



# Temporary Use Permit Application

Planning & Development Services Department (PDS) 512-218-5428

*If the proposal involves a street closure, animals, or for-profit activities, contact the Special Events Coordinator at 512-218-5447 to apply for a Special Event Permit.*

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

Current use of site: \_\_\_\_\_

If the temporary use is a fundraiser, please identify the beneficiary:

\_\_\_\_\_

Description of temporary use: \_\_\_\_\_

\_\_\_\_\_

Set up/take down dates: \_\_\_\_\_

Dates and hours of operation: \_\_\_\_\_

\_\_\_\_\_

1. *Please attach a sketch plan indicating the location of the temporary use on the property, including all signs, structures, enclosures/fences, parking and storage areas.*
2. *Please include the \$50 application fee.*

**Applicant/sponsoring organization:** \_\_\_\_\_

Primary contact person

name: \_\_\_\_\_ phone: \_\_\_\_\_

address: \_\_\_\_\_ email: \_\_\_\_\_

Secondary contact person

name: \_\_\_\_\_ phone: \_\_\_\_\_

address: \_\_\_\_\_ email: \_\_\_\_\_

Applicant signature: \_\_\_\_\_ date: \_\_\_\_\_

**Property owner/manager:**

*I am aware of and approve of the above temporary use of my property.*

signature: \_\_\_\_\_ date: \_\_\_\_\_

print name: \_\_\_\_\_