



City of Sierra Madre

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

March 19, 2024

Pasadena Educational Foundation
141 W. Highland Blvd.
Sierra Madre, CA 91024

RE: Approval of Temporary Use Permit 24-04 (TUP 24-04)

A request to Pasadena Educational Foundation Spring Fundraiser that will consist of a silent auction, live auction, dinner and dancing.

Please consider this letter as approval of your request for the subject Temporary Use Permit. The approved permit is for Pasadena Educational Foundation Spring Fundraiser at 665 Oak Crest Dr. This event will take place on April 20, 2024, which includes set up and break down, between 6:00pm and 10:00pm.

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,

Clare Lin
Manager of Planning & Community Preservation

Cc: Jose Reynoso, City Manager
Arnulfo Yanez, Public Works Director
Gustavo Barrientos, Police Chief
Brent Bartlett, Fire Chief

Attachments:

1. Temporary Use Permit 24-04 Findings for Approval
2. Temporary Use Permit 24-04 Conditions of Approval

TEMPORARY USE PERMIT 24-04
Pasadena Educational Foundation Spring Fundraiser
665 Oak Crest Dr.

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 filed by Pasadena Educational Foundation at 665 Oak Crest Dr., for a spring fundraiser within a 24-month period prior the proposed start date of the temporary use.

TEMPORARY USE PERMIT 24-04
Pasadena Educational Foundation Spring Fundraiser
665 Oak Crest Dr.

Conditions of Approval

1. The subject Temporary Use Permit is valid **April 20, 2024, from 6:00pm to 10:00pm** 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 take place on one side of any street within the nearby vicinity. Overflow parking after 5:30pm shall be directed to Bailey Canyon. All parking 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)