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Planning Department

Temporary Use Permit Checklist

- ☐ **Letter of Intent**, including the following:
 - ☐ The purpose of the request.
 - ☐ The length of time requested for the temporary use.
- ☐ **Site Plan**, detailing the following (where applicable):
 - ☐ A scaled plan, with the north arrow indicated, of the proposed site showing all site dimensions.
 - ☐ All types of proposed uses.
 - ☐ Location of all existing and proposed buildings and structures on the proposed site.
- ☐ **Completed Application Form**, signed by all the property owner(s)
- ☐ **Application Fee and Review Fee**, as listed on the application cover sheet.

Allowable Types of Temporary Uses

- ☐ Amusement Park
- ☐ Farmers Market
- ☐ Temporary Real Estate Office
- ☐ Temporary Sales
- ☐ Temporary Worker Living Quarters
- ☐ Temporary Office
- ☐ Temporary Storage

Comments: