



City of Kerman

Temporary Use Permit Application

Fee: \$180.00

Planning & Development Services Department
850 S. Madera Avenue, Kerman, CA 93630
Office: (559) 846-9386/Fax: (559) 846-9348

Type of Temporary Use Permit Requested

Note: The following temporary uses shall be subject to review and approval or conditional approval by the Planning & Development Services Director pursuant to Section 17.12.110 of the Kerman Municipal Code.

- | | |
|--|---|
| <input type="checkbox"/> Christmas Tree Sales | <input type="checkbox"/> Temporary Signs |
| <input type="checkbox"/> Temporary Sales Office | <input type="checkbox"/> Temporary Outdoor Sales |
| <input type="checkbox"/> Temporary Construction Trailer | <input type="checkbox"/> Temporary Mobile Office (6 months or less) |
| <input type="checkbox"/> Promotional Displays/Activities | <input type="checkbox"/> Religious/Patriotic/Historical Event |
| <input type="checkbox"/> Other: Describe: _____ | <input type="checkbox"/> |

Please provide a plot plan and other graphics necessary to indicate the location of all proposed events, the layout of fixtures or tables, location and size of any tents or canopies and the location and size of any signs, pennants, banners or streamers used.

Temporary Use Permit

Applicant: _____

Contact Person: _____

Address: _____

Telephone: _____
Email: _____

Event Location: _____

Date(s) of Event/Use: _____ Hours of Operation _____

Type of Sign(s): _____

Description of Event: _____

Applicant (other than property owner): I/We hereby release, absolve, indemnify, hold harmless and waive any and all claims against the City of Kerman in any matter and/or circumstances arising from said temporary use.

Date: _____

Signature of Applicant: _____

Date: _____

Signature of Applicant: _____

Property Owner's Consent I/We the owners of the above listed property hereby acknowledge and grant permission for the above listed applicant(s) to conduct said temporary use as requested.

Date: _____ Name(Print):_____ Signature of _____

Date: _____ Name(Print):_____ Signature of _____

For Office Use Only

Type of Temporary Use: _____

Other Department's Review: Fire: _____ Building _____ Police _____

PW: _____ Caltrans _____ Other _____

Business License:(issued # _____) Fees Paid:_____ Date: _____

_____ Disapproved (Date) _____ Approved subject to conditions (see attached)

Additional Comments: _____

Staff: _____, Title; _____ Date: _____

Supplemental Information

SITE PLAN: *(Required for Site Plan Reviews and Conditional Use Permits).*

Items required:

- Fully completed City of Kerman Temporary Use Permit Application;
- Filing fee as listed in the Planning Fee Schedule; \$180.00
- A Notarized Letter of Agency signed by the current property owner if not the same as the applicant;
- Six (6) copies of the site plan on standard sheet size of 11" x 17". All maps must be folded to a size no greater than 8½" x 11".
- Digital copy of the site plan, floor plans, and exterior elevations in PDF or JPG format;
- Six (6) copies of the floor plans of all proposed buildings minimum (11 x 17);
- Six (6) copies of all exterior elevations for all buildings; minimum (11 x 17)

All plans or exhibits to be filed shall be drawn and dimensioned to a reasonable scale in a legible fashion on a recommended standard sheet size of 18" x 24" or 24" x 36", (or minimum of 11 x 17) and folded to an approximate size of 8" x 14".

(DRAWINGS MUST BE FOLDED)

1. The site plan is a drawing showing the layout of your project and must show the following information:
 - a. The scale of a tentative map must not be less than 1" = 100', and such map must be clearly and legibly reproduced.
 - b. Site Location and Dimensions. Lot dimension of each parcel, lot numbers (if applicable), "north arrow", assessor's parcel number, and street address (if assigned).
 - c. Buildings and Structures. Show the location and dimensions, elevations, size, height and identify proposed use(s), such as dwelling unit, carports, or garages. Include elevations of the proposed buildings and structures on all sides, including notes on exterior finish materials.
 - d. Equipment Screening. Show on the exterior elevations the locations and size of all proposed roof-mounted equipment and materials, providing specifications proposed to screen the equipment.
 - e. Yards, walkways, spaces between buildings, paved and landscaped areas.
 - f. Addressing. Show location of address identification number on the building(s);
 - g. Walls and Fences. Show location, height and materials.

- h. Off-Street Parking. Show location, dimension, number of spaces (indicate regular, compact & ADA spaces).
- i. Access and Circulation. Show pedestrian/vehicular access, and service points of ingress and egress, and internal circulation.
- j. Loading and refuse area(s). Show location and dimension of on-site loading and refuse area(s), include type of screening proposed for loading, refuse and recycling areas.
- k. Signs. Show location, size, face area, height, and type of illumination of existing and proposed signs. Show dimension to the top of the sign.