



# *City of Sierra Madre*

*Planning & Community Preservation Department*  
232 W. Sierra Madre Boulevard, Sierra Madre, CA 91024  
626.355.7138

April 17, 2023

Rosario Munoz  
647 Manzanita Ave.  
Sierra Madre, CA 91024

**RE: Approval of Temporary Use Permit 23-06 (TUP 23-06)**

A request to host the Annual June Faire at 647 Manzanita Ave.

Please consider this letter as approval of your request for the subject Temporary Use Permit. The approved permit is for the Annual June Faire at 647 Manzanita Ave. This event will take place on June 3, 2023 between 9:30am and 2:30pm, which includes set up and break down.

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

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  
Chris Cimino, Public Works Director  
Henry Amos, Police Chief  
Brent Bartlett, Fire Chief

Attachments:

1. Temporary Use Permit 23-06 Findings for Approval
2. Temporary Use Permit 23-06 Conditions of Approval

**TEMPORARY USE PERMIT 23-06**  
Annual June Faire

**Findings for Approval**

Pursuant to Sierra Madre Municipal Code Section 17.88.050(A), for applications for uses that do not have the purpose of engaging in constitutionally protected expression, temporary use permits may be approved pursuant to the provisions of this chapter only upon the making of the following findings:

1. **That the temporary use permit is compatible with the applicable provisions of this code;** in that the applicant has followed the procedures of the Temporary Use Permit process
2. **The temporary use will not conflict with the general plan;** in that the use is limited to four times per year and will not change the underlying land use of the site. To date, the location has not applied for any temporary uses.
3. **The temporary use is a reasonable use of land given the purposes of the general plan, the land use designation and the zone in which the temporary use would be located;** in that the use is limited to four times per year and will not change the underlying land use of the site. Additionally, the conditions of approval require compliance with all other provisions of the Municipal Code.
4. **That the temporary use will not impede the reasonable use of land or the orderly development of land in the immediate vicinity;** in that the applicant has followed the procedures of the Temporary Use Permit process, including providing notice to neighboring residences, and the conditions of approval require compliance with all other provisions of the Municipal Code.
5. **That the temporary use will not endanger the public health, safety or welfare;** in that the conditions of approval require compliance with all provisions of the Municipal Code with regard to health, safety and welfare.
6. **The applicant has not violated a condition of a prior temporary use permit within a 24-month period;** there are no prior violations of conditions of a prior temporary use permit as this is the first application filed for The British Home in CA Ltd. at 647 Manzanita Ave., to host the Annual June Faire within a 24-month period prior the proposed start date of the temporary use.

**TEMPORARY USE PERMIT 23-06**  
Annual June Faire

**Conditions of Approval**

1. The subject Temporary Use Permit is valid for **Saturday June 3, 2023, between 9:30am and 2:30pm**, including setup and break down.
2. No materials used for the subject event shall be nailed or taped to any street tree or lamppost.
3. At the close of the event, the applicant shall remove and dispose of all materials used or associated with the subject event.
4. Placement and removal of barricades shall be the sole responsibility of the applicant. City will deliver four barricades to be placed at both ends of the event.
5. The applicant shall conform to all provisions of the Sierra Madre Municipal Code, including general noise regulation pursuant to SMMC 9.32.030.
6. All parking for the use authorized by this Temporary Use Permit shall be subject to Chapter 10.24 of the Sierra Madre Municipal Code.
7. All lighting in connection with the use authorized by this Temporary Use Permit shall be shielded and directed in such a manner as to not directly impact surrounding properties.

(End of Conditions)