

May 26, 2016

TO: Mayor and City Council
Planning Commission
City Manager

From: Jeffery W. Gibson, Community Development Director

SUBJECT: Community Development Director Action for Following Request(s) for the week of **May 23, 2016 – May 26, 2016.**

ADMINISTRATIVE APPROVAL:

Applicant: Lesley Ford / The Wren Group
Case No.: ADM16-00007 (MUP05-00002 & MIS08-00232)
Location: 3528 Torrance Boulevard #300
Zoning: H-DA1
Summary: Administrative Approval of Minor Modification to a previously approved Modification (MUP05-00002) to allow the expansion of an existing language school on property located in the H-DA1 Zone at 3528 Torrance Boulevard #300.

APPROVED
05/25/16

MINOR DEVELOPMENT PERMIT:

Applicant: Lesley Ford / The Wren Group
Case No.: MDP16-00007
Location: 3400, 3500, 3510 Torrance Boulevard
Zoning: HBCSP-DA1
Summary: Request for Administrative Approval of a Minor Development Permit to allow for parking lot improvements on property located within the HBCSP-DA1 Zone at 3400, 3500, 3510 Torrance Boulevard.

APPROVED
05/25/16

WIRELESS TELECOM FACILITY:

Applicant: Verizon Wireless
Case No.: WTC16-00001
Location: 5334 Torrance Boulevard
Zoning: C-2: General Commercial
Summary: Request for Administrative Approval of a Wireless Telecommunications Facility to allow the installation of twelve antenna panels and 12 Remote Radio Units (RRUs) and other ancillary equipment co-located on an existing rooftop, on property located within the C-2 Zone at 5334 Torrance Boulevard.

APPROVED
05/25/16

EVENT PERMIT:

Applicant: Anthony Bartz (Mattress Connection)
Case No.: EVN16-00027
Location: 18521 Hawthorne Boulevard
Zoning: H-NT
Summary: Request for Administrative Approval to allow a parking lot sale event including two 20' x 20' ft. tents on 05/26/16 to 05/31/16 from 9:00AM-9:00PM on property located in the H-NT Zone at 18521 Hawthorne Boulevard.

APPROVED
05/26/16

Applicant: Anthony Bartz (Mattress Connection)
Case No.: EVN16-00028
Location: 18521 Hawthorne Boulevard
Zoning: H-NT
Summary: Request for Administrative Approval to allow a parking lot sale event including two 20' x 20' ft. tents on 06/29/16 to 07/06/16 from 9:00AM-9:00PM on property located in the H-NT Zone at 18521 Hawthorne Boulevard.

APPROVED
05/26/16

Applicant: Anthony Bartz (Mattress Connection)
Case No.: EVN16-00029
Location: 18521 Hawthorne Boulevard
Zoning: H-NT
Summary: Request for Administrative Approval to allow a parking lot sale event including two 20' x 20' ft. tents on 08/31/16 to 09/07/16 from 9:00AM-9:00PM on property located in the H-NT Zone at 18521 Hawthorne Boulevard.

APPROVED
05/26/16

DATE: May 23, 2016
TO: Jeffery W. Gibson, Community Development Director
FROM: Planning Division
SUBJECT: Planning Administrative Approval - ADM16-00007

Request for an Administrative Approval to allow a Minor Modification to an existing Minor Use Permit (MUP05-00002) to allow the expansion of an existing language school on property located in the H-DA1 Zone at 3528 Torrance Blvd #300.

Applicant: Lesley Ford / The Wren Group
Case Nos: ADM16-00007 (MUP05-00002 & MIS08-00232)
Location: 3528 Torrance Blvd #300
Zoning: H-DA1

The existing language school, American Learning Foundation, was originally approved by MUP05-00002 in September of 2005 and allowed a maximum of 50 students. In August of 2008, MIS08-00232 was approved to allow the expansion of the school to 7,151 square feet but maintained the maximum number of students at 50. The school prepares international students for admissions into California colleges and universities by providing academic and language instruction. Per previous approvals, the majority of the students are 18 and over but occasionally offers private lessons to school age children, in which case one of their parents is always present.

Language schools are considered a personal improvement service. When such uses involve more than six (6) students at one time or more than 1,200sf of area, a Minor Use Permit is required within the Del Amo District of the Hawthorne Boulevard Corridor Specific Plan Zone.

The applicant, Lesley Ford, is requesting an Administrative Approval to allow the expansion of the existing language school. The existing school is 7,151 square feet and is proposing to take the entire third floor which totals 8,900 square feet (modified gross). The proposed expansion is also to allow up to 150 students at peak times. Staff is concerned with the request as it is tripling the current approved number of students. Although the applicant notes that these international students rely more heavily on public transit, taxi or car services such as Uber and Lyft, and bicycle usage, Staff recommends a condition that a maximum of 70 students be allowed between 8a-5p and up to 100 students after 5p. These student limitations will help better balance the increased student presence on the office park during off-peak office hours for the complex.

By occupying the entire floor it will allow for the language school to offer 14 classrooms for their various language level instruction. The Building and Safety Division has included a condition that the applicants prepare a complete exiting analysis to ensure

that occupancy will be within code. Staff notes that the final number of students may be reduced based on the exiting analysis.

The site is comprised of eight buildings and will provide 675 on-site parking stalls. Parking for personal improvement uses are calculated at 1:200 requiring an additional four parking spaces for the use, a total of 45 for the school.

Per MDP16-00007, an additional 100 stalls located at the Del Amo Fashion Center parking structure via a reciprocal parking agreement. A total of 696 parking stalls are required for all of the uses on the site including the expanded language school. As per conditions of approval on MDP16-00007, staff recommends that should the reciprocal parking agreement terminate, the applicant shall be responsible for identifying alternative parking locations to ensure code required parking is provided.

While on a site visit, staff noticed that the nearest trash enclosure to the building has not been upgraded to meet current NPDES standards. Staff is including a condition that the applicant upgrades the enclosure at time of plancheck.

