



### OUTDOOR DISPLAY PERMIT

(Please refer to Section 7.F of the Warrenville Zoning Ordinance for detailed requirements & restrictions)

\*\*Plat of Survey showing parking, where sales will be located, and sign location if any, if required when outdoor display Permit is applied for.

Application Date: \_\_\_\_\_ Permit No: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Zoning of Property: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Business Fax: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Title: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_

Type of Outdoor Display Permit Requested (Check appropriate boxes):

Annual  Seasonal  Temporary  Special

Description of merchandise to be sold: \_\_\_\_\_

\_\_\_\_\_

Date of Sale(s) \_\_\_\_\_

Approved by: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Conditions:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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This excerpt was taken from Section 7.F of the City of Warrenville Zoning Ordinance:

The City of Warrenville may allow a business to display items outdoors for the convenience of the customer provided that (a) the business holds a valid annual, seasonal or temporary conditional display permit as may be applicable, (b) is located in B-2 or B-4 Zoning District, (c) has submitted a site plan indicating the location of display areas and (d) observes the following:

- (1) The items are displayed wholly upon the parcel on which the principal sales structure is located.
- (2) The display does not utilize any required parking spaces and does not disrupt the flow of vehicular or pedestrian traffic. No display shall be allowed in required landscape areas.
- (3) No item shall be displayed at a location where the width of paved clear space for the passageway of pedestrians is reduced to less than five (5) feet.
- (4) No items shall be placed in required setbacks or designated fire lanes or public right-of-way. Except along principal arterials the required setback shall be reduced to twenty (20) feet.
- (5) No item shall be stacked higher than six (6) feet. Single items representative of stock stored indoors may exceed six (6) feet. A lesser height can be designated by the City Building Department if it is determined that a height condition exists which is hazardous to public safety.
- (6) Items shall be set back six (6) inches from any building.
- (7) No item may be displayed within five (5) feet of any fire department connection.
- (8) No hanging material may be placed in pedestrian or vehicular passages.
- (9) The following items may be displayed outdoors on an annual basis provided the area is accessible to retail customers:
  - (a) Bulk salt, when screened from residential view.
  - (b) Fire wood, if stacked neatly in cord fashion and when screened from residential view.
  - (c) Nursery stock.
  - (d) Christmas trees and pumpkins may be displayed outdoors for one (1) period of thirty (30) consecutive days only between October 1st and December 31st.
- (10) Other merchandise may be displayed outdoors on a seasonal basis. "Seasonal Merchandise" shall mean single items representative of stock stored indoors, which are not normally sold throughout the year and are displayed and sold during the time of year for which they are appropriate or for which they are intended to be used.
- (11) General merchandise may be displayed in conjunction with temporary outdoor sales of no more than fourteen (14) days. Merchandise must be placed inside the principal structure or a substitute enclosed structure before the close of the business day. No more than two (2) temporary sales may be permitted per calendar year unless approved by the City Council.
- (12) Outdoor display shall be subject to the permit procedures set forth in Title 3, Chapter 11 of the City Code.
- (13) The Building and Code Enforcement Department will issue conditional display permits for annual, seasonal and temporary outdoor display. The term of any permit shall not exceed one (1) calendar year, with all renewals due on January 1. The Department will determine if the site plan conforms with these standards and general public safety. Code Enforcement Officials shall have the authority to revoke the conditional display permit and remove or cause to be removed items from outdoor display should they not conform to the approved outdoor display site plan. Code Enforcement Officials will make available written procedures for businesses to follow when applying for or renewing a conditional display permit.
- (14) Any retail display not meeting the above requirements may be granted only through the Planning Commission review and City Council approval.
- (15) No signs shall be displayed on or in conjunction with the outdoor display, except as permitted in Title \*, Chapter 6 of the City Code.

