



VILLAGE OF SCHILLER PARK SPECIAL EVENT PERMIT APPLICATION

9526 W. Irving Park Rd. Schiller Park, IL 60176
PHONE: (847) 678-2550 FAX: (847) 671-3564

Applicant Information

Name _____
Company / Organization _____
Phone Number () - Email _____

Property Owner Information

Name _____
Address _____ Zip Code _____
Phone Number () - Email _____

Event Information

Event Address _____
Event Type _____ Estimated number of Attendees _____
Start Date _____ Start Time _____ AM / PM
End Date _____ End Time _____ AM / PM

Special Event Permit Type (Mark all that apply)

<input type="checkbox"/> Private / Invitation only	<input type="checkbox"/> Open to the public	<input type="checkbox"/> Event advertised (copy attached)
<input type="checkbox"/> Held within a building	<input type="checkbox"/> Held outdoors	<input type="checkbox"/> Entertainment (Music / games / inflatables)
<input type="checkbox"/> For profit event	<input type="checkbox"/> Not for profit	<input type="checkbox"/> Admission fee required
<input type="checkbox"/> Event is age restricted	<input type="checkbox"/> Unarmed Security hired	<input type="checkbox"/> Armed security hired
<input type="checkbox"/> Alcohol served (Seperate application issued through Mayor's Officer)	<input type="checkbox"/> Food served (menu attached)	
<input type="checkbox"/> Event required Village Services	<input type="checkbox"/> Police (Traffic control / security)	<input type="checkbox"/> Fire (Fire watch)
		<input type="checkbox"/> Other (Public works services)

Other required information

Letter of intent describing the event in sufficient detail including activities, entertainment, etc.
 Property owner letter providing permission to use the property for event.
 Parking permission letter from adjacent property owners for supplemental parking (if necessary)
 Site plan to show location of event, tents, parking, other structures, etc.
 Other documents (ex. tent flame retardant certificate & tent installer, electrical application & contractor, sign application)

Fees (For office use only)

<input type="checkbox"/> Tent	<input type="checkbox"/> Stage	<input type="checkbox"/> Electrical
<input type="checkbox"/> Temporary Sign	<input type="checkbox"/> Entertainment License	FEE TOTAL _____



VILLAGE OF
SCHILLER PARK

PAMPHLET

PUBLICATION OF

ORDINANCE NO. 18-4103

AN ORDINANCE OF THE VILLAGE OF SCHILLER PARK, COOK COUNTY,
ILLINOIS, AMENDING SECTION 96.013 OF CHAPTER 96 OF TITLE NINE
OF THE NEW MILLENNIUM CODE OF THE VILLAGE OF SCHILLER PARK
REGARDING BLOCK PARTY REGULATIONS

An Ordinance of the Village of Schiller Park, Cook County,
Illinois, Amending Section 96.013 of Chapter 96 of Title Nine
of the New Millennium Code of the Village of Schiller Park
Regarding Block Party Regulations

following passage and approval on November 1, 2018
for the inspection, use, and examination by the public.

Filed in the Office of:
Rosa Jos, Clerk
Village of Schiller Park

ORDINANCE NUMBER 18-4103

**AN ORDINANCE OF THE VILLAGE OF SCHILLER PARK, COOK COUNTY,
ILLINOIS, AMENDING SECTION 96.013 OF CHAPTER 96 OF TITLE NINE
OF THE NEW MILLENNIUM CODE OF THE VILLAGE OF SCHILLER PARK
REGARDING BLOCK PARTY REGULATIONS**

WHEREAS, the Village of Schiller Park, Cook County, Illinois (the "*Village*") is a home rule municipality pursuant to Section 6(a), Article VII of the 1970 Constitution of the State of Illinois, and as such may exercise any power and perform any function pertaining to its government and affairs (the "*Home Rule Powers*"); and

WHEREAS, the President and Board of Trustees of the Village of Schiller Park (the "*Corporate Authorities*") are charged with the responsibility of protecting the health, safety and welfare of the residents of the Village; and

WHEREAS, the Corporate Authorities may from time to time amend the text of the New Millennium Code of the Village of Schiller Park when it is determined to be in the best interests of the residents of the Village; and

WHEREAS, the Corporate Authorities find that it is in the best interest of the health, safety and welfare of the residents of the Village to provide for the regulations herein specified.

NOW, THEREFORE, BE IT ORDAINED by the Village President and Board of Trustees of the Village of Schiller Park, Cook County, Illinois, by and through its Home Rule Powers, as follows:

Section 1. That the above recitals and legislative findings are found to be true and correct and are hereby incorporated herein and made a part hereof, as if fully set forth in their entirety.