In the judgment of staff, the expansion and operation of the existing language school will comply with code as there is sufficient parking and is compatible with other uses on site. For these reasons, staff recommends that this request be approved, allowing the expansion and operation of the existing language school subject to the following conditions:

1. That if this Administrative Approval is not implemented within one year after the approval, it shall expire and become null and void unless extended by the Community Development Director for an additional period, as provided for in Section 92.27.1 of the Torrance Municipal Code;
2. That the use of the subject property for a language school shall be subject to all conditions imposed in ADM16-00007 and any amendments thereto or modifications thereof as may be approved from time to time pursuant to Section 92.28.1 et seq of the Torrance Municipal Code on file in the office of the Planning Director of the City of Torrance; and further, that the said use shall be established or constructed and shall be maintained in conformance with such maps, plans, specifications, drawings, applications or other documents presented by the applicant to the Planning Department relied in granting approval;
3. That all Conditions and Code Requirements of MUP05-00002 and MIS08-00232 shall be met; (Planning)
4. That the applicant shall submit a complete exiting analysis to Building and Safety for approval prior to the issuance of any building permits; (Building and Safety)
5. That the maximum number of students shall not exceed 70 between 8am-5pm and no more than 100 students after 5pm, or the reduced number of students established by the exiting analysis per Building and Safety; (Planning)
6. That the applicant shall make available at least 20 short-term bicycle rack within 50 feet of the subject building entrance(s) to the satisfaction of the Community Development Director; (Planning)

7. That the nearest trash enclosure shall be upgraded to meet NPDES requirements at time of plancheck; (Planning)
8. That should the reciprocal parking agreement ever be terminated, that the applicant shall be responsible for identifying an alternative location for any parking shortage or devise a plan, to the satisfaction of the Community Development Director, as to how code required parking will be achieved within 180-days of the reciprocal parking agreement termination; (Planning)

Prepared by,



Oscar Martinez
Senior Planning Associate

Recommended by,

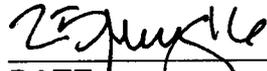


Gregg D. Lodan, AICP
Planning Manager

Attachments:

1. Code Requirements
2. Development Application (file)
3. Site Plan and Elevations (file)

This request for an Administrative Approval of minor site revisions (ADM16-00007) is APPROVED DENIED per Section 92.28.1, Modification of Conditions, of the Torrance Municipal Code.



DATE



Jeffrey W. Gibson
Community Development Director

Decisions made by the Community Development Director are appealable to the Planning Commission within 15 calendar days following the above date of approval/denial.

CODE REQUIREMENTS

The following is a partial list of code requirements applicable to the proposed project. All possible code requirements are not provided here and the applicant is strongly advised to contact each individual department for further clarification. The Community Development Director may not waive or alter the code requirements. They are provided for information purposes only.

Environmental:

- The Van Accessible loading area shall be at least 8 feet wide and the words "NO PARKING" shall be painted on the ground within each loading access aisle in white lettering no less than 12 inches high and located so that it is visible to traffic enforcement officials.
- Double-line stripe all parking spaces per Torrance code (93.4.6).

DATE: May 23, 2016
TO: Jeffery W. Gibson, Community Development Director
FROM: Planning Division
SUBJECT: MINOR DEVELOPMENT PERMIT (MDP16-00007) – Lesley Ford / The Wren Group

A request for administrative approval of a Minor Development Permit to allow for parking lot improvements on property located in the Hawthorne Boulevard Corridor Specific Plan – Del Amo 1 Sub District.

Applicant: Lesley Ford / The Wren Group
Case No: MDP16-00007
Location: 3400, 3500, 3510 Torrance Boulevard and 3531 Fashion Way
Zoning: HBCSP – DA1

The applicant requests approval of a Minor Development Permit to allow for parking lot modifications which includes removal of mature trees to create additional parking. Per the Hawthorne Boulevard Corridor Specific Plan, a Minor Development Permit is required for exterior modifications, including the removal of mature landscaping and parking lot modifications.

On July 18, 1979, Conditional Use Permit 78-80 (EA78-80) and Precise Plan 78-45 were approved to allow the construction of an office complex at the southwest corner of Torrance Boulevard and Madrona Avenue.

The applicant is currently in negotiations with medical and language school operations that exceed the currently available parking numbers. The applicant proposes to increase on-site parking by removing portions of landscape planters at various locations in combination with restriping parking stalls to meet code. According to the proposed site plan, the campus currently provides a total of 655 parking spaces. After the proposed modifications, parking will increase to 676 stalls, a net increase of 21 spaces. Staff recommends a condition that the last south-facing parking stall located at the southeast corner of the campus, along Fashion Avenue and Madrona Avenue, be deleted as it does not meet the back-up requirement. The resulting on-site parking after elimination of this parking stall will be 675.

Portions of existing landscaped area will be removed to create the additional parking adjacent to the south and east of 3460 Torrance Boulevard, east side of 3480 Torrance Boulevard, north of 3510 Torrance Boulevard and west of 3528 Torrance Boulevard. Although the majority of the proposed removed landscape is grass or groundcover areas, some existing tree wells are also proposed to be relocated in two parking fields near Madrona Avenue and Fashion Way. The plans indicate a total of four mature trees to be removed. Staff recommends a condition that the trees be replaced with a recommended district tree such as Eucalyptus, Jacaranda, Coral, or Tipu tree species to the satisfaction of the Community Development Director. Although a small portion of landscaping will be removed, the site will continue to provide substantial landscaped areas between the buildings and will continue to exceed the 5% landscaping requirement.

Based on future uses, the parking requirement for the business park is 696 stalls, a 21 stall deficit. As part of this approval, the applicant also proposes to enter into a reciprocal parking agreement for 100 additional parking spaces from the Del Amo Fashion Center parking structure to allow for additional medical uses at the campus.

The reciprocal nature of such an agreement would allow for utilization of vicinity parking resources for the office complex and the mall since they traditionally have different peak demand periods.

