



## TEMPORARY USE PERMIT DONATION COLLECTION CONTAINERS APPLICATION FORM

The permittee and or operator shall provide a full site plan clearly demonstrating the location of the proposed Donation Collection Container on the commercial property with dimensions to nearest property line and between containers.

**Community Development Department processing fee of \$137.00 is required.**

- A. Permittee or Operator's Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_
- B. Property Owner's Name: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_
- C. Physical Address for the Donation Container: \_\_\_\_\_
- D. Business Name of Host site: \_\_\_\_\_
- E. Collection Container is: For-profit:  Non-profit:
- F. Proposed calendar year for the Donation Collection Container: \_\_\_\_\_  
*Note: Any annual permit issued during the calendar year shall expire on December 31<sup>st</sup> of the same year.*
- G. Are there existing Donation Collection Containers on site: Yes  No
- H. Number of Donation Container(s) under this permit: One  Two
- I. Location of nearest Donation Collection Container (distance in feet): \_\_\_\_\_

The undersigned has read the above information and agrees to adhere to the City's criteria regarding the operation of Donation Collection Containers. Failure to comply with CMC 17.75 could result in your permit being revoked and/or the issuance of administrative citations in accordance with Section 1.08.130 of the Corona Municipal Code.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Issued by: \_\_\_\_\_  
Terri Manuel, Zoning Administrator

This permit is nontransferable and is valid only for the commercial location for which it is issued (as shown on the operator's site plan provided). The permit shall automatically expire on December 31 of the same calendar year of permit issuance. Pursuant to Section 17.99.057 of the Corona Municipal Code, a Collection Container permit may be revoked by the Zoning Administrator for noncompliance with, or violation of, any of the standards and criteria set forth in CMC Section 17.75.

## DONATION COLLECTION CONTAINERS

**In accordance with Section 17.75.050 of the Corona Municipal Code, the following is an affidavit and acknowledgement of the standards and criteria to establish Donation Collection Containers in the City of Corona**

1. Collection containers shall be metal and shall be maintained in good condition and appearance, with no structural damage, holes, visible rust, or graffiti.
2. Collection containers shall be locked or otherwise secured in such a manner that the contents cannot be accessed by anyone other than those responsible for the retrieval of the contents.
3. As required by state donation collection laws, collection containers shall have the following:
  - The name, address, email, telephone number and, if available the website address of the operator.
  - A statement that reads *"this collection box is owned and operated by a for-profit organization"* or *"this collection box is owned and operated by a nonprofit organization."*
  - If the collection container is owned by a nonprofit organization, the front of the collection container shall display a statement describing the charitable cause that will benefit from the donations.
  - If the collection contained is owned by a for-profit entity, the front of the collection container shall display a statement that reads *"this donation is not tax deductible."*
4. Collection containers shall be serviced and emptied as needed to prevent materials from being left or stored outside the container, but at the very least they shall be emptied every thirty (30) calendar days. All materials left outside a container shall be removed immediately by the permitted operator or property owner.
5. Permittees, operators and property owners shall maintain, or cause to be maintained, the area surrounding the collection containers free from any junk, debris or other material. The permittee, operator and property owner shall be responsible, to the extent provided by law, for the City's cost to abate any nuisance, in accordance with Section 1.08.022 of the Corona Municipal Code.
6. Collection containers shall:
  - Be permitted on properties zoned for commercial
  - Not be permitted on any unimproved parcel, or where the principal use of the land has been closed or unoccupied for more than thirty (30) calendar days
  - Not be less than 1,000 feet from another collection container as measured along a straight line from one container to another. Notwithstanding this separation requirement, up to two (2) collection containers on a single lot of record are permitted if the two (2) collection containers are side by side and are no more the one foot apart
  - Does not exceed 7 feet in height and 6 feet in width and 6 feet in depth
  - Not cause a visual obstruction to vehicular or pedestrian traffic and shall not be located within a ten foot corner cut-off area
  - Not be placed closer than 20 feet from a public right-of-way or a side or rear property line of adjacent property used for residential purposes
  - Not cause safety hazards with regard to a designated fire lane or building exit
  - Not interfere with an access drive, off-street parking lot maneuvering land and/or required off-street parking space to an extent which would cause safety hazards and/or unnecessary inconvenience to vehicular or pedestrian traffic; or encroach upon a access drive, off-street parking lot maneuvering lane and/or required off-street parking space
  - Be placed on a level, hard (asphalt or concrete) paved, dust-free surface
7. Permittees, operators and property owners shall agree to operate and maintain, or cause to be operated and maintained, all collection containers in compliance with this chapter, including, without limitation, the provisions of §17.75.050(A) above
8. Permittees, operators and property owners shall agree to operate and maintain, or cause to be operated and maintained, all collection containers in compliance with applicable state donation collection laws.

The undersigned has read the above information and agrees to adhere to the City's criteria regarding the operation of Donation Collection Containers. Failure to comply with CMC 17.75 could result in your permit being revoked and/or the issuance of administrative citations in accordance with Section 1.08.130 of the Corona Municipal Code.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

## Property Owner Authorization

If the applicant is not the property owner of the real property on which the collection container(s) will be located, this page shall be completed by the property owner. By signing this page, the property owner is giving the applicant permission to place the collection container(s) on the property and acknowledging receipt of a copy of Corona Municipal Code Chapter 17.75 (Donation Collection Containers) and an understanding of the property owner's duties and responsibilities under said chapter.

PRINT name of Applicant: \_\_\_\_\_

Physical Address for the Donation Container(s): \_\_\_\_\_

PRINT name of Property Owner: \_\_\_\_\_

SIGNATURE of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_