



VILLAGE OF PALATINE
VILLAGE HALL - COUNCIL CHAMBERS
200 E. WOOD STREET
PALATINE, IL 60067-5339 – (847) 359-9050
<http://www.palatine.il.us>

PALATINE LIQUOR COMMISSION

AGENDA

APRIL 10, 2023

Regular Meeting

7:05 PM

I. ROLL CALL

II. MINUTES APPROVAL

1. Palatine Liquor Commission - Regular Meeting - March 13, 2023

III. AGENDA ITEMS

1. Consider a Motion Granting a Class E (Temporary) Liquor License for the St. Nectarios Greek Orthodox Church Annual 'GreekFest' to be Held on June 23 - 25, 2023 at 133 S. Roselle Road
2. Consider an Application for a Class E (Temporary) Liquor License for the "Special Concert" Tribute Event at Countryside Church Unitarian Universalist, 1025 N. Smith Street
3. Consider a Motion Approving a Class E (Temporary) Liquor License for the Salt Creek Park District to Host a Block Party at Rose Park on Friday, June 16 at 530 S. Williams Avenue
4. Consider a Motion Approving a Class E (Temporary) Liquor License for the Salt Creek Park District Block Party in Grealish Park on Friday, July 14 at 1345 Joyce Avenue

IV. ADJOURNMENT

Motion to Adjourn



VILLAGE OF PALATINE
 VILLAGE HALL - COUNCIL CHAMBERS
 200 E. WOOD STREET
 PALATINE, IL 60067-5339 – (847) 359-9050
<http://www.palatine.il.us>

PALATINE LIQUOR COMMISSION

MINUTES

MARCH 13, 2023

Regular Meeting

7:05 PM

I. ROLL CALL – Time: 7:45 PM

Attendee Name	Title	Status	Arrived
Jim Schwantz	Commissioner	Present	
Tim Millar	Commissioner	Present	
Scott Lamerand	Commissioner	Present	
Doug Myslinski	Commissioner	Present	
Greg Solberg	Commissioner	Present	
Kollin Kozlowski	Commissioner	Present	
Brad Helms	Commissioner	Present	

Also Present:

Village Clerk Marg Duer, Village Manager Reid Ottesen, Deputy Village Manager Hadley Skeffington-Vos, Village Attorney Patrick Brankin, Director of Community Development Mike Jacobs, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Police Chief Dave Daigle, Deputy Fire Chief Scott Mackeben, IT Director Larry Schroth, Director of Finance Paul Mehning, and Director of Human Resources Pam Jackson

II. MINUTES APPROVAL

- Palatine Liquor Commission - Regular Meeting - February 13, 2023 - **Accepted**

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Doug Myslinski, Commissioner
SECONDER:	Tim Millar, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

III. AGENDA ITEMS

- Consider an Application for a Class E (Temporary) Liquor License for the "Time and Talent Auction" Fund Raising Event at Countryside Church Unitarian Universalist, 1025 N. Smith Street - **Approved by Voice Vote**

Minutes Acceptance: Minutes of Mar 13, 2023 7:05 PM (Minutes Approval)

Consider an Application for a Class E (Temporary) Liquor License for the "Time and Talent Auction" Fund Raising Event at Countryside Church Unitarian Universalist, 1025 N. Smith Street.

Tom Dempsey reported this has been a successful annual event.

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Tim Millar, Commissioner
SECONDER:	Greg Solberg, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. Consider a Request for a Class E (Temporary) Liquor License for the School Trivia Night Fundraiser at St. Thomas of Villanova Parish, 1201 E. Anderson Drive - **Approved by Voice Vote**

Consider a Request for a Class E (Temporary) Liquor License for the School Trivia Night Fundraiser at St. Thomas of Villanova Parish, 1201 E. Anderson Drive

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Greg Solberg, Commissioner
SECONDER:	Scott Lamerand, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

IV. ADJOURNMENT – Time: 7:48 PM

Motion to Adjourn - **Motion Carried by Voice Vote**

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Tim Millar, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Submitted by:

Margaret R. Duer
Village Clerk

Consider a Motion Granting a Class E (Temporary) Liquor License for the St. Nectarios Greek Orthodox Church Annual 'GreekFest' to be Held on June 23 - 25, 2023 at 133 S. Roselle Road

BACKGROUND:

St. Nectarios is requesting a temporary liquor license to sell alcoholic beverages at their annual festival to be held on the grounds of their church at 133 S. Roselle Road (located at the southeast corner of Palatine and Roselle Roads). They are requesting to sell liquor during the following days and hours:

- Friday, June 23: 4 - 11 PM
- Saturday, June 24: 3 - 11 PM
- Sunday, June 25: Noon - 10 pm

KEY ISSUES:

Any approval shall be contingent upon anyone involved in the sale or serving of alcohol being required to complete the Village of Palatine Liquor Ordinance Compliance Course.

