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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** WALTER MAGDZIARZ, COMMUNITY DEVELOPMENT DIRECTOR  
**SUBJECT:** DISCUSSION: ZONING ORDINANCE AMENDMENT  
(EVENT VENUE, SPECIAL USE)  
**AGENDA:** OCTOBER 6, 2020 VILLAGE BOARD MEETING  
**DATE:** OCTOBER 2, 2020

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**ISSUE**

Shall the Village Board discuss a proposed Zoning Ordinance amendment to add “event venue” as a Special Use in the E-1 zoning district, along with additional standards and criteria for the use.

**DISCUSSION**

The proposed zoning amendment is promulgated by a proposal by Rosewood Farm to annex and to use a portion of property on the north side of Prairie Street for an event venue and other related ancillary uses. The Rosewood Farm proposal was discussed at the October 15, 2019 Village Board meeting. At that meeting the Board, by consensus, recommended that the proposal move forward.

The proposed use is not an identified Permitted or Special Use in any zoning district. A zoning amendment to add “event venue” as a Special Use in the E-1 District was proposed by Village staff as the means to establish zoning control of the use.

The E-1 Estate Residential District was proposed as the underlying zoning classification because this is the default zoning district for any annexation in the Village. It is also the most restrictive zoning classification in the Village. The only permitted uses in this district are farming, parks, mobile home dwelling, and single family residential on very large lots (minimum one acre). Special Uses in this district include boarding schools, commercial stables, and municipal uses such as fire stations, police stations and the like. The rationale is similar to that for the recently approved Special Use for firewood and mulch sales.

While similar in function to a banquet hall, an “event venue” is associated with the character and context of the property. Many event venues are in rural or agricultural settings to provide an atmosphere for the business or personal events being held at the venue. Often located on farmsteads, event venues provide adaptive re-use opportunities for rural buildings. Events at these venues can occur outdoors or inside a permanent or temporary structure.

The proposed zoning amendment includes minimum conditions and criteria the use (event venue) needs to satisfy as outlined in the attached Additional Standards for Specific Uses. The proposed standards are intended to allow for the successful operation of the proposed event venue business while limiting potential negative impacts.

Between the zoning amendment and the Special Use Permit conditions of approval the location and size of an event venue operation is limited on the property; the character of the property (rural or agricultural) is maintained; and, there are limitations and restrictions on the conduct of the business.

The Plan Commission discussed the proposed Special Use at their meetings on August 19, 2020 and September 16, 2020. The Plan Commission is recommending approval of the proposed text amendment for "Event Venue".

The proposed Special Use Additional Standards address items such as hours of operation and capacity. The Plan Commission also discussed alcohol service regulations, noise, signage, security and fireworks. Village Staff believes these items are best addressed on a case-by-case basis.

Staff is requesting the Village Board discuss the proposed Additional Standards and identify any other areas of concern. Staff will revise the proposed standards and prepare an Ordinance for consideration based on the discussion.

Once the Special Use is established, staff anticipates the proposed Rosewood Farm project will formally apply for annexation to the Village. The annexation process will require a Public Hearing and an Annexation Agreement. Site specific issues can be addressed in the Annexation Agreement.

**COSTS**

There is no cost to discuss the matter.

**ATTACHMENTS**

- Planning Commission Recommendation PC20-013
- Draft Code Chapter 11 (Zoning Regulations) (Event venue)

**RECOMMENDATION**

The Village Board review the proposed Event Venue Additional standards and provide input and direction to Village staff in order to prepare the necessary Ordinance for approval.

VILLAGE PRESIDENT

P. Sean Michels

VILLAGE TRUSTEES

Sean Herron  
Ted Koch  
Jennifer Konen  
Heidi Lendi  
Rick Montalto  
Ryan Walter

VILLAGE ADMINISTRATOR

Brent M. Eichelberger



VILLAGE CLERK

Alison Murphy

COMMUNITY DEVELOPMENT

**R E C O M M E N D A T I O N**  
**PC20-014**

TO: Village President and Board of Trustees  
FROM: Planning Commission  
DATE: Meeting of September 16, 2020  
PETITION: 20-013  
Zoning Ordinance Amendment, Event venue

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**PROPOSAL**

The Village is proposing "event venue" be added to the Zoning Ordinance "Table of Permitted Uses" as a Special Use in the E-1 Estate Residential District, along with several other related amendments.

**BACKGROUND & HISTORY**

The proposed Zoning Ordinance amendment is a direct result of inquiries the Village received about establishing this kind of use in the Village. With this inquiry, it was realized that this use was not a permitted use within the Village. The Village Board previously discussed the concept, expressed support for this use somewhere in the Village, and directed Village staff to prepare the necessary zoning ordinance amendments.

**DISCUSSION**

Village staff prepared an amendment that recognizes the use as a Special Use in the E-1 District. While there are similarities between an event venue and a banquet hall, unlike a banquet hall, an "event venue" is more about the context and atmosphere in which the use is operated than the facility itself. Most event venues are operated outdoors and desire to exploit the outdoors for the event. This is the prevailing reason for limiting the use to the E-1 District.

The Planning Commission discussed the proposed text amendments, including the definition, and additional standards and criteria, and considered the following conditions but did not add them to the.

proposed amendment:

1. Including regulations regarding serving alcohol at events.
2. The noise level of events that may have an outdoor band.
3. Signage.
4. Requiring security for events that exceed a certain size.
5. Fireworks.

Village staff is of the opinion that these are valid concerns but are best addressed as conditions of approval on a case-by-case basis.

#### **PUBLIC RESPONSE**

After due notice, the Planning Commission held a public hearing electronically on August 19, 2020 and continued to September 16, 2020. No objectors were present.

#### **ATTACHMENTS:**

Proposed Text Amendment (Exhibit A)

#### **RECOMMENDATION**

After carefully considering the facts, the Planning Commission recommends the Village Board **approve** the proposed text amendment for "Event Venue" in the form and substance provided in Exhibit A, attached hereto and made a part hereof.

AYES: Ochsenschlager, Wilson, Eckert, Guddendorf, Sabo, and Jones

NAYES: *None*

ABSENT: White

MOTION PASSED

## EXHIBIT A

### **Section 11-3-2 Definitions:**

Event Venue: A place with a more rural setting where public and private events are held. Events may take place indoors or outdoors and range from small intimate gatherings to large weddings and may include catering facilities, commercial kitchens, retail, and meeting facilities.

### **Section 11-4-22 Table of Permitted Uses:**

Use	A-1	E-1	R-1	R-2	R-3	SR	B-1	B-2	B-3	BP	OR-2	M-1	I-1
Commercial uses:													
Event Venue		S*											

### **Section 11-4-23 Additional Standards for Specific Uses:**

#### Event Venue

- A. Shall be on a parcel not less than six (6) acres in size
- B. Events shall have a maximum occupancy determined by the Village Board
- C. Parcel on which event venue is located shall have direct access/frontage on a collector or arterial street
- D. Shall submit a parking plan and traffic control plan describing how traffic will be directed for events
- E. Events over 50 people may occur only on Friday, Saturday, and Sunday
- F. Friday and Saturday events shall end by 12:00 a.m. and events that occur Sunday through Thursday shall end by 10:00 p.m., excluding breakdown of the event
- G. Shall be at least five hundred (500) feet from any adjacent residence, except an on-site residence that may be occupied by the operator of the venue
- H. The maximum building coverage shall be 30%
- I. All trash from event must be removed from property within twelve (12) hours of event