



Agenda Memo

Crest Hill, IL

Meeting Date: June 19, 2023
Submitter: Raymond R. Soliman
Department: Mayor's Office
Agenda Item: Special Events

Summary: Alderman Albert requested this topic to be discussed. Attached is Ordinance #1781 relating to Chapter 5.18: Special Events.

Recommended Council Action: Discussion

Financial Impact:

Funding Source:

Budgeted Amount:

Cost:

Attachments:

ORDINANCE NO. 1781

AN ORDINANCE PERMITTING SPECIAL EVENTS IN THE CITY OF CREST HILL

WHEREAS, the City of Crest Hill ("City") has determined that Mobile Food Vendors and Temporary Merchandise Vendors are an important economic development tool; and

WHEREAS, the City wishes to allow Mobile Food Vendors and Temporary Merchandise Vendors in conjunction with special events subject to limitations.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: CHAPTER 5 of the City of Crest Hill Code of Ordinance shall be modified by adding Chapter 5.18 as follows:

CHAPTER 5.18: SPECIAL EVENTS

Section

5.18.010	Definitions
5.18.020	Special Event; Permit Required; Limitations
5.18.030	Mobile Food Vendor; License Required; Fee
5.18.040	Temporary Merchandise Vendor; License Required; Fee
5.18.050	Restrictions & Limitations
5.18.060	Vehicle Parking

§ 5.18.010 DEFINITIONS

For the purpose of this Chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

MOBILE FOOD VENDOR: A self-contained food service operation, located in a readily movable motorized wheeled or towed vehicle, used to store, prepare, display or serve food intended for individual portion service and sale, which is inspected and licensed by the Will County Health Department.

SPECIAL EVENT: An event held on public and/or private property outside of the normal and intended use of that property, that has a defined and limited duration, is open to viewing or participation of the general public or involves a large gathering of people outside of normal operations, and occurs once or only a few times per year which allows Mobile Food Vendors and

Temporary Merchandise Vendors to sell to the event attendees. This definition shall not include amusements licensed under Chapter 5.12 of the Code of Ordinances.

TEMPORARY MERCHANDISE VENDOR: Any person or entity who engages in a temporary business of selling and delivering goods, wares, merchandise or services within the City at a stationary location.

§ 5.18.020 SPECIAL EVENT; PERMIT REQUIRED; LIMITATIONS

- (A) Any person or organization that desires to hold a Special Event on his/its property must obtain a Special Event Permit from the City Clerk. The cost of the permits is Five Dollars (\$5.00).
- (B) A maximum of ten (10) permits shall be issued to any individual or organization each calendar year.
- (C) Each permit shall be valid for a maximum of three (3) consecutive days. Permits shall expire at 11:59 p.m. on the last effective date of the permit.

§ 5.18.030 MOBILE FOOD VENDOR; LICENSE REQUIRED; FEE

Mobile Food Vendors are allowed only in conjunction with a permitted Special Event in all zoning districts in the City. Each Mobile Food Vendor shall obtain a license for each Special Event from the City Clerk. The fee for the Mobile Food Vendor License shall be Fifty Dollars (\$50.00) and shall be valid only during the Special Event. Applicants must submit proof of the Will County Health Department license as well as proof of sales tax registration for the City of Crest Hill with the license application. The Mobile Food Vendor must maintain the license for the duration of the Special Event and produce it upon request of the City of Crest Hill Police Department.

§ 5.18.040 TEMPORARY MERCHANDISE VENDOR; LICENSE REQUIRED; FEE

Temporary Merchandise Vendors are allowed only in conjunction with a permitted Special Event in all zoning districts in the City. Each Temporary Merchandise Vendor shall obtain a license for each Special Event from the City Clerk. The fee for the Temporary Merchandise Vendor License shall be Fifty Dollars (\$50.00) and shall be valid only during the Special Event. Applicants must submit proof of sales tax registration for the City of Crest Hill with the license application. The Temporary Merchandise Vendor must maintain the license for the duration of the Special Event and produce it upon request of the City of Crest Hill Police Department.

§ 5.18.050 RESTRICTIONS & LIMITATIONS

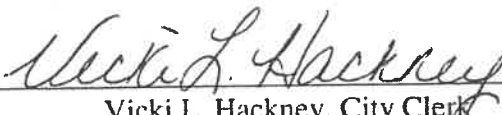
Mobile Food Vendors and Temporary Merchandise Vendors are prohibited from operating in a parked or stationary manner in the public right-of-way or on public property unless expressly authorized by the terms of the permit.

§ 5.18.060 VEHICLE PARKING

As part of a permitted Special Event, vehicles shall be permitted to park on unpaved surfaces for the duration of the Special Event at the location of the Special Event. Vehicles must be moved at the expiration of the Special Event permit.

PASSED THIS 18th DAY OF JUNE, 2018.

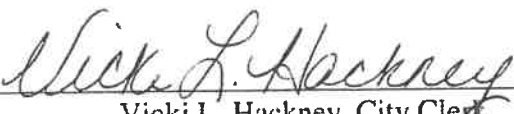
	Aye	Nay	Absent	Abstain
Alderman John Vershay	☒	☐	☐	☐
Alderman Scott Dyke	☒	☐	☐	☐
Alderwoman Claudia Gazal	☒	☐	☐	☐
Alderwoman Barbara Sklare	☒	☐	☐	☐
Alderwoman Tina Oberlin	☒	☐	☐	☐
Alderman Marco Coladipietro	☒	☐	☐	☐
Alderman Nate Albert	☒	☐	☐	☐
Alderman Tom Inman	☒	☐	☐	☐
Mayor Raymond R. Soliman	☒	☐	☐	☐


Vicki L. Hackney, City Clerk

APPROVED THIS 18th DAY OF JUNE, 2018.


Raymond R. Soliman, Mayor

ATTEST:


Vicki L. Hackney, City Clerk



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