ALTERNATIVES:

1. Approve the request.
2. Recommend different hours.

RECOMMENDATION:

Action is at the discretion of the Commission.

ACTION REQUIRED:

Action is at the discretion of the Commission.

ATTACHMENTS:

- Greek Fest Liquor App

VILLAGE OF PALATINE

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT

Village Manager's Office, 200 E. Wood St, Palatine, IL 60067 Fax: 847-359-9094 E-mail: village@palatine.il.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Name of Event St. Nectarios GreekFest		First time event? ☐ Yes ☒ No	
Exact Address of Event 133 S. Roselle Road, Palatine, IL 60067			
Date(s) of Event June 23, 24 and 25		Hours of Event 4pm-11pm/3pm-11pm/12pm-10pm	
Phone number/website for publication 847-358-5170/www.stnectariosgoc.org		Estimated attendance 12,000	Last year's actual attendance 12,000
Describe the events community and/or cultural benefit Sharing Greek food, culture and hospitality with our community.			

CONTACT INFORMATION

Name of Sponsoring Organization St. Nectarios Greek Orthodox Church		Contact person from Sponsoring Organization George Reimnitz	
Sponsoring Organization Address 133 South Roselle Road		City Palatine	Zip 60067
Name of Organizer/Coordinator George Reimnitz		Email office@stnectariosgoc.org	
Organizer/Coordinator Address 133 South Roselle Road		City Palatine	Zip 60067
Phone Number 847-358-5170	Cell Phone Number	Fax Number	

LIQUOR LICENSE INFORMATION

Dates of Alcohol Service			Type of Alcoholic Beverages
Date	Time from: (am/pm)	Time to: (am/pm)	
6/23/23	4pm	11pm	☒ Beer
6/24/23	3pm	11pm	☒ Wine
6/25/23	12pm	10pm	☐ Mixed Drinks
			☒ Other Metaxa and Ouzo

A Copy of the following must be attached to every application:

- ☐ Site Plan
- ☐ Certificate of Insurance evidencing Dramshop Liability
- ☐ Letter from property owner acknowledging service of alcohol (Park District or Private Property Owner)
- ☐ Letter from Organization authorizing the liquor application

Conditions of Liquor License Approval

Must provide copy of State Liquor License upon Issuance to the Village

All persons who sell or serve alcoholic liquor and ID Check must satisfactorily complete the Village of Palatine Liquor Ordinance Compliance Training Course. To schedule training course, please contact the Crime Prevention Department at (847)-359-9061.

