



Shopping Cart Containment Plan

APPLICATION

SCCP (Fee: \$330)

Created 5/09 LK

**PLEASE NOTE THAT BOTH SIDES OF THIS APPLICATION MUST BE COMPLETED
(ATTACH ADDITIONAL DOCUMENTATION AS REQUIRED)**

PROJECT INFORMATION:

Business Name: _____

Business Address: _____

Business Telephone: _____

FOR CITY USE ONLY

Application No: _____

Date Submitted: _____

Prior SCRP or SCCP: _____

Notes: _____

APN(s): _____

APPLICANT INFORMATION:

Contact Person

Title

Telephone No.

E-Mail Address

Mailing Address

City

State

Zip Code

Certification

I hereby certify under penalty of perjury that the property owner or authorized agent thereof has reviewed this application, and that all of the information contained in this application, and in the accompanying attachments, is true and correct. I am aware that failure to supply the required information (as stated herein) will result in a rejection of this application, and understand that any false or misleading information shall be grounds for denying this application.

Applicant (please print or type)

Signature of Applicant

Date



SCCP APPLICATION

SUBMITAL REQUIREMENTS:

Attach all of the following required items to your permit application for City review and approval:

- 1. SITE PLAN** A plan, no smaller than 8½” by 11”, providing a legible, general description of the business site and the specific location(s) of the designated cart collection area(s) on the property. Show the locations of required building-mounted signage (see #3, below). Shopping carts located on the premises of all retail establishments shall be collected throughout the day and placed within a designated area pursuant to Lake Forest Municipal Code ("LFMC") § 5.40.040. Designated areas shall be inside the store or immediately outside the tenant space in a designated corral that does not impeded the accessible path of travel (see the Building division for detailed requirements).
-
- 2. CONTAINMENT PLAN** A written description of how all Shopping Carts will be strictly contained on the business site. **The description MUST include one or more of the following physical measures:**
- Disabling devices on all carts, which are activated when the carts cross a barrier at the perimeter of the premises; or
 - Physical barriers located at the doors, around loading areas or other defined perimeters, which will prevent the passage of carts beyond the barriers. The barriers may also be placed on the carts themselves so that the carts cannot pass through door openings or other defined perimeters; or
 - Utilization of security personnel to prevent the physical removal of carts from the premises; or
 - Utilization of employee(s) to escort customers with carts to their vehicles, ensuring that carts do not leave the premises.
-
- 3. SIGNAGE PLAN** A plan, no smaller than 8½” by 11”, which illustrates:
- The design, size, colors and content of signage required for Shopping Carts;
 - The design, size, colors and content of signage required for Building Exteriors.
- (See the *SCRP Signage Guide* for examples of complying signage)
-
- 4. APPLICATION FEE** \$330.00 Check payable to the City of Lake Forest

A NOTE REGARDING SHOPPING CART CONTAINMENT PLANS (SCCPs)

A SCCP is required after a business' SCRCP (Shopping Cart Retention/Retrieval Plan) is deemed ineffective. It contains all of the elements of a SCRCP, but carries the additional requirement that containment measures be installed to physically or mechanically prevent the removal of shopping carts from the property. Unlike the no-cost SCRCP, each application for a SCCP shall be accompanied by a fee of **\$330.00** to offset the actual costs of review (please see important note below).

As with the SCRCP, businesses subject to a SCCP are required to post signs on the building and on every cart, indicating that it is against the law to remove the carts from the business. The cart signage must also contain the specific name, address and phone number from the business. Additional information on required signage can be found in the *SCRP Signage Guide*.

IMPORTANT NOTE: An establishment failing to maintain an effective SCCP shall be required to reapply with the increasingly stringent SCCPs until physical cart containment is achieved.

A SCCP shall be deemed ineffective if, within a thirty (30) calendar day period, there are three (3) or more incidents of shopping carts found off the premises by enforcement personnel for a period of time in excess of twenty-four (24) hours, or for any failure to maintain required signage.



SIGNAGE GUIDE

for
Shopping Cart Retention/Retrieval Plans (SCRPs)
and
Shopping Cart Containment Plans (SCCPs)

Created 5/09 LK

SIGNAGE REQUIREMENTS FOR CARTS:

Every shopping cart shall have a sign permanently affixed to it, not smaller than sixty (60) square inches, consisting of white lettering at least three-sixteenth (3/16) inches in height on a contrasting background which:

- (1) Identifies the specific name and address of the business;
- (2) Notifies the public of the procedure to be utilized for authorized removal of the cart from the premises;
- (3) Notifies the public that the unauthorized removal of the cart from the premises of the business, or the unauthorized possession of the cart, is a violation of state and local law; and
- (4) Lists a valid telephone number or address for returning the cart removed from the premises to the retailer.

SAMPLE:



SIGNAGE REQUIREMENTS FOR BUSINESSES:

Every retail establishment utilizing shopping carts shall post signs at the entrance and exit, measuring no less than seventeen (17) inches by twenty-two (22) inches in size, consisting of white lettering no smaller than one (1) inch in height on a contrasting background which notifies customers that shopping carts may not be removed from the premises. Additional signs may be posted on the premises notifying customers that shopping carts may not be removed from the premises.

SAMPLE:



MAINTENANCE REQUIREMENTS FOR ALL SIGNS:

All signage shall be maintained in legible condition at all times and replaced as becomes necessary due to weathering, damage, vandalism, etc.