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City of Calexico

Development Services Department

Planning Division

TEMPORARY USE PERMIT APPLICATION

Request must be submitted a **MINIMUM of fifteen (15) days** in advance of the event date.

REQUIRED ATTACHMENTS:

1. Submit one (1) site plan depicting use (minimum size 8.5" x 11").
2. Written proof of approval from property owner.
3. Copy of the City of Calexico Business License, if applicable.
4. Non-refundable application filing fee of \$135.00.
5. Insurance coverage naming the City as additional insured (\$2,000,000 minimum per occurrence).

Applicant Name: _____	Date Submitted: _____ / _____ / _____
Applicant Address: _____	Phone Number: _____ () _____ - _____
Company Name: _____	Alt. Phone Number: _____ () _____ - _____
Location of Event: _____	Business License: # _____
Date of Event: _____ / _____ / _____ to _____ / _____ / _____	Total Days: _____
Time of Event: _____ : _____ to _____ : _____	

Please describe **IN DETAIL** the proposed use of subject property for which the temporary use permit is requested. (Please attach additional sheets if necessary):

Applicant Signature: _____	Date: _____
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(Please read reverse side, Section 17.11.120 "Temporary Use Regulations")

City of Calexico
Municipal Code
§ 17.11.120
TEMPORARY USE REGULATIONS

The provisions of this section shall be known as the temporary use regulations and shall provide regulations for the uses hereinafter enumerated. Where this section prescribes regulations more restrictive than the zone in which a use or conditional use is permitted, the provisions of this section shall apply. Temporary uses are subject to approval by the director of planning, except as noted in Section 17.11.110.

A. Circuses, carnivals, rodeos, parades or similar outdoor entertainment or enterprises, subject to not more than five (5) calendar days of operation in any calendar year. Requests exceeding these time limitations will require the submittal and approval of a conditional use permit. Approval of such events shall require planning commission action.

B. Christmas tree sales lots, Halloween pumpkin sales, and other holiday sales subject to not more than forty (40) calendar days of site occupation and operation in any calendar year.

C. Subdivision sales offices and model home complexes located within the subdivision, subject to the following minimum requirements:

1. Offices shall be no closer than one (1) vacant lot to an existing dwelling unit not part of the subdivision, trailers may be used for no more than ninety calendar days or until such time as the subdivision sales offices have been completed whichever is less;
2. An A.C. paved parking lot shall be provided with sufficient parking spaces to accommodate said use;
3. Offices shall be allowed for a maximum of two (2) years or until ninety (90) percent of the homes within the subdivision are sold whichever is less. Annual review for compliance with conditions of approval may be required;
4. Faithful performance bonding in an amount appropriate to guarantee removal and/or conversion of the sales office and attendant facilities shall be required; and
5. Other conditions that the director of planning deems necessary to assure that the sales office will not constitute a nuisance or be objectionable to the residential uses in the neighborhood.

D. Religious, patriotic, historic, or similar displays or exhibits within yards, parking areas, or landscaped areas, subject to not more than eight (8) calendar days of display in any calendar year.

E. Outdoor art and craft shows and exhibits, subject to not more than three (3) calendar days of operation or exhibition in any sixty (60) calendar day period.

F. Contractors' offices and storage yards on the site of an active construction project.

G. Mobile home residences for security purposes on the site of an active construction project.

H. Outdoor display and sales located within commercially zoned properties not to exceed more than five (5) calendar days in any sixty (60) calendar days and subject to appropriate conditions of the planning department.

I. Seasonal retail sale of agricultural products (fruit and vegetable stands) for periods of less than ninety (90) days, if said products are raised on the premises.

J. Temporary use of properly designed mobile trailer units for classrooms, offices, bands, etc. for periods not to exceed ninety (90) days subject to planning department approval. Requests for such uses of more than ninety (90) days in duration shall require the approval of a conditional use permit by the planning commission. Such units shall meet all necessary requirements of building, fire, and health codes.

K. For any agricultural or animal husbandry activity or project (4-H, FFA, or similar) conducted for educational purposes or school credits, a permit may be granted in any district when the planning director determines that such use will not cause a public nuisance relative to sanitation and health conditions.

L. Charitable or school sponsored drop-off bins for recycling of cans, newspapers, or similar items, for drop-off of clothes and small items. Bins shall be located in the parking lots of businesses within the C-H or C-N zones or other public or semi-public property on a temporary basis when written permission is granted by the property owner or business owner. Said bins shall be kept in a neat and orderly manner.

M. Additional uses determined to be similar to the foregoing in the manner prescribed by Chapter 17.01 of the zoning code. (1992 zoning ord. (part)).

City of Calexico

Development Services Department
Planning Division
**TEMPORARY USE PERMIT
APPROVAL**

CITY DEPARTMENT	RECOMMENDATION BY DEPARTMENT		SIGNATURE
ADMINISTRATION	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
COMMUNITY SERVICES	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
ENGINEERING DIVISION	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
FIRE	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
GENERAL SERVICES	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
PLANNING DIVISION	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
POLICE	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
PUBLIC WORKS	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
REDEVELOPMENT SERVICES	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
RISK MANAGEMENT	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	
OTHER:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	

Conditions for approval:

ALL TEMPORARY USE PERMIT MUST COMPLY WITH ZONING ORDINANCE, SECTION 17.11.120 "TEMPORARY USE REGULATIONS."

Approved

Denied

By:

Director of Planning & Development Services

Date