



PERMIT #

(Official Use Only)

Outdoor Display of Merchandise Permit

Business Name: _____ Phone: _____

Business Description: _____

Business Address: _____

Business Owner's Signature: _____ Date: _____

Property Owner: _____ Phone: _____

Property Owner's Email Address: _____

Property Owner's Signature _____ Date: _____

Beginning Date: _____ End Date: _____

- Outdoor display of merchandise or outdoor sales is permitted during events such as sidewalk sales and brief displays of goods for sale during seasonal situations or other brief events.
- The continuous outdoor display of goods for sale is prohibited.
- A maximum of thirty (30) non-continuous days of display every six (6) months is permitted pursuant to the established special event permit process or other process as determined by the Director of Community and Economic Development.
- Merchandise display shall be limited to on-site private walkways and courtyards and no more than 10% of required parking.
- Signs and merchandise shall not interfere in any fashion with interior circulation aisles, fire lanes, load zones and pedestrian circulations.
- A site plan depicting the location of the merchandise shall be submitted to the City for review and approval

Note: There is no fee to apply for an Outdoor Display Permit.

OUTDOOR DISPLAY PERMIT APPROVAL _____ DATE: _____

Approved permit must be clearly posted on-site through expiration date.



Outdoor Display Of Merchandise

Outdoor display of merchandise or outdoor sales, is permitted during events such as sidewalk sales and brief displays of goods for sale during seasonal situations or other brief events. **The continuous outdoor display of goods for sale is prohibited.**

Outdoor display of merchandise requires a permit to be obtained from the Building Department.

A maximum of thirty (30) non-continuous days of display every six (6) months is permitted pursuant to the established special event permit, Issued by the Zoning Department.

Merchandise display shall be limited to on-site private walkways and courtyards and no more than 10% of required parking. Signs and merchandise shall not interfere in any fashion with interior circulation aisles, fire lanes, load zones and pedestrian circulations.

The outdoor display of merchandise may be permitted pursuant to the issuance of a Special Outdoor Sales Permit, and subject to the limitations listed below:

- A plan depicting the location of the merchandise shall be submitted to the City for review and approval.
- All merchandise must be in good condition.
- The merchandise shall only be displayed outside of the establishment where the merchandise is sold.
- Displays cannot hinder pedestrian circulation, extend into the public sidewalk or impede emergency egress.
- Displays must be located on private property, immediately adjacent to the commercial business and conforming to all required setbacks.
- No more than 10% of required parking space may be used for outdoor display.
- No landscaped area shall be used for display purposes.
- No additional signage is permitted. Merchandise may not be used as signage and may not have signage attached to it.

Please note, the City reserves the right to deny the plan based on safety, aesthetics, or inadequate space.



2026

January						
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February						
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- Jan 1: New Year's Day
- Jan 19: Martin Luther King Jr. Day
- Feb 14: Valentine's Day
- Feb 16: Washington's Birthday
- Mar 17: St. Patrick's Day
- Apr 5: Easter Sunday
- Apr 15: Tax Day
- Apr 22: Administrative Professionals Day

- May 10: Mother's Day
- May 25: Memorial Day
- Jun 19: Juneteenth
- Jun 21: Father's Day
- Jul 3: Independence Day (substitute day)
- Jul 4: Independence Day
- Sep 7: Labor Day
- Oct 12: Columbus Day

- Oct 31: Halloween
- Nov 11: Veterans Day
- Nov 26: Thanksgiving Day
- Nov 27: Day after Thanksgiving Day
- Dec 24: Christmas Eve
- Dec 25: Christmas Day
- Dec 31: New Year's Eve