



# CITY OF CARSON

## PLANNING COMMISSION STAFF REPORT

PUBLIC HEARING: November 24, 2008  
SUBJECT: Ordinance Amendment for Tent Sales and Temporary Signs  
APPLICANT: Claudia Soto-Neira, IKEA  
20700 South Avalon Boulevard  
Carson, CA 90746  
REQUEST: Ordinance Amendment to allow for long-term use of a tent sale and temporary signs for the IKEA department store located at the South Bay Pavilion  
PROPERTIES INVOLVED: 20700 South Avalon Boulevard

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### COMMISSION ACTION

Concurred with staff  
 Did not concur with staff  
 Other

### COMMISSIONERS' VOTE

AYE	NO		AYE	NO	
		Faletogo – Chairperson			Saenz
		Cannon			Verrett
		Graber			

## I. Introduction

### *Applicant*

- IKEA  
Attn: Claudia Soto-Neira  
20700 South Avalon Boulevard  
Carson, CA 90746

### *Property Owner*

- HREG Genesis Carson, LLC  
17461 Derian Ave., Suite 106  
Irvine, CA 92614

### *Project Address*

- 20700 S. Avalon Boulevard

### *Proposed Project*

The applicant, Claudia Soto-Neira representing IKEA, is proposing an Ordinance Amendment to allow tent sales and temporary signs on a more regular basis. Specifically, the following is being requested:

- Authorization to construct a 49-foot by 89-foot two-inch tent to display seasonal products seven (7) months each year. The summer event will be for 3½ months from March to June, and the winter/holiday event will last from October to January.
- Authorization to display a 54.5-foot wide by 14-foot high banner on the lateral façade of the store building. The display location will be permanent with the banners changing approximately six (6) times per year.

## II. Background

Currently, IKEA has been requesting a tent event twice a year with Planning approval while the banners have been replaced on a regular basis. According to Section 9138.8 of the Carson Municipal Code (CMC), the Director (Planning Manager) may use appropriate discretion based on certain requirements to approve temporary tent events. Pursuant to Section 9136.7(C) of the CMC, banners can be displayed for a period of 60 calendar days per year with approval of the Director (Planning Manager). Staff has informed IKEA that its permanent banner location requires an Ordinance Amendment.

### *Current Use of Project Site*

- IKEA is a contemporary home furnishings retailer, which has been operating in Carson since November 1992. The western portion of the building is used for retail sales; the eastern portion for warehousing.
- IKEA is part of the South Bay Pavilion shopping center, which is divided into several contiguous parcels. The IKEA building and parking areas are located on two (2) parcels in the southern portion of the shopping center.



- The South Bay Pavilion was built in 1972 and was originally named Carson Mall. The total site is approximately 71 acres. The South Bay Pavilion has recently undergone renovations and additions to bring the gross building area to 1,025,000 square feet. The major department stores are Sears, JCPenney, Target, and IKEA. The indoor shopping center and other areas of the South Bay Pavilion were purchased by Hopkins Real Estate Group (HREG) in 2003. HREG received Redevelopment Agency approval on May 4, 2004, to renovate the South Bay Pavilion (DOR No. 831-03).

*Previously Approved Discretionary Permits for IKEA*

- On October 22, 1991, the Planning Commission approved Variance No. 353-91 for the reduction of the required side and rear yard setbacks for the 57,000 square foot IKEA warehouse/office building, which brings the total size of the IKEA building to 206,500 square feet (Resolution No. 91-1418).
- On November 5, 1991, the Redevelopment Agency approved DOR No. 548-91 for the IKEA department store (Resolution No. 91-36). The project included the addition of 57,000 square feet of warehouse/office building bringing the total size of the IKEA building to 206,500 square feet.
- On January 28, 1992, the Planning Commission approved Modification No. 1 to Design Overlay Review No. 548-91, to eliminate the enclosures for the escalators at the main entrance of IKEA.
- On September 22, 1992, the Planning Commission approved Variance No. 364-92 for the IKEA monument signs and flagpoles (Resolution No. 92-1466).

*Public Safety Issues*

- The South Bay Pavilion has its own security team that patrols the mall. Major code enforcement issues have not been reported by the City's Public Safety Division.

**III. Analysis**

*Existing Municipal Code Requirement for Tent Sales*

Section 9138.8 of the Carson Municipal Code (CMC) allows tent sales based on the following criteria:

- A. Only nonprofit organizations and merchants with a permanent location may conduct such sales.
- B. The applicant shall obtain written approval to conduct such sales from the property owner.
- C. The event shall be conducted outside an enclosed building and shall not encroach upon public rights-of-way.

- D. The applicant shall submit adequate plot plans depicting pedestrian and vehicular circulation, parking and fire lanes acceptable to the Planning Division.
- E. In the case of a "Tent Sale," County Fire Department approval must accompany the application.
- F. Such sales shall be subject to prior approval of the Director.

Currently, IKEA has requested individual approval for each tent event. The Planning Division has allowed IKEA to have tent events up to three (3) months at a time, two times a year.

#### *Existing Municipal Code Requirement for Banners*

Section 9136.7(C) of the Carson Municipal Code (CMC) allows banners subject to the following criteria:

1. Streamers, banners, pennants, and similar displays may be exhibited in connection with grand openings and other special events upon written approval of the Community Development Director. Requests for such displays shall be submitted to the Community Development Director, in writing, thirty (30) days prior to the event. All approvals shall be limited to a total of sixty (60) days of display per calendar year per business.

IKEA has continuously displayed banners on its west-facing wall and regularly changes the banners based on the time of year or special event. The city had anticipated a text amendment to allow IKEA to continue the banner display because IKEA is a regional store located in a Commercial, Regional (CR) zoning district. The proposed text amendment would legalize IKEA's continuous banner displays.

#### *IKEAs in Other Cities*

City of Burbank – IKEA is allowed to have a temporary tent for 180 days per calendar year with no extensions.

City of Costa Mesa – Temporary tent allowed for 180 calendar days with approval of an minor conditional use permit (MCUP) approved by the Planning Department, which requires findings, conditions (general location, color of tent, etc.), and compliance with general code requirements. Other requirements are issued by Business License (all contractors/subcontractors must have valid business licenses), Fire Department, Transportation (parking adjusted to provide adequate drive aisle and turnaround next to the tent), and Building and Safety (tent must comply with the State Building Code). MCUP allows IKEA to have a tent event twice a year for their summer event from March to June and Christmas event from October to January. IKEA later requested to extend the summer event through July. The Planning Department approved the request because no complaints had been received, more than adequate parking exists, and the MCUP did not specifically restrict the allowable days.



*Proposed Amendment to the Carson Municipal Code*

Tent Sales

Staff recommends adding the following underlined text at the end of Section 9138.8:

G. Annual tent events hosted by department stores or regional shopping centers with a gross floor area of at least 100,000 square feet located in the CR zoning district and in a Mixed Use Residential (MUR) overlay district may be approved by the Planning Manager, provided that the event meets all the requirements for location, parking, and access.

