



Application Date:	
Fee: \$400	Escrow: NONE

GARDEN CENTER / TENT SALE LICENSE

APPLICANT: _____

Business Name: _____ Contact Person _____

Street Address: _____

City, State: _____

Business Phone: _____ Email: _____

Submittal Materials

The following materials must be submitted with your application in order to be considered complete. If you have any questions or concerns regarding the necessary materials please contact City Staff.

AP – Applicant check list, CTY – City check list

AP	CTY	MATERIALS
<input type="checkbox"/>	<input type="checkbox"/>	Site Plan: A scalable site plan, no larger than 11"x17", must be submitted which demonstrates the following: <ul style="list-style-type: none"> ▪ Placement and size of garden center or tent sale ▪ Parking stalls and drive aisles
<input type="checkbox"/>	<input type="checkbox"/>	Written Narrative Describing Operation: A written description of your request. The description must include the following: <ul style="list-style-type: none"> ▪ Description of operation ▪ Business hours ▪ Dates of start and close of operation ▪ Prior history of operation
<input type="checkbox"/>	<input type="checkbox"/>	Evidence of the following <ul style="list-style-type: none"> • Adequate off-street parking • State license authorizing fertilizer handling, if applicable • Approval from Property Owner • Certificate of insurance • Proof of any other agency permits or licenses required for operation
<input type="checkbox"/>	<input type="checkbox"/>	Paid Application Fee: \$400

Review and Decision by the City Council: The City Council shall review the application after a complete submittal has been received. The City Council shall make the final determination to approve or deny the application. Upon receiving final determination from City Council, staff will contact the applicant with the requisite documentation.

I / We, the undersigned, have read and understand the above.

Signature of Applicant

Date