

ORDINANCE NO. 25-1530

**AN ORDINANCE CREATING CHAPTER 175 OF THE VILLAGE CODE
PERTAINING TO EVENT PERMIT**

WHEREAS, from time to time within the village, events are conducted by individuals or organizations; and,

WHEREAS, Village officials may be called to the event locations due to issues or concerns regarding events; and,

WHEREAS, the Mayor and Board of Trustees desire to create certain provisions of the Village Code pertaining to events to address potential concerns and ensure that the Village is reasonably informed prior to events occurring within the village.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Board of Trustees of the Village of Westville, Illinois as follows:

SECTION 1: The Village Code shall be amended by creating Chapter 175 entitled Event Permit, as follows:

Chapter 175 Event Permit

§ 175-01 PERMIT REQUIRED.

No performance, exhibition, entertainment, show, amusement, gathering or similar event shall be conducted or allowed outdoors on public or private property without a permit therefore if it involves: amplified sound; the blocking or closing of a street or part of a street, or an alley or part of an alley; interference with the normal flow or regulation of traffic on streets, parks, or other public grounds; or other similar circumstances which would have a negative impact on the area surrounding the proposed event. No permit shall be required for events conducted by the Village.

§ 175-02 APPLICATION.

(A) Application for the permit required by §175-01 shall be made to the Village Clerk on forms provided by the Village. The application shall include: the name, address, and phone number of the applicant; the address of the performance, exhibition, entertainment, show, amusement, gathering, or similar event; the date and time of the performance, exhibition, entertainment, show, amusement, gathering, or similar event; a detailed description of the type and extent of the event, including any request for blocking or closure of a street or part of a street; and, any other information as the Village may require.

(B) The applicant shall sign the application attesting to the truth and accuracy of the information contained on the application. The application shall be submitted to the Village Clerk no later than 14 days prior to the date of the event.

(C) Any permit issued shall be valid only for the time specified on the permit.

(D) If an event is to be conducted on Village property or otherwise involve public property, the applicant shall obtain insurance coverage in the following limits: general liability coverage of \$1,000,000 per occurrence, and \$2,000,000 aggregate. The insurance policy shall name the Village as additional insured.

(E) No permit shall be issued pursuant to this subchapter unless:

(1) The issuance of such permit would not be detrimental to the health, safety, welfare or best interests of the Village;

(2) If the event is to be conducted on Village property or otherwise involve public property, the certificate of insurance required by subsection (D) has been submitted to the Village with the application; and,

(3) No other reasonable cause exists to deny the issuance of such license.

§ 175-03 DENIAL OF APPLICATION.

To the extent permitted by law, the Village may deny an application for an event permit on any of the following grounds:

(A) The application is not fully complete and executed;

(B) The application contains a material false statement or misrepresentation;

(C) Another fully executed and complete application for a permit for the same date, time and location has been received and such permit has been or is likely to be granted;

(D) The proposed use or activity is unlawful;

(E) The use or activity will present a threat to the health or safety of the public; or,

(F) The applicant has had a prior event permit revoked by the Village.

§ 175-04 RESTRICTIONS; CESSATION OF EVENT.

(A) Events must be conducted in compliance with all applicable state and local laws.

(B) The permit holder or their agent shall be present at all times during the event.

(C) The permit holder or their agent shall control litter at, in and about the property where the event is held.

(D) The Village shall have the authority to order reasonable event restrictions after an event has commenced which may include but are not necessarily limited to cessation of some or all of the event activities or the clearing or partial clearing of the area where the event is occurring should conditions arise which threaten or are very likely to threaten the health, safety and welfare of the public.

§ 175-05 REVOCATION.

Notwithstanding the provisions contained in this chapter, any permit issued pursuant to this chapter may be revoked by the Mayor at any time if the permit holder is conducting, operating, or maintaining the performance, exhibition, entertainment, show, amusement, gathering or other similar event in such a way as to violate any of the provisions of this chapter, other ordinances of the Village or laws of this state, to injure the morals of the community, or to otherwise be detrimental to the best interests of the Village.

