



**CITY OF CARSON  
PLANNING DIVISION**

Fee: \$160.00  
Per Permit

**Temporary Use Permit Application**

Please complete information below and submit the following:

1. A detailed site plan on 8 1/2" x 11" paper with the property dimensions and location of buildings depicting pedestrian and vehicular circulation, parking and fire lanes.
2. Written approval from the property owner to conduct event.
3. County Fire Department and Building and Safety Division approvals for a tent must accompany this application if applicable.

**GENERAL REQUIREMENTS:**

- Only nonprofit organizations and merchants with a permanent location and valid City business license may apply.
- The event shall be conducted outside an enclosed building and shall not encroach upon public right-of-way.
- One event per quarter (every 3 months). Generally, one weekend per quarter.
- Approval(s) shall be obtained prior to event.
- Temporary displays, such as signs and banners, must receive proper approval prior to event, including additional permit(s) if necessary.
- The approved application and site plan must be at the location during the event.

Site Address: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant Address: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Event: Sidewalk Sale  Parking Lot Sale  Tent Sale  Pumpkin Patch   
Christmas Tree Lot  Car Wash  Special Event (specify): \_\_\_\_\_

Event Description: \_\_\_\_\_

Event Date(s): Start: \_\_\_\_\_ End: \_\_\_\_\_

Event Times: Start: \_\_\_\_\_ End: \_\_\_\_\_ Notes: \_\_\_\_\_

Main Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**I have read the general requirements above and agree to comply.**

Applicant's Signature

Date

<b>FOR STAFF USE ONLY</b>		Zone: _____
Denied by: _____	Approved. Stamp Below	
Comments: _____		