

Policy 1.1.17 Donation Trailers for Used Household Goods

POLICY PURPOSE:

Municipal Code section 19.20.030 allows the use of permanent trailers for the collection of used household goods in the C-1, C-2, C-3, and C-4 Zoning Districts with approval of a Use Permit or Special Development Permit. The policy statements below provide operation, location, and appearance standards for this use. The purpose of the policy is to maintain the high quality of Sunnyvale's commercial and residential areas by reducing the potential impacts associated with donation trailers.

POLICY STATEMENT:

It is the policy of the City of Sunnyvale that each application for a Use Permit or Special Development Permit for a donation trailer use, as defined in Municipal Code section 19.12.050, shall comply with the following conditions:

1. OPERATIONS

A. Status of Operators

- (I) The profit or non-profit status of a donation trailer operator shall not be a factor in granting any required permit.

B. Attendant

- (I) An attendant shall be present during all donation trailer hours of operation, and is responsible for placing items inside the trailer as well as providing general maintenance.

C. Hours of Operation

- (I) Flexible standards shall be established for donation trailer hours of operation.

D. After-Hours Donations

- (I) Provisions shall be made for the control of after-hours donations. Strategies may include:
 - (a) Post a sign on the trailer that warns against littering;
 - (b) Post a sign on the trailer providing contact information for the operator as well as contact information for the City's Neighborhood Preservation Division to allow surrounding

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- residents to easily report any problems (*recommended addition by the Planning Commission*);
- (c) Post hours of operation;
 - (d) Provide after-hours field security checks. If items have been deposited, dispatch a truck to pick them up.

E. Public Safety

- (I) Comply with Municipal Fire codes.

2. LOCATION

A. Acceptable sites

- (I) A donation trailer is permitted only in the parking lot of a shopping center or other large commercial site.

B. Visibility of Trailer

- (I) Donation trailer locations shall be selected to minimize visual impacts without compromising the safety of the attendant. It may be necessary for the trailer opening to face the public street or the parking lot for security reasons.

B. Proximity to Residential Uses

- (I) Care shall be taken to minimize potential adverse impacts on adjacent residential uses by appropriately sited donation trailers.

C. Parking and Circulation

- (I) Minimum parking standards shall be maintained for the affected site unless otherwise approved by a Variance.
- (II) In addition to parking spaces occupied by the donation trailer and any parking needed for patrons, an additional parking space shall be maintained for the trailer attendant.
- (III) The donation trailer shall be located to maintain adequate loading and unloading space.
- (IV) Vehicular and pedestrian circulation shall not be impaired by the trailer's location.

D. Visibility of Buildings and Signs

- (I) The trailer shall not block the view of any buildings or signs.

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3. APPEARANCE

A. Trailer Exterior

- (I) Exterior trailer colors shall be approved by the Director of Community Development.
- (II) A portable skirt shall be erected to screen the trailer wheels and undercarriage from street and parking lot view. The material shall be solid and shall match or blend with the trailer color. Skirt details shall be approved by the Director of Community Development. If the skirt is constructed of fabric, the fabric material shall be replaced at least every five years.

B. Landscaping

- (I) Portable landscaping shall be installed around all sides of the trailer that are exposed to view from a street or parking lot. The open end of the trailer is exempt from this requirement. The landscaping shall be intensive in nature, including long rows or dense clusters of planter boxes with live trees and shrubs. Details of the portable landscaping theme are subject to approval by the Director of Community Development.
- (II) Portable landscaping shall be maintained in a neat and healthy condition at all times. A maintenance program, including manual irrigation methods, may be required for review and approval by the Director of Community Development.

C. Site Improvements

- (I) Minor site improvements, such as parking lot repairs, can be imposed if they are related to the trailer use.

D. Signage

- (I) Signs which are part of the vehicle's paint scheme, such as the organization's name painted name on the side of the trailer, shall be exempt from the Municipal Code sign requirements.
- (II) Any additional signage not part of the vehicle's paint scheme shall be considered a ground sign or wall sign subject to the Municipal Code sign requirements for commercial uses. All signs shall be reviewed and approved by the Director of Community Development.

(Adopted: RTC #08-223 (7/15/08))

Lead Department: Community Development