The proposed stalls are located across Fashion Way within the easternmost parking structure, at Fashion Way and Del Amo Circle East. Per Torrance Municipal Code Section 93.4.13, the Community Development Director may approve parking facilities which are not located on the same property/parcel as the uses they are intended to serve subject to the following provisions:

- a. That all or part of substitute location is within four hundred (400) feet of the principal use for which the parking is being provided, measured in walking distance along the way open to public pedestrian passage.
- b. That the substitute lot is in the same possession as the property containing the use it is to serve. Such possession may be by deed or by long term lease approved by the City Attorney as to form and content.

The additional parking is approximately 100 feet away from the business park, within the 400 foot requirement. To ensure compliance with the parking availability for customers and visitors to the office complex, staff recommends that employees be required to park in the structure and increased security patrols be conducted to affirm safe conditions for employees. Staff further recommends that the area negotiated with Mall management for said parking be adjacent to the Fashion Way/Amie Avenue eastern crosswalk and structure access point, to ensure safe and convenient pedestrian access to the designated stalls at the existing three-way stop. A condition has also been included which requires the applicant to submit the parking lease agreement for review and approval by the City Attorney prior to allowing future medical uses.

While on a site visit, staff noticed that some parking stalls along the northwest portion of the campus have faded and the parking lot has some tree damage. Staff recommends that the applicant repair the areas which are damaged and that the parking spaces be restriped to meet code.

In order to approve a Minor Development Permit in the Hawthorne Boulevard Corridor Specific Plan, the Community Development Director is required to make the following findings:

1. The business park with medical/office uses is permitted within the Hawthorne Corridor Specific Plan – Del Amo One Sub District. The project, as conditioned, complies with all of the applicable conditions of the previous approvals and provisions of the Zoning Ordinance.
2. The proposed parking lot modifications, as conditioned, conform to all applicable design guidelines and design review criteria of the Hawthorne Boulevard Corridor Specific Plan and no significant changes to the business park uses are proposed.
3. The parking lot modifications on the property are physically suitable because only a small amount of landscaping will be removed and no changes to the overall site are proposed.
4. By virtue of a high quality design and construction, the proposed modification will positively contribute to the orderly and harmonious development of the Hawthorne Boulevard Corridor and the general welfare of the City as the proposed plant palette conforms to the Hawthorne Boulevard Corridor Specific Plan, as conditioned.
5. The proposed modifications, as conditioned, will not disrupt the existing professional development of the area so as to increase the taxable value of real property and sales tax return to the City, and to maintain the stability and value of the property and of the

Hawthorne Boulevard Corridor as a desirable commercial area. Furthermore, the additional parking stalls will provide greater flexibility for future uses at the business park.

6. Traffic impacts have been mitigated, as conditioned, in whole or in part by the design of the on-site circulation system so as to minimize hazard and congestion, to facilitate on-site movements between adjacent properties, and to maximize opportunities for pedestrian and transit connections.
7. Furthermore, there are adequate provisions for water, sanitation, and public utilities and services to ensure that the proposed modifications, as conditioned, are not detrimental to public health and safety because the business park currently exists.
8. The professional business park use is consistent with the objectives, policies, general land uses and programs of the Torrance General Plan. The center, as conditioned, provides for multiple allowed uses in the zone and will not disrupt the balanced distribution of commercial development in the community.
9. The continued operation of a professional office business park will not be materially detrimental to the public interest, health, safety, convenience or welfare.
10. The maintenance of landscaping is Categorically Exempted by the 2016 CEQA Guidelines in Article 19, Section 15301(h).

Based on the preceding findings, staff recommends APPROVAL of the request subject to the following conditions;

1. That if this Administrative Approval is not implemented within one year after the approval, it shall expire and become null and void unless extended by the Community Development Director for an additional period, as provided for in Section 92.27.1 of the Torrance Municipal Code;
2. That there shall be no vending machines, pay phones, or outdoor display provided outside the buildings; (Planning)
3. That the applicant shall install four (4) HBCSP-DA1 Sub District approved trees, minimum 24-inch box, subject to the satisfaction of the Community Development Director; (Planning)
4. That the applicant provide 3-inches of mulch in planters for the subject property; (Planning)
5. That the applicant shall provide an updated landscape plan reflecting all proposed landscape modifications and conditions, subject to the satisfaction of the Community Development Director; (Planning)
6. That the applicant shall provide a copy of the reciprocal parking agreement for parking purposes for review and approval by the City Attorney's office prior to any new future medical use; (Planning)
7. That employees, not customers or business visitors, shall be directed to park within the parking structure near the northwest stairwell, adjacent to the Fashion Way/Amie Avenue eastern crosswalk, subject to the satisfaction of the Community Development Director; (Planning)

8. That should the reciprocal parking agreement ever be terminated, that the applicant shall be responsible for identifying an alternative location for any parking shortage or devise a plan, to the satisfaction of the Community Development Director, as to how code required parking will be achieved within 180-days of the reciprocal parking agreement termination; (Planning)
9. That should the reciprocal parking agreement be terminated, the applicant shall not lease/fill tenant vacancies until a new reciprocal parking agreement is in place, subject to the satisfaction of the Community Development Director; (Planning)
10. That the south-facing parking stall at the corner of Fashion Way and Madrona Avenue shall be deleted; (Planning)
11. That the applicant shall install short and long term bike racks to comply with California Green Code CGC 5.106.4, to the satisfaction of the Community Development Director;(Environmental)
12. That any new parking lot lighting shall comply with California Green Code CGC 5.106.8 and Del Amo Sub District light fixture design guidelines; (Environmental)
13. That the applicant shall grant of approximately 12' wide x 545' long street easement on Fashion Way with 25' radius at the northwest corner of Fashion Way and Madrona Ave. to the City of Torrance is required along the south property line of Assessor No. 7366-019-034. Required easement shall be submitted to the Engineering Division of the Community Development Department for review and approval prior to issuance of Building Permit; (Engineering)
14. That the applicant shall grant of triangle shaped (approximately 9.52' wide and 239' in length) street easement on Fashion Way to the City of Torrance along the south property line of Assessor No. 7366-019-091. Required easement shall be submitted to the Engineering Division of the Community Development Department for review and approval prior to issuance of Building Permit; (Engineering)

Prepared by



Oscar Martinez
Senior Planning Associate

Recommended by,



Gregg D. Lodan, AICP
Planning Manager

Attachments:

1. Code Requirements
2. Parking Plan (File)

This request for Minor Development Permit 16-00007 has been APPROVED DENIED per Section 92.35.3 of the Torrance Municipal Code.



