

CITY OF SPARKS TEMPORARY USE PERMIT

All outdoor sales and fundraising activities on private property require a Temporary Use Permit.

Permit applications **must be submitted** to the Community Development Dept. a **minimum of 7 days prior to the event.**

There is a non-refundable permit fee of \$100 per event, which may be waived for non-profit organizations upon proof of non-profit status.

Community Development is located at CityWorks, 1675 E. Prater Way, Suite 107, Sparks, Nevada 89434. For more information, stop by CityWorks or call 353-2340.

CASE NO: _____
DATE: _____

CITY OF SPARKS TEMPORARY USE PERMIT

STREET ADDRESS OF EVENT: _____
DESCRIPTION OF EVENT: _____

TO RUN FROM: (Date) _____ **TO: (Date)** _____

APPLICANT: (Print) _____

ADDRESS: (Print) _____

CITY, STATE, ZIP: _____

PHONE: _____ **FAX:** _____

CITY OF SPARKS BUSINESS LICENSE NO: _____ **EXPIRATION DATE:** _____

CITY OF SPARKS LICENSE NO: _____ **EXPIRATION DATE:** _____

I, the undersigned, have obtained the property owner's permission to sell and/or display the following:

Furthermore, I agree to the following conditions:

- (1) To keep the premises clean and orderly during the event.
- (2) To prevent the obstruction of any pedestrian walkway or reduction in the clearance width to less than eight feet.
- (3) To prevent the interference of vehicular movement or parking in any required parking area.
- (4) To cease operation and render the site completely free of remaining appurtenances by the end of the final day of this permit.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

SIGNATURE OF PROPERTY OWNER: _____ **DATE:** _____

SPARKS FIRE DEPT: _____ **DATE:** _____

SPARKS POLICE DEPT: _____ **DATE:** _____

COMMUNITY DEVELOPMENT DEPT: _____ **DATE:** _____

INSPECTION FEE: \$100.00 (*NONREFUNDABLE) **DATE PAID:** _____

SITE PLAN MUST BE INCLUDED WITH THIS APPLICATION

Section 20.53.030 Outdoor sales.

- A. Outdoor sale of goods in connection with a lawfully established commercial use in a C1, C2, IC or TC district is permitted under the following conditions:
1. That the space occupied by an outdoor sales area not exceed three percent of the gross floor area of the building occupied by the business conducting the sale;
 2. That the duration of such outdoor sale not exceed seventy-two hours and that such sales not be conducted by the same business more often than once every sixty calendar days;
 3. That at the termination of such sale, any space occupied by an outdoor sales area be completely cleared of all paraphernalia associated with the sale as well as all dirt or litter;
 4. That such outdoor sale not interfere with the sale and convenient passage of pedestrians or obstruct any pedestrian walkway or reduce its clear width to less than eight feet;
 5. That such outdoor sale not interfere with circulation or parking of vehicles in any required parking area.
- B. Outdoor sale of goods not in connection with an established business is permitted under the following conditions:
1. That such outdoor sale be conducted only in a C1, C2, IC or TC district within an established commercial development providing adequate parking and sanitary facilities;
 2. That the operator shall obtain a city business license, which will not be issued without written permission of the property owner or his agent;
 3. That such outdoor sale not obstruct any pedestrian walkway or reduce its clear width to less than eight feet;
 4. That such outdoor sale not interfere with vehicle circulation or parking in any required parking area;
 5. That the duration of such outdoor sale not exceed seventy-two hours and that no single operator may conduct such outdoor sale more often than once every twenty-eight days;
 6. That at the termination of such outdoor sale the area occupied by the sale shall be completely cleared of all paraphernalia associated with the operation, as well as any dirt or litter;
 7. That such operation not create conditions which are detrimental to the public health, safety or welfare.

(Ord. 1515 § 2, 1985; Ord. 1325 § 47 (part), 1981; Ord. 1074 § 1 (part), 1976.)

You must include a site plan with your Temporary Use Permit application. This can be a hand drawing of the proposed location the event will occur.