

TEMPORARY USE PERMIT PROCEDURE

Applicant Information

City Community Development Department is responsible for processing applications for Temporary Use Permits based on Section 21.04.050 of Zoning and Development Code.

Any use or structure placed on a parcel of land for a period exceeding 48 hours and less than 4 months is considered to be a temporary use. The TUP is intended for seasonal or transient uses.

Procedure:

1. Application packets may be picked up at Community Development or found on our webpage at www.gjcity.org.
2. The permit fee is to be paid and processed at the time of submittal.
3. The following will be reviewed with applicant at the time of issuance of packet:
 - a. Zoning: TUP's are not allowed in any residential zone districts
 - b. TUP's are not intended for early development of a permanent use
 - c. No more than 32 square feet of signage is allowed unless a Banner Permit is obtained
 - d. Only one TUP is allowed per parcel at a time
 - e. 30 days are required between each temporary use per parcel
4. Submitted applications must include all information required on the Submittal Checklist.
5. Submit signed original application, along with supporting documents, to Community Development Department.
6. Distribution (Allow for 5 working days for completion):
7. If there is a canopy or tent, the Building Dept. and/or Fire Dept. may require an inspection if needed.
8. Firework stands:
 - a. There will be an inspection fee from the Fire Dept. Call 970-244-1440 for more information
 - b. All review agencies will review the proposed stand, no matter what the size.

**Temporary Use Permit
Submittal Checklist**
Zoning and Development Code
21.02.070 Temporary Use Permit
21.04.050 Temporary Uses and Structures

Any use or structure on a parcel of land for a period exceeding 48 hours and less than 4 months is considered to be a temporary use.

Restrictions:

- Not allowed in any Residential Zone.
- Not intended for pre-development use.
- Only one TUP allowed per parcel.
- 30 days required between each TUP on a parcel.
- Only 32 square feet total sign allowance.
 - For additional signage, apply for a Banner Permit through Community Development Department.

Required Information:

- Application Form
- GIS Map of Parcel
- Site Plan (including dimensions and setbacks)
- Letter from Property Owner
- Copy of City of Grand Junction sales tax license
- Application Fee - \$45.00

The agencies below will review the application. Please allow a minimum of 5 business days for review.

- City Planning Division
- City Code Enforcement
- City Fire Department
- City Police Department
- City Development Engineer
- County Building Department



TEMPORARY USE PERMIT APPLICATION

Fee - \$45.00

Location of Property: _____

Parcel#: _____

Type of Use and Activities: _____

Requested Dates:

Start: _____ End: _____

Hours of Operation: _____

Property Owner: _____

Owner's Address: _____

Owner's Phone #: _____ E-Mail Address: _____

Applicant's Name: _____

Applicant's Address: _____

Applicant's Phone#: _____ E-Mail Address: _____

Any modification to this Temporary Use Permit must be approved in writing by the Community Development Department.

I acknowledge that I have read this application and the above information is correct. I agree to comply with the requirements above. Failure to comply may result in revocation of this permit or other legal action.

Applicant's Signature: _____

Date: _____

Department Approval: _____

Date: _____