



Development Services Department
Planning Division
13220 Central Avenue
Chino, CA 91710
(909) 334-3253

www.cityofchino.org

CITY of CHINO

Temporary Open Air Activities Application

By completing the information requested, this application will serve as a request for Temporary Open Air Activities. Planning Division staff can assist you in completing this application and may be reached at (909) 334-3253 or fax your application to (909) 334-3729. Planning Division counter hours are 7:30 AM to 5:30 PM, Monday - Friday.

Type of Event Requested

- Promotional Sale** (Includes parking lot, sidewalk, and tent sales)
- Holiday Sale** (Includes Christmas tree sales, fireworks sales, pumpkin sales, and etc.)
- Fundraiser Car Wash** (Held by a bona-fide nonprofit organization to raise money in support of an organization or by groups of people raising money for an individual's medical or funeral expenses)

Event/Business Location: _____

Business Name: _____ Business Phone Number: _____

Applicant Name: _____ Phone Number: _____

Duration of the proposed TEMPORARY OPEN AIR ACTIVITY is from _____ to _____
(Date) (Date)

Supplemental Filing Requirements

In the box, sketch a site plan showing:

- The locations of each activity on the property and their relationship to adjacent buildings and structures.
- The location of parking areas, driveways, and drive aisles.
- The size, type, and number of all canopies, tents, e-z ups, etc.

Fences and any structure over 200 sq.ft. in size shall require approval by the Chino Valley Independent Fire District, 909-902-5260, and the City of Chino Building Division, 909-591-9813.

Additional information may be required to ensure adequate review of this application.

Staff Use Only

File #:	Date:	Approved By:

Note: Please keep a copy of the approved permit on-site during the days the event shall take place.

Temporary Open Air Activities Operational Standards

- (1) Promotional Sale**—A commercial business shall be permitted to hold special sales, and sidewalk and parking lot sales subject to the following:
- (a) An application with the property owner's approval shall be filed at least ten days in advance of the sale, which will include a site plan showing buildings, parking spaces, drive aisles, and the proposed display area. The application shall also state the proposed days and hours of operation for the sale.
 - (b) Events shall be limited to 60 days per year per business address.
 - (c) The outdoor display of merchandise shall be restricted to an area directly next to the exterior storefront of the business.
 - (d) The display of merchandise shall not impede pedestrian or vehicular circulation.
 - (e) All merchandise, materials, signs and debris shall be removed from the outdoor area by 9:00 AM following the last day of the sale.
- (2) Holiday Sale**—Christmas trees, fireworks and pumpkin sales shall be permitted to operate subject to the following:
- (a) An application with the property owner's approval shall be filed at least 10 days in advance of the sale, which will include a site plan showing buildings, parking spaces, drive aisles, and the proposed display area. The application shall also state the proposed days and hours of operation of the sale.
 - (b) Such a use shall not be permitted on any residentially zoned property.
 - (c) Sales shall be limited to 30 calendar days, 3 times per year.
- (3) Fundraiser Car Wash**—Car washes held by a bona-fide nonprofit organization to raise money in support of an organization or by groups of people raising money for an individual's medical or funeral expenses shall be permitted subject to the following:
- (a) An application with the property owner's approval shall be filed at least 10 days in advance of the event. The application shall include a site plan showing the location of the wash area, parking spaces, site access, drive aisles, and driveways.
 - (b) A car wash event is limited to four days per calendar year per organization or individual.
 - (c) The area used for the car washing activity shall be located as far away from the storm drain inlet as possible in order to minimize the amount of run-off into the storm drain.
 - (d) The use of chemicals is prohibited, and the use of soap shall not be excessive.
 - (e) The car wash operation shall not impede pedestrian and vehicular traffic on or off-site.
 - (f) Advertising for the event is only permitted on-site where the event is being held or on the sidewalk adjacent to the site. All signs shall be removed at the end of the event.
 - (g) The spray nozzle shall have an automatic shut-off.

Owner Certification

- I certify that all filing requirements have been satisfied for my application. I further understand that an incomplete application cannot be accepted for processing.
- I certify under the penalty of the laws of the state of California that I am the property owner of the property that is the subject matter of this application and I am authorizing to and hereby do consent to the filing of this application and acknowledge that the final approval by the City of Chino, if any, may result in restrictions, limitations and construction obligations being imposed on this real property.

Applicant Signature: _____

Date: _____

Print Name: _____

Property Owner Signature*: _____

Date: _____

Print Name: _____

*If different than applicant, property owner must either sign this application or attach a signed letter authorizing this application.