



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

April 26, 2022

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

RE: Approval of Temporary Use Permit 22-08 (TUP 22-08); 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 September 17, 2022, between 11:00 am and 6:00 pm. (Event time 11:00 am – 4:00 pm, 4:00 pm – 6:00 pm clean up). An estimated 50 people are expected to attend and alcohol will not 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 **September 17, 2022, between 11:00 am and 6:00 pm**
2. The applicant and event participants shall conform to all COVID-19 health orders.
3. Alcohol shall not be served or sold during the event.
4. The applicant shall provide an on-site traffic monitor to ensure compliance with the Sierra Madre Municipal Code Chapter 10.
5. 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.
6. 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