

Temporary Use Permits

A Temporary Use Permit (TUP) is a permit which allows a temporary sidewalk sale, short-term grand opening event or a rooftop balloon. The purpose of requiring a permit is to allow the Planning Division the opportunity to review such events. The Zoning Administrator is responsible for review and approval of all TUP applications. Upon approval of an application, the Zoning Administrator may impose reasonable conditions of approval necessary to protect the public health, safety, and general welfare. Most applications can be approved over the counter.

Examples of TUP Events

Sidewalk Sales

Events are limited to 120 days per year.

Merchandise sold shall be limited to merchandise that is customarily sold on the premises by a permanently established business at the subject location.

Outside vendors are not permitted in conjunction with a TUP.

The event must be located entirely on the private sidewalk and immediately in front of the business holding the event.

Grand Openings

Grand opening events involving outdoor activities and entertainment may not exceed five consecutive days. (Ribbon cutting ceremonies not exceeding two hours in duration are exempt from the permit).

Limited to (1) event per business.

You may also request to display a banner during the permitted period of the event. Such a request must be included on the TUP application form.

Rooftop mounted balloons, pennants, spinners, tethered helium balloons, either stacked or arched are permitted through a Temporary Use Permit.

Tethered helium balloons shall not be displayed on any exterior surface of a building.

Divisions Contact Information

Planning Division:

(951) 736-2262 - Plandev@coronaca.gov

Building Division:

(951) 736-2250 - Building.plancheck@coronaca.gov

Code Compliance Division:

(951) 279-3549 - Code.enf@coronaca.gov

Development Services Division:

(951) 736-2259 - dscounter@coronaca.gov



Planning & Development Department

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City of Corona

Planning & Development Department

Special Use Permits Temporary Use Permits



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Special Use Permits

Zoning Special Use Permits (SUP) are required for various types of events that take place outdoors, are temporary in nature, are open to the general public, and are on private property. The purpose of requiring a permit is to allow various City departments the opportunity to review the public safety aspects of such an event. The process also allows the City to determine if the property is of adequate size and shape to accommodate the event, and that the streets, highways, and parking areas are adequate for the additional traffic that may be generated by such event. Applicants wishing to hold such an event as described below must obtain an application from the Planning Division. The Board of Zoning Adjustment (BZA) is responsible for review and approval of all Special Use Permit applications. Upon approval of an application, the board may impose reasonable conditions of approval necessary to protect the public health, safety, and general welfare. Applicants should allow 21 business days from date of submittal for a determination.

Examples of SUP Events

Any event meeting the following criteria requires a Special Use Permit:

- It is temporary in nature (180 days or less in a calendar year)
- The event is open to any sector of the general public, including but not limited to, events that charge an entrance or admittance fee
- The event is located outdoors or in a temporary structure, including tents and canopies, but excluding permanent facilities normally accommodating events, such as a stadium.
- The event is held on private property.

Special events which require a Special Use Permit include, but are not limited to, the following unless specifically exempted:

- Christmas tree sales lots, pumpkin patches, Certified Farmers Markets and other seasonal outdoor sales.
- Car, truck, or other vehicle shows.
- Temporary structures or trailers for a maximum of 180 days in a calendar year.
- Parking lot sales.
- In the "A" zone only, temporary stands for the sale of agricultural produce by the owner of the land on which the produce is grown. Such may be sold either on the land where grown or another site within the "A" zone owned by the same owner, and may only be sold while the produce is in season locally.
- Temporary structures or trailers, including temporary storage containers in the commercial and industrial zones, for a maximum of 90 days in a calendar year.
- Outdoor music, dance, or rock festivals, subject to a festival permit pursuant to Chapter 5.30 of the Corona Municipal Code.
- Outdoor display and sale merchandise within the parking lot of a property within a commercial land use district, provided the sale and display of merchandise is limited to products commonly sold by the commercial business operating on the property.
- Uses similar to those previously listed meeting the criteria as outlined.

Uses Exempt from an SUP

The following uses are exempt from the special use permit requirements but shall obtain a temporary use permit:

- Outdoor display and sale of merchandise within a commercial land use district that is not located in a parking lot.

- Grand opening events that do not involve outdoor activities in a parking lot.
- The following uses are specifically exempt from the special use permit requirements, provided that the said use complies with all other city codes & obtains property owner approval:
 - Political gatherings/Parades
 - Private social gatherings, weddings, reunions that are not for commercial profit and does not disrupt the use of public facilities.
- Sales trailers for residential tracts which shall obtain a model home permit. Construction trailers when listed as a permitted use in the zone.

Steps to obtaining a Special Use Permit

Obtain SUP application from the Planning Division. Prepare application materials according to checklist.

Submit all application materials and application to the Planning Division no later than either 14 or 21 days prior to the event. Applicant will be advised of the date and time of Board hearing.

Review of application by City Departments.

Applicant attends Board of Zoning Adjustment hearing held within 10-14 days of filing of the application.

Application is approved subject to conditions. Any denial by the board may be appealed within 10 days to the Planning Commission.

On-site inspection performed by staff prior to event opening to ensure compliance with all conditions.