



Community & Economic
Development Department
520 J St.
Los Banos, CA 93635
Phone: (209) 827-7000 ext. 2432
www.losbanos.org

FARMERS' MARKET PERMIT APPLICATION SUBMITTAL REQUIREMENTS

- Completed Application
 - If located on private property, documentation indicating that the property owner consents to use of the property as a Certified Farmers' Market.
 - Hours and days of operation
 - Description of parking available to patrons and growers
 - Provisions for water and sanitary facilities (toilets)
 - Description of requested signage
- Application fee - \$230.42
- Site Plan
 - 8.5" x 11" format
 - Depicting the relationship of the Certified Farmers' Market to the surrounding area including water and sanitary facilities.
 - Depicting signage including size, material, and type of sign
 - The site plan shall include sufficient parking for the primary use and the Certified Farmers' Market. Parking spaces shall be marked as required by zoning regulations.
- Copy of current Certified Farmers' Market certificate issued by the Merced County Agricultural Commissioner
- Copy of the Rules and Regulations pertaining to the operation of the Certified Farmers' Market
- Copy of current Merced County Cottage Food registration/permit or license from the California Department of Public Health (CDPH) Processed Food Registration (PFR), if applicable
 - Required for processed food products such as jams, jellies, or fruit butters
- For Certified Farmers' Markets conducted on City property or in the public right of way:
 - Copy of Certificate of Liability Insurance Policy and endorsement naming the City as an additional insured and providing minimum coverage of \$1,000,000 per occurrence for injury or death arising out of the operation of the Certified Farmers' Market
 - Executed Hold Harmless & Indemnification Agreement



Uniform Application

In order for Applications to be deemed complete under California Government Code Section 65943, the following items must be provided:

1. Completed Uniform Application
2. Development Plans as required by Submittal Requirements
3. Appropriate Filing Fee

| GENERAL REQUIREMENTS (Print Clearly or Type) | | |
|---|-----------|---------------------------|
| Property Owner's Name: | | (staff use only) |
| Address: | | File No.: |
| Home/Cell No.: | Work No.: | Related Files: |
| E-mail Address: | Fax No.: | |
| Applicant's Name: | | Date Rec'd: |
| Address: | | Rec'd by: |
| Home/Cell No.: | Work No.: | Fees Paid: |
| E-mail Address: | Fax No.: | Receipt No.: |
| Representative's Name: | | Approved by: |
| Address: | | Date Approved: |
| Home/Cell No.: | Work No.: | Resolution No(s).: |
| E-mail Address: | Fax No.: | |

Please Note: If the applicant is not the property owner, the property owner shall designate the applicant as the authorized agent to act on his or her behalf and both shall sign this application.

| TYPE OF APPLICATION (check all that apply) | |
|---|---|
| <input type="checkbox"/> Administrative Permit (AP) | <input type="checkbox"/> Mobile Food Vendor Permit (MFVP) |
| <input type="checkbox"/> Annexation (ANX) | <input type="checkbox"/> Planned Development Reclassification (PDR) |
| <input type="checkbox"/> Appeal | <input type="checkbox"/> Pre-zone |
| <input type="checkbox"/> Area Plan | <input type="checkbox"/> Rezone (ZC) |
| <input type="checkbox"/> Block Party Permit | <input type="checkbox"/> Sign Review (SR) |
| <input type="checkbox"/> Conditional Use Permit (CUP) | <input type="checkbox"/> Site Plan Review (SPR) |
| <input type="checkbox"/> Cottage Food Operations (CFO) Permit | <input type="checkbox"/> Special Events Permit (SEP) |
| <input type="checkbox"/> Donation/Collection Bins Permit | <input type="checkbox"/> Temporary Uses Permit (TUP) |
| <input type="checkbox"/> Farmers' Market Permit | <input type="checkbox"/> Tentative Parcel Map (TPM) |
| <input type="checkbox"/> Final Development Plan (FDP) | <input type="checkbox"/> Tentative Tract/Subdivision Map (TTM) |
| <input type="checkbox"/> General Plan Amendment (GPA) | <input type="checkbox"/> Vesting Tentative Tract/Subdivision Map (VTTM) |
| <input type="checkbox"/> Initial Environmental Assessment | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Master Development Plan | <input type="checkbox"/> Other: _____ |

PROJECT LOCATION LETTER OF AUTHORIZATION

PROJECT LOCATION

General Location/Address of Project:

Assessor's Parcel No(s):

Precise Legal Description (Attach. Required for the following : Rezoning, Annexation, Street or Alley Abandonment):

AFFIDAVIT

If property owner is a trust, partnership, LLC, then the signature shall be a corporate officer. Attach additional sheets if necessary.

I, _____, hereby certify that I am the applicant in the foregoing application, that I have read the foregoing application and know the content thereof and state that the same is true and correct to the best of my knowledge.

Applicant (signature)

Applicant (print name)

I, _____, hereby certify that I am the owner (if other than the applicant) of real property involved in this application, do hereby consent to the filing of this application. Attach separate sheets if multiple property owners.

