



100 Municipal Circle Raymore, MO 64083

### **Contact Numbers**

City Hall Main: (816) 331-0488

Development Services: (816) 331-1803

Economic Development: (816) 331-5000

Police Department: (816) 331-0530

Codes Enforcement: (816) 331-1803

City Clerk: (816) 331-3324

### **Other Brochures**

Mobile Vendors

Home Occupations

New Business Guide

Permanent Signs

Development Services Department

Outdoor Events

Temporary Signs

*December 2018*

CITY OF RAYMORE

# **Seasonal Outdoor Sales Event**



## **Permit Application Process**

### **Seasonal Outdoor Sales Event Requirements**

1. Only 1 temporary event sign is allowed. Do not place sign in the street right-of-way. Sign must be removed when business is not open.
2. If a temporary building is utilized, up to 3 wall signs may be placed on the building.
3. No recreational vehicle, trailer, or similar vehicle shall be utilized, stored, or parked as part of the event. A temporary building or structure such as a shed, canopy or tent may be utilized.
4. No commercial trash receptacle shall be placed at or near the event. Receptacles with a capacity of less than 1 cubic yard are allowed.
5. No portable toilet facility shall be placed at or near the event.
6. No storage containers, crates, boxes, or similar containers for products to be sold or displayed shall be placed or stored at or near the event.
7. Any water or electrical connections that are made shall be inspected and must be approved by the Building Official.
8. Written authorization of the property owner to conduct the event on the property shall be obtained and submitted to the City.
9. Events shall not block vehicular access through the parking lot and shall not block pedestrian use of the sidewalk or access to a permanent building.
10. If the event ceases to be open for longer than 7 consecutive days then the event shall cease and all remnants of the event shall be immediately removed from the premises.

#### **Seasonal Outdoor Sales Event:**

The display and sale of products outside of a building, typically located within a parking area, for a temporary period of time.

The following events qualify as a sales event:

- Christmas tree sales (for maximum 60 days)
- Garden sales (for maximum 60 days)
- Produce stands (for maximum 180 days)
- Pumpkin sales (for maximum 30 days)
- Ice cream/frozen treat stands (for maximum 180 days)

*Firework Stands, City Farmer's Market, and Mobile Vendors are not Seasonal Outdoor Sales Events.*

#### **Where are Seasonal Outdoor Sales Events Allowed?**

Events are permitted in agricultural, business, commercial, industrial or parks, recreation and public use districts.

#### **Are there any required application forms, fees or licenses? YES!**

1. Application Form. An application is required to be submitted to the Development Services Director prior to the event.
2. Occupational License. A City Occupational License must be obtained from the City Clerk. The temporary event application must be approved by the Development Services Director in order to obtain an occupational license. The license fee is \$100 per calendar year.

The sales event application form and City Occupational License form are available on the City website at [www.raymore.com](http://www.raymore.com) or can be picked up at City Hall, 100 Municipal Circle, Raymore, MO.