

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION

 X Resolution or Ordinance (Blue) Waiver of First requested X
 Recommendations of Boards, Commissions & Committees (Green)
 Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott R. Niehaus, Village Manager

DATE: May 22, 2025 (B of T) Date: June 19, 2025

TITLE: **Amending Title XI, Chapter 112 – Alcoholic Beverages
Special Event at The Carlisle – 435 E. Butterfield Road**

SUBMITTED BY: Anthony Puccio
Local Liquor Control Commissioner
Village President

BACKGROUND/POLICY IMPLICATIONS:

Attached for your consideration is an ordinance amending Title XI, Chapter 112, Section 112.18(B)(6) of the Lombard Village Code, providing for the service and consumption of alcoholic beverages associated with an outside cocktail party relative to a May 25, 2025, wedding reception.

At the recommendation and permission of the Local Liquor Control Commissioner, a consensus was reached, May 20, 2025, to grant the Class J Liquor license prior to the official vote and approval at the next scheduled, June 19, 2025, Board of Trustees Meeting.

The petitioner and staff are requesting a waiver of first reading due to the recent request for approval and consensus to approve.

Please place this item on the June 19, 2025, Board of Trustees agenda for official vote and approval.

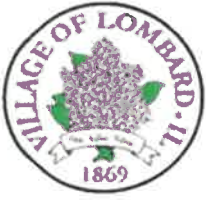
FISCAL IMPACT/FUNDING SOURCE:

Review (as necessary):

Village Attorney _____ Date _____

Finance Director _____ Date _____

Village Manager _____ Date _____



MEMORANDUM

TO: Scott Niehaus, Village Manager

FROM: Anthony Puccio
Local Liquor Control Commissioner
Village President

DATE: May 22, 2025

SUBJECT: **The Carlisle Special Event – Outside Cocktail Party
435 E. Butterfield**

The Carlisle applied for a Special Event Permit, May 13, 2025, for a one-day, temporary event to host a wedding reception at their establishment and request permission to hold a cocktail party outside prior to the wedding reception. The cocktail party will take place under one, sixty (60) foot by twenty (20) foot tent on the east side of the carport. The cocktail party will take place for a period of one and one-half (1-1/2) hours prior to the wedding reception. At the conclusion of the cocktail hour, staff will break down both portable bars and bring all liquor inside the licensed premises where the wedding reception is taking place. There is no consumption of liquor from that point forward outside of the licensed premises.

Since the request was not submitted in enough time for the last scheduled Board meeting, May 15, 2025, and the event date is scheduled prior to the next meeting, June 19, 2025, at my recommendation and permission, the Board of Trustees reached a consensus via email, Tuesday, May 20, 2025, to grant the Class "J" liquor license to Carlisle Banquets, Inc. d/b/a The Carlisle, 435 E. Butterfield, prior to an official vote and approval at the June 19, 2025 BOT meeting.

Carlisle Banquets, Inc. d/b/a The Carlisle currently holds a Class "K" liquor license which allows them to serve alcoholic liquor on said premises only by patrons of the banquet hall facilities and does not allow the sale of alcoholic liquor to the general public. The Village Code does not allow alcohol outside the licensed premises without Village Board approval. The Village Board previously approved Ordinances 8177, 7944, and 7657 in 2023, 2021, and 2019, respectively, for the same type of event.

Attached please find an ordinance amending Village Code Title XI, Chapter 112, Section 112.1 8(B) to allow the service and consumption of alcoholic liquor within the specified area for this temporary special event. The petitioner and staff requested a waiver of first reading to receive an official vote and approval for the class "J" Liquor License.

Should you need additional information, please feel free to contact me.

