

Outdoor Holiday Sales Zoning Clearance Application

Last Updated Jan 2016



Outdoor Holiday
Sales Application
Fee: \$35.00

Outdoor Holiday Sales: Temporary Holiday outdoor sales including 4th of July fireworks sales, pumpkins during Halloween season and Christmas trees during Christmas season are permitted for a 45 day period prior to the holiday and one week afterwards, subject to an approved Zoning clearance. Within 5 days of submitting the application, staff will review the application.

Submittal Requirements:

Submit to Planning Department

- ☐ Application Form and Payment of Application Fee
- ☐ Written authorization of the property owner (form attached), if the applicant is not the owner
- ☐ Site Plan, 2 copies on 8 ½ x 11 paper drawn to scale. Items included on the site plan:
 - ___ Project Title and Applicant's name
 - ___ North Arrow
 - ___ Property lines, with dimensions
 - ___ Workable Scale
 - ___ All existing buildings, and other structures on the property, with distances to the nearest property line, parking, fencing, and landscaping.
 - ___ All existing on-site or adjacent streets, alleys, easements and right-of-ways
 - ___ Proposed sales site
 - ___ Lot size, sales area, number of parking spaces provided.

Applicant Information:

Name _____ Address _____
Phone _____ E-mail _____

Property Owner Information (if different from the applicant)

(If applicant is not the property owner a written authorization of the property owner is also required (form is attached))

Name _____ Address _____
Phone _____ E-mail _____

Property Information:

Address/General Location _____
Assessor Parcel No. _____

REQUEST: _____

APPLICANT CERTIFICATION

I hereby certify that this application and all other documents and maps submitted are true and correct to the best of my knowledge and belief. I agree to indemnify and hold harmless for all costs and expenses, including attorney's fees, incurred by City or held to be a liability of the City in connection with City's defense of its actions in any proceeding brought in any State or Federal court challenging the City's actions with respect to the Applicant's project.

Signature _____ **Date** _____

CITY STAFF USE ONLY

Total Fee:\$ _____ Receipt # _____ Zoning Clearance No. _____
Received by _____ Date _____
Approved by _____ Date _____
Staff Comments _____