

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item: Babes on the Block Mother's Day Event to be held on Thursday May 7 from 4pm-7pm at 5466 Bridge

Date: 4/16/2026

Meeting: 04/21/2026 Village Board

Prepared by: Janel Reidinger

Department: License and Permits

Overview/Background Information

Date of Event: Thursday, May 7th

Time of Event: 4:00pm -7:00pm

Location: Corner of Bridge and Main (Bridge St Parking Lot and Patio, 5454 Bridge St, 10514 Main St)

The owners of Linkt, Daisy Jean, and Party Like a Rockstar Balloon Bar have partnered to host a Mother's Day shopping event. Each business will offer in-store specials, and additional local vendors have been invited to participate. Live acoustic music is planned for the patio.

The applicants are requesting use of the patio and a portion of the parking lot for the event, as well as the use of three (3) Village huts.

Key Issues

Applicants understand the placement and safety concerns of the huts and have withdrawn that part of their request. Activities will be limited to individual storefronts and the patio area of the Bridge Street lot.

Hut Placement & Safety Concerns:

The requested location of the huts in the two handicap-accessible parking spaces on the east side of the lot is not recommended. This area is near the primary entrance, and congregating attendees around the huts could create visibility and safety hazards for vehicles entering the lot. Both the Fire Department and Police Department have expressed concerns with this location, and maintaining accessible parking availability is a priority. Public Works has advised that hut placement cannot involve driving over curbs, sidewalks, or landscaped areas, which further restricts the available placement options. The setup and removal of huts requires staff time and contributes to ongoing maintenance needs (e.g., paint touch-ups due to transport). Given the short duration of this three-hour event, Public Works has raised concerns about the efficiency and appropriateness of deploying huts for non-Village events. **Therefore, staff recommends approval of the special event permit, with the exception of the use of the Village huts. Staff will work with applicants on placement of huts at future events when time is not so critical.**

Late Application Submission:

The application was submitted after typical deadlines. Staff have agreed to process the application in support of local businesses; however, no guarantees of approval have been provided.

Fiscal Note/Budget Impact

No police staffing or overtime is anticipated.

Prior Legislative Actions

n/a

Action Required/Recommendation

Approve the special event as proposed, with the exception of the use of Village huts.

Attachments

Special Event Application

Site Plan