Advertising Signs

Staff recommends amending Section 9136.7(C) to include the following underlined text:

1. Streamers, banners, pennants, and similar displays may be exhibited in connection with grand openings and other special events upon written approval of the ~~Community Development Director~~ Planning Manager. Requests for such displays shall be submitted to the ~~Community Development Director~~ Planning Manager, in writing, thirty (30) days prior to the event. All approvals shall be limited to a total of sixty (60) days of display per calendar year per business. Temporary business signs for department stores or regional shopping centers with a gross floor area of at least 100,000 square feet located in the CR zoning district and in a Mixed Use Residential (MUR) overlay district may be allowed to deviate from the provisions of this Section as it pertains to display size, location, orientation, material, length of time, and content pursuant to an approved sign program. Signs must show content related to businesses, events, products or services provided at the department store or regional shopping center.

*General Plan Goals and Policies*

The proposed text amendment for tent sales and advertising signs would be consistent with the following General Plan goals and policies:

Goal LU-5: Maximize the City's market potential in order to enhance and retain shopping and entertainment opportunities to serve the population, increase revenues to the City, and provide new employment opportunities.

Policy LU-5.3: Identify unique economic opportunities, such as niche markets, that will allow the City to capitalize on its location, its cultural diversity, and the tourism industry in the region.



Policy LU-7.1: Periodically review, and amend if necessary, the City's Zoning Ordinance to ensure the compatibility of uses allowed within each zoning district.

Goal ED-6: Promote and assist and provide incentives for the growth and vitality of existing businesses.

Policy ED-6.1: Assess the needs, limitations, and concerns of existing businesses and develop or enhance programs to increase their competitiveness.

Goal ED-9: Attract specialized businesses and industries to Carson to provide diversity in the City's economic base.

Policy ED-9.1: Identify target or niche industries or companies that would be suitable for Carson and that are looking for large areas of space, to diversify the City's economic base.

#### Issues of Concern

- Issue – Precedence for Other Businesses: Staff is concerned that allowing long-term tent sales and permanent advertising displays would encourage other businesses to do the same, which could detract from the aesthetics of the community. The proposed text amendment is meant to focus on the larger department stores located in the CR zoning district, particularly at the mall.
- Issue – Abuse of Use: The Planning Commission should consider the proliferation of tent sales and permanent advertising displays if this text amendment is approved. Not only can the number of tent sales and permanent advertising signs increase, the content and manner in which those tent sales and signs are operated and displayed may negatively affect the aesthetics of the community. The text amendment addresses this issue by making the process discretionary through the review of the Planning Manager.
- Issue – Lack of Maintenance: Tent sales and permanent advertising signs that are not maintained may detract from the aesthetics of the community. Under the review process, applications will be conditioned so that applicants are required to regularly maintain the tent sales and signs.
- Issue – Loss of Parking: IKEA's tent event results in the temporary loss of at least 28 parking spaces. However, since IKEA is under a reciprocal easement agreement (REA) with the South Bay Pavilion, parking is shared amongst all users of the mall. Furthermore, since the mall's parking demand, which is 4 parking spaces per 1,000 square feet of floor area, exceeds the city's parking demand, adequate parking should be available. In the event that the tent event impacts the parking area closest to IKEA and 24 Hour Fitness, staff may consider revoking the permit or reducing the number of days the tent event may operate.



- Issue – Safety and Circulation: The tent event will alter the parking lot and driveways, which may create unsafe conditions if not planned properly. The applicant will be required to submit a site plan showing vehicular and pedestrian circulation for review and approval by the Planning Division and City Traffic Engineer.

#### IV. Environmental Review

Pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, the proposed code amendment will not have the potential to cause a significant effect on the environment and is therefore exempt from further environmental review.

#### V. Conclusion

Approval of the text amendment for long-term tent events and permanent advertising signs would assist regional department stores with business, thus increasing tax revenue for the city. Permanent advertising signs for regional department stores would make those stores more competitive with department stores elsewhere.

#### VI. Recommendation

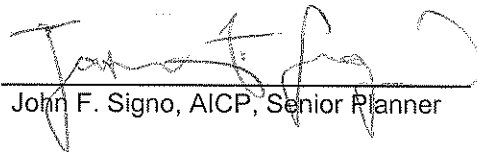
That the Planning Commission:

- RECOMMEND APPROVAL to the City Council an amendment to the Carson Municipal Code regarding tent sales and temporary signs, as described in Exhibit 2; and
- WAIVE further reading and ADOPT Resolution No. \_\_\_\_ entitled "A Resolution of the Planning Commission of the City of Carson Recommending to the City Council an Amendment to the Carson Zoning Ordinance Regarding tent sales and temporary signs."


#### VII. Exhibits

1. Planning Commission Resolution
2. Ordinance (proposed)
3. Letter from IKEA dated July 16, 2008

Prepared by:

  
John F. Signo, AICP, Senior Planner

Approved by:

  
Sheri Repp Loadsman, Planning Manager

CITY OF CARSON

PLANNING COMMISSION

RESOLUTION NO. 08-\_\_\_\_\_

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CARSON RECOMMENDING TO THE CITY COUNCIL AN AMENDMENT TO THE CARSON ZONING ORDINANCE REGARDING TENT SALES AND TEMPORARY SIGNS

THE PLANNING COMMISSION OF THE CITY OF CARSON HEREBY FINDS, RESOLVES AND ORDERS AS FOLLOWS:

**Section 1.** The Planning Commission held a public hearing and recommended approval to the City Council of an Ordinance Amendment to the Carson Municipal Code regarding tent sales and temporary signs, as described in Exhibit "A".

A public hearing was duly held on November 24, 2008, at 6:30 P.M. at City Hall, Council Chambers, 701 East Carson Street, Carson, California by the Planning Commission of the City of Carson. A notice of time, place and purpose of the aforesaid meeting was duly given.

**Section 2.** Evidence, both written and oral, was duly presented to and considered by the Planning Commission at the aforesaid meeting.

**Section 3.** At the November 24, 2008 Planning Commission meeting, the Commission discussed the adequacy of the current ordinance, considered appropriate alternatives, reviewed the effects of such proposal on adjacent properties, and reviewed aesthetic requirements and processing procedures for approval of tent sales and temporary signs. The Commission considered an ordinance amendment that allows department stores and regional shopping centers with a gross floor area of at least 100,000 square feet located in the CR zoning district and in a Mixed Use Residential (MUR) overlay district to have extended tent sales and long-term temporary signs.

**Section 4.** Pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA), the proposed project is an amendment and improvement to the existing standards and guidelines in the Municipal Code regarding tent sales and temporary signs and is exempt under the general rule. The ordinance amendment will generate no significant environmental impacts.

**Section 5.** The Planning Commission finds that:

- a) The proposed ordinance amendment would assist large-scale regional shopping centers and department stores in remaining competitive with regional shopping centers outside of the city.



- b) The operation of tent sales and the installation of temporary signs will be aesthetically-pleasing subject to review and approval by the Planning Division.
- c) Tent sales and temporary signs will promote the economic vitality of the city's large-scale regional shopping centers and will not create significant impacts to the circulation and safety of pedestrians and vehicles.
- d) The tent events and temporary signs will be compatible to the regional shopping center and surrounding areas. Aesthetic standards shall be required to ensure that temporary signs are of appropriate size, color, material, and content.
- e) The proposed ordinance amendment is consistent with the policies and goals of the General Plan, Zoning Ordinance and Redevelopment Project area.
- f) The proposed ordinance amendment would not burden large-scale businesses in obtaining necessary permits and allows for reasonable review of tent sales and temporary signs.
- g) The Planning Commission further finds that the proposed project is an amendment and improvement to the existing standards and guidelines in the Carson Municipal Code and is exempt under the general rule, pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA). The ordinance amendment will therefore generate no significant environmental impacts.

