

## Temporary Use Permit Application (Christmas Tree Sales)

Community Development Department  
9915 39<sup>th</sup> Avenue  
Pleasant Prairie, WI 53158  
Phone: 262.925.6717  
Email: communitydevelopment@pleasantprairiewi.gov

### GENERAL INFORMATION

*No person shall open, maintain, operate or conduct any place for the purpose of storing, selling or displaying for sale any Christmas trees without first securing approval of a Temporary Use Permit, by completing the required application and submitting details including a site plan for the specified location and in compliance with the requirements pursuant to Section 420-140.1 of the Village Municipal Code.*

Property Location/Address	Tax Parcel Number
Start Date	End Date
Other Merchandize to be sold	



**Check if a tent is proposed.** A separate tent permit and inspections are required. Contact the Village Fire & Rescue Department at 262-694-8027 for requirements and permit.

Explain proposed security during the event.

### EMERGENCY CONTACT DURING EVENT

Name	Phone Number
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### MINIMUM SUBMITTAL REQUIREMENTS

<input type="checkbox"/> Site Plan that includes the location of proposed sale area, parking area, on-site sign locations, tent location.	<input type="checkbox"/> On-site signs (size, message and location). Off-site signs are not allowed
<input type="checkbox"/> Lighting Plan (an electrical permit may be required by the Village)	<input type="checkbox"/> Application Fee

Upon review of the application and information submitted conditions may be imposed to ensure compliance with the Ordinance provisions and all other applicable federal, state, county and local requirements.

### REQUIRED SIGNATURES

I hereby certify that all the above statements and attachments submitted herewith are true and correct to the best of my knowledge.

PROPERTY OWNER	APPLICANT
Print Owners Name	Company Name
Print Name of Signatory	Print Name of Signatory
Signature	Signature
Mailing Address	Mailing Address
City/State/ZIP	City/State/ZIP
Phone	Phone
Email	Email
Date	Date



# Christmas Tree Sale Requirements

Pursuant to Section 420-140.1 of the Village Zoning Ordinance

- Definitions:

**CHRISTMAS TREES.** Real or artificial trees of the varieties and kinds used for decorative purposes and related items such as wreathes, tree stands, tree bags, etc., for use during the holiday season.

**PUBLIC STREET.** All that property set aside for street purposes or street rights-of-way, including: sidewalks, curbs and gutters, shoulders, parking strips and parkways.

- Allowed in any zoning district except within a C-1 Lowland Resource Conservancy District, C-3 Natural and Scientific Resource Conservancy District or FPO, Floodplain Overlay District.
- Sales shall not occur before November 15 of any given year and the temporary use permit shall automatically expire on January 10 following the issuance of the temporary use permit.
- No Christmas trees shall be displayed, stored or sold on any public street or in the vision triangle of two intersecting streets or within a designated fire lane.
- All sales areas shall be maintained in such manner as to eliminate, in so far as possible, any fire hazard.
- No trees which have become dried out, so as to become a fire hazard, shall be kept on the property.
- At the expiration of the permit or whenever the premises shall cease to be used further for the storage, display or sale of Christmas trees, the applicant shall cause all signage, trimmings, cuttings, trees and debris to be removed from the premises and disposed of in a lawful manner.
- No flashing lights or spot lights are allowed, any outside lights shall not shine or glare onto adjacent properties or onto any public street.
- Signage shall be limited to two on-site signs no larger than nine square feet. All signs shall be placed a minimum of 15 feet from the right-of-way and shall not be placed in the vision triangle, as defined by this chapter. No off-site signs are allowed and all signs shall be removed no later than the 10th day of January following the issuance of the temporary use permit. No portable flashing signs shall be permitted.
- Order for compliance. If the applicant fails to properly clean the premises or fails to maintain the premises in a manner eliminating any fire hazard as necessary, as determined by the Fire & Rescue Chief, the Fire & Rescue Chief may order the property owner to remove such hazard within 24 hours, or less depending on the hazard created. The Fire & Rescue Department is authorized to enter upon the premises and remove or destroy or cause to be removed or destroyed such Christmas trees or parts thereof, and all costs related to such action may be assessed as a special charge of tax assessment against the real estate.
- Additional conditions may be imposed to ensure compliance with the provisions of this chapter, its purpose and intent and all other applicable federal, state, county and local requirements.