Jeffrey W. Gibson
Community Development Director

25 May 16
Date

Decisions made by the Community Development Director are appealable to the Planning Commission within fifteen (15) calendar days following the above date of approval or denial.

CODE REQUIREMENTS

The following is a partial list of code requirements applicable to the proposed project. All possible code requirements are not provided here and the applicant is strongly advised to contact each individual department for further clarification. The Planning Commission may not waive or alter the code requirements. They are provided herewith for information purposes only.

Environmental:

- The Van Accessible loading area shall be at least 8 feet wide and the words "NO PARKING" shall be painted on the ground within each loading access aisle in white lettering no less than 12 inches high and located so that it is visible to traffic enforcement officials.
- Double-line stripe all parking spaces per Torrance code (93.4.6).

DATE: May 25, 2016
TO: Jeffery W. Gibson, Community Development Director
FROM: Planning Division
SUBJECT: **WIRELESS TELECOM FACILITY (WTC16-00001) –Verizon Wireless**

A request for approval of a Wireless Telecommunications Facility to allow the installation of twelve antenna panels and 12 Remote Radio Units (RRUs) and other ancillary equipment co-located on an existing rooftop, on property located in the C-2 Zone at 5334 Torrance Boulevard.

Applicant: Verizon Wireless
Case No: WTC16-00001
Location: 5334 Torrance Boulevard
Zoning: C-2: General Commercial

The subject request is for the collocation and installation of 12-panel antennas with 12 RRUs and other ancillary equipment on the rooftop of the existing office building. AT&T currently operates a facility on the rooftop of the site originally approved in 2002 (SAT02-00012).

The proposal involves the installation of 12 antenna panels on the rooftop, eight (8) feet in height, placed four per sector and will be oriented in three directions. 12 RRUs are also proposed to be installed behind the antennas, four (4) per sector. The antennas are oriented to the northwest, southwest, and east. The applicant proposes to construct 10-foot fiberglass reinforced panels (FRP) to screen the antennas. The FRP screen will add 10-feet to portions of the building where the antennas are located. The applicant proposes to convert one existing bathroom into the equipment room where three equipment racks and an AC condenser will be installed.

The application was reviewed by the City's telecom consultant, Telecom Law Firm PC, and recommended that the applicant extend the screen parapet around the entire building, not just at the areas where the antennas are located. Staff is in agreement with this recommendation as the proposed design of the FRP screen does not integrate well with the building and would not be considered a stealth design. Staff recommends that the applicant continue to work with staff to come up with an alternative design such as the one recommended by the consultant which integrates architecturally with the building, subject to the satisfaction of the Community Development Director.

A backup generator is also proposed within a landscape planter area and the consultant further recommended that should the generator be installed as proposed the applicant shall provide screening around the unit similar to the trash enclosure. Upon visiting the site, staff observed that the existing trash enclosure does not meet current NPDES requirements. Staff recommends that the existing trash enclosure be upgraded to meet current NPDES requirements.

Per the application, the facility is proposed to serve the adjacent areas of Garnet Street to the north, Sepulveda Boulevard to the south, Ellinwood Drive to the east, and Lucia Avenue to the west.

Staff finds that the requirements of the Torrance Municipal Code Section 92.39.060 regulating permit review procedures of telecommunications facilities have been satisfied, and recommends approval of the applicant's request, subject to the following conditions:

1. That if this Administrative Approval is not implemented within one year after the approval, it shall expire and become null and void unless extended by the Community Development Director for an additional period, as provided for in Section 92.27.1 of the Torrance Municipal Code; (Planning)
2. That all required provided under Ordinance No. 3058, Section 92.2.8, Satellite Antennas, of the Torrance Municipal Code, Division 9, shall be met prior to the issuance of building permits; (Planning)
3. That if the panel antennas and all related equipment cabinets shall be removed if the telecommunications site remains inactive for more than 180 days. (Planning)
4. That the applicant shall continue to work with staff to install screen walls that extend around the entire perimeter of the parapet wall at the same height above the existing building in order to maintain the building's symmetry, subject to the satisfaction of the Community Development Director; (Planning)
5. That the applicant may install RF transparent fiber reinforced plastic panels only where necessary to effectively transmit RF signals and use other materials for the remaining screening. All screen wall extensions shall be painted and textured to match the underlying building, subject to the satisfaction of the Community Development Director; (Planning)
6. Should a generator be placed onsite, the applicant shall completely screen the generator within an enclosure designed to mimic a trash enclosure. Furthermore, if landscaping is removed to install any equipment, a landscaping plan to replace any lost trees or other vegetation shall be submitted for approval prior to any issuance of building permits; (Planning)
7. If a generator is installed at the site, it must meet Torrance Municipal code requirements for noise. The applicant shall submit a noise attenuation study prepared by a qualified consultant for verification to the satisfaction of the Community Development Director; (Environmental)
8. That the applicant shall upgrade the existing onsite trash enclosure to meet NPDES requirements to the satisfaction of the Community Development Director; (Planning)
9. That all access points to the rooftop area locked at all times, except when active maintenance is performed on the rooftop or equipment; (Planning)
10. That the applicant shall install and at all times maintain in good condition "RF Notice" and "Network Operation Center Information" signs at all access points to the rooftop area. Signs required under this condition shall be installed so that a person can clearly see the sign as he or she approaches the access point when the hatch is in both the open and closed position; (Planning)
11. That the applicant shall install and at all times maintain in good condition "RF Notice," "10-Step RF Safety Guidelines" and "Network Operations Center Information" signs adjacent to each antenna sector. Signs required under this condition shall be installed

so that a person can clearly see the sign as he or she approaches the antenna sector;
(Planning)

