



# APPLICATION FOR TEMPORARY USE PERMIT

PLANNING AND ZONING DEPARTMENT

411 3<sup>RD</sup> STREET S., NAMPA, IDAHO 83651 P: (208) 468-4487 F: (208) 465-2261

Nonrefundable Fee: **\$50.00** (up to 1 month) Nonrefundable Fee: **\$75.00** (up to 6 months)

Applicant Name			Home Number
Street Address			Mobile Number
City	State	Zip code	Email
Property Owner Name			Home Number
Street Address			Mobile Number
City	State	Zip Code	Email

Applicant's interest in property: ( ) Own ( ) Rent ( ) Other

### ADDRESS OF SUBJECT PROPERTY:

#### Project Description

State the nature of the specific, proposed, request: \_\_\_\_\_

Desired start date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Finish date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Hours of operation: \_\_\_\_ am/pm \_\_\_\_ am/pm

Days of operation? \_\_ Monday \_\_ Tuesday \_\_ Wednesday \_\_ Thursday \_\_ Friday \_\_ Saturday \_\_ Sunday

#### **NOTICE TO APPLICANT**

- This application will be reviewed by the Planning Department (and Fire Marshal in case of fireworks stands) with the intent to approve the same, approve it with conditions, or deny the request. *Please contact the Nampa Fire Department regarding their requirements for Fire Works Stands.*
- Only one standard permit may be issued for a particular location/property in any given calendar year. However, up to four (4) permits for "seasonal, holiday or event related uses" may be issued on a property in any given calendar year. *The duration allowed general retail sales is two (2) weeks at one location. (e.g., rugs, sunglasses, t-shirts, flowers, art/craft items, etc.)*
- **All food sales/dispensing businesses must first make contact with the Southwest District Health Department office and obtain a health permit before submitting this application.**
- **Temporary uses shall be placed on a noncombustible surface** (e.g., dirt, concrete, asphalt) and **must be at least twenty-five feet (25') away from combustible materials** (e.g., weed patches, board fences, and permanent structures).
- **Businesses/persons that do not clean up premises after cessation of the temporary operation may be fined and/or have further issuance of temporary permits suspended by either the Planning and Zoning or Fire Department.** By signing the issued permit, the applicant affirms their willingness to maintain the property around the use in a healthy, nuisance-free manner.
- CONDITIONS THAT APPLY TO THIS TEMPORARY USE WILL BE LISTED ON THE PERMIT AT THE TIME OF ISSUANCE.
- The City Clerk's office must issue a Solicitor's License to the applicant before applying for a Temporary Use Permit. A copy of the approved Solicitor's License must be included with this application.

**SOLICITOR'S LICENSE EXPIRATION DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_

In filing/submitting this Application, Applicant(s) do hereby certify that the information provided is true and accurate to the best of the Applicant(s) knowledge.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

## **Submittal Requirements**

*This application must be completed and submitted for each and every location where a separate temporary use is permitted.*

*Please attach the following Documentation:*

1. On this application please indicate:
  - a) The nature of the request, reason for it and its expected or desired start date and duration.
  - b) A description of the days being proposed for setup and/or operation of the proposed use is required;
2. **Permission:** A letter of permission from the property owner or lease agreement and permission for use of restroom facilities.
3. **Restroom:** Access to sanitary facilities must be available. In those cases, where sanitary facilities are not provided within the proposed temporary building, the applicant must submit a copy of a written agreement that demonstrates that sanitary facilities are provided somewhere immediately adjacent to the proposed business by another party's (business's) building.
4. **Solicitor's License:** Copy of approved solicitor's licenses issued by the Nampa City Clerk's office.
5. **SWDH Permit:** Food establishments require a copy of the permit issued by the Health Department.
4. **Site Plan:** A site plan (a "bird's eye view" drawing) that depicts the distances of the proposed temporary use/building from the property lines upon which the temporary use will reside; from any other nearby buildings, streets or alleys, fire hydrants, landscape planters, light fixtures, ground signs, fuel dispensing devices loading areas, service drives/aisles on the same property, handicapped parking and access to the site and building.
5. **Temporary Residence:** If this application is for a temporary residence (mobile home) to be placed on property while building a permanent home, a Conditional Use Permit Application is required. In the case of providing for caregiving, a Doctor's letter with a Conditional Use Permit Application is required.
6. **CC&Rs:** A copy, if available, of the covenants in force for the property upon which the temporary use is to be issued. If no copies are available the covenants are no longer in force, or do not exist, then a statement by the applicant affirming that such is the case shall be required
7. **Misc.:** Any other miscellaneous information (e.g., pictures, drawings, letters of support from neighbors, information articles, etc.) that may be of help to the Director to aid him/her in making a decision.

### **OFFICE USE ONLY**

Complete Application \_\_\_ Consent \_\_\_ Restrooms \_\_\_ Solicitor's License \_\_\_ Site Plan \_\_\_ SWDH \_\_\_

FILE NUMBER: **TUP** - \_\_\_\_\_ - 20\_\_\_\_\_ PROJECT NAME \_\_\_\_\_



# City of Nampa

PLANNING and ZONING DEPARTMENT

OFFICE (208) 468-5484

CITY HALL 411 THIRD STREET SO. NAMPA, IDAHO 83651 FAX (208) 465-2261

## AFFIDAVIT OF LEGAL INTEREST

STATE OF IDAHO )

:SS

COUNTY OF CANYON )

A. I, \_\_\_\_\_, whose address is \_\_\_\_\_, being first duly sworn upon oath, depose and say that I am the owner of record of the property described on the attached application.

B. I grant my permission to \_\_\_\_\_, whose address is \_\_\_\_\_, to submit the accompanying application pertaining to the property described on the attached application.

C. I agree to indemnify, defend and hold the City of Nampa and its employees harmless from any claim or liability resulting from any dispute as to the statements contained herein or as to the ownership of the property which is the subject of the application.

Dated this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature

SUBSCRIBED AND SWORN to before me the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public for Idaho  
Residing at: \_\_\_\_\_  
Commission Expires: \_\_\_\_\_