



Temporary Permit Application

All temporary permit applications must be filed with the Community Development Department a minimum of 14 days prior to the event. No event issued a temporary permit may adversely affect traffic or surrounding areas and will not constitute a threat to public health or safety. Permits requiring City Council approval may take up to 30 days to receive approval.

Section A Applicant Information

Applicant Name _____

Applicant Type Property Owner Contractor Authorized Agent Other

Mailing Address _____

City _____ State _____ ZIP _____

Phone Number _____

Email Address _____

Section B Property Information

Property Address _____

Property Owner _____

Section C Permit Type

Event Name _____

Carnival or Circus. Maximum of 3 weeks with liability insurance and equipment inspections supplied to the Planning Director.

Religious Meeting. Only in approved open area for a maximum of 40 days.

Christmas Tree sale lot. Only in an approved area not to exceed 45 days.

Contractor's Office or Equipment Shed. Maximum of 12 months and must be placed on the property to which it is appurtenant.

Event Type Other, all require City Council approval.

(Check all that apply)

Event Date(s) _____

(If applicable)

(Attach a site plan showing surrounding properties, potential problems, and parking availability. Attach a letter from owner granting permission to use site location.)

I understand that I and/or my group carry the burden of providing the need for this permit. Further, I/we are responsible for the condition of the site while this permit is in effect. To this end, I/we understand that I/we may be required to post a bond or other form of guarantee and that the site will be left in substantially the same condition as it was prior to the issuance of this permit.

Section D

I hereby declare under penalty of perjury that I am authorized to make this application and that the information contained herein is true and accurate.

Signature of Authorized Officer or Agent _____