12. That the applicant shall ensure that all signage complies with FCC OET Bulletin 65 or ANSI C95.2 for color, symbol and content conventions. All such signage shall provide a working local or toll-free telephone number to its network operations center that reaches a live person who can exert transmitter power-down control over this site as required by the FCC; (Planning)
13. After the applicant completes the facility installation and before the applicant commences full or unattended operations, the applicant shall submit a written report to the City that certifies actual compliance with all applicable FCC guidelines for human exposure to RF emissions based on actual measurements taken by a qualified technician with a recently calibrated meter from around the facility, including without limitation measurements taken from the property lines at all adjoining properties and from the adjoining right-of-way. The applicant shall submit the report prior to final and not commence full or unattended operations at the facility until the City approves the written report in writing. The applicant shall bear all costs and expenses in connection with the preparation and review of the written report, including without limitation the cost and expenses in connection with the on-site measurements, any City supervision of the on-site measurements and any independent expert review; (Planning)

Prepared by,

[Redacted]

Oscar Martinez
Senior Planning Associate

Recommended by,

[Redacted]

Gregg D. Lodan, AICP
Planning Manager

Attachments:

1. Code Requirements
2. Telecom Law Firm Memorandum
3. Development Application (File)
4. Site Plan and Elevations (File)

This request for a Satellite Antenna Administrative Review (WTC16-00001) is
 APPROVED DENIED per Ordinance No. 3561, Section 92.39.060, Satellite
Antennas, of the Torrance Municipal Code, Division 9.

23 May 2016
DATE

[Redacted]
Jennifer W. Gibson
Community Development Director

Decisions made by the Community Development Director are appealable to the Planning Commission within 15 calendar days following the above date of approval/denial.

CODE REQUIREMENTS

The following is a partial list of code requirements applicable to the proposed project. All possible code requirements are not provided here and the applicant is strongly advised to contact each individual department for further clarification. The Planning Commission may not waive or alter the code requirements. They are provided for information purposes only.

Building and Safety:

- Comply with 2013 CBC, CMC, CFC, CPC & CGC

Engineering:

- A Construction and Excavation Permit (C&E permit) is required from the Community Development Department, Engineering Permits and Records Division, for any work in the public right-of-way on Torrance Boulevard.
- Submit Edison utility drawings for conduit from the power pole on Torrance Blvd to property line to Community Development Department, Permits and Mapping Division prior to issuance of Construction and Excavation Permit.

Planning:

- No light shall be permitted for the Telecom facility except for security lighting and such lighting shall be shielded so that direct rays do not shine on nearby properties. (92.39.050)
- No signage or identifying logos shall be displayed on the telecommunication facility. (92.39.050)
- Submit a radio frequency compliance and radiation report prepared by a qualified RF engineer with 30 days after installation of the telecom facility. (92.39.070)
- Must comply with TMC Section 92.39.090 regarding discontinued use or abandonment of facility.



City of Torrance, Community Development Department Jeffery W. Gibson, Director
 3031 Torrance Blvd., Torrance, CA 90503, Phone (310) 618-5990 Fax (310) 618-5829

TEMPORARY PARKING LOT EVENT PERMIT APPLICATION

Parts I, II, and III to be completed by the Applicant. Please print or type.

I. BUSINESS OWNER INFORMATION/PROPOSED EVENT LOCATION

Name of Applicant <i>Anthony Barke</i>			
Name of Business <i>Mattress Connection</i>			
Property Address (proposed parking lot event location) <i>18521 Hawthorne Blvd</i>		City <i>Torrance</i>	State <i>CA</i>
		Zip Code <i>90504</i>	
Name of Business Owner <i>Anthony Barke</i>		Contact Phone Number <i>818-749-7753</i>	Email
Mailing Address (if different from above) <i>4865 W. Rosecrans Ave</i>		City <i>Hawthorne</i>	State <i>CA</i>
		Zip Code <i>90250</i>	

II. EVENT AND SITE INFORMATION

Check type of approval requested:

- Promotional Outdoor Event
 Pumpkin Sales Lot
 Security # of Guards _____
 Outdoor Gathering Of People
 Christmas Tree Sales Lot
 Armed (Y/N) _____
 Includes Amplified Sound
 Other (Please Describe): _____

Describe the proposed event:

Parking lot tent Sale
two 20x20 tents 5ft. apart

Date(s) and Hours of event:

Date:	From: <i>5-26-16</i>	To: <i>5-31-16</i>	Hours:	From: <i>9am</i>	To: <i>9pm</i>
Set Up Date(s):	From: <i>5-25-16</i>	To: <i>June 1st</i>	Clean Up Date:	<i>June 1st</i>	

Site Information:

Zoning	Total Lot Area (in sq. ft)	Total Number of Parking Spaces On-Site	Number Parking Spaces Displaced by the Event
<i>H.N.T.</i>	<i>13,861</i>	<i>43</i>	<i>2</i>

III. STANDARDS AND REQUIREMENTS

By signing this application form, I as the business owner and/or the property owner, hereby acknowledge that I have read and agree to comply with all applicable City standards regulating the proposed temporary use(s) and the following conditions of approval:

- No person will use any existing parking lot for a temporary parking lot sales event or a temporary parking lot special event, as defined in Sections 91.2.165 and 91.2.166 respectively, without first obtaining the prior approval of a Temporary Parking Lot Event Permit.
- The location of the proposed event is within an existing parking lot area and is being held by a permanent on-site business.
- The proposed event will not disrupt circulation of traffic within the parking lot or within the vicinity as determined by consideration of the location and design of on-site driveways; the on-site parking and circulation, including pedestrian movements; and the on-site lighting and traffic signage in relation to the location of the proposed parking lot event.