Signature of Organizer

Date

3/29/23

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

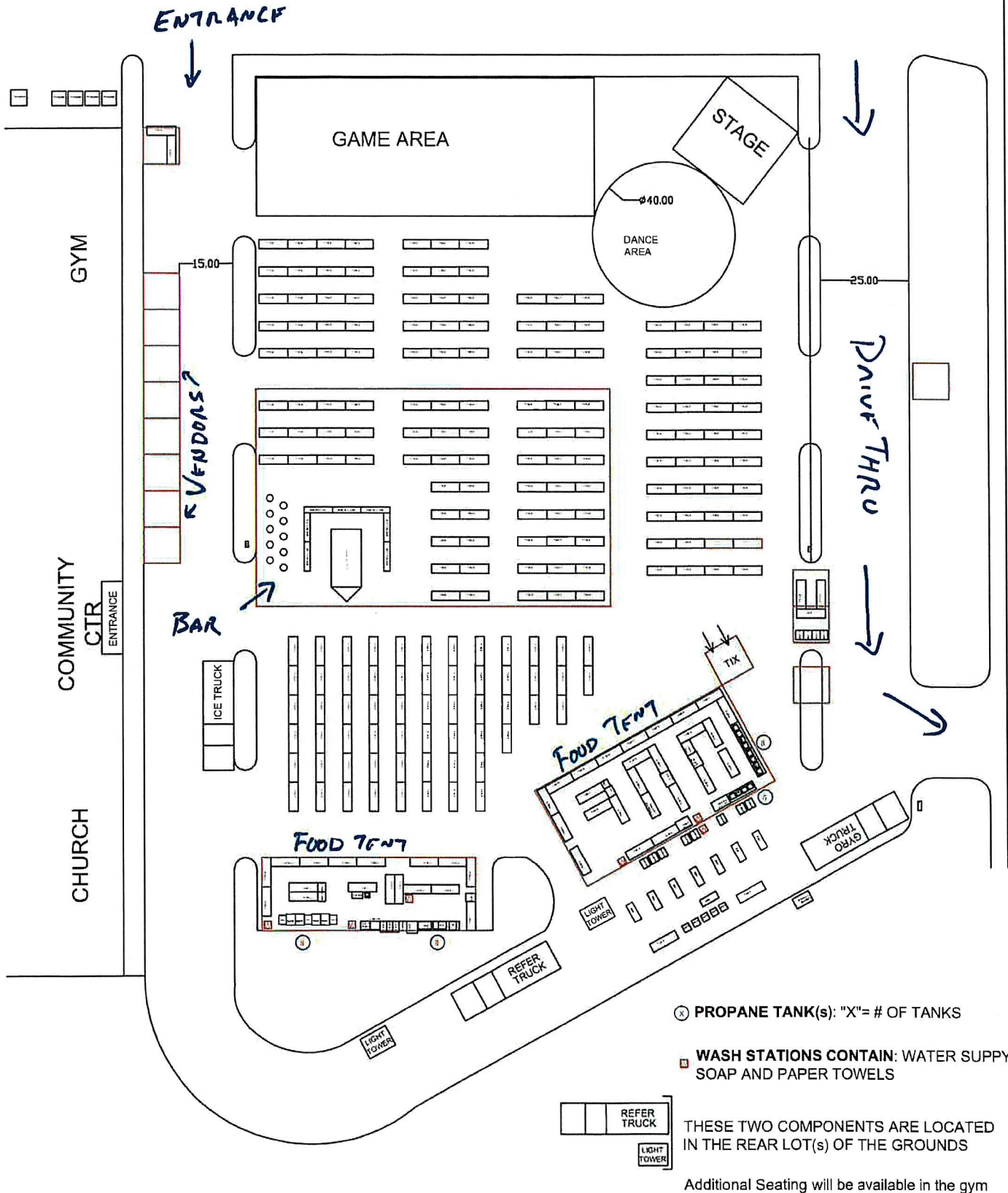
Page 1 of 2

Attachment: Greek Fest Liquor App (2023 Greek Fest Liquor)

2023

2022

FENCE LINE



Attachment: Greek Fest Liquor App (2023 Greek Fest Liquor)

Consider an Application for a Class E (Temporary) Liquor License for the "Special Concert" Tribute Event at Countryside Church Unitarian Universalist, 1025 N. Smith Street

BACKGROUND:

The Countryside Church Unitarian Universalist, at 1025 N. Smith Street, is requesting a one-day liquor license for the sale of beer and wine in conjunction with their "Special Concert" tribute event. The event will be held on Friday, May 26, 2023 from 7 PM to 9:30 PM.

KEY ISSUES:

A diagram of the serving area is attached. The petitioners are requesting the service of alcohol be from 6:30 PM to 9:00 PM, which is similar with prior years. All servers will be required to comply with the Police Department seminar regarding identifications. Once the Liquor Commission has approved the request, Countryside Church Unitarian Universalist will obtain the required State of Illinois liquor license.

ALTERNATIVES:

1. Approve the request.
2. Do not approve the request.

RECOMMENDATION:

Action is at the discretion of the Commission.

ACTION REQUIRED:

Action is at the discretion of the Commission.

ATTACHMENTS:

- Countryside Church Concert

VILLAGE OF PALATINE

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT

Village Manager's Office, 200 E. Wood St, Palatine, IL 60067 Fax: 847-359-9094 E-mail: village@palatine.il.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Name of Event <i>Countryside Church Special Concert</i>		First time event? ☐ Yes ☐ No	
Exact Address of Event <i>1025 N Smith Rd, Palatine IL 60067</i>			
Date(s) of Event <i>May, 26, 2023</i>		Hours of Event <i>7-9:30 pm</i>	
Phone number/website for publication <i>847-359-8440</i>		Estimated attendance <i>150</i>	Last year's actual attendance <i>150</i>
Describe the events community and/or cultural benefit <i>Music concert with entertainment and cultural benefit</i>			