ORDINANCE NO. ____

**AN ORDINANCE AMENDING TITLE XI, CHAPTER 112, SECTION 112.18(B)
OF THE LOMBARD VILLAGE CODE IN REGARD TO ALCOHOLIC BEVERAGES,
PROVIDING FOR THE SERVICE AND CONSUMPTION OF ALCOHOLIC LIQUOR
IN CONNECTION WITH A TEMPORARY EVENT
AT 435 E. BUTTERFIELD ROAD ON May 25, 2025**

BE IT ORDAINED by the President and Board of Trustees of the Village of Lombard,
DuPage County, Illinois, as follows:

SECTION 1: That Title XI, Chapter 112, Section 112.18(B) of the Lombard Village
Code is amended by adding a new subsection (6) thereto, effective *nunc pro tunc*, upon
the adoption of this Ordinance through 8:00 p.m. on Saturday, May 25, 2025, which shall
read in its entirety as follows:

“(6) In light of the fact that Carlisle Banquets Inc. d/b/a The Carlisle, located at 435 East Butterfield Road, (hereinafter the “Liquor Licensee”), will be holding a wedding reception on May 25, 2025, between the hours of 5:30 p.m. and 8:00 p.m., said Liquor Licensee shall be eligible for a Class “J” liquor license, in addition to the Village liquor license currently issued to the Liquor Licensee, despite the fact that said Liquor Licensee is a for-profit business entity, for the sole purpose of having an outside cocktail party, relative to the wedding reception, which will be confined to one (1) sixty (60) foot by twenty (20) foot temporary tent located adjacent to the main entrance on the east side of carport of said Liquor Licensee’s currently licensed premises, to be approved by the Village pursuant to the issuance of a temporary event permit under Chapter 110 of the Village Code. The liquor license to be issued under this subsection (6) may be issued by the Local Liquor Commissioner upon proper application to the Village, and satisfaction of all applicable requirements and conditions by the Liquor Licensee. No liquor license shall be issued under this subsection (6) until such time as the Liquor Licensee obtains the necessary temporary event permit under Chapter 110 of the Village Code and complies with all requirements and conditions thereof, including, without limitation, the insurance, bond and indemnification requirements of Chapter 110 for temporary events. In addition, if such liquor license is issued by the Local Liquor Commissioner under this subsection (6), said Liquor Licensee shall, notwithstanding any other provisions of this Chapter 112, be subject to the following additional requirements:

- (a) The service and consumption of alcoholic liquor shall occur within the building on the premises for which the Liquor Licensee has a valid non-Class "J" liquor license (the "Licensed Premises") or outdoors, but confined to one (1) sixty (60) foot by twenty (20) foot designated tent located either adjacent to or ten feet (10') away from the entrance of the Licensed Premises with the exact location of the tent to be approved by the Village pursuant to an inspection of the premises prior to the event. The tent shall be enclosed on all sides if the location of the tents are ten feet (10') away from the Licensed Premises, with access thereto solely from the main entrance of the Licensed Premises or the West end of the Westerly of the one (1) tent, so as to allow wedding reception invitees access from the parking lot. If the tent is less than feet (10') from the Licensed Premises, the Westerly of the one (1) tent will have roped South and West tent sides. The West end of the Westerly of the one (1) tent shall be staffed by the Liquor Licensees' employees, so as not to allow wedding reception invitees to exit the tents with alcoholic liquor;
- (b) Once the cocktail party, relative to the wedding reception, is over at 8:00 p.m. all alcoholic liquor will be removed from the one (1) temporary tent and taken inside the Licensed Premises. No alcoholic liquor is to be consumed in the one (1) tent after the cocktail party, relative to the wedding reception, has ended.
- (c) No more than two (2) alcoholic drinks may be provided to any person at the same time.

SECTION 2: That, effective at 8:00 p.m. on Saturday, May 25, 2025, *nunc pro tunc*, Title XI, Chapter 112, Section 112.18(B)(6) of the Lombard Village Code, as set forth in Section 1 above, is hereby repealed, without need for any further action by the President and Board of Trustees.

SECTION 3: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Passed on first reading this ____ day of _____, 2025.

First reading waived by action of the Board of Trustees this 19th day of June 2025.

Passed on second reading this 19th day of June 2025, pursuant to a roll call vote as follows:

AYES: Trustee LaVaque, Hammersmith, Dudek, Egan, Militello and Bachner

NAYS: None

ABSENT: None

APPROVED by me this 19th day of June 2025.

Anthony Puccio, Village President

ATTEST:

Ranya Elkhatib, Village Clerk