



Village of Downers Grove

Official Village Policy Approved by Village Council

Description:	Temporary Use (Community Events) Policy		
Res. or Ord. #:	Res. 2012-38	Effective Date:	6/5/12
Category:	Legislative and General Management		
	<input checked="" type="checkbox"/> New Council Policy		
	Amends Previous Policy Dated: _____		
	Description of Previous Policy (if different from above): _____		

RESOLUTION 2012-38

A RESOLUTION ESTABLISHING A POLICY REGARDING TEMPORARY USES THAT REQUIRE VILLAGE SERVICES OR PROPERTY

WHEREAS, community events are an important part of the Village of Downers Grove; and

WHEREAS, Chapter 4 of the Downers Grove Municipal Code regulates community events and more specifically defines them as Temporary Uses; and

WHEREAS, the Village Manager has issued an Administrative Regulation entitled: Temporary Use Permits; Procedures for application, Approval and Issue, that specifically outlines the process and fees associated for obtaining a Temporary Use Permit; and

WHEREAS, on September 7, 2010, the Village Council approved the Community Events Commission recommendation to assess fees for the costs of any Village services rendered for Temporary Uses; and

WHEREAS, the Village Council has determined it is in the best interest of the Village to establish a policy to be followed for Temporary Uses that require the use of Village services or Village property;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Downers Grove, DuPage County, Illinois as follows:

1. All Temporary Uses shall comply with the requirements of Chapter 4 of the Downers Grove Municipal Code and the Administrative Regulation regarding Temporary Use Permits and shall otherwise comply with all terms and conditions of any permit issued.
2. Applicants for Temporary Uses that affect the ordinary use or availability of Village resources or uses Village property, and that requires the allocation of Village resources at a greater level than

the level at which such resources are allocated for the general public, shall pay the Village's costs of providing such services, personnel, equipment or property as provided herein. Depending upon the nature of the event, in addition to an application fee and permit fee, the Village shall charge the following fees:

- a. Facilitation fee – to cover the costs of all staff time spent on facilitating the event, including consulting, training, marketing and community relations. The fee would be equal to actual time spent by Village staff.
 - b. Village Services fee – to cover the actual direct and indirect costs of Village services and staff time provided before, during and after the event, including street closures, set-up and take-down, public safety and any other service provided by the Village.
 - c. Village Equipment Rental Options – cost to use Village equipment. A list of rental options is attached hereto and incorporated herein as Exhibit A. The amount of the fees to rent such equipment is set forth in the Village's "User Fine and License Fee Schedule" as amended from time to time.
 - d. Village Property Use fee – to cover the costs for the use of Village property. The amount of the fee is set forth in the Village's "User Fine and License Fee Schedule" as amended from time to time. This fee will not be assessed to not-for-profit organizations, unless the use of the property reduces revenue generating opportunities for the Village.
3. Other than the application and permit fees, no other fees assessed per this policy shall be waived pursuant to the Village Council Policy Regarding Fee Waivers.
 4. In an effort to promote and facilitate Temporary Use events, the Village may: 1) provide certain public safety services as determined necessary by the Village; 2) provide other services as requested by the applicant; and, 3) provide community relations and marketing services as requested by the applicant.
 5. This policy does not apply to parades or open air meetings exercising First Amendment Rights as defined in Section 4.201 of the Village of Downers Grove Municipal Code.
 6. The validity of any action otherwise taken by the Council in accordance with applicable law shall not be invalidated, impaired, or otherwise affected by noncompliance with any part of the policy set forth herein.
 7. All resolutions or motions in conflict with the provisions of this resolution are hereby repealed.
 8. That this resolution shall be in full force and effect from and after its passage and approval as provided by law.

A handwritten signature in black ink that reads "Martin T. Tully". The signature is written in a cursive, flowing style.

Martin Tully, Mayor

Passed: June 5, 2012
Attest: April K. Holden

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**Exhibit A
Equipment Rental Options**

Item	# Available
Barricades	
Type I	25
Type III	40
French	120
Traffic Cones	50
Signage	
Arrow Board	4
Message Board	2
No Parking Signs on lathe	
 Benches	 80
 1 ton dump truck	
5 ton dump truck	
10 ton dump truck	
Front end loader	
Street sweeper	
 Ice pedestal	 80
 Garbage Cans	 180
 Recycle Cans	 116
 16' x 16' stage unit	 1
 Plastic fencing with posts	 800ft
 60 Amp Elec Dist Box per box	 5
Electric Cable per foot	600ft
Cable Ramp	20