**Section 6.** Based on the aforementioned findings, the Planning Commission hereby recommends approval to the City Council of an amendment to the Carson Municipal Code regarding tent events and temporary signs within the CR zone and MUR overlay district, as described in Exhibit "A".

**Section 7.** The Secretary shall certify to the adoption of the Resolution and shall transmit copies of the same to the applicant.

**Section 8.** This action shall become final and effective fifteen days after the adoption of this Resolution unless within such time an appeal is filed with the City Clerk in accordance with the provisions of the Carson Zoning Ordinance.

**PASSED, APPROVED AND ADOPTED THIS 24<sup>th</sup> DAY OF NOVEMBER, 2008.**

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY



ORDINANCE NO. 08-\_\_\_\_\_

AN ORDINANCE OF THE CITY OF CARSON, CALIFORNIA, AMENDING SECTION 9138.8 OF THE CARSON MUNICIPAL CODE REGARDING TENT EVENTS, AND SECTION 9136.7(C) REGARDING TEMPORARY ADVERTISING SIGNS

WHEREAS, on July 21, 2008, the city of Carson received an application from IKEA Property, Inc., to amend the Carson Municipal Code to allow for tent sales and long-term temporary advertising signs for department stores; and

WHEREAS, department stores and regional shopping centers must remain competitive with shopping centers in other cities by properly displaying advertising for special events, sales, and products in a neat and professional manner.

WHEREAS, tent sales provide a service to the community by offering special or seasonal products that would not be properly displayed or sold in a traditional building. Tent sales provide additional retail space to accommodate products sold to consumers.

WHEREAS, on \_\_\_\_\_, the City Council considered the proposed ordinance amendment as discussed above and the potential impacts it may have on the rest of the city.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CARSON, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

**Section 1. Code Amendment.** Section 9138.8 (Sidewalk, Parking Lot and Tent Sales) of Division 8 (Special Requirements for Certain Uses) of Part 3 (Commercial Zones) of Chapter 1 (Zoning) of Article IX (Planning and Zoning) of the Carson Municipal Code is hereby amended by adding the following underlined text as follows:

In connection with temporary sidewalk, parking lot, and tent sales, the following requirements shall be met:

- A. Only nonprofit organizations and merchants with a permanent location may conduct such sales.
- B. The applicant shall obtain written approval to conduct such sales from the property owner.
- C. The event shall be conducted outside an enclosed building and shall not encroach upon public rights-of-way.
- D. The applicant shall submit adequate plot plans depicting pedestrian and vehicular circulation, parking and fire lanes acceptable to the Planning Division.
- E. In the case of a "Tent Sale," County Fire Department approval must accompany the application.
- F. Such sales shall be subject to prior approval of the Director. (Ord. 88-857, § 4; Ord. 89-888, § 1)

G. Tent events for a period not to exceed 3.5 months that are hosted by department stores or regional shopping centers with a gross floor area of at least 100,000 square feet located in the CR zoning district and in a Mixed Use Residential (MUR) overlay district may be approved by the Planning Manager, provided that the event meets all the requirements for location, parking, and access.

**Section 2. Code Amendment.** Section 9136.7(C)(1) of Division 6 (Site Development Standards) of Part 3 (Commercial Zones) of Chapter 1 (Zoning) of Article IX (Planning and Zoning) of the Carson Municipal Code is hereby amended by deleting the stricken text and adding the following underlined text as follows:

1. Streamers, banners, pennants, and similar displays may be exhibited in connection with grand openings and other special events upon written approval of the ~~Community Development Director~~ Planning Manager. Requests for such displays shall be submitted to the ~~Community Development Director~~ Planning Manager, in writing, thirty (30) days prior to the event. All approvals shall be limited to a total of sixty (60) days of display per calendar year per business. Temporary business signs for department stores or regional shopping centers with a gross floor area of at least 100,000 square feet located in the CR zoning district and in a Mixed Use Residential (MUR) overlay district may be allowed to deviate from the provisions of this Section as it pertains to display size, location, orientation, material, length of time, and content pursuant to an approved sign program. Signs must show content related to businesses, events, products or services provided at the department store or regional shopping center.

**Section 3.** If any provision(s) of this ordinance or the application thereof to any person or circumstances is held invalid or unconstitutional by any court of competent jurisdiction, such invalidity or unconstitutionality shall not affect any other provision or application, and to this end the provisions of this ordinance are declared to be severable. The City Council hereby declares that they would have adopted this ordinance and each section, subsection, sentence, clause, phrase, part or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases, parts or portions thereof be declared invalid or unconstitutional.

**Section 4.** The City Clerk shall certify to the adoption of this ordinance, and shall cause the same to be posted and published in the manner required by law.

**Section 5.** This ordinance shall be effective thirty (30) days following its adoption.

**PASSED, APPROVED and ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.



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**MAYOR, JIM DEAR**

**ATTEST:**

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**CITY CLERK HELEN KAWAGOE**

**APPROVED AS TO FORM**

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**CITY ATTORNEY**



PLANNING DEPARTMENT  
(310) 952-1761

July 16, 2008

JUL 21 2008

Ms. Sherri Repp-Loadsman  
Community Planning Manager  
City of Carson, CA

CITY OF CARSON  
701 E. CARSON ST.  
CARSON, CA 90745

Dear Ms Repp-Loadsman:

I am writing this letter to request an ordinance amendment that will authorize two different elements that are vital to the continued success of our IKEA Carson store.

1. The IKEA Carson store is requesting a permanent authorization to put up a 49' by 89'2" tent to display our Seasonal Product Collection 7 months out of the year. The Summer tent would be up for 3.5 months (March-June) and the same would happen for the Winter/Holiday tent (October-January). This estimated time is inclusive of time for tent set up, product and display staging.

To give you a little bit of history about the tent, IKEA has been requesting a permit from the Community Planning department for almost 3 full years now. The reason for this need is the lack of enough space inside of our store to display and merchandise our seasonal products in an acceptable way under the strict IKEA standards. The tent occupies the space of 28 parking stalls, located in the IKEA parking lot closest to the store entrance. (See Site Plan attached) We have been very fortunate to have your team's and your continued support with this effort, which has been truly appreciated.

2. We are also requesting authorization to put up a 654" w by 168" h banner on the lateral façade of the store. (See façade banner location attached) Per IKEA US standards, all the stores must have a large banner hanging from the building on a highly visible location. We are expected to display 6 different façade banners throughout the year, on a continuous basis. In short, we are requesting an amendment so our façade banner can become a permanent element of our building.

Thank you in advance for your ongoing support to the local business community. IKEA is committed to continue servicing our local customers in the best way possible, which I'm sure will benefit both IKEA and the City of Carson.