- d) The proposed event will not be materially detrimental to the public welfare or to the property of other persons located in the vicinity.
- e) The proposed event will not cover more than ten percent of the required parking spaces.
- f) The proposed event will not cause a shortage of parking for or restrict access to the existing uses.
- g) The business establishment proposing the event has not exceeded the maximum allowable number of four events per business establishment per calendar year.
- h) There are no other temporary parking lot sales or special events occurring on the same parking lot and during the same time period.
- i) All temporary structures, equipment and debris will be removed and the parking lot area will be cleaned and restored to its original condition within one calendar day immediately following the last effective date of the approval for the event.
- j) The operation of a pumpkin or a Christmas tree sales lot will conform to the requirements of Subsections c) and d) 2 through d) 5 of Section 92.2.9 regulating pumpkin and Christmas tree sales on vacant property (summarized below).
- k) The Community Development Director may impose additional conditions to the approval of the Temporary Parking Lot Event Permit to insure the preservation of the public peace, safety, health, and general welfare.
- l) Any violations of Section 93.1.7, other applicable Sections of the Torrance Municipal Code, and/or conditions of approval may result in enforcement actions, immediate suspension of the issued Temporary Parking Lot Event Permit and the denial of an application for such future event permits by the operator and/or the property owner.

Additional requirement for pumpkins or Christmas trees sales:

- a) No permit will be issued prior to September 1st for a pumpkin lot and November 1st for Christmas tree lot.
- b) Site preparation and set up for the sales lot will not commence prior to September 20th for a pumpkin sales lot, and November 15th for a Christmas tree sales lot.
- c) Sales operations to the public for a pumpkin lot will begin no earlier than October 10th and end no later than October 31st.
- d) Sales operations to the public for a Christmas tree lot will begin no earlier than the day after Thanksgiving and end no later than December 25th.
- e) The proposed sales operation is conducted between the hours of 9:00 a.m. to 10:00 p.m. daily.

APPLICANT		BUSINESS OWNER AND/OR PROPERTY OWNER	
Print Name of Applicant <i>Anthony Burke</i>		Print Name of Business Owner and/or Property Owner <i>Floyd Sanger</i>	
Mailing Address <i>18521 Hawthorne Old Torrance CA</i>		Mailing Address <i>8804 Via Del Monte PUE CA 90274</i>	
City, State, Zip		City, State, Zip	
Contact Phone Number		Contact Phone Number	
Email		Email	
Signature <i>[Redacted]</i>		Signature <i>[Redacted]</i>	
Date <i>5-16-16</i>		Date	

IV. FOR CITY USE ONLY - DO NOT WRITE BELOW THIS LINE

Plot Plan Attached Other Information Attached: L.O.A. from owner

Application/Case No. <i>EVN16-00027</i>	Date of Acceptance <i>5/17/16</i>	Fee Amount <i>\$227.00</i>	Accepted By: <i>Kevin Joe</i>
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Fire	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> See Remarks	By: <i>[Redacted]</i>	Date: <i>5/20/16</i>
Building	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> See Remarks	By: <i>[Redacted]</i>	Date: <i>5/25/16</i>
Environmental	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> See Remarks	By: <i>[Redacted]</i>	Date: <i>5/17/16</i>
Police	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input checked="" type="checkbox"/> See Remarks	By: <i>[Redacted]</i>	Date: <i>5/25/16</i>

REMARKS

Please log comments in Permit Plan

Fire	Tent permit/inspection for tents over 200 sf. Do not block fire lanes, fire hydrants.
Building	SAFETY Inspection PERMIT req'd. for this tent
Environmental	Do not block handicap parking; No balloons above roofline or into sidewalk/street; No temporary signs such as A-frames, sign trailers, signs in planters, etc; obtain permit for banners; all merchandise must stay on site; No more than 10 balloons
Police	do not block sidewalk, driveway or handicap stalls. No use of unauthorized food trucks, ^{safety} food carrier around tent <i>(K. Collins)</i>

STAFF ASSESSMENT AND RECOMMENDATION (COMMUNITY DEVELOPMENT DEPARTMENT)

- The applicant has satisfied all the standards and requirements of the Permit. Therefore staff recommends approval of the Temporary Parking Lot Event Permit subject to the Standards and Requirements contained in Section III of this approval.
- The application does not meet the standards and requirements for issuance of a Temporary Parking Lot Event Permit and therefore staff recommends denial. The following standards/requirements were not met:

All tents + product display shall be on private property + not encroach into the public right-of-way, emergency vehicle access lanes or handicap parking + access pathways

Assessment Made By:	
Name Kevin Joe	Title Planning Associate
Recommended By:	
Name 	Title Henry Menger

COMMUNITY DEVELOPMENT DIRECTOR APPROVAL

This request for a Seasonal Sales Permit is:

- Approved Denied

Temporary Parking Lot Permit Number: EVN16-00027


Jeffery W. Gibson
Community Development Director

2/6/16
Date:

Decisions by the Community Development Director pertaining to a Temporary Parking Permit Lot Event Permit are appealable to the Planning Commission within five (5) calendar days following the above date of approval or denial.

I Floyd Sanger, am allowing mattress connection at 18521 Hawthorne Blvd.
Torrance CA 90504. To have a parking lot sale on these dates as follows,
May 25th- June 1st 2016, June 29th - July 6th, and August 31- Sept.7th
2016.

X 
Floyd Sanger

Return Fax - 



TEMPORARY PARKING LOT EVENT PERMIT APPLICATION

Parts I, II, and III to be completed by the Applicant. Please print or type.

