



TEMPORARY USE PERMIT APPLICATION

Applicant:

Name _____
Mailing Address _____
Phone _____ Email Address _____
Status (Owner, Lessee, Agent, etc.) _____
Name & Phone of operator of Temporary Use (If different than applicant): _____

Property Owner:

Name _____
Mailing Address _____
Phone _____ Email Address _____

Location of Temporary Use: _____
Duration of Temporary Use: _____
Hours of Operation: _____

Type of Temporary Use

The following temporary uses may be reviewed administratively in accordance with Section 17.68.210 of the Casa Grande Zoning Code:

- Christmas Tree Sales
- Carnival/Circuses
- Garage Sales – Limited to 60 consecutive hours. (No permit required for on-premise sales held at a private residence)
- Construction Equipment Storage Yard/Construction Office (See Model Home Sales Office Construction Form - Attached)
- Storage of materials incidental to a public works, subdivision or construction project
- Tent Revival Meeting
- Model Home or Lot Sales Office (See Model Home Sales Office Construction Form)
- Temporary garage or shed building for subdivision construction
- Agricultural Produce Sales
- Food Vendor (Subject to Pinal County Health Department Approval. (520) 866-6864)
- Fireworks Vendor
- 72 Hr. Special Event (Please specify type of event: _____)
- Other (Note: Other uses may be approved subject to review and approval by the Board of Adjustments)
Please specify use type: _____

Signature of Applicant* Date: _____

Signature of Operator (If different than applicant)* Date: _____

Signature of Owner* Date: _____

* Applicants who are not the property owner of record are required to have the property owner co-sign the application form or provide a signed Owner Authorization Form (attached) authorizing the submittal of the application.

Please note that an incomplete application will not be accepted for processing.



Temporary Use Application Intake Checklist

- 1) Application Fee
 - a) Temporary Use Permit - Administratively Reviewed - \$110
 - b) Temporary Use Permit – Requiring Board of Adjustment Review - \$220
 - c) Clean Up Deposit – \$50 (Refundable if area is returned to it’s original condition)
- 2) Site Plan (preferably drawn to a 1 inch = 20 foot or similar scale) illustrating the following:
 - a) Property boundaries
 - b) Existing buildings
 - c) Existing paved parking spaces and drive aisles
 - d) Existing Landscaping
 - e) Driveway access, sidewalks and all entrances to the property
 - f) Location and size of area to be occupied by Temporary Use equipment, tent, mobile stand, vehicles, etc.
 - g) Type and location of temporary electrical service, including extension cords and generators if applicable
 - h) Storage building or outside storage of materials associated with the Temporary Use
- 3) Floor Plan for any tent structures indicating:
 - a) Size
 - b) Location and number for all fire extinguishers
 - c) Exit locations
- 4) Description of any signage to be used in conjunction with the Temporary Use
- 5) Owner’s Authorization Form
- 6) City of Casa Grande Business License – required for all vendors
- 7) Pinal County Health Department permits and inspections are required for food vendors. Please contact the Health Department (520) 866-6864

CITY INTAKE:

Date Accepted & Logged In: _____ Intake Staff: _____

Fee Receipt # _____ Assigned Review Staff: B E F PI Com Other _____



Owners Authorization Form

This sheet must be completed if the applicant is **not** the owner of the property.

The Undersigned, do hereby grant permission to: _____

_____ to act on my behalf for the purpose of obtaining a Temporary Use Permit for _____

_____ on the following described property:

Owner(s) _____

Signature

Print or Type Signature

Address _____

Telephone _____

STATE OF ARIZONA)
) ss
County of _____)

On this _____ day of _____, 20 _____, before me, the

undersigned Notary Public, personally appeared _____
known to me to be the person(s) whose name(s) is/are subscribed to the within instrument and
acknowledged that executed the same.

IN WITNESS WHEREOF, I hereto set my hand and official seal.

My commission expires:

Notary Public