

## **TEMPORARY USE OF LAND PERMIT PROCEDURES AND CHECKLIST**

The following required Information shall be provided

1. A site plan of the entire property on which the operation is to take place, showing all structures, fences, street lights, signs, fire hydrants, trees and other improvements. The Site Plan shall be fully dimensioned and drawn to scale. Measurements shall be referenced from property lines.
2. A photograph or drawing of the cart or stand from which the merchandise will be sold.
3. If food or drink will be available, an original certificate or permit from the Madera County Environmental Health Department shall be provided and a copy made by Planning Staff for the file.
4. An operational statement providing sufficient detail on the operation for the Planning Director to make a determination on the matter.
5. A Business License shall be obtained prior to establishment of the use.

Note: Any application not providing sufficient detail for approval will not be processed. A decision to approve, deny, or request further information on the matter will be made within eight (8) working days of acceptance of the application for processing.

Denial by the Planning Director may be appealed in writing, for cause, to the Planning Commission within ten (10) calendar days of such denial. Such written appeal shall be accompanied by a filing fee as established by the City Council Resolution.

### **The following Restrictions Shall apply to Permitted Operations.**

In no case shall a vendor operate in the following described areas except as permitted in writing by the City Council or its authorized representative.

- a. Within 15 feet of any crosswalk or fire hydrant.
- b. In marked diagonal parking spaces;
- c. On any sidewalk or street adjacent to a curb which has been designated as a white, yellow, blue, green, or red zone.
- d. Within 12 feet of the outer edge of any entrance way to a building or facility used by the public, as measured in each direction parallel to the building.
- e. At a location where room for pedestrian passage will be reduced to less than 10 feet.
- f. At any location where such operation may create a traffic hazard. For the purpose of this section, the judgement of a City of Madera Police Officer shall be deemed conclusive as to whether the operation will or may create a hazard.
- g. Vendors shall not be allowed to operate at any publicly-owned off-street location in the Downtown Business District, including but not limited to parking lots and pocket parks. The section shall not be construed to prohibit vendors from operating on privately owned property in the Downtown Business District pursuant to a valid use permit.

### **Conditions of Approval**

1. The use will be limited to the dates and times (or period of time), nature and extent prescribed by the Planning Director.
2. All works including building, electrical and plumbing will conform to all requirements of applicable codes and regulations.
3. Provisions for Fire Protection and fire vehicle access will be made as prescribed by the Fire Chief.
4. Signage will be limited to that approved by the Director.
5. The site shall be continuously maintained free of weeds, litter and debris.
6. Within three (3) days after removal of the temporary use the site will be completely cleaned. All trash, debris, signs and sign supports and temporary electrical service and other equipment will be removed.
7. Any additional limitations or conditions as required by the Planning Director as conditions of approval.