



# City of South Lake Tahoe

"making a positive difference now"

## TEMPORARY USE/STRUCTURE APPLICATION

### PURPOSE

To allow for temporary uses/structures which do not exceed a period of six months. Temporary uses may be extended for an additional six months. **Extensions require the approval of the City Planning Division.**

### GENERAL INFORMATION

Project Name: \_\_\_\_\_

Site Address: \_\_\_\_\_

Assessor's Parcel Number: \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_ **Applicant Phone #:** \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

*The applicant will be considered the primary point for correspondence and contact from the City unless requested in writing.*

**Property Owner Name:** \_\_\_\_\_ **Owner Phone #:** \_\_\_\_\_

Owner Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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**Declaration:** I hereby declare under penalty of perjury that this application and all information submitted as part of this application are true and accurate to the best of my knowledge. I am the owner(s) of the subject property or have been authorized to represent this application as the applicant. I understand that should any information or representation be submitted in connection with this application be incorrect or untrue, the City may rescind any approval or take other appropriate action.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
*Original Signature Required*

**Property Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
*Original Signature Required*

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Fees  
Amount Paid: \_\_\_\_\_ Received By: \_\_\_\_\_ Date: \_\_\_\_\_



2. Review the Environmental Checklist and determine which of the three types of environmental documents are required for the proposed project (Categorical Exemption, Negative Declaration or an EIR).
3. Staff will route the proposed project to various City departments for review and comment. During the staff review a request for additional information from a specific agency may be requested.
4. Based on the review, staff will determine if the application can be approved. If so, a Temporary Use/Structure Permit will be prepared.
5. The applicant and the property owner (s) are required to acknowledge the Permit under APPROVAL SIGNATURES. These signatures document that the applicant and property owners have read and understand the decision, the conditions of approval and agree to comply and implement them. To acknowledge the permit the Planner will sign the permit after all other signatures are obtained.