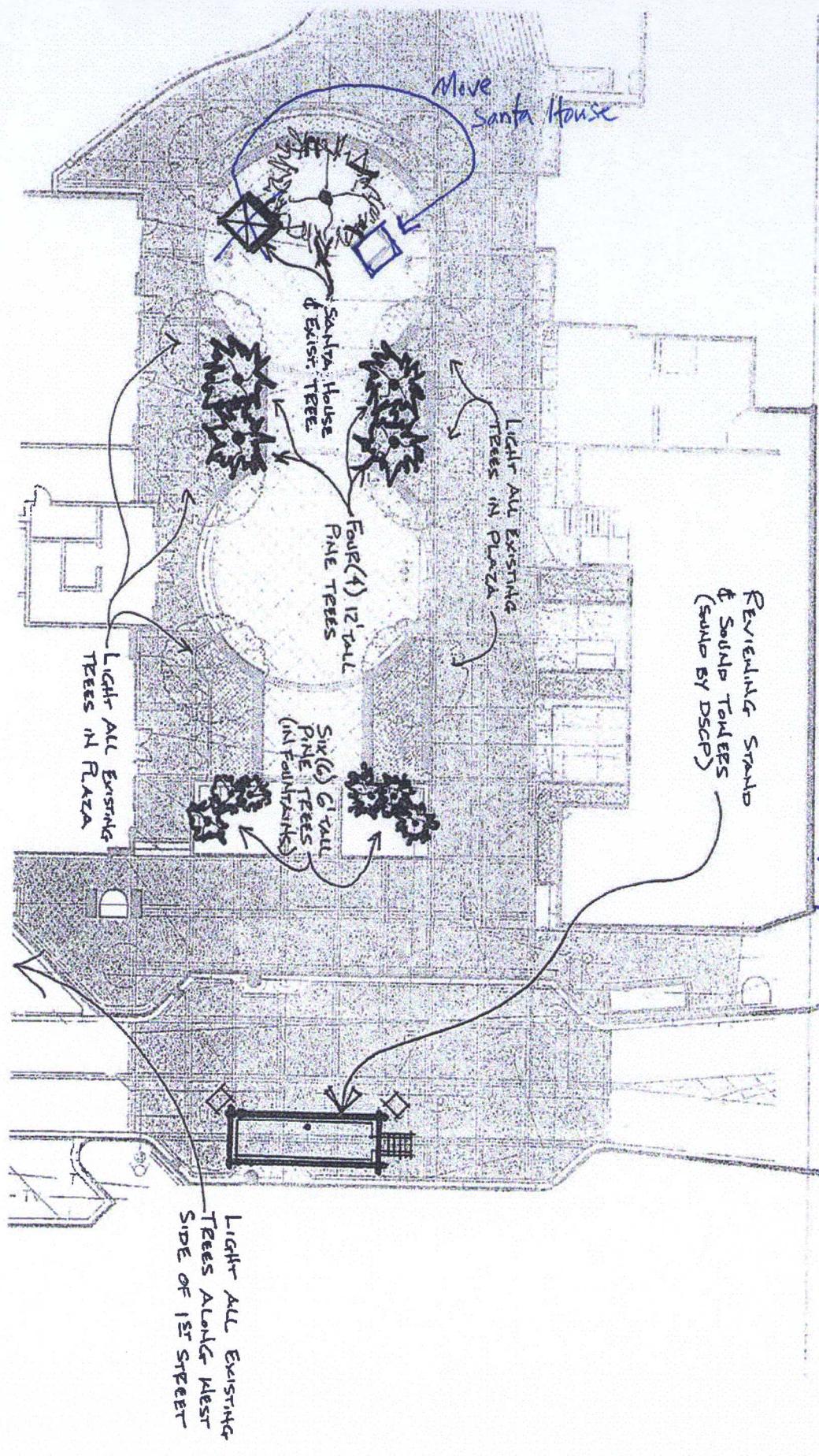
Recommendation/Suggested Action *(briefly explain):*

The Police Department recommends approval

For office use only: *Agenda Item Number: 4.e*

Revised 1st St Plaza Lighting Plan

Revised ~~21 Sept 2011~~ ~~05 Oct 2011~~ 8/22/12



RECEIVED

SEP 18 2012

Ag'd 430 on 9/17/2012
Building & Code Enforcement
St. Charles, IL

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



Department: Building & Code Enforcement Division Phone: (630) 377-4406 Fax: (630) 443-4638

