

# Temporary Use Permit



Building Address \_\_\_\_\_

Parcel No. \_\_\_\_\_

**Owner Information:**

Name \_\_\_\_\_

Address \_\_\_\_\_

City/ State/ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

**Applicant or Contractor Information:**

Name \_\_\_\_\_

Address \_\_\_\_\_

City/ State/ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

**DESCRIPTION OF TEMPORARY USE:**

- Gathering or Event
- Concrete and asphalt production
- Construction Field Office
- Sales Office or Model Home
- Temporary Structure
- Temporary Living Quarters

Please explain in further detail if needed: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REQUIRED: One map, showing all existing & proposed structure location(s), parking, setbacks to all property lines, ingress/egress to the property, driveway location & all rights-of-way which abut the parcel. Please include a Letter of Intent (LOI) which addresses: noise, sanitation, parking/access, light or visual impacts, hours of operation, and the time requested for the Temporary Use. See 'required fees and/or documentation' on following page.**

## Considerations for Review

Zone \_\_\_\_\_

**Setbacks:**

Front \_\_\_\_\_ (int) Side \_\_\_\_\_ (street) side \_\_\_\_\_

Rear \_\_\_\_\_

Maximum Height of Structure(s) \_\_\_\_\_

Driveway Location Approval \_\_\_\_\_

On / Off Site Improvements Required \_\_\_\_\_

Traffic/Access \_\_\_\_\_

Hours of Operation \_\_\_\_\_

Sound/Light impact \_\_\_\_\_

Sanitary \_\_\_\_\_

Special Conditions \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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## Required Fees and/ or Documentation \* (checked items required)

- |  |                                      |
|--|--------------------------------------|
| <input type="checkbox"/> Temporary Use Review Fee            | Refer to <u>current Fee Schedule</u> |
| <input type="checkbox"/> Letter of Intent                    | _____                                |
| <input type="checkbox"/> Property Survey                     | _____                                |
| <input type="checkbox"/> Plot Plan                           | _____                                |
| <input type="checkbox"/> Development Improvement Agreement   | Please see <u>Town Planner</u>       |
| <input type="checkbox"/> Property Deed or Proof of Ownership | _____                                |
| <input type="checkbox"/> Project Review Master Sheet         | _____                                |

Total Fees Due:

\_\_\_\_\_

**To be Completed by Planning Department**

Useful Information for your project can be found in the Palisade Land Development Code in the following sections:

**3.8 Temporary Uses**

**7.10 Temporary Use Review**

For more information please refer to the Administrative Handbook on Land Use. Online versions of the Land Development Code and the Handbook are available at:

[http://www.townofpalisade.org/town\\_plan.htm](http://www.townofpalisade.org/town_plan.htm).

I hereby acknowledge that I have read this application and the information is correct; I agree to comply with any and all codes, ordinances, laws, regulations or restrictions which apply to the project. I understand that failure to comply may result in legal action, which may include but not necessarily be limited to non-use of the building(s). I acknowledge the accuracy of any plot plan provided and further acknowledge that the burden for the accurate placement of any structure is my sole responsibility.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Planning Approval \_\_\_\_\_ Date \_\_\_\_\_

**\* Listed Fees do not include any additional charges for Legal/Engineering review, mailing or recording costs.**