Best Regards,

Claudia Soto-Neira  
Public Relations Manager-HM  
IKEA LA/OC  
650-3874568 Cell

Exhibit 3



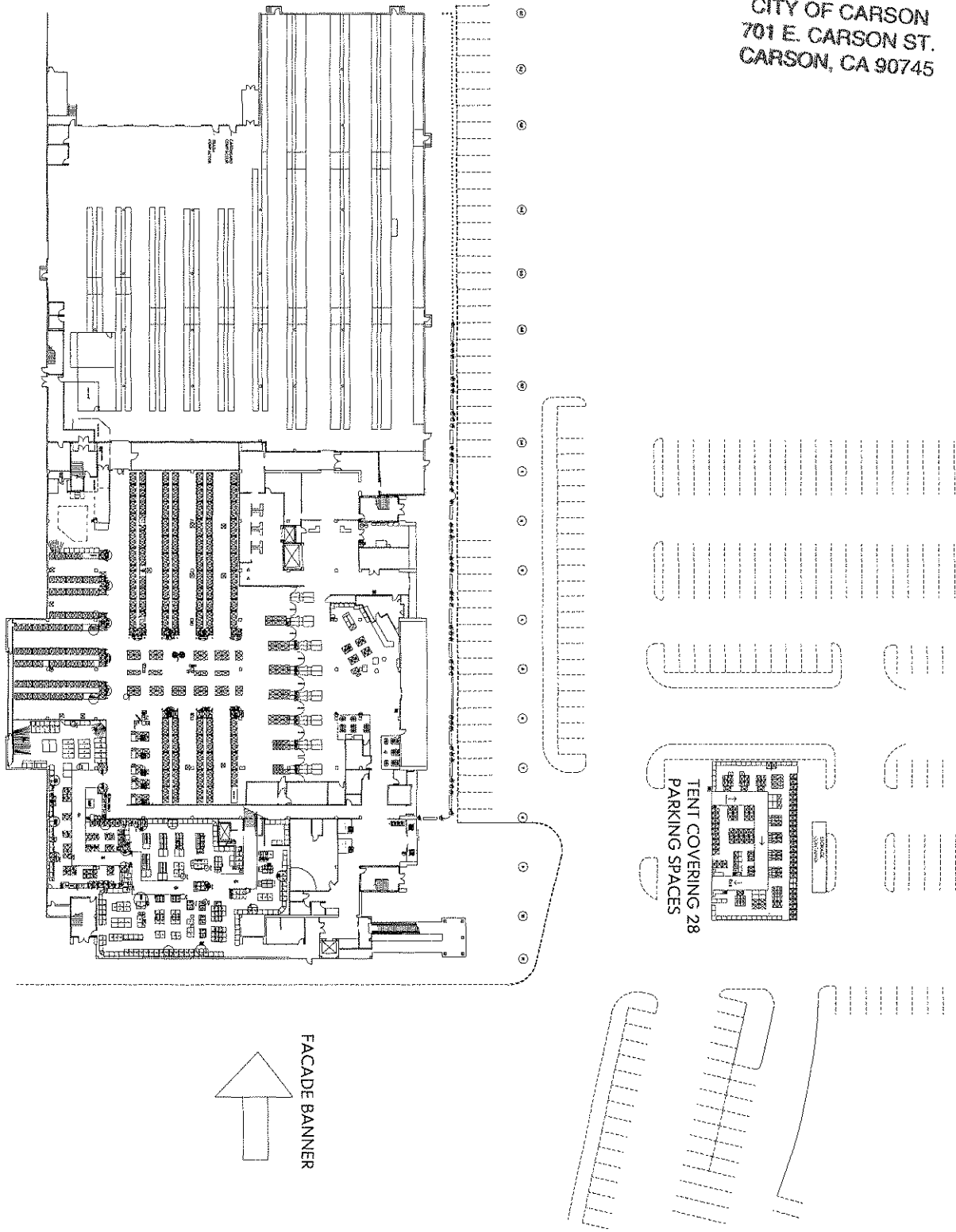
List of Attachments:

1. Site plan with Façade Banner
2. Tent Dimensions
3. Fire Department Plan
4. Tent Interior-Summer Product Collection
5. Tent Interior-Winter/Holiday Product Collection
6. Exterior Photos
7. Façade Banner Information
8. Façade Banner Location
9. Façade Banner Images
10. Tent Set-up Checklist

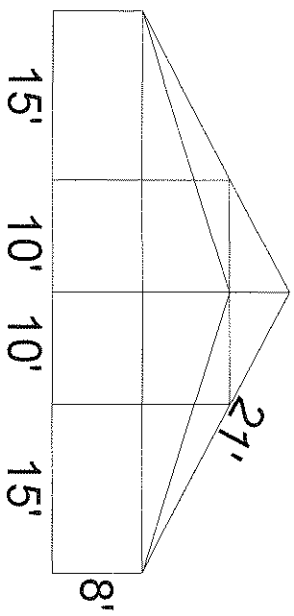
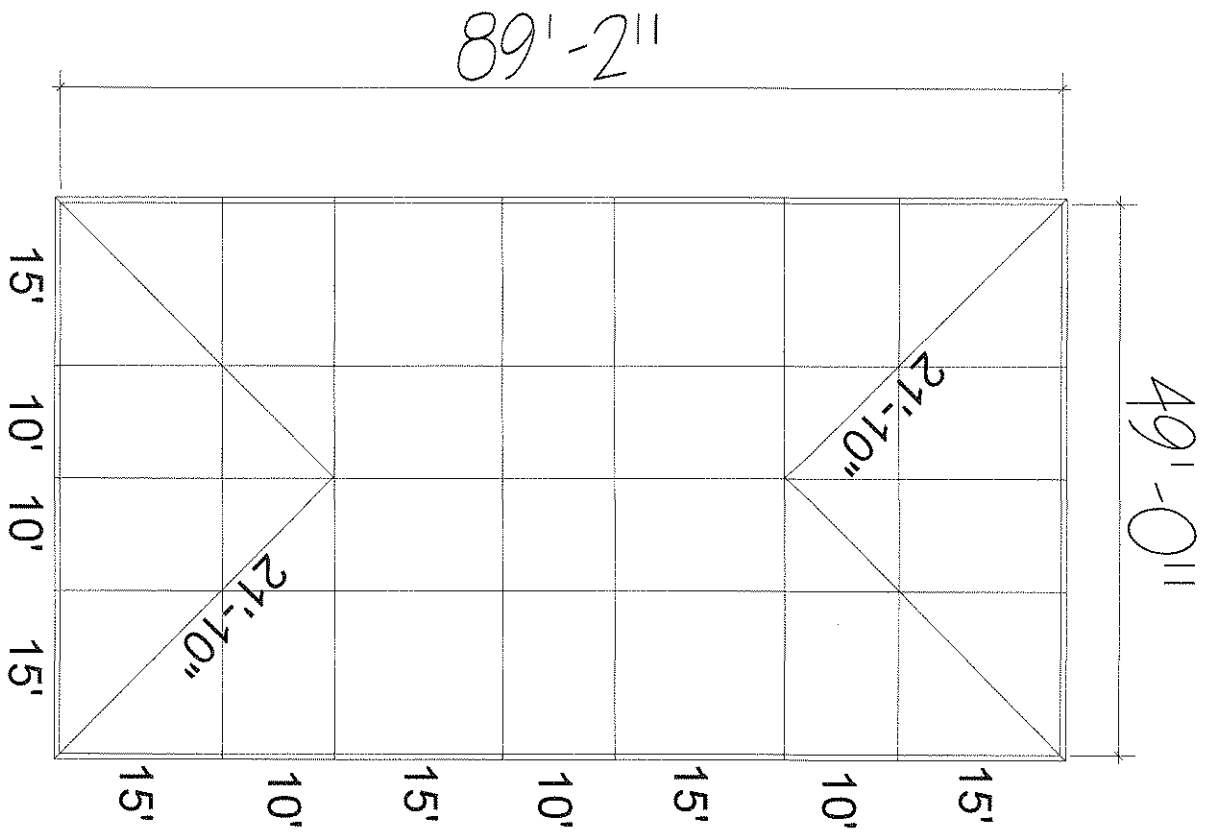
JUL 21 2008

CITY OF CARSON  
701 E. CARSON ST.  
CARSON, CA 90745

**SITE PLAN W/FAÇADE BANNER**

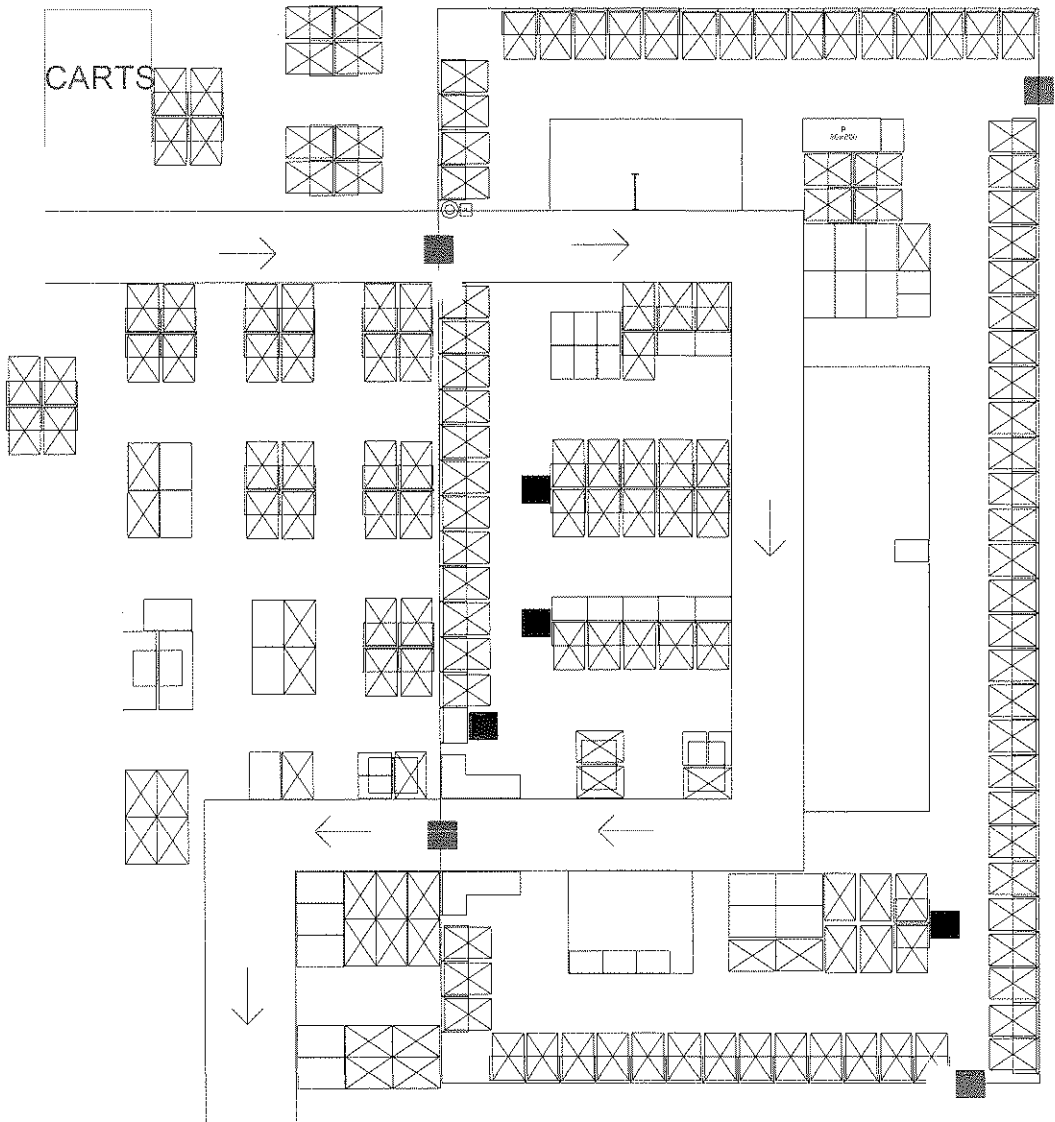


**TENT DIMENSIONS**





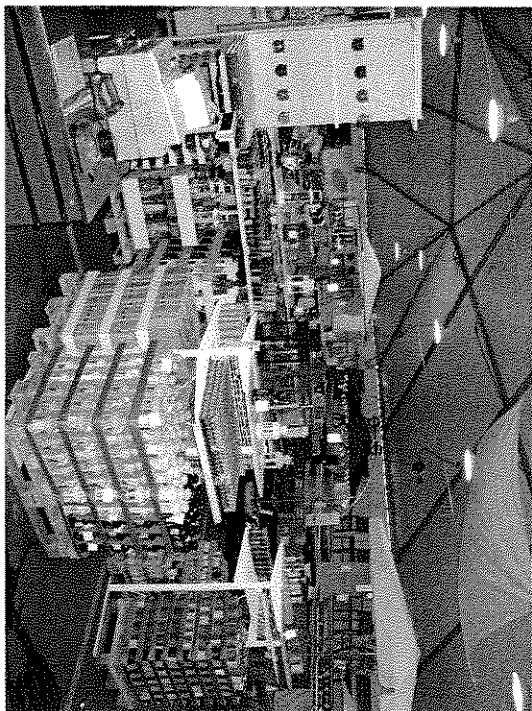
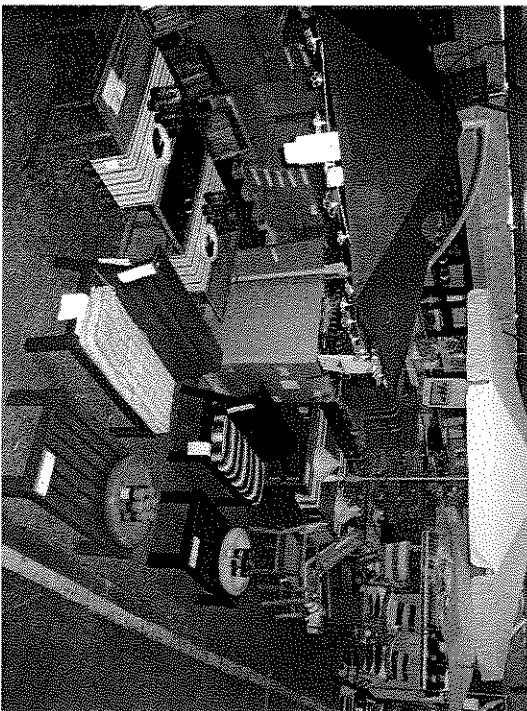
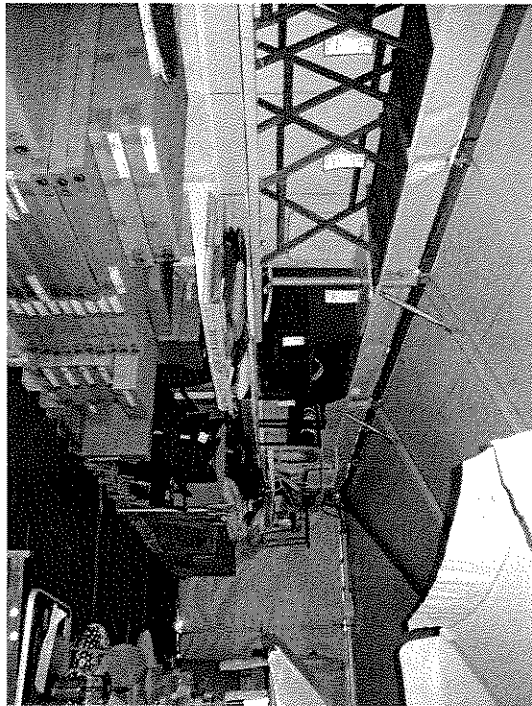
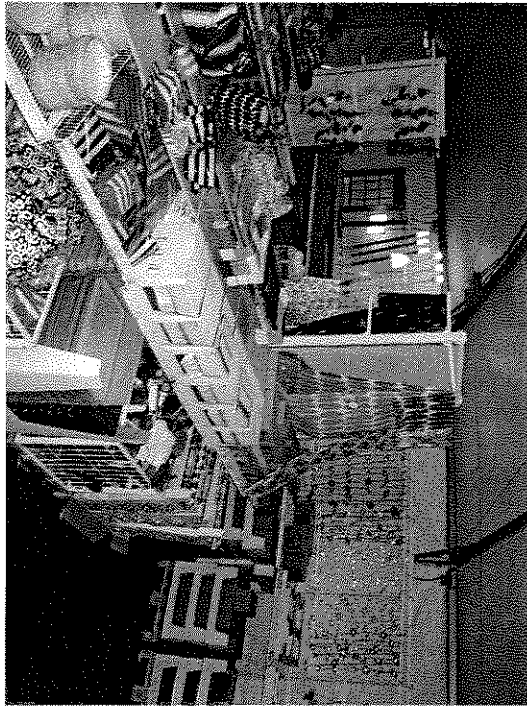
**FIRE DEPT. PLAN**