Owner (signature)

Owner (print name)

**City of Los Banos
Community and Economic Development
Planning Entitlements/Projects Fee Schedule**

| License/Permit/Entitlement Type | Basic Fee | State Fee | Additional Fee | Notes | Total Fee |
|--|--------------|-----------|----------------|---|--------------|
| Mobile/Sidewalk Vendor Permits | | | | | |
| Mobile Vendor Permit Initial | \$ 625.83 | | | | \$ 625.83 |
| Mobile Vendor Permit Renewal | \$ 97.62 | | | | \$ 97.62 |
| Sidewalk Vendor Permit Initial | \$ 450.00 | | | | \$ 450.00 |
| Sidewalk Vendor Permit Renewal | \$ 450.00 | | | | \$ 450.00 |
| Cottage Food Operator Permit | | | | | |
| Cottage Food Operator Permit (one time) | \$ 455.43 | | | | \$ 455.43 |
| Planning Permits | | | | | |
| Administrative Permit - other | \$ 720.98 | | | Deposit/ Cost Recovery Contract Required | \$ 720.98 |
| Special Events Permit - minor event | \$ 109.33 | | | | \$ 109.33 |
| Special Events Permit - major event | \$ 311.14 | | | | \$ 311.14 |
| Special Events Permit - major event: Religious Processions (1.25 miles one way max) | \$ 311.14 | | \$ 444.22 | | \$ 755.36 |
| Special Events Permit - major event: Street Closures (3 blocks or less) | \$ 311.14 | | \$ 229.60 | | \$ 540.74 |
| Special Events Permit - major event: Parades (standard May Day Parade route) | \$ 311.14 | | \$ 1,517.64 | | \$ 1,828.78 |
| Residential Neighborhood Block Party Permit | \$ 203.90 | | | | \$ 203.90 |
| Farmers' Market Permit | \$ 230.42 | | | | \$ 230.42 |
| Temporary Use Permit - minor use | \$ 230.42 | | | | \$ 230.42 |
| Temporary Use Permit - major use | \$ 311.14 | | | | \$ 311.14 |
| Miscellaneous | | | | | |
| Donation Collection Bin Initial | \$ 432.81 | | | Non-refundable | \$ 432.81 |
| Donation Collection Bin Renewal | \$ 163.24 | | | Non-refundable | \$ 163.24 |
| Signage | | | | | |
| Master Sign Plan | \$ 1,681.41 | | | | \$ 1,681.41 |
| Sign Review | \$ 82.00 | | | | \$ 82.00 |
| Temporary Sign Review | \$ 82.00 | | | Per occurrence | \$ 82.00 |
| Planning Project Entitlements | | | | | |
| Annexation | \$ 23,731.72 | | | Deposit/ Cost Recovery Contract Required | \$ 23,731.72 |
| General Plan Amendment | \$ 8,034.82 | | | Deposit/ Cost Recovery Contract Required | \$ 8,034.82 |
| Zone Change/Pre-Zone | \$ 7,489.10 | | | Deposit/ Cost Recovery Contract Required | \$ 7,489.10 |
| Conditional Use Permit | \$ 1,940.24 | | | Deposit/ Cost Recovery Contract Required | \$ 1,940.24 |
| Site Plan Review | \$ 3,133.79 | | | Deposit/ Cost Recovery Contract Required | \$ 3,133.79 |
| Variance | \$ 1,594.30 | | | Deposit/ Cost Recovery Contract Required | \$ 1,594.30 |
| Tentative Subdivision Map - up to 100 lots | \$ 9,259.06 | | | Deposit/ Cost Recovery Contract Required | \$ 9,259.06 |
| Tentative Subdivision Map - 101+ lots | \$ 12,101.86 | | | Deposit/ Cost Recovery Contract Required | \$ 12,101.86 |
| Revised Tentative Map | \$ 4,575.05 | | | Deposit/ Cost Recovery Contract Required | \$ 4,575.05 |
| Planned Development | \$ 4,554.77 | | | Deposit/ Cost Recovery Contract Required | \$ 4,554.77 |
| Development Agreement | \$ 3,500.00 | | | Deposit/ Cost Recovery Contract Required | \$ 3,500.00 |
| Final Development Plan | \$ 2,000.00 | | | Deposit/ Cost Recovery Contract Required | \$ 2,000.00 |
| Environmental Review/Categorical Exemption | \$ 197.75 | | | Deposit/ Cost Recovery Contract Required | \$ 197.75 |
| Negative Declaration/Initial Study | See Notes | | | Actual Cost + 20%/Deposit/Cost Recovery Contract | \$ - |
| Environmental Impact Report | See Notes | | | Actual Cost | \$ - |
| Minor Subdivision/Parcel Map | \$ 1,024.15 | | | Deposit/ Cost Recovery Contract Required | \$ 1,024.15 |
| Lot Line Adjustment/Parcel Merger | \$ 415.16 | | | | \$ 415.16 |
| Reimbursement Agreement | \$ 3,500.00 | | | Deposit/ Cost Recovery Contract Required | \$ 3,500.00 |
| Appeal | \$ 2,587.84 | | | | \$ 2,587.84 |
| Time Extension | \$ 2,404.91 | | | | \$ 2,404.91 |

Notes:
State established \$1.00 fee for Business Licenses as mandated by Senate Bill 1186 effective January 1, 2013. State Fee increased to \$4.00 as mandated by Assembly Bill 1379 effective January 1, 2018 thru December 31, 2023.

Fees adopted by City Council Resolution No. 6131 on 9/18/19; fees effective 12/1/19
Commercial Business License renewal basic fee subsidized/reduced by City Council Resolution No. 6158; adopted 11/20/19; fee effective 12/1/19