
BUILDING & SAFETY DIVISION POLICIES & PROCEDURES

Policy No. PP-10 Christmas Tree Sales Lots

Purpose:

To provide a procedure for processing applications for electrical permits required for electrical changes or installations at a Christmas tree sales lot.

Background:

The City Zoning Code allows sales of Christmas trees in commercial and industrial zones and in agricultural, residential, or recreational zones by temporary use permit (TUP). However, an applicant must apply for a business license and process it through the Planning Department to determine if a temporary use permit is required before applying for an electrical permit (see Zoning Code section below for details on when a TUP is required).

Procedure:

A. Applicant:

1. Apply for, and receive a business license, and /or a TUP (if necessary).
2. On receipt of a business license, apply for a Commercial electrical permit.
 - a. Complete form # RCB0804, Christmas Tree Sales Lot Information.
 - b. Complete form # RCB0802, Application for Building Permit, for the electrical work.

B. Permit Staff:

1. Obtain a copy of the business license, and/or the TUP. Verify that the address matches the application.
2. Process the form # RCB0802 (Application for Building Permit, for electrical only) as normal, with the description "Christmas Tree Sales Lot", and issue the PME permit.
3. Enter the PME permit number on form # RCB0804 (Christmas Tree Sales Lot Information), and place a copy in the applicant's permit envelope.
4. Place the original form # RCB0804 (Christmas Tree Sales Lot Information) in the Inspection Folder.

Rancho Cordova Zoning Code Chapter 23.922 TEMPORARY USES:

7. Seasonal sales lots. Temporary seasonal sales activities (e.g., Christmas trees, pumpkin sales, and other similar outdoor sales) may be permitted in any commercial or industrial zoning district, or on any religious facility or school site that abuts a collector or arterial roadway as designated in the general plan. Seasonal sales (e.g., Christmas tree sales, pumpkin sales) may be permitted in any nonresidential zoning district upon issuance of a temporary use permit. The term of permit shall not exceed 45 days per calendar year. Temporary dwellings, including mobile homes, when a primary dwelling is being constructed or remodeled may be permitted, provided a valid building permit has been issued. The temporary dwelling shall be limited to a maximum of one year.

Cyrus Abhar
Chief Building Official, City of Rancho Cordova