**LEGEND**

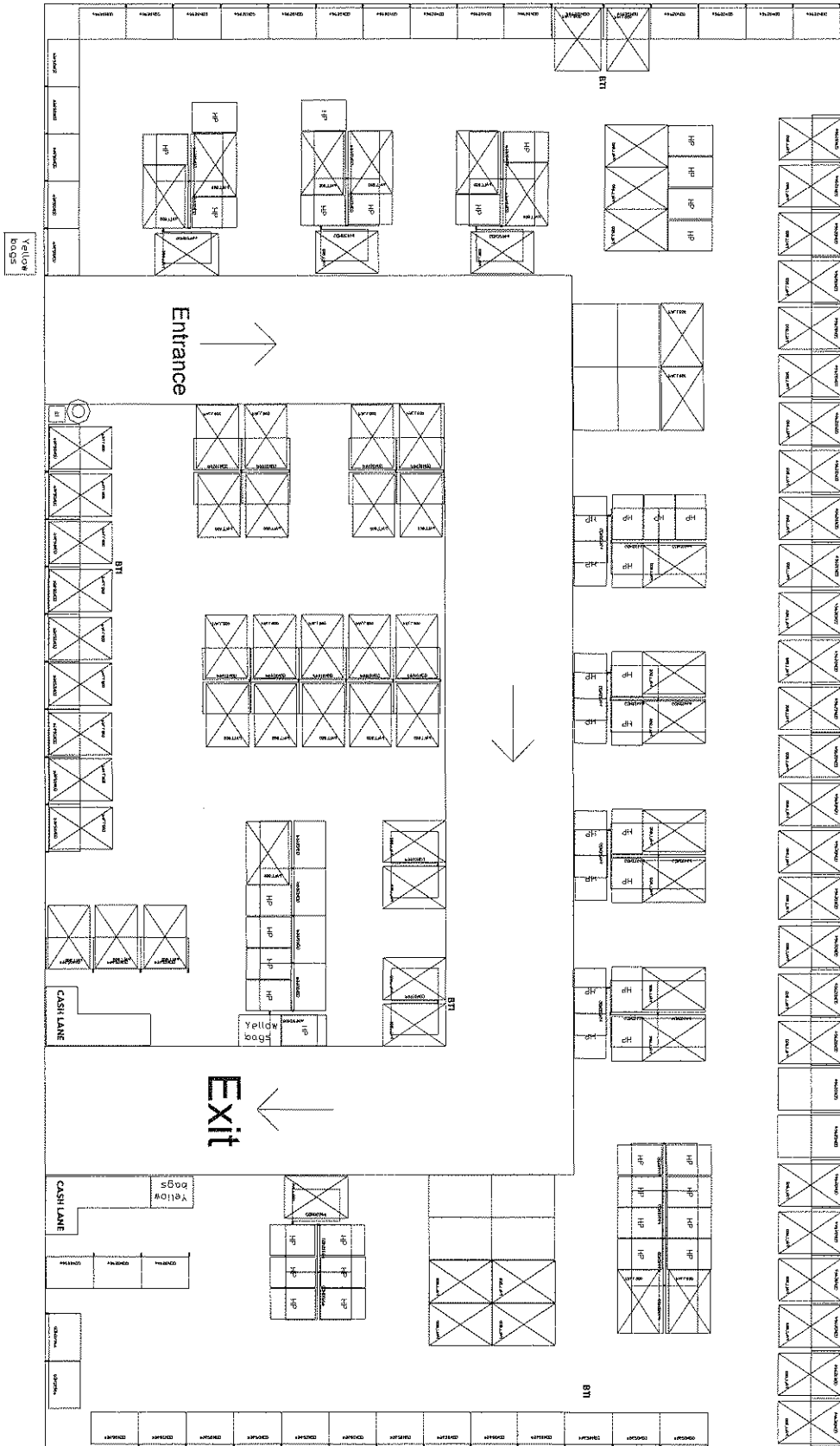
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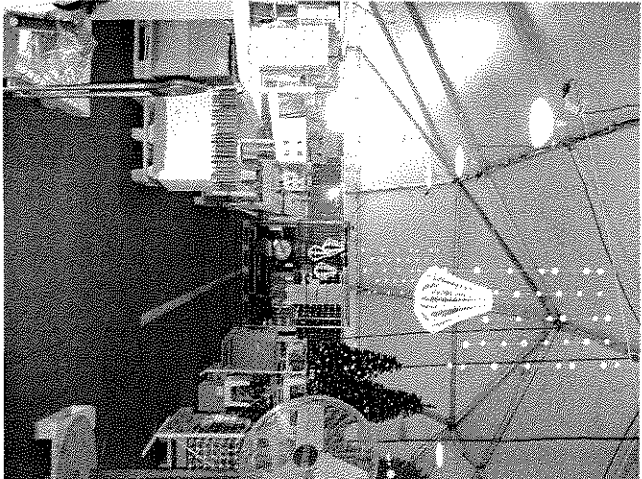
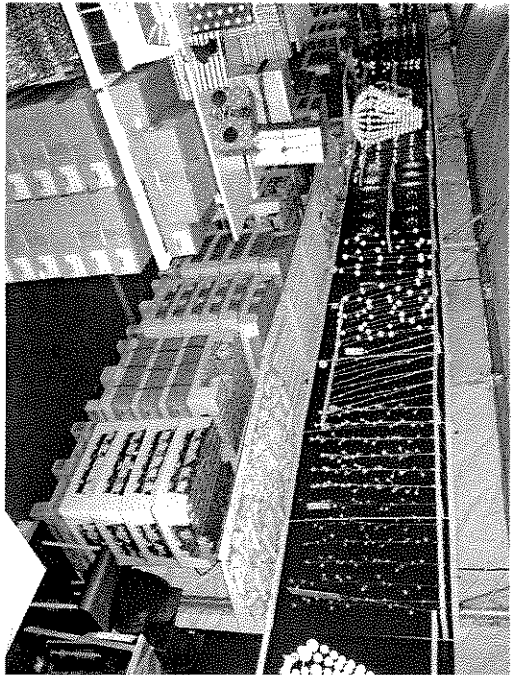
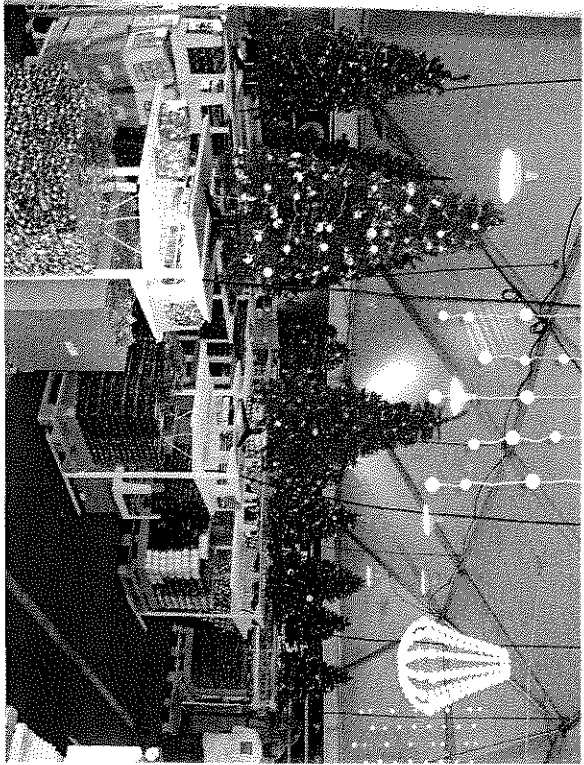
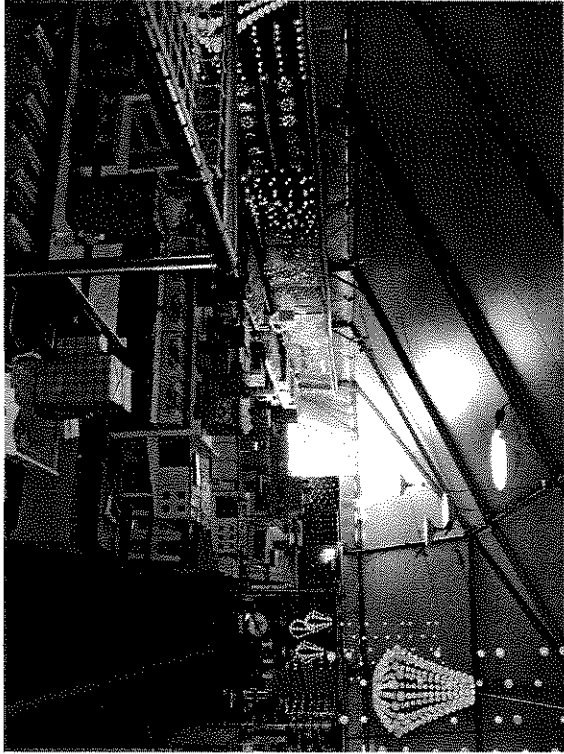


