



# TEMPORARY USE PERMIT APPLICATION

**APPLICANT:**

\_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**LEGAL OWNER:**

\_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**REPRESENTATIVE/CONTACT PERSON:**

\_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Please send correspondence to (check one)  Applicant  Property Owner  Representative/Contact

**BUSINESS LICENSE NUMBER (Required)**

License Number

Expiration Date

Project Address: \_\_\_\_\_ Name of Project: \_\_\_\_\_

Existing General Plan/Zoning: \_\_\_\_\_ Existing Land Use \_\_\_\_\_

Assessor's Parcel Number(s) \_\_\_\_\_ Acres/Sq.Ft. \_\_\_\_\_

Legal Description: \_\_\_\_\_

Project Summary: \_\_\_\_\_  
(REQUIRED)

**Any false or misleading information shall be grounds for denial**

**If Not Legal Owner, Notarized Authorization From Owner of Record Must Be Attached.**

Wet Ink Signature

Print Name

Date

## OFFICE USE ONLY

CASE NUMBER: TUP

RELATED CASE NUMBER: \_\_\_\_\_

FILINIG FEE: \$ \_\_\_\_\_

RECEIPT NUMBER: \_\_\_\_\_

CHECK NUMBER: \_\_\_\_\_

DATED SUBMITTED: \_\_\_\_\_

SUBMITTED TO: \_\_\_\_\_

## SUBMITTAL REQUIREMENTS

Plans for submittal of a complete application shall include, but not be limited to the following:

- 1) Applicable fees.
  - 2) Three (3) fully dimensioned Plot Plans, drawn to scale, folded to 8 1/2 " x 11", showing square footage and acreage of parcel(s), North Arrow, scale, existing and proposed structures, parking, width of paving, trash storage, loading and maintenance areas.
  - 3) Seven (7) sets fully-dimensioned Floor Plans drawn to scale, showing proposed square footage of covered area.
  - 4) Seven (7) sets dimensioned elevations and drawn to scale.
  - 5) Seven (7) sets Landscape Plans showing plant species, sizes, irrigation, lighting locations and light stand detail, and mechanical equipment.
  - 6) A complete materials board, including but not limited to: paint sample, roof material sample, window and door samples, and masonry sample may be required by staff.
  - 7) Written demonstration of compliance with Findings (see attached).
  - 8) Any other requirements deemed necessary by City staff. If conducting retail business applicant must obtain a Business License from the City of Rancho Mirage Finance Department.
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## **FINDINGS**

### ***SECTION 17.46.040 – FINDINGS FOR TEMPORARY USE PERMIT***

- A. The design and layout of the proposed temporary use would:
1. Be consistent with the actions, goals, objectives, and policies of the General Plan and the development and design standards/guidelines of the subject zoning district;
  2. Not interfere with the use and enjoyment of neighboring existing or future developments, and would not create traffic or pedestrian hazards; and
  3. Provide a desirable environment for its occupants and visiting public as well as its neighbors through good/proper aesthetic use of materials, texture, and color, and would be aesthetically appealing and retain an appropriate level of maintenance.
- B. The proposed temporary use would not:
1. Be detrimental to the public convenience, health, interest, safety, or welfare, or materially injurious to the properties or improvements in the immediate vicinity; or
  2. Interfere with the use or enjoyment of property in the surrounding neighborhood.
- C. The proposed project has been reviewed in compliance with the provisions of the California Environmental Quality Act (CEQA).

**Any determination or action taken by the Planning Commission to approve or disapprove an application may be appealed to the City Council by the applicant, Rancho Mirage citizen, or any person having an interest. Appeals must be filed with the City Clerk on an application form with the appeal-filing fee within ten (10) days of the date of Planning Commission action. (Appeals cannot be filed if the City Council is the approving body.)**