I. BUSINESS OWNER INFORMATION/PROPOSED EVENT LOCATION

Name of Applicant <i>Anthony Barte</i>			
Name of Business <i>Mattress Connection</i>			
Property Address (proposed parking lot event location) <i>13521 Hawthorne Blvd</i>	City <i>Torrance</i>	State <i>CA</i>	Zip Code <i>90504</i>
Name of Business Owner <i>Anthony Barte</i>	Contact Phone Number [REDACTED]	Email	
Mailing Address (if different from above) <i>1865 W. Rosecrans Ave</i>	City <i>Hawthorne</i>	State <i>CA</i>	Zip Code <i>90250</i>

II. EVENT AND SITE INFORMATION

Check type of approval requested:

- Promotional Outdoor Event Pumpkin Sales Lot Security # of Guards _____
- Outdoor Gathering Of People Christmas Tree Sales Lot Armed (Y/N) _____
- Includes Amplified Sound Other (Please Describe): _____

Describe the proposed event: *Parking lot tent sale*
two 20 x 20 tents 5th Apartment

Date(s) and Hours of event:

Date:	From: ²⁹ <i>6-29-16</i>	To: <i>7-6-16</i>	Hours:	From: <i>9a</i>	To: <i>9pm</i>
Set Up Date(s):	From: <i>6-29-16</i>	To: <i>6-29-16</i>	Clean Up Date:	<i>7-6-16</i>	

Site Information:			
Zoning	Total Lot Area (in sq. ft)	Total Number of Parking Spaces On-Site	Number Parking Spaces Displaced by the Event
<i>H, N, T</i>	<i>13,861</i>	<i>43</i>	<i>8</i>

III. STANDARDS AND REQUIREMENTS

By signing this application form, I as the business owner and/or the property owner, hereby acknowledge that I have read and agree to comply with all applicable City standards regulating the proposed temporary use(s) and the following conditions of approval:

- a) No person will use any existing parking lot for a temporary parking lot sales event or a temporary parking lot special event, as defined in Sections 91.2.165 and 91.2.166 respectively, without first obtaining the prior approval of a Temporary Parking Lot Event Permit.
- b) The location of the proposed event is within an existing parking lot area and is being held by a permanent on-site business.
- c) The proposed event will not disrupt circulation of traffic within the parking lot or within the vicinity as determined by consideration of the location and design of on-site driveways; the on-site parking and circulation, including pedestrian movements; and the on-site lighting and traffic signage in relation to the location of the proposed parking lot event.

- d) The proposed event will not be materially detrimental to the public welfare or to the property of other persons located in the vicinity.
- e) The proposed event will not cover more than ten percent of the required parking spaces.
- f) The proposed event will not cause a shortage of parking for or restrict access to the existing uses.
- g) The business establishment proposing the event has not exceeded the maximum allowable number of four events per business establishment per calendar year.
- h) There are no other temporary parking lot sales or special events occurring on the same parking lot and during the same time period.
- i) All temporary structures, equipment and debris will be removed and the parking lot area will be cleaned and restored to its original condition within one calendar day immediately following the last effective date of the approval for the event.
- j) The operation of a pumpkin or a Christmas tree sales lot will conform to the requirements of Subsections c) and d) 2 through d) 5 of Section 92.2.9 regulating pumpkin and Christmas tree sales on vacant property (summarized below).
- k) The Community Development Director may impose additional conditions to the approval of the Temporary Parking Lot Event Permit to insure the preservation of the public peace, safety, health, and general welfare.
- l) Any violations of Section 93.1.7, other applicable Sections of the Torrance Municipal Code, and/or conditions of approval may result in enforcement actions, immediate suspension of the issued Temporary Parking Lot Event Permit and the denial of an application for such future event permits by the operator and/or the property owner.

Additional requirement for pumpkins or Christmas trees sales:

- a) No permit will be issued prior to September 1st for a pumpkin lot and November 1st for Christmas tree lot.
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- c) Sales operations to the public for a pumpkin lot will begin no earlier than October 10th and end no later than October 31st.
- d) Sales operations to the public for a Christmas tree lot will begin no earlier than the day after Thanksgiving and end no later than December 25th.
- e) The proposed sales operation is conducted between the hours of 9:00 a.m. to 10:00 p.m. daily.

APPLICANT		BUSINESS OWNER AND/OR PROPERTY OWNER	
Print Name of Applicant <i>Anthony Baritz</i>		Print Name of Business Owner and/or Property Owner <i>Floyd Senger</i>	
Mailing Address <i>1821 Hawthorne Blvd Torrance CA 90501</i>	City, State, Zip <i>Torrance CA 90501</i>	Mailing Address [REDACTED]	City, State, Zip <i>P.V.E. CA 90271</i>
Contact Phone Number [REDACTED]	Email [REDACTED]	Contact Phone Number [REDACTED]	Email [REDACTED]
Signature [REDACTED]	Date <i>5-16-16</i>	Signature <i>See Attached</i>	Date [REDACTED]

IV. FOR CITY USE ONLY - DO NOT WRITE BELOW THIS LINE

Plot Plan Attached Other Information Attached: *L.O.A. from owner.*

Application/Case No. <i>EVN16-00028</i>	Date of Acceptance <i>5/17/16</i>	Fee Amount <i>\$227.00</i>	Accepted By: <i>Kevin Joe</i>
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Fire	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> See Remarks	By: [REDACTED]	Date: <i>5/20/16</i>
Building	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input checked="" type="checkbox"/> See Remarks	By: [REDACTED]	Date: <i>5/25/16</i>
Environmental	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> See Remarks	By: [REDACTED]	Date: <i>5/17/16</i>
Police	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input checked="" type="checkbox"/> See Remarks	By: [REDACTED]	Date: <i>5/25/16</i>

REMARKS

Please log comments in Permit Plan

Fire	Tent permit for tents over 200 sq ft Do not block fire lanes, or fire hydrants.
Building	SAFETY INSPECTION PERMIT REQ'D. PER THE TENT.
Environmental	Do not block handicap parking; No temporary/freestanding signs including A-frames, sign twirlers, bow/flag banners etc; obtain banner permit if banners to be used; merchandise must remain on site; No more than 10 balloons (16") and balloon may not go above roof or into public right of way
Police	Do not block sidewalk or driveway. Do not block handicap stalls or access. No unauthorized food trucks. Safety barrier around tent

STAFF ASSESSMENT AND RECOMMENDATION (COMMUNITY DEVELOPMENT DEPARTMENT)

- The applicant has satisfied all the standards and requirements of the Permit. Therefore staff recommends approval of the Temporary Parking Lot Event Permit subject to the Standards and Requirements contained in Section III of this approval.
- The application does not meet the standards and requirements for issuance of a Temporary Parking Lot Event Permit and therefore staff recommends denial. The following standards/requirements were not met:

All tents & product display shall be on private property & not encroach into the public right-of-way, emergency vehicle access lanes or handicap parking & access pathways

Assessment Made By:	
Name Kevin Joe	Title Planning Associate
Recommended By:	
Name [Redacted]	Title Planing Manager

COMMUNITY DEVELOPMENT DIRECTOR APPROVAL

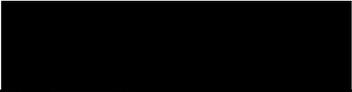
This request for a Seasonal Sales Permit is:
 Approved Denied Temporary Parking Lot Permit Number: EVN16-00028

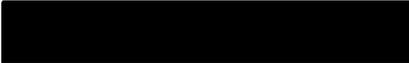
[Redacted Signature]
 Community Development Director

26 Aug 16
 Date:

Decisions by the Community Development Director pertaining to a Temporary Parking Permit Lot Event Permit are appealable to the Planning Commission within five (5) calendar days following the above date of approval or denial.