CONTACT INFORMATION

Name of Sponsoring Organization <i>Countryside Church Unitarian Universalist</i>		Contact person from Sponsoring Organization <i>Tom Dempsey</i>	
Sponsoring Organization Address <i>1025 N Smith Rd</i>		City <i>Palatine</i>	Zip <i>60067</i>
Name of Organizer/Coordinator <i>Tom Dempsey</i>		Email <i>tomdempsey909@gmail.com</i>	
Organizer/Coordinator Address <i>c/o 1025 N Smith Rd</i>		City <i>Palatine</i>	Zip <i>60067</i>
Phone Number <i>847-630-0188</i>	Cell Phone Number <i>847-630-0188</i>	Fax Number _____	

LIQUOR LICENSE INFORMATION

Dates of Alcohol Service			
Date <i>5/26/23</i>	Time from: (am/pm) <i>6:30 pm</i>	Time to: (am/pm) <i>9:00 pm</i>	Type of Alcoholic Beverages
_____	_____	_____	☒ Beer
_____	_____	_____	☒ Wine
_____	_____	_____	☐ Mixed Drinks
_____	_____	_____	☐ Other _____

A Copy of the following must be attached to every application:

- ☐ Site Plan
- ☐ Certificate of Insurance evidencing Dramshop Liability
- ☐ Letter from property owner acknowledging service of alcohol (Park District or Private Property Owner)
- ☐ Letter from Organization authorizing the liquor application

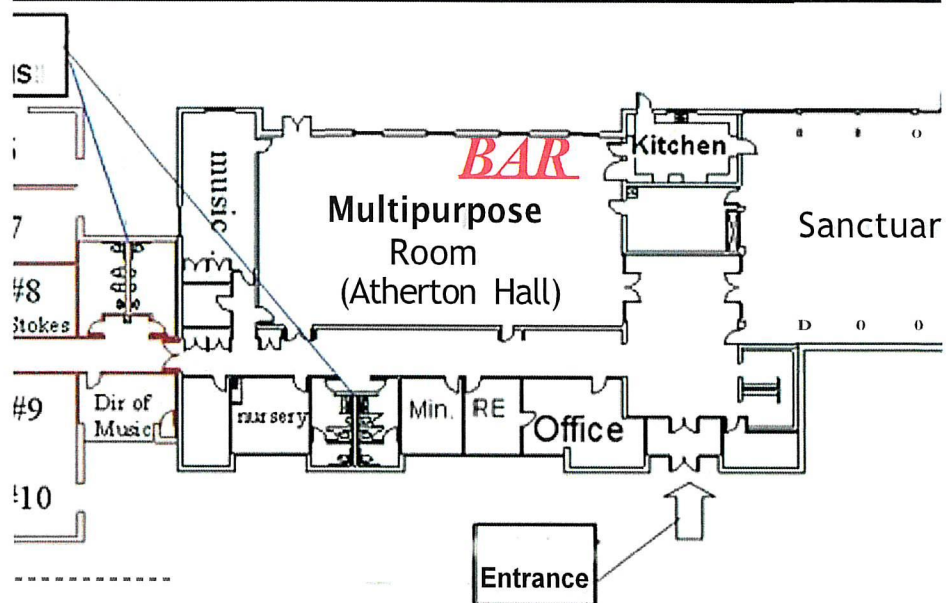
Conditions of Liquor License Approval

Must provide copy of State Liquor License upon Issuance to the Village

All persons who sell or serve alcoholic liquor and ID Check must satisfactorily complete the Village of Palatine Liquor Ordinance Compliance Training Course. To schedule training course, please contact the Crime Prevention Department at (847)-359-9061.

Signature of Organizer <i>Tom Dempsey</i>	Date <i>3/29/23</i>
--	------------------------

TEMPORARY EVENT LIQUOR LICENSE APPLICATION



Countryside Church

Unitarian Universalist

The Rev. Denise Cawley – Interim Minister
 Dr. Mary Lamb Shelden – Director of Lifespan Religious Education
 Alison Vernon – Music Director
 Laurie Lantz – Congregational Administrator

1025 N. Smith Rd.
 Palatine, IL 60067
 (847) 359-8440
 e-mail: ccuu@ccuu.org
 website: www.ccuu.org

March 31, 2023

Susan Storelli
 Village of Palatine
 200 E. Wood Street
 Palatine, IL 60067

Dear Susan,

I am writing to confirm Countryside's sponsorship of a special concert on May 26, 2023 and to apply for a temporary liquor license. The concert will be a tribute to Chicago musicians Steve Goodman and John Prine. There is a cultural benefit as well as an entertainment factor.

