



# City of Sierra Madre

Planning & Community Preservation Department  
232 W. Sierra Madre Boulevard, Sierra Madre, CA  
91024  
phone 626.355.7138 fax 626.355.2251

March 23, 2022

Lavender Marketplace  
Brandstater Design  
89 Olive Ave.  
Sierra Madre, CA 91024

**RE: Approval of Temporary Use Permit 22-03 (TUP 22-03); A request to hold a private rental event (wedding ceremony/reception)**

Please consider this letter as approval of your request for the subject Temporary Use Permit. The approved permit is for a private rental event of a wedding ceremony / reception to be held at 89 Olive Ave. This event will take place on April 16, 2022 between 3:00 pm and 8:00 pm. An estimated 60 people are expected to attend and alcohol will be served.

This Temporary Use Permit is granted pursuant to the application submitted and the conditions of approval listed below and on file with the Planning & Community Preservation Department.

### Conditions of Approval

1. The subject Temporary Use Permit is valid for **April 16, 2022, between 3:00 pm and 8:00 pm**
2. The applicant and event participants shall conform to all COVID-19 health orders.
3. Alcohol will be provided by the event host, not by the owner of the property.
4. Alcohol provided at the subject event may be served, not sold.
5. The applicant shall provide an on-site traffic monitor to ensure compliance with the Sierra Madre Municipal Code Chapter 10.
6. Parking for this event shall be on-site. If on-site parking is not sufficient, the applicant shall direct any overflow parking to a public municipal lot, and provide shuttle service between the event site and guest parking.
7. The applicant shall conform to all provisions of the Sierra Madre Municipal Code.

Please call me with any questions (626) 355-7135 regarding this or any other matter.

Sincerely,

Vincent Gonzalez  
Director of Planning & Community Preservation

Cc: Jose Reynoso, City Manager  
Rod Armalin, Police Chief  
Chris Cimino, Director of Public Works  
Brent Bartlett, Fire Chief