

CITY OF EULESS

SEASONAL, PARKING LOT, SIDEWALK, TRUCKLOAD AND OTHER TEMPORARY SALES OF MERCHANDISE

A Temporary Use Permit is required to be issued by the Eules City Council prior to using any property for the temporary, seasonal or sidewalk sales. In order for the Eules City Council to make a more informed decision, an application including the following information must be provided in the form of a letter and sketch of the site. This information must be submitted to the City's Planning Office no later than 10 days prior to the City Council hearing date you desire. The City Council meets on the second and fourth Tuesdays of each month.

<u>SITE DESCRIPTION</u>	the address and zoning category of the sales site, including a sketch thereof showing the dimensions of the property to be used for the temporary outdoor sales, together with adjacent property uses and streets abutting the sales site
<u>ACCESS</u>	entrance and exit points from abutting streets to the sales lot
<u>PARKING</u>	location of patron parking and its arrangement upon the sales lot
<u>SALES ITEMS</u>	a description of all items to be sold and stored upon the sales lot
<u>STRUCTURES</u>	the location and size of all existing or proposed structures or improvements upon the sales lot, including any tents, temporary structures or trailers, (tent/structure permit also required)
<u>REST-ROOMS</u>	a description and location of all sanitary facilities available to patrons and employees
<u>SALES AREA</u>	a description and location of where the items to be sold will be stored and displayed on the lot
<u>SIGNAGE</u>	the location and description, including height and area, of any signage for the sales lot (special event sign permit also required)
<u>DURATION</u>	the proposed hours of operation, date of initiation of sales lot set up, date such sales lot is to be opened for commencement of sales and the date of termination of sales and use of the lot

SECURITY

an acknowledgement that the applicant will be responsible for all security, including the protection of persons and property, at the sales lot during the period of the Temporary Use Permit

**PERMIT FEE AND
CLEAN UP DEPOSIT**

a permit fee accompanying such application payable to the City of Euless in the amount of \$100.00, \$75.00 of which shall be refunded to the applicant provided, following close of sales upon the lot, the applicant shall have removed all unsold items and temporary structures upon the site and shall have completed necessary clean up so as to return same to its condition prior to such sales and, further, provided that all removal and clean up shall have occurred by the date indicated in applicant's Temporary Use Permit

OWNER PERMISSION

a signed statement from the property owner authorizing the applicant to use the property

OTHER PERMITS

a statement that all other permits necessary to comply with city codes will be obtained prior to setting up

VERIFICATION

the application must be signed by the applicant or an authorized official of the applicant and must contain a statement that all information contained within the application is true and correct and that the applicant will comply with all permitting requirements of the city for the use and operation of the sales lot, all conditions of use imposed in the grant of the Temporary Use Permit by the Euless City Council, and that applicant will, following close of sales upon the lot, remove all temporary structures and complete necessary clean up of the site by the date indicated for termination of applicant's use of the lot site

The Euless City Council may impose restrictions as it deems appropriate for the temporary sale of Christmas trees under the Temporary Use Permit. Upon approval of a Temporary Use Permit by the City Council, the applicant shall be responsible for obtaining a temporary Certificate of Occupancy from the City of Euless Inspection Office. Additionally, the applicant will be responsible for obtaining any and all applicable permits required by City Codes, including, by way of example, any necessary electrical permits, tent structure permits, special event sign permits, etc. Fees for the Certificate of Occupancy and necessary permits shall be due only after City Council approval of the Temporary Use Permits, but must be paid at time of application for the temporary Certificate of Occupancy from the City's Inspection Office.