



PLANNING DEPARTMENT

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68-700 Avenida Lalo Guerrero - Cathedral City, CA 92234

(Staff Use Only)

Case No.:

CHRISTMAS TREE LOT APPLICATION

It is advisable to submit applications for review 60 days prior to commencement of the use or event to ensure adequate review of the application. If you have any questions while completing this application, please ask a member of the Planning Department for assistance. In order for the City to process a Christmas Tree Lot Application, the application fee must be submitted with the completed application. Incomplete applications will not be accepted (or process may be delayed). **(PLEASE PRINT OR TYPE)**

SUBMITTAL REQUIREMENTS:

1. Application Fee: \$300 – payable to the “City of Cathedral City”
2. Refundable Clean-up Deposit: \$100
3. Temporary Sign Permit Application: 40 for 30-day temporary permit, 24 square foot maximum size
4. Proof of Insurance naming the City as additional insured.
5. Copy of the rental agreement for the site.
6. Two (2) site plan drawings showing the parking area, entrances and exits, temporary buildings or trailers, temporary sign location, power (water, electricity, etc.) sources and tree locations.
7. Description on how site will comply with dust control requirements.
8. Copy of City business license.

LOCATION OF CHRISTMAS TREE LOT:

Assessor’s Parcel Number(s):

Address/Nearest Cross Street(s):

PROJECT REPRESENTATIVE(S):

APPLICANT/ REPRESENTATIVE Name:		Telephone No.:	
Address:		E-mail address:	
City:	State:	Zip Code:	

I certify under penalty of perjury that all the application information is true and correct:

Applicant’s Signature:

Date: _____

PROPERTY OWNER/ AGENT Name:		Telephone No.:	
Address:		E-mail Address:	
City:	State:	Zip Code:	

Property Owner’s Signature: _____ Date: _____

DETERMINATION OF APPLICATION (Staff Use Only):

ACTION TAKEN: APPROVED DENIED

If denied, provide reasons:

Conditions of Approval:

APPROVED/DENIED BY: _____

DATE: _____

Date/Time Received:	Received By:	Amount Received:	Receipt No(s):
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