Countryside is experienced in local and state requirements for safe serving of alcoholic beverages. We have a sufficient number of trained and certified volunteers to ensure that all requirements are met.

I am writing on behalf of CCUU as both the property owner as well as the sponsoring organization. Please let me know if you need any further information.

Sincerely,

Tom Dempsey, President
 CCUU Board of Trustees

Attachment: Countryside Church Concert (Countryside Church Temporary Liquor License Request)

Consider a Motion Approving a Class E (Temporary) Liquor License for the Salt Creek Park District to Host a Block Party at Rose Park on Friday, June 16 at 530 S. Williams Avenue

BACKGROUND:

Salt Creek Park District is requesting a liquor license to serve alcoholic beverages (Beer) in conjunction with their 2nd annual Block Party in Rose Park at 530 S. Williams Avenue on Friday, June 16, 2023. Hours requested are from 6:30 - 8:30 PM. Food will be served.

KEY ISSUES:

Salt Creek Park District is hosting a block party for the community that lives near Rose Park. They will have a small, portable sound system for music and games. All servers will be required to comply with the Police Department seminar regarding identifications.

ALTERNATIVES:

1. Approve the request.
2. Do not approve the request.

RECOMMENDATION:

At the discretion of the Commission.

ACTION REQUIRED:

At the discretion of the Commission.

ATTACHMENTS:

- Salt Creek Rose Park
- Rose Park Block Party

VILLAGE OF PALATINE

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT

Village Manager's Office, 200 E. Wood St, Palatine, IL 60067 Fax: 847-359-9094 E-mail: village@palatine.il.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Name of Event Block Party - Rose		First time event? ☐ Yes ☒ No annual	
Exact Address of Event Friday, June 16, 2023			
Date(s) of Event 847-259-6890 / saltcreekpd.com		Hours of Event 6:30-8:30 pm	
Phone number/website for publication Block Party for residents		Estimated attendance 50-100 people	Last year's actual attendance 3 yrs ago 50 people
Describe the events community and/or cultural benefit			

CONTACT INFORMATION

Name of Sponsoring Organization Salt Creek Park District		Contact person from Sponsoring Organization Kelly Sisco	
Sponsoring Organization Address 530 S. Williams Ave.		City Palatine	Zip 60074
Name of Organizer/Coordinator Kelly Sisco		Email Ksisco@saltcreekpd.com	
Organizer/Coordinator Address 530 S. Williams Ave.		City Palatine	Zip 60074
Phone Number 847-259-6890	Cell Phone Number 630 436-5078	Fax Number 847-259-9975	

LIQUOR LICENSE INFORMATION

Dates of Alcohol Service			
Date FRI, June 17	Time from: (am/pm) 6:30pm	Time to: (am/pm) 8:30pm	Type of Alcoholic Beverages
			☒ Beer
			☐ Wine
			☐ Mixed Drinks
			☐ Other

A Copy of the following must be attached to every application:

- ☐ Site Plan
- ☐ Certificate of Insurance evidencing Dramshop Liability
- ☐ Letter from property owner acknowledging service of alcohol (Park District or Private Property Owner)
- ☐ Letter from Organization authorizing the liquor application

Conditions of Liquor License Approval

Must provide copy of State Liquor License upon Issuance to the Village

All persons who sell or serve alcoholic liquor and/ID Check must satisfactorily complete the Village of Palatine Liquor Ordinance Compliance Training Course. To schedule training course, please contact the Crime Prevention Department at (847)-359-9061.

Kelly Sisco **3 / 6 / 2023**
 Signature of Organizer Date

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

Page 1 of 2

VILLAGE OF PALATINE**TEMPORARY EVENT LIQUOR LICENSE APPLICATION**

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT

Village Manager's Office, 200 E. Wood St, Palatine, IL 60067 Fax: 847-359-9094 E-mail: village@palatine.il.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.**SITE PLAN**

Please use this Site Plan to illustrate the layout of your event. If you need additional space, please attach a separate sheet.

