



City of
Los Banos
At the Crossroads of California

Community & Economic
Development Department
520 J Street
Los Banos, CA 93635
Phone: (209) 827-7000 ext. 118
www.losbanos.org

Temporary Use Permit Application Submittal Requirements

- Completed application, including:
 - Name, address, and telephone number of the applicant
 - If the event is proposed to be sponsored by an organization, the name, address, and telephone number of the organization, the authorized head of the organization, and written authorization to apply for the Temporary Use Permit by an officer of the organization
 - Name, address and telephone number of the person who will be present and in charge of the event on the day of the event
 - Nature/purpose of the event or operation
 - Date and time (starting and ending) of the event, including necessary setup/takedown time
 - Location of the event
 - Description of any sound amplification equipment to be used at the event
 - Whether any food or beverages will be sold at the event
- Site Plan
 - 8.5" x 11" format
 - Depicting the location of the operation, including its boundaries
 - Depicting all related operations of the event
- Application fee
 - Minor Temporary Use Permit - \$60
 - Parking lot sales
 - Seasonal sales lots
 - Outdoor sales of flowers, produce, and holiday merchandise
 - Temporary parking
 - Temporary portable moving containers and household storage containers
 - Temporary commercial storage containers in non-residential zones
 - Temporary construction waste containers
 - Construction yards-off site
 - Similar minor uses
 - Major Temporary Use Permit - \$150

Note: Major Temporary Uses may require the applicant to enter into a Cost Recovery Contract with the City of Los Banos to recoup full cost of staff time. See City Council Resolution No. 5739 for details.



Uniform Application

Note: In order for Applications to be deemed complete under Section 65943 of the Government Code, the following items must be provided:

1. Completed Uniform Application
2. Development Plans as required by Submittal Requirements
3. Appropriate Filing Fee

GENERAL REQUIREMENTS (Print Clearly or Type)

** Property Owner's Name:		(staff use only)
Address:		File No.:
Home/Cell No.:	Work No.:	Related Files:
E-mail Address:	Fax No.:	
** Applicant's Name:		Date Rec'd:
Address:		Rec'd by:
Home/Cell No.:	Work No.:	Fees Paid:
E-mail Address:	Fax No.:	Receipt No.:
Representative's Name:		Approved by:
Address:		Date Approved:
Home/Cell No.:	Work No.:	Resolution No(s).:
E-mail Address:	Fax No.:	

** Note: If the applicant is not the property owner, the property owner shall designate the applicant as the authorized agent to act on his or her behalf and both shall sign this application.

TYPE OF APPLICATION (check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Administrative Permit (AP) | <input type="checkbox"/> Mobile Food Vendor Permit (VP) |
| <input type="checkbox"/> Annexation (ANX) | <input type="checkbox"/> Planned Development Reclassification (PDR) |
| <input type="checkbox"/> Appeal | <input type="checkbox"/> Pre-zone |
| <input type="checkbox"/> Area Plan | <input type="checkbox"/> Rezone (ZC) |
| <input type="checkbox"/> Block Party Permit | <input type="checkbox"/> Sign Review (SR) |
| <input type="checkbox"/> Conditional Use Permit (CUP) | <input type="checkbox"/> Site Plan (SP) |
| <input type="checkbox"/> Cottage Food Operations (CFO) Permit | <input type="checkbox"/> Special Events Permit (SEP) |
| <input type="checkbox"/> Donation/Collection Bins Permit | <input type="checkbox"/> Temporary Uses Permit (TUP) |
| <input type="checkbox"/> Farmers' Market Permit | <input type="checkbox"/> Tentative Parcel Map |
| <input type="checkbox"/> Final Development Plan (FDP) | <input type="checkbox"/> Tentative Subdivision Map |
| <input type="checkbox"/> General Plan Amendment (GPA) | <input type="checkbox"/> Vesting Tentative Subdivision Map |
| <input type="checkbox"/> Initial Environmental Assessment | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Master Development Plan | <input type="checkbox"/> Other: _____ |

PROJECT DESCRIPTION (attach additional sheets if necessary)

Description and purpose of proposal:

Address and Location of Property:

Assessor's Parcel Number(s):

Current Zoning: _____ Proposed Zoning (if applicable): _____

Current General Plan (GP) Designation: _____ Proposed GP Designation (if applicable): _____

Existing Use of Property:

Description of Surrounding Uses:

**PROJECT LOCATION
LETTER OF AUTHORIZATION**

PROJECT LOCATION

General Location/Address of Project: _____

Assessor's Parcel No(s): _____

Precise Legal Description (Attach. Required for the following : Rezoning, Annexation, Street or Alley Abandonment): _____

AFFIDAVIT

If property owner is a trust, partnership, LLC, then the signature shall be a corporate officer. Attach additional sheets if necessary.

I, _____, hereby certify that I am the applicant in the foregoing application, that I have read the foregoing application and know the content thereof and state that the same is true and correct to the best of my knowledge.

Applicant (signature)

Applicant (print name)

I, _____, hereby certify that I am the owner (if other than the applicant) of real property involved in this application, do hereby consent to the filing of this application. Attach separate sheets if multiple property owners.

Owner (signature)

Owner (print name)