



# City of Tigard

COMMUNITY DEVELOPMENT DEPARTMENT

## Temporary Use — Type I Application

### PROPOSAL SUMMARY (Brief description)

Temporary use approval to allow: \_\_\_\_\_

Property address/location(s): \_\_\_\_\_

Tax map and tax lot #(s): \_\_\_\_\_

Site size: \_\_\_\_\_

Start date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ End date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Please check one:

- Season/special event
- Unforeseen/emergency situation
- Temporary sales office/model homes
- Temporary use in commercial and industrial zone

### APPLICANT\*

Business name: \_\_\_\_\_

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

City/state: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact name: \_\_\_\_\_

Ph#: \_\_\_\_\_ Email: \_\_\_\_\_

### PROPERTY OWNER/DEED HOLDER(S)\* (Attach list if more than one)

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

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

City/state: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact name: \_\_\_\_\_ Ph# \_\_\_\_\_

### REQUIRED SUBMITTAL ELEMENTS

- Owner's signature/  
written authorization
- Two (2) copies of the site/plot  
plan indicating:
  1. Location of the Temporary Use
  2. Lot size
  3. Square footage and location of  
existing buildings
  4. Current uses of existing buildings
  5. Number of existing parking spaces
  6. Square footage of any space to be  
used as additional parking
  7. Driveway locations
- Site/plot plan (reduced to 8.5"x11 1/2")
- Applicant's statement address criteria:  
[18.440.050](#) (2 copies)
- Filing fee (unless exempt)

### FOR STAFF USE ONLY

Case No.: \_\_\_\_\_

Related Case No.(s): \_\_\_\_\_

Application Fee: \_\_\_\_\_

Application accepted:

By: \_\_\_\_\_ Date: \_\_\_\_\_

Application determined complete:

By: \_\_\_\_\_ Date: \_\_\_\_\_

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Templates\Land Use Applications Rev. 12/14/2017

\* When the owner and the applicant are different people, the applicant must be the purchaser of record or a lessee in possession with written authorization from the owner or an agent of the owner. The owner(s) must sign this application in the space provided on the back of this form or submit a written authorization with this application.

**APPLICANTS**

To consider an application complete, you will need to submit **ALL** of the **REQUIRED SUBMITTAL ELEMENTS** as described on the front of this application in the "Required Submittal Elements" box.

(Detailed Submittal Requirement Information sheets can be obtained, upon request, for all types of Land Use Applications.)

**THE APPLICANT(S) SHALL CERTIFY THAT:**

- The above request does not violate any deed restrictions that may be attached to or imposed upon the subject property.
- If the application is granted, the applicant will exercise the rights granted in accordance with the terms and subject to all the conditions and limitations of the approval.
- All of the above statements and the statements in the plot plan, attachments, and exhibits transmitted herewith, are true; and the applicants so acknowledge that any permit issued, based on this application, may be revoked if it is found that any such statements are false.
- The applicant has read the entire contents of the application, including the policies and criteria, and understands the requirements for approving or denying the application.

**SIGNATURES of each owner of the subject property required.**

_____	_____	_____
Applicant's signature	Print name	Date
_____	_____	_____
Owner's signature	Print name	Date
_____	_____	_____
Owner's signature	Print name	Date
_____	_____	_____
Owner's signature	Print name	Date