



Scenic Pacifica
Incorporated Nov. 22, 1957

CITY OF PACIFICA
Planning, Building, and Code Enforcement
1800 Francisco Blvd. • Pacifica, California 94044-2506
(650) 738-7341 • www.cityofpacifica.org

MAYOR
Sue Digre

MAYOR PRO TEM
Mike O'Neill

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Karen Ervin
Mary Ann Nihart
John Keener

Christmas Tree and Pumpkin Sale Lot Application Packet

2016 Season

Purpose

Authorization from the City of Pacifica is required for temporary Christmas tree and pumpkin sale lots. This application form has been created in order to streamline the authorization process for temporary Christmas tree and pumpkin sale lots.

Process

In order to receive authorization for sale, display, and storage of Christmas trees and pumpkins on vacant lots or other open areas in commercial districts or undeveloped areas for a temporary period of time, all of the authorization requirements must be submitted to the City. The City reserves the right to require additional information as necessary. Once the City receives a complete application, the Planning Administrator will grant or deny authorization for the Christmas tree or pumpkin sale lot and may identify additional Conditions of Approval beyond the Standard Conditions of Approval provided on pages 3 and 4 of this application packet.

To ensure that an application is processed in time for the start of the respective allowed sale period (see Standard Condition A under Christmas Tree Lots and Pumpkins Lots), be sure to submit a complete application by following applicable deadline:

PUMPKIN LOTS: September 9, 2016

CHRISTMAS TREE LOTS: October 26, 2016

Authorization Requirements

- Complete Application (attached)
- \$585.00 Processing Fee deposit
- \$500.00 Clean-up Fee deposit
- Four copies of the site plan showing: property lines, power source and location, lighted sales area, and the location of all fences, signs, trailers, tents, canopies, restrooms, driveways, parking area, loading area, and adjacent streets and land uses.



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Pumpkin Lot applications due by September 9, 2016
Christmas Tree Lot applications due by October 26, 2016

Site location: _____

Request: _____

Days/Hours of operation: _____

Will the sale lot include any additional entertainment features (e.g., bouncy house, maze)? If so, explain:

Property Owner:	Applicant:
Name: _____	Name: _____
Company Name: _____	Company Name: _____
Address: _____	Address: _____
_____	_____
Telephone Number: _____	Telephone Number: _____
Email: _____	Email: _____

I understand and agree to comply with the Standard Conditions of Approval and any conditions of approval that may be added.

Signature: _____ Signature: _____

For Office Use Only:

Date Received: _____ Planner: _____

Coastal Non-excluded Zone Yes No Application Complete Yes No

Site Plan Provided Yes No Deposits Submitted Yes No

California Environmental Quality Act (CEQA) Guidelines Status: Class 4 Categorical Exemption Section 15304(e).
This temporary event is excluded from a Coastal Development Permit (Pacifica Municipal Code 9-4.4303(i)(6)(iii))

Standard Conditions of Approval

General

1. The site shall be cleared and cleaned to the satisfaction of the Planning Director within 2 business days after the last day of allowed sales.
2. Tents shall not be located less than 20 feet from any property line, parking area, or permanent structure and not more than 150 feet from any access roadway.
3. Development is not located within 100 feet from an environmentally sensitive habitat, located on a slope in excess of 35 percent, or located on any submerged lands, beaches, or immediately adjacent to the inland extent of any beach.
4. Unobstructed exits, indicated by signs with proper illumination, must be at most 100 feet away at all times.
5. The display, sale, advertisement, parking and storage of pumpkins/Christmas trees must not interfere with the Caltrans right-of-way or the circulation of traffic.
6. No off-site advertising such as A-frames or banners.
7. No smoking signs must be posted in highly visible locations throughout the vacant lot.
8. Fire extinguishers (minimum size of 2A-10B:C) with a current servicing tag or proof of purchase within the last year must be visibly and securely mounted not more than 5 feet above the ground and every 75 feet of travel distance.
9. Fire hydrants can never be obstructed.
10. An electrical permit must be obtained before using any generators and lighting.
11. Adequate lighting must be provided to your lot as determined by the Planning Director.
12. Cooking and heating, aside from open flame, is allowed using safe and approved equipment as long as it takes place at least 10 feet from exits and combustible materials and 20 feet from other tents. Cooking shall not occur within any tent or canopy.
13. All tents and canopies shall be fire treated and bare the seal of the California State Fire Marshall.
14. Site shall be in conformance with the San Mateo Countywide Storm Water Pollution Prevention Program. Best Management Practices shall be implemented.
15. Roadways shall be maintained clear of construction materials, equipment, storage, and debris, especially mud and dirt tracked onto the roadways. Dust control and daily road cleanup will be strictly enforced.
16. No private structures, including but not limited to walls, curbs, and fences shall encroach into the public right-of-way. The public right-of-way shall not be used as a loading area.

Christmas Tree Lots

- A. The sale, display, and storage of Christmas trees and accessories shall be authorized between Thanksgiving and December 26 of any year provided such use is not injurious to the public welfare.
- B. Notices from the Fire Department stating that all trees displayed in public places must meet flame retardant requirements must be posted near the cashier.

Christmas Tree and Pumpkin
Sale Lot Application
2016 Season

- C. A minimum of 20 feet wide unobstructed fire apparatus access road must be provided.
- D. Aisles must be a minimum of 44 inches in width and widened to provide at least 1 foot of aisle width for every 50 people served.

Pumpkin Lots

- A. Outdoor sales, displays, and the storage of pumpkins shall be permitted between October 1 and November 5 of any year such use is not injurious to the public welfare.