Section 2. Section 96.013 ("*Block Party Regulations*") of Chapter 96 ("*Streets and Sidewalks; Trees and Shrubs*") of Title IX ("*General Regulations*") of the New Millennium Code of the Village of Schiller Park is hereby amended by deleting the following stricken language and adding the underlined language to read, as follows:

§ 96.013 BLOCK PARTY REGULATIONS.

(A) Permit Required: No person or persons shall host, maintain or run a block party without applying for and receiving a block party permit from the ~~v~~Village. Block party applications shall be furnished by the ~~v~~Village eClerk's office.

(B) Regulations: Upon completion of a block party application, the ~~v~~Village eClerk's office shall issue a no fee permit subject to the following regulations:

(1) A permit shall be granted upon receipt by the ~~v~~Village of a petition signed by at least sixty percent (60%) of the residents in the block requesting permission to hold a block party. All petitions and applications shall be delivered to the Village Clerk's office at least thirty (30) days prior to the scheduled date of the block party.

(2) Block parties shall be permitted from either twelve o'clock (12:00) noon to eleven-ten o'clock (~~11~~ 10:00) P.M., Sunday through Thursday, and no streets shall be blocked prior to twelve o'clock (12:00) noon or after eleven ten o'clock (~~11~~ 10:00) P.M. on the date of the block party or from twelve o'clock (12:00) noon to eleven o'clock (11:00) P.M., on Fridays and Saturdays, and no streets shall be blocked prior to twelve o'clock (12:00) noon or after eleven o'clock (11:00) P.M. on the date of the block party.

(3) All music produced by electrical or mechanical means or by live musicians shall be kept at a noise level acceptable to the residents of the block and shall not be so loud as to disturb residents of adjoining blocks.

(4) All barricades used to block the street will be furnished by the Village. Barricades will be picked up by the homeowner designated on the application and will be picked up from the homeowner by the ~~v~~Village on the next scheduled workday after the block party. The designated homeowner shall bear full responsibility ensuring that no damage occurs to the barricades.

(5) Cars shall not be permitted to block the entrance to the street. Violators shall be subject to citation and towing of the vehicles.

(6) An area in the center of all streets, wide enough for emergency vehicles, shall be kept clear of all items in order to permit emergency vehicles to pass through at all times.

(7) No fee shall be charged for admission to a block party.

(8) A permit shall not be granted if a Village department has determined that the effect of the proposed block party will endanger the public health, welfare and safety or will unduly interfere with the flow of traffic.

(9) No person attending any block party shall make any loud noise or disturbance which will create a nuisance for other persons in the Village.

(10) No alcoholic liquor shall be sold at any block party.

(11) The homeowner designated on the application shall be responsible for the removal of all garbage, rubbish, litter, refuse, waste material, items or property deposited in the public right-of-way as a result of the block party at the end of such block party.

(C) Definitions: For the purposes of this section, the following definitions shall apply:

(1) **BLOCK PARTY.** A gathering of residents of a common block in, upon, or around a public residential street for a distance not to exceed one (1) block and for a time period not to exceed the hours specified in subsection (B) above, which gathering requires blockading of any streets, or portions thereof. The term block party does not include a private function.

(2) **PRIVATE FUNCTION.** A gathering for which the host invites a prearranged list of guests and does not allow for admission, free or for charge, to uninvited guests or any gathering that will primarily benefit an activity of the host at the exclusion of other residents of the block.

Section 3. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any other provision of this Ordinance.

Section 4. All ordinances, resolutions, motions or orders in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 5. This Ordinance shall be in full force and effect upon its passage, approval and publication as provided by law.

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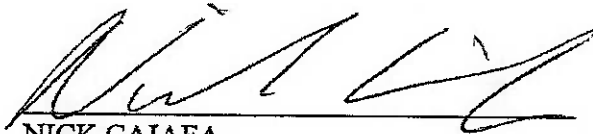
ADOPTED by the Board of Trustees of the Village of Schiller Park, Cook County, Illinois this 1st day of November 2018, pursuant to a roll call vote, as follows:

AYES: Trustees Diaz, Klug, Golembiewski, Deegan, Lima, and Gorzynski

NAYES: None

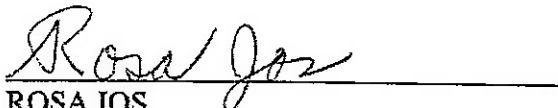
ABSENT: None

APPROVED by the President of the Village of Schiller Park, Cook County, Illinois on this 1st day of November 2018.



NICK CAIAFA
VILLAGE PRESIDENT

ATTEST:



ROSA JOS
VILLAGE CLERK

(SEAL)