I Floyd Sanger, am allowing mattress connection at 18521 Hawthorne Blvd.
Torrance CA 90504. To have a parking lot sale on these dates as follows,
May 25th- June 1st 2016, June 29th - July 6th, and August 31- Sept.7th
2016.

X 
Floyd Sanger

Return Fax - 



TEMPORARY PARKING LOT EVENT PERMIT APPLICATION

Parts I, II, and III to be completed by the Applicant. Please print or type.

I. BUSINESS OWNER INFORMATION/PROPOSED EVENT LOCATION

Name of Applicant <i>Anthony Barte</i>			
Name of Business <i>Mattress Connection</i>			
Property Address (proposed parking lot event location) <i>18521 Hawthorne Blvd Torrance</i>	City <i>[REDACTED]</i>	State <i>CA</i>	Zip Code <i>90504</i>
Name of Business Owner <i>Anthony Barte</i>	Contact Phone Number	Email	
Mailing Address (if different from above) <i>4865 W. Rosecrans Ave</i>	City <i>Hawthorne</i>	State <i>CA</i>	Zip Code <i>90210</i>

II. EVENT AND SITE INFORMATION

Check type of approval requested:

- Promotional Outdoor Event
 Pumpkin Sales Lot
 Security # of Guards _____
 Outdoor Gathering Of People
 Christmas Tree Sales Lot
 Armed (Y/N) _____
 Includes Amplified Sound
 Other (Please Describe): _____

Describe the proposed event: *Parking lot tent sale*
two 20x20 tents 5 # appt

Date(s) and Hours of event:

Date:	From: <i>8-31-16</i>	To: <i>9-7-16</i>	Hours:	From: <i>9am</i>	To: <i>9pm</i>
Set Up Date(s):	From: <i>8-31-16</i>	To: <i>8-31-16</i>	Clean Up Date:	<i>9-7-16</i>	

Site Information:

Zoning	Total Lot Area (in sq. ft)	Total Number of Parking Spaces On-Site	Number Parking Spaces Displaced by the Event
<i>H.N.I.T.</i>	<i>13,861</i>	<i>43</i>	<i>8</i>

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- e) The proposed sales operation is conducted between the hours of 9:00 a.m. to 10:00 p.m. daily.

APPLICANT		BUSINESS OWNER AND/OR PROPERTY OWNER	
Print Name of Applicant <i>Anthony Bortz</i>		Print Name of Business Owner and/or Property Owner <i>Floyd Sanger</i>	
Mailing Address <i>18521 Hawthorne Blvd Torrance CA</i>		Mailing Address [Redacted] <i>PUE CA 90274</i>	
City, State, Zip		City, State, Zip	
Contact Phone Number [Redacted]		Contact Phone Number [Redacted]	
Email [Redacted]		Email	
Signature [Redacted]		Signature <i>Joe Attard</i>	
Date <i>5-16-16</i>		Date	

IV. FOR CITY USE ONLY - DO NOT WRITE BELOW THIS LINE

Plot Plan Attached Other Information Attached: *L.O.A. from owner*

Application/Case No. <i>EUN 16-00029</i>	Date of Acceptance <i>5/17/16</i>	Fee Amount <i>\$227</i>	Accepted By: <i>Kevin Joe</i>
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Fire	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> See Remarks	By: [Redacted]	Date: <i>5/20/16</i>
Building	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input checked="" type="checkbox"/> See Remarks	By: [Redacted]	Date: <i>5/25/16</i>
Environmental	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> See Remarks	By: [Redacted]	Date: <i>5/17/16</i>
Police	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input checked="" type="checkbox"/> See Remarks	By: [Redacted]	Date: <i>5/25/16</i>

REMARKS	
Please log comments in Permit Plan	
Fire	Text permit for tent over 200 sq. Do not block fire lanes or fire hydrants.
Building	SAFETY INSPECTION REQ'D. FOR THE TENT.
Environmental	Do not block handicap parking; No temporary/free standing signs such as bow/flag banners, sign twirlers, A frames, etc; obtain banner permits if banner is to be used; max 10 balloons @ 16" max size, balloons not to go over roofline or into street/sidewalk; all merchandise to stay on site
Police	Do not block handicap stalls or drive ways. Do not block sidewalk. No unauthorized food trucks. Safety barrier around tent [REDACTED]

STAFF ASSESSMENT AND RECOMMENDATION (COMMUNITY DEVELOPMENT DEPARTMENT)

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Assessment Made By:	
Name Kevin Joe	Title Planning Associate
Recommended By:	
Name [REDACTED]	Title Planning Manager

COMMUNITY DEVELOPMENT DIRECTOR APPROVAL

This request for a Seasonal Sales Permit is:

Approved Denied Temporary Parking Lot Permit Number: EVN16-00029



Jeffery W. Gibson
Community Development Director

[Signature]
Date:

Decisions by the Community Development Director pertaining to a Temporary Parking Permit Lot Event Permit are appealable to the Planning Commission within five (5) calendar days following the above date of approval or denial.

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May 25th- June 1st 2016, June 29th - July 6th, and August 31- Sept.7th
2016.

X 
Floyd Sanger

Return Fax - 