§ 175-06 PENALTY.

(A) The penalties herein shall be in addition to and may be imposed concurrently with any other penalty or action taken or which may be taken against the permit holder.

(B) Any person found guilty of violating, disobeying, omitting, neglecting, or refusing to comply with, or resisting or opposing the enforcement of any of the provisions of this chapter, upon conviction thereof, shall be punished by a fine of not less than \$100 nor more than \$500 for the first offense and not less than \$200 nor more than \$750 for the second and each subsequent offense. The offender shall also be ordered to pay all of the costs and fees incurred by the Village in prosecuting the violation, which shall include but not be limited to the costs associated with an administrative adjudication proceeding or court proceeding, and reasonable attorney's fees. A separate and distinct offense shall be regarded as committed each day on which a permit holder shall continue any such violation.

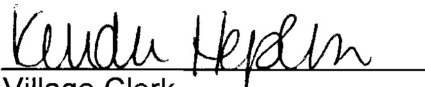
SECTION 2: This amendatory Ordinance shall be effective ten (10) days after its passage, approval and publication in pamphlet form.

PASSED this 9th day of July, 2025, by 6 ayes, 0 nays and 0 absent.

APPROVED:

By: 
Mayor

ATTEST:

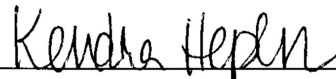
By: 
Village Clerk

ORDINANCE NO.
25-1530

Re: Ordinance Creating Chapter 175 of the Village Code Pertaining to Event Permit

This ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form, as provided by the Illinois Compiled Statutes, Chapter 65; Section 5/1-2-4.

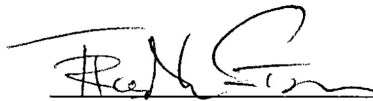
Passed by the Village Board of the Village of Westville, Illinois, on this 9th day of July, 2025.



KENDRA HEPBURN
VILLAGE CLERK
WESTVILLE, ILLINOIS

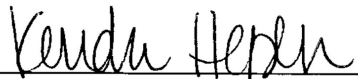
NAME	AYE	NAY	ABSTAIN	ABSENT	CONFLICT
Jeff Slavik	X				
Gary Delhaye	X				
Mary Ann Hughes	X				
Jeff Ellis	X				
Ryan Sparling	X				
Chris Gallion	X				

Approved by the Mayor of the Village of Westville, Vermilion County, Illinois, this 9th day of July, 2025.



TROY A. STREBIN, MAYOR
WESTVILLE, ILLINOIS

ATTEST:



KENDRA HEPBURN, VILLAGE CLERK
WESTVILLE, ILLINOIS

VILLAGE CLERK'S CERTIFICATE

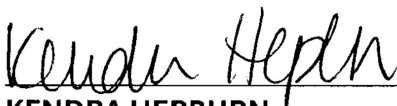
STATE OF ILLINOIS)
COUNTY OF VERMILION) ss: VILLAGE CLERK'S OFFICE
VILLAGE OF WESTVILLE)

I, the undersigned Clerk of the **VILLAGE OF WESTVILLE**, Vermilion County, Illinois, do hereby certify that the foregoing and annexed is a true and correct copy of **ORDINANCE NUMBER 25-1530**, duly passed and approved by the President and Council, and now in my custody and remaining in my office aforesaid, and that the same appears recorded by the Clerk of said Village in a book kept by me for that purpose, in pursuance of the law, and which book is in my custody as said Clerk and remains in my office as said Clerk.

I further certify that this Ordinance was duly passed by a majority vote of the Board of Trustees on the 9th day of July, 2025, adopted as **ORDINANCE NUMBER 25-1530** on that same day; further, that the Ordinance was approved on the 9th day of July, 2025, both at regular meetings of the Board of Trustees.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the **VILLAGE OF WESTVILLE**, Vermilion County, Illinois, this 9th day of July, 2025.

(seal)

ATTEST: 
KENDRA HEPBURN
VILLAGE CLERK
VILLAGE OF WESTVILLE