

July 21, 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 July 18, 2016 – July 21, 2016.

EVENT PERMIT:

Applicant: Guillermo Mendez, representing
American Honda

Case No.: EVN16-00039

Location: 1919 Torrance Boulevard

Zoning: M-2

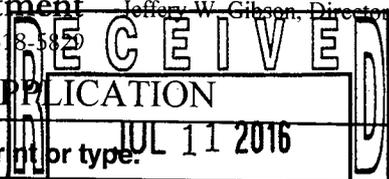
Summary: Request for Administrative Approval to allow for an outdoor luncheon for employees at the softball field with a 50x80 and 20x30 tent on 07/20/16 from 11:00AM-4:00PM on property located in the M-2 Zone at 1919 Torrance Boulevard.

APPROVED
07/19/16



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				CITY OF TORRANCE COMMUNITY DEVELOPMENT DEPT	
Guillermo Mendez					
Name of Business					
American Honda					
Property Address (proposed parking lot event location)		City	State	Zip Code	
1919 Torrance Blvd.		Torrance	CA	90501	
Name of Business Owner		Contact Phone Number		Email	
American Honda		[REDACTED]			
Mailing Address (if different from above)			City	State	Zip Code

II. EVENT AND SITE INFORMATION

Check type of approval requested:

- | | | |
|---|---|---|
| <input type="checkbox"/> Promotional Outdoor Event | <input type="checkbox"/> Pumpkin Sales Lot | <input type="checkbox"/> Security # of Guards _____ |
| <input checked="" type="checkbox"/> Outdoor Gathering Of People | <input type="checkbox"/> Christmas Tree Sales Lot | Armed (Y/N) _____ |
| <input type="checkbox"/> Includes Amplified Sound | <input type="checkbox"/> Other (Please Describe): _____ | |

Describe the proposed event: on 7/20/16 American Honda will have an outdoor luncheon for employees. It will take place at the softball field. A 50x70, and 20x30 tent will be set up.

Date(s) and Hours of event:

Date:	From: 7/20/16	To: 7/20/16	Hours:	From: 11 am	To: 4 pm
Set Up Date(s):	From: 7/18/16	To: 7/18/16	Clean Up Date:	7/21/16	

Site Information

Zoning M2	Total Lot Area (in sq. ft)	Total Number of Parking Spaces On-Site	Number Parking Spaces Displaced by the Event 0
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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.
- 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>Guillermo Mendez</i>	City, State, Zip	Print Name of Business Owner and/or Property Owner <i>American Honda</i>	City, State, Zip
Mailing Address [Redacted]	<i>Torrance CA 90503</i>	Mailing Address <i>1919 Torrance Blvd. Torrance CA 90501</i>	
Contact Phone Number [Redacted]	Email [Redacted]	Contact Phone Number [Redacted]	Email [Redacted]
Signature [Redacted]	Date <i>7/6/16</i>	Signature [Redacted]	Date <i>7/6/16</i>

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

Plot Plan Attached Other Information Attached: *Tent Frame Certs*

Application/Case No. <i>ENV16-00039</i>	Date of Acceptance <i>7.11.2016</i>	Fee Amount <i>\$ 229</i>	Accepted By: [Redacted]
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Fire	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input checked="" type="checkbox"/> See Remarks	By [Redacted]	Date: <i>7-15-16</i>
Building	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> See Remarks	By [Redacted]	Date: <i>7/13/16</i>
Environmental	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> See Remarks	By [Redacted]	Date: <i>7/13/16</i>
Police	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> See Remarks	By [Redacted]	Date: _____

REMARKS Please log comments in Permit Plan.	
Fire	Obtain separate Fire Dept permit for the tents/canopies.
Building	see attached
Environmental	see attached
Police	N/A

STAFF ASSESSMENT AND RECOMMENDATION TO 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:
see attached

Assessment Made By:	
Name [Redacted]	Title Phg Asst
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: _____

[Redacted Signature]
 Jeffrey W. Gibson
 Community Development Director

19 July 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.

FIRE CONDITIONS FOR EVN16-00039:

- Obtain separate permit for the tents/canopies.
- Post No Smoking signs.
- Provide a minimum of 2A:10BC Fire extinguishers every 75-feet of foot travel.
- Cooking tent will also be required to have a Class K fire extinguisher if there will be any cooking with a deep fat fryer.

