



For Internal Purposes Only (initial) Approved: _____ Approved with Conditions: _____ Denied: _____ Filing Fee paid: _____
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**Application for Temporary Use Permit:**

**Per Mancos Municipal Code, Sec. 16-20-50** Temporary use permits may be issued by the Planning Commission, subject to the following provisions:

- (1) Zoning. The use for which the permit is requested shall be authorized as a temporary use in the district in which the use is to be located.
- (2) Conditions. The applicant shall meet all conditions for such temporary use permit set forth in this Land Use Code.
- (3) Time limit. A time limit for the discontinuance of the temporary use shall be specified on the temporary use permit.

To request a temporary use permit, fill out the information below and include **two (2) copies** of the site plan or drawings, plus a **temporary use permit fee of \$65.00**, which covers the cost of review.

**Property Owner Information<sup>1</sup>**

Full Name: \_\_\_\_\_  
*Last*
*First*
*M.I.*

Address: \_\_\_\_\_  
*Street Address*
*Apartment/Unit #*
*City/State*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Affected Property Information**

Property Address: \_\_\_\_\_  
 (if different) *Street Address*
*Apartment/Unit #*
*City/State/Zip*

Legal Description of Property: \_\_\_\_\_

Business Name: \_\_\_\_\_

Property Type:  Single-Family Residential   
 Duplex   
 Multi-Family Unit   
 Commercial   
 Vacant Land

Other \_\_\_\_\_

**Type of Temporary Use Requested:**

     **Street Vendor, Temporary**

*Street Vendors may be approved for a temporary use permit. The vendor must obtain a special peddler's license from the Town of Mancos. If food preparation is to take place, the Montezuma County Health Inspector must approve the operation.*

     **Field Office, Temporary**

*A temporary field office permit may be approved by the Zoning Administrator for a structure or shelter used in connection with an approved development or building project for housing on the site of temporary administrative and supervisory function for sheltering employees and equipment during the construction phase of a project. Such a structure or shelter shall be promptly removed following the approval of a certificate of occupancy. (Prior LUC 3.3)*

**Please use the space below or attach another sheet to further describe the situation and why you are seeking a temporary use permit. Photographs, drawings and other information may be attached as well. Indicate at minimum, the location on the lot of the temporary use, the duration of the temporary use, and any other information deemed necessary.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SEE BACK-PLEASE SIGN THIS APPLICATION**

<sup>1</sup> If applicant is not the property owner, an Agent Letter must be submitted with this application.

I \_\_\_\_\_ swear that the information included herein is accurate, to the best of my estimation. I understand that no application shall be considered complete, and shall not be reviewed, until the application is complete, the review fee is paid in full (if applicable), and public hearing notice requirements (if applicable) have been fulfilled. The Zoning Administrator, Planning and Zoning Commission, Building Inspector or the Board of Trustees may deny my request for temporary use permit, approve the request, or approve it with conditions.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

**\*\*\*\*Internal Review\*\*\*\***

Reviewer Initials: \_\_\_\_\_

Zoning District: \_\_\_\_\_

Use Allowed in District: \_\_\_\_\_

Setbacks compliance: \_\_\_\_\_

Is a building permit required? \_\_\_\_\_

Is a peddler's license required? \_\_\_\_\_

Notes/Conditions:

