



SECTION 27.0 SEASONAL PROMOTIONS AND SALES

Section 27.01 Purpose

This section describes the process to request a [seasonal promotion or sale](#) as outlined in [subsection 4.19.04](#) of the [Unified Land Development Code \(LDC\)](#). Such use requires the issuance of a building permit prior to the issuance of a business tax receipt.

Section 27.02 Applicability

This section is applicable to [seasonal and holiday related promotions and sales](#) including, but not limited to, Christmas tree sales, pumpkin sales, fireworks, etc. The Planning Manager shall determine the types of event, other than those listed, that constitute a seasonal holiday related promotion or sale. These type uses are subject to:

- A. The use is consistent with the zoning, development, and dimensional standards of that parcel;
- B. If a tent, electric, or water is used, a building permit is required;
- C. All local business license taxes shall be paid;
- D. The use may be permitted for a maximum period of forty-five (45) consecutive days;
- E. Written, notarized permission from **all** owners of record of the property shall be submitted to the City;
- F. A plan shall be submitted illustrating the location of the space for the seasonal sale and depicting, at a minimum, the following:
 1. Adequate and safe ingress and egress;
 2. On-site parking availability; and
 3. Sanitary facilities.

Section 27.03 Application Process

- A. The Applicant shall submit a complete [application package](#) to the Zoning Division.
- B. Per [subsection 2.05.04](#) of the [LDC](#), the application package will undergo a completeness review by the City.
- C. The Planning Manager may authorize the issuance of a permit approving, or approving with conditions, the seasonal promotions and sales request upon satisfying completeness review. The cost of such permit shall be provided by the Building Department. The issuance of a permit authorizes the filing of an application for a business tax receipt.
- D. A business tax receipt is required and may be obtained from the Business Tax Receipt Division prior to starting the business and after issuance of the Seasonal Promotion or Sale Permit.



SEASONAL PROMOTIONS AND SALES

CD Plus Application #: _____ Class: _____
Application submittal date: _____ Fee Paid: \$ _____
Date of Acceptance: _____ Print Employee name accepting request: _____
Application Rejected on _____ Application Rejected by (print name): _____
Reason for Rejection: _____

APPLICANT'S NAME _____

COMPANY NAME _____

CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____ EMAIL _____

SEASONAL/PROMOTIONAL INFORMATION

LOCATION (Street Address): _____

DATES: FROM ____/____/____ TO ____/____/____ NO. OF CONSECUTIVE DAYS _____ (cannot exceed 45)

HOURS: FROM _____ TO _____

PROVIDE THE FOLLOWING INFORMATION:

- Copy of the recorded warranty deed. (REQUIRED)
Plan illustrating the location of the space for the seasonal sale, sanitary facilities, and adequate and safe ingress and egress (REQUIRED)
Plan illustrating on-site parking availability. The use of parking cannot result in the reduction of any existing parking spaces to less than the minimum number of spaces required for the primary use. (REQUIRED)
Proof of authorized agent..... N/A
Number of tents to be used and the required flame resistant certificate for the tents..... N/A
Contractor information for any electric being use..... N/A
Copy of the water receipt..... N/A
Copies of all paid Business Tax Receipts..... N/A
Rendering of the banner / sign including size, dimension, and color (no more than one (1) banner / sign that is not illuminated shall be allowed in conjunction with seasonal promotions). The sign may be displayed for the duration of the sate, not to exceed forty-five (45) consecutive days..... N/A

APPLICANT'S SIGNATURE _____ DATE _____

STATE OF _____

COUNTY OF _____

THE FOREGOING APPLICATION AS SWORN (OR AFFIRMED) BEFORE ME ON THIS _____ DAY OF _____, 20____ BY _____ WHO IS PERSONALLY KNOWN TO ME OR HAS PRODUCED _____ AS IDENTIFICATION.

NOTARY PUBLIC SIGNATURE _____ SEAL