*Under
Pavilion**Garbage
can**Beer
Beer**Hand
washing station**Garbage***If applicable the following must be included:**

- ☐ Location of food vendors (F)
- ☐ Location of beverage vendors both non-alcoholic (NAB) and alcoholic beverages (AB) along with number of serving stations at each location
- ☐ Public entrances and exits
- ☐ Location of sound stages and amplified sound

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

Page 2 of 2



Attachment: Rose Park Block Party (Salt Creek Park District - Rose Park Block Party June

Consider a Motion Approving a Class E (Temporary) Liquor License for the Salt Creek Park District Block Party in Grealish Park on Friday, July 14 at 1345 Joyce Avenue

BACKGROUND:

Salt Creek Park District is requesting a one-day liquor license to serve alcoholic beverages (beer) in conjunction with their Block Party in Grealish Park at 1345 Joyce Avenue on Friday, July 14, 2023. Hours requested are from 6:30 - 8:30 PM. Food will be served. This event was held in 2022 as well.

KEY ISSUES:

Salt Creek Park District is hosting a block party for the community that lives near the park. They will be selling beer and will have a small portable sound system for music and games. All servers will be required to comply with the Police Department seminar regarding identifications.

ALTERNATIVES:

1. Approve the request.
2. Do not approve the request.

RECOMMENDATION:

At the discretion of the Commission.

ACTION REQUIRED:

At the discretion of the Commission.

ATTACHMENTS:

- Salt Creek Grealish Park
- Grealish Park

VILLAGE OF PALATINE

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT

Village Manager's Office, 200 E. Wood St, Palatine, IL 60067 Fax: 847-359-9094 E-mail: village@palatine.il.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Name of Event Block Party - Grealish		First time event? ☐ Yes ☒ No annual
Exact Address of Event Friday, July 14, 2023		
Date(s) of Event 847-259-6890 / saltcreekpd.com	Hours of Event 6:30 - 8:30 pm	
Phone number/website for publication Block Party for residents	Estimated attendance 50-100 people	Last year's actual attendance 3yrs ago 50 people
Describe the events community and/or cultural benefit		

CONTACT INFORMATION

Name of Sponsoring Organization Salt Creek Park District		Contact person from Sponsoring Organization Kelly Sisco	
Sponsoring Organization Address 530 S. Williams Ave.		City Palatine	Zip 60074
Name of Organizer/Coordinator Kelly Sisco		Email ksisco@saltcreekpd.com	
Organizer/Coordinator Address 530 S. Williams Ave.		City Palatine	Zip 60074
Phone Number 847-259-6890	Cell Phone Number 630 456-5078	Fax Number 847-259-9975	

LIQUOR LICENSE INFORMATION

Dates of Alcohol Service			
Date Fri. July 14	Time from: (am/pm) 6:30 pm	Time to: (am/pm) 8:30 pm	Type of Alcoholic Beverages
			☒ Beer
			☐ Wine
			☐ Mixed Drinks
			☐ Other _____

A Copy of the following must be attached to every application:

- ☐ Site Plan
- ☐ Certificate of Insurance evidencing Dramshop Liability
- ☐ Letter from property owner acknowledging service of alcohol (Park District or Private Property Owner)
- ☐ Letter from Organization authorizing the liquor application

Conditions of Liquor License Approval

Must provide copy of State Liquor License upon Issuance to the Village

All persons who sell or serve alcoholic liquor and ID Check must satisfactorily complete the Village of Palatine Liquor Ordinance Compliance Training Course. To schedule training course, please contact the Crime Prevention Department at (847)-359-9061.

Signature of Organizer
Kelly SiscoDate
3/6/2023

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

Page 1 of 2

VILLAGE OF PALATINE TEMPORARY EVENT LIQUOR LICENSE APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
Village Manager's Office, 200 E. Wood St, Palatine, IL 60067 Fax: 847-359-9094 E-mail: village@palatine.il.us

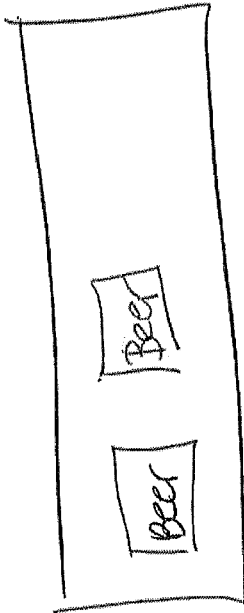
INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

SITE PLAN

Please use this Site Plan to illustrate the layout of your event. If you need additional space, please attach a separate sheet.

*Under
Pavilion*

*Garbage
can*



*Handwashing
Station*

Garbage

If applicable the following must be included:

- ☐ Location of food vendors (F)
- ☐ Location of beverage vendors both non-alcoholic (NAB) and alcoholic beverages (AB) along with number of serving stations at each location
- ☐ Public entrances and exits
- ☐ Location of sound stages and amplified sound

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

Page 2 of 2