**SUMMER PICTURES**

# TENT INTERIOR: HOLIDAY

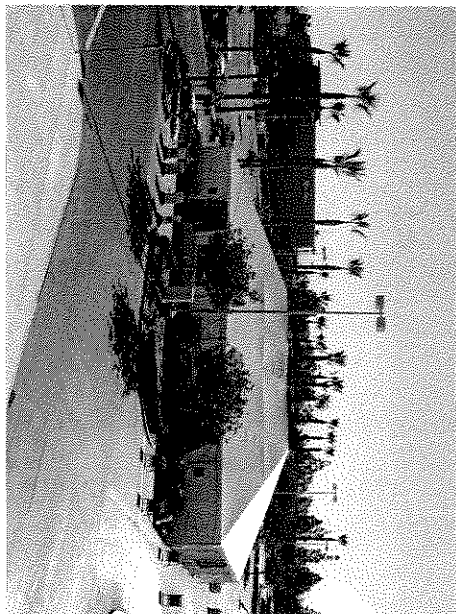
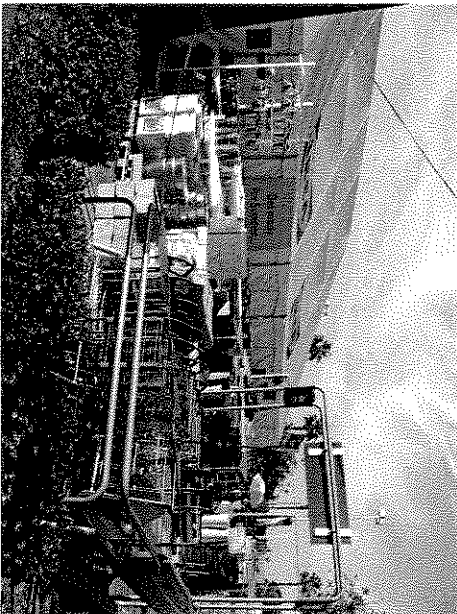
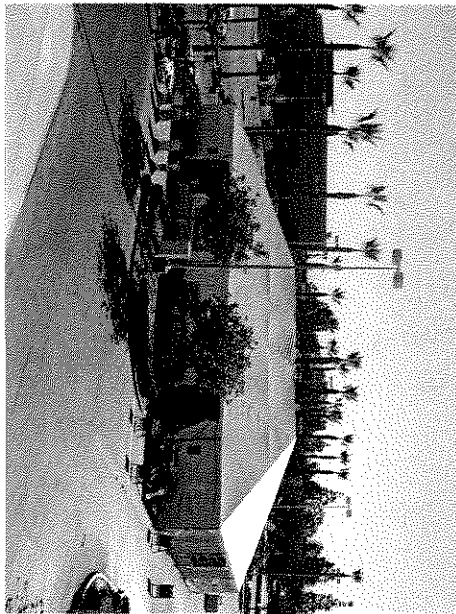
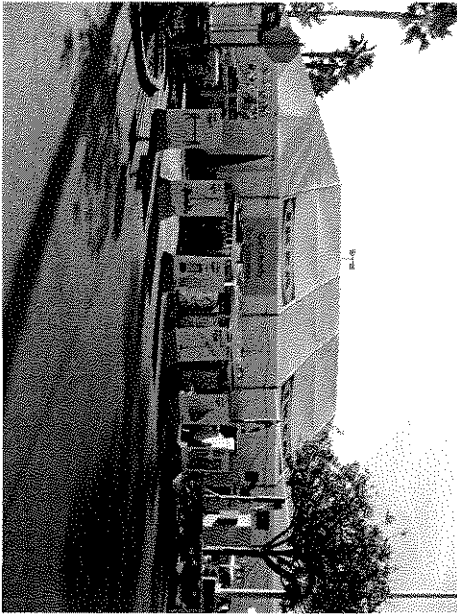