BUILDING & SAFETY CONDITIONS FOR EVN16-00039:

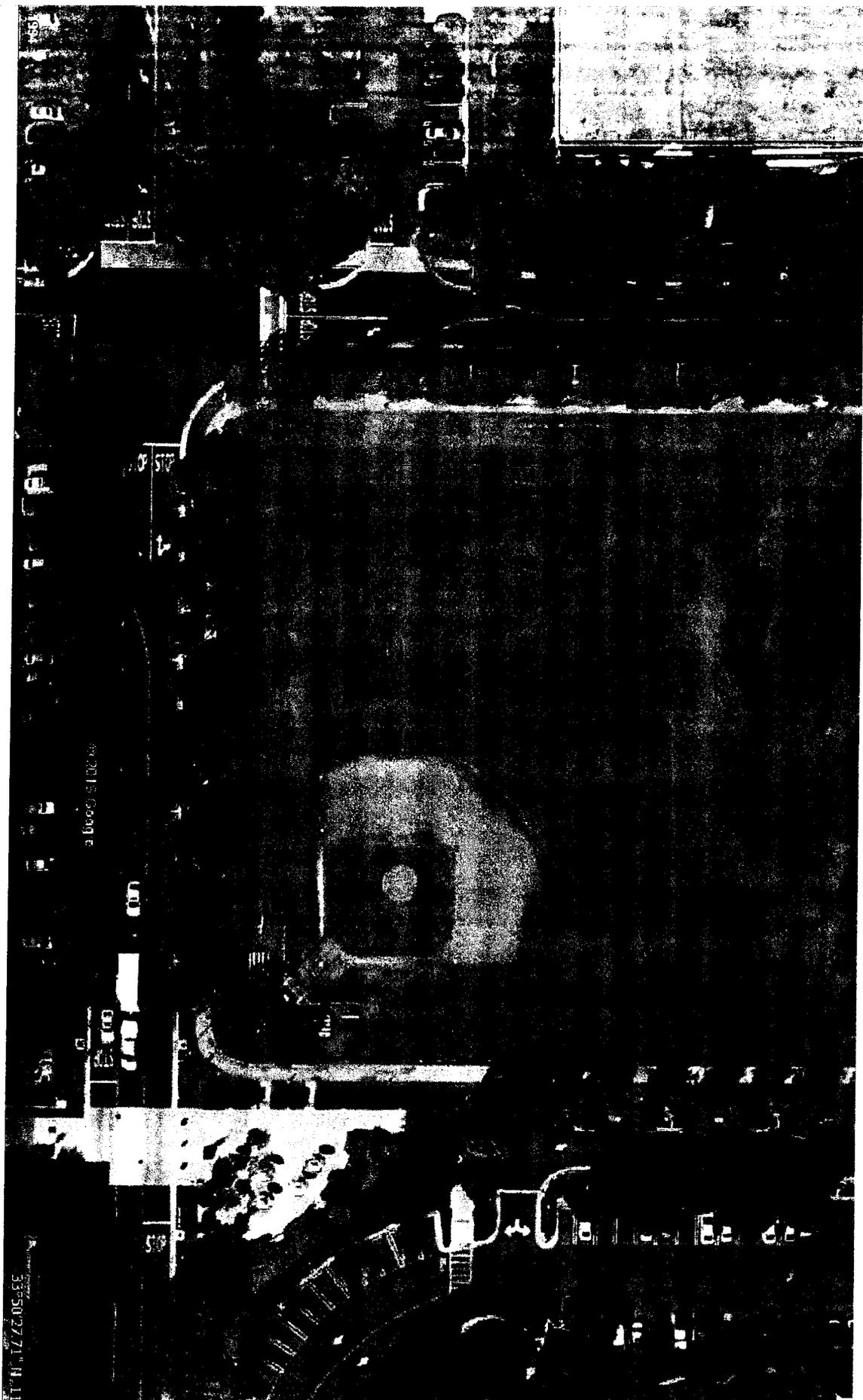
- Safety Inspection required for the two tents.

ENVIRONMENTAL CONDITIONS FOR EVN16-00039:

- Prohibited signage includes the following: A-frame or freestanding signs; off-site advertising signs; bow or flag banners; inflatable signs; banners placed in the ground or on the roof of a building; signs attached to vehicles, light or utility poles; signs that flash, blink or change; and persons holding signs.
- Provide nearby trash receptacles for event.

PLANNING CONDITIONS FOR EVN16-00039:

- All event activities to be contained within noted areas – event activities to be contained onsite and cannot encroach into surrounding area
- Site to be returned to previous state prior to event



American Honda Luccheon



Luncheon
Job Address: 1919 Torrance Blvd.
Torrance, CA 90501

Install Date: 7/18/16
Event Date: 7/20/16
Strike Date: 7/21/16

Drawing Name: Site Plan

Clients Name: A. Honda

Version 2