Application for Building Permit – Outdoor Sales or Events

Application Date: 9-18-2012 Parcel No. _____ Permit No. _____

Please Print All Information

I, do hereby apply for a permit for the following work located

at 50 S. 1st Street Estimated: 0

Description of proposed work: Christmas tree lot

Check List for Submittal of Application:

- Building Permit Application – Completely Filled Out.
- Two-2 copies of the Plat of Survey or site plan showing:
 - a. Location of the proposed Temporary Outdoor Sales Area or Open Sales Lot, including structures such as tents, etc.
 - b. Certificate of flame proofing for tents.
 - c. Details on electric provided.
 - d. Details and location on fire extinguishers.
 - e. Location of existing parking spaces and access drives.
 - f. Any proposed signage
- Description of merchandise that will be sold.
- Signature of authorization from the owner.
- Period of time requested for Open Sales Lot or Outdoor Sales Area.

Date of Installation: Nov 23 Date of Removal: Dec 22nd

Refer to Information Packet for Detailed Information Hrs 10 AM - 9 PM - 7 Days a week

Owner of Property

Name: City of St Charles
Address: 2 E. Main St
City/State/Zip Code: St Charles IL
Phone: _____

Applicant/Contact

Name: Gary Swan
Address: 24 Center Dr unit 3
City/State/Zip Code: Gilberts IL 60136
Phone: 847 343-8834

General Contractor

Name: Swan Contractors
Address: 24 Center Dr unit 3
City/State/Zip Code: St Charles IL 60136
Phone: 847-343-8834

Electrical Contractor

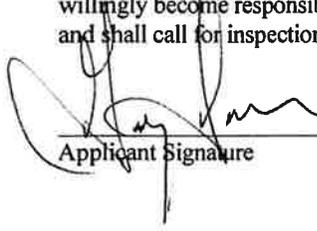
Name: Bernardoni Electric
Address: Tollgate rd
City/State/Zip Code: Elgin IL
Phone: 847-697-2700

Continued on reverse side

Certificate of Insurance
will be submitted on Tuesday
9-18-2012

Please Print All Information

I, the undersigned, certify that if a permit is issued to me, I will comply with all provisions of the building, plumbing, electric and other applicable ordinances of the City of St. Charles and shall perform all work, or cause all work to be performed according to the provisions of said ordinances. I, or my agent, shall personally supervise the work and shall do, or cause to have done, said work according to plans, specifications and other written information supplied as a part of this application. I am familiar with the applicable ordinances and the provision thereof and in signing this application do willingly become responsible for all work accomplished under the permit by all contractors, tradesmen and workmen, and shall call for inspections as required at a minimum of 24-hours before they become due.



Applicant Signature

Authorized Signature of Property Owner
(if different from applicant for a temporary sign, banner, etc.)

Report of the Building Official

Remarks: _____

Accepted: _____ Rejected: _____ Date: _____

Signed: _____

02/2011

For Office Use
Received <u>9/18/2012</u>
Fee Paid: <u>60 -</u>
Receipt #: <u>4/110916</u>
Check #: <u>30432</u>

SUAN CONTRACTORS-

Free standing 8x10 Sales Shed

Sales House

Tree Storage

Dumpster

Sign 4'x20'

Parking For Loading

S 1st St

Elev. 400

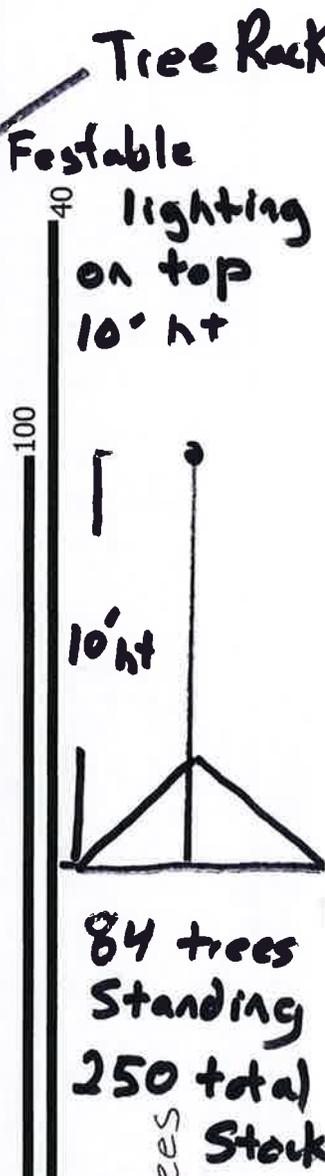
Google earth

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feet
meters

100

40



Google earth

Swan's Quality Trees

50

4

20'

Swan's Christmas Trees wreaths
+ roping

Nice Banner By sign company