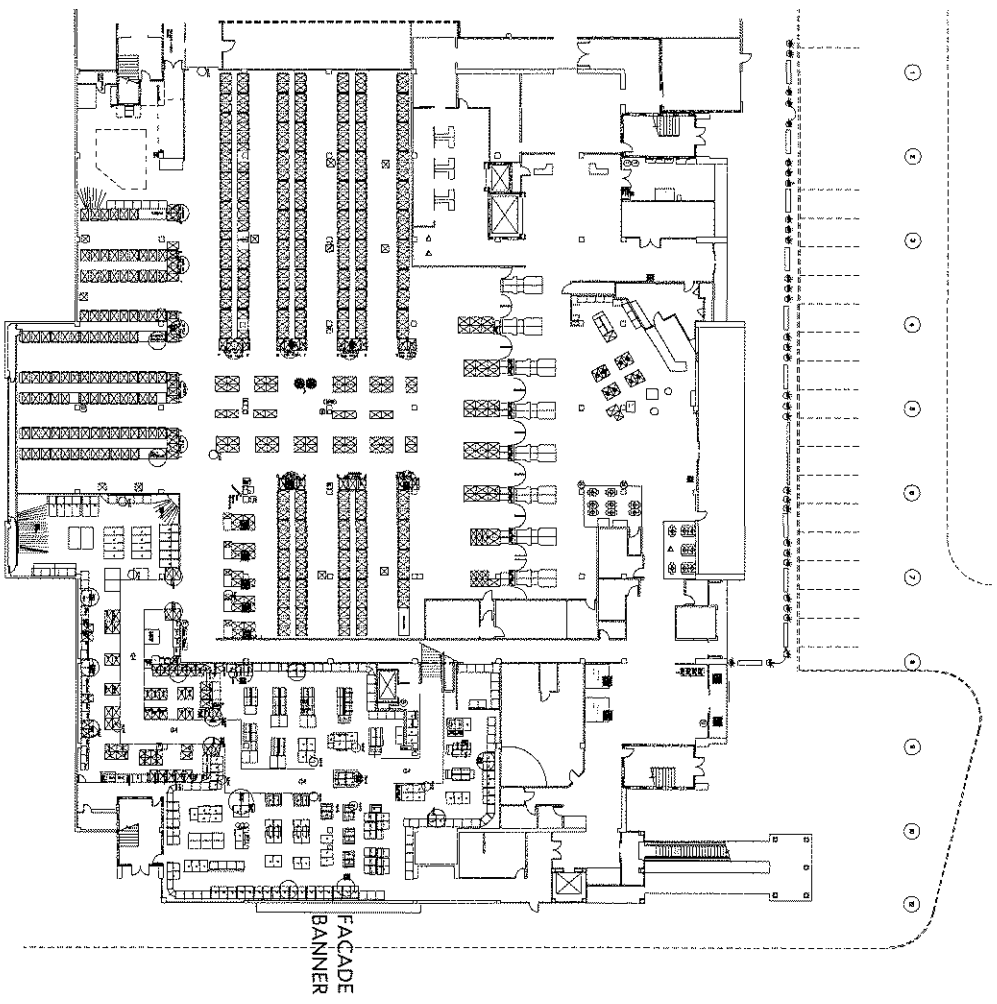
**HOLIDAY PICTURES**





**EXTERIOR PHOTOS**

## FAÇADE BANNER INFORMATION



- **Banner dimensions:** 654" w x 168" h
- **Banner material:** Vutex on Frontlit standard vinyl, weld-reinforced hems on all sides w/ grommets every 18" around the perimeter of banner
- **Cost to produce banners:** \$1892.24
- **Company we use:** Image Options contact: Catina Talamantes 27121 Burbank Foothill Ranch, Ca. 92610
- **Cost to install banner:** \$1000 each time we put up and take down
- **Number of banners per year:** 6





**FAÇADE BANNER LOCATION**

**FAÇADE BANNER IMAGES**

**Home is the most important  
place in the world.**



**SALE**  
*going on now!*  
**IKEA**

# TENT CHECKLIST

<b>TASK(Before tent installation)</b>	<b>BY WHO</b>	<b>BY WHEN</b>
Contact tent company to install/tear-down tent	FACILITIES	2 weeks before
Contact tent cleaning company to clean tent	FACILITIES	2 weeks before
Contact electrical company to install/tear-down general lighting and power source.	FACILITIES	2 weeks before
Contact the City of Carson to obtain city permit for tent in parking lot. Package for city includes the following: -Structure measurements of tent -Auto CAD drawings of inside of tent with emergency exits, fire extinguishers and first aid kit -Permit payment	FACILITIES	4 weeks before
Contact South bay Pavilion @ Carson to let that them know when the tent is going/coming down in parking lot.	FACILITIES	2 weeks before
Contact Security company to reserve a guard for the time that the tent is up.	LOSS PREVENTION	2 weeks before
Contact company for sandbags on 2 side of the tent	FACILITIES	2 weeks before
Contact cash office to request cashiers	SALES	4 weeks before
Turn in a request to install the phone line, registers and MHS terminal	SALES	2 weeks before
Turn in a request to install radio and speakers	COM IN	2 weeks before
Turn in a request to secure racking walls in the tent and wire to hang price banners	SALES	2 weeks before
Contact loss prevention and have them caution off area where the tent will be installed at in the parking lot.	LOSS PREVENTION	1 day before
<b>TASK(After tent installation)</b>		
Tent cleaning	FACILITIES	Day 1 or before
Installation of electrical which includes general lighting, drop cords and power outlets.	FACILITIES	Day 2 & 3
Paint and install display boards	COM IN	Day 2 & 4
Installation of sandbags on 2 sides of the tent	FACILITIES	Day 3
Installation of cash register counters	FACILITIES	Day 4
Install racking inside the tent	SALES	Day 4 & 5
Install Display cages and furniture compacts.	COM IN	Day 4 & 5
Secure wall racking in the tent	FACILITIES	Day 5
Install Display shelves in the tent	COM IN	Day 5
Install wire for price banners	FACILITIES	Day 5

Installation of phone lines, registers and MHS terminal	IT	<b>Day 5 &amp; 6</b>
Implement stock inside the tent	LOGISTICS	<b>Day 6 &amp; 7</b>
Install racking outside of the tent	SALES	<b>Day 7</b>
Implement displays in the tent	COM IN	<b>Day 8-12</b>
Install display boards outside of the tent	COM IN	<b>Day 7</b>
Install display shelves outside of the tent	COM IN	<b>Day 7</b>
Install display podiums outside of the tent	COM IN	<b>Day 7</b>
Implement stock outside of the tent	LOGISTICS	<b>Day 8</b>
Implement displays outside of the tent	COM IN	<b>Day 9</b>
Installation of radio	FACILITIES	<b>Day 11</b>
Install graphic communication inside and outside of the tent.	COM IN	<b>Day 10</b>
Implement rack labels, price tags and price banners.	SALES	<b>Day 10 &amp; 11</b>
Implement rack labels and price tags outside of the tent.	SALES	<b>Day 11</b>
Implement level 3 communication	COM IN	<b>Day 12</b>
Install commercial lighting in the tent	COM IN	<b>Day 12</b>
Have store morning meeting in tent on opening day.	<b>TRIANGLE</b>	<b>Day 12</b>

