TEMPORARY USE APPLICATION

P.O. Box 2002
Buena Vista, CO 81211
719-395-8643
www.buenavistaco.gov

Project Address
_____
Submit Date
Town Use Only

CONTACT INFORMATION

Property Owners Name _____ Owners Mailing Address _____

City _____ State _____ Zip _____

Primary Phone Number _____ Secondary Phone Number _____

Email Address _____ Fax _____

BASIC INFORMATION

1) Type of Approval:

☐ Residential Zone (Board of Trustees) ☐ Nonresidential Zone (Town Administrator)

2) *Type of Temporary Use:

_____

3) *Type of Temporary Structure:

_____

* Please see except uses listed under 16-63(1)

4) Time Duration: Cannot exceed more than 180 Days with in 1 calendar year

Dates of Placement(s):

Start: _____ Date ____/____/ 20___ End: _____ Date ____/____/ 20___

PROJECT DETAILS

Narrative of what is being requested

_____

_____

_____

Describe your project in detail.

_____

_____

_____

Please give a concise statement of facts and reasons supporting temporary use permit request

_____

_____

_____

LEGAL DISCLAIMER

I hereby certify that I have read and examined all application submitted at this time and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. It is my responsibility to review the approved plans and any comments that are contained thereon and see that the structure and/or project is built in compliance with all applicable codes

Applicant Signature _____ ____ /____ / 20 ___
Date

Owners Signature _____ ____ /____ / 20 ___
Date

Applicant	Required Item	Town Staff
	Temporary Use Fee ☐ 7 Days ($25) ☐ 30 Days ($50) ☐ 90 Days ($100) ☐ 180 Days ($150)	
	Proof of Ownership - Used to confirm ownership of the property.	
	Site Plan - The Plan should show: - Property lines with dimensions - Setbacks (Front, Side(s), Rear) with distances to all structures - All Utility locations and all Easement(s) - Existing and Proposed Structures and Temp. Use with perimeter dimensions and square footage - Clear Sight Triangle needs to be denoted (Code section 16-4) - Public Trail(s) and Sidewalks abutting the property - All Street / Alley's nearest to the property with access - Existing and Proposed Heights of all structures - Existing and Proposed location for any shed or fence - Parking spots dedicated to the property and for Temp Use - Documented Drainage pattern from new and proposed structures (cannot drain towards neighboring property(s))	
	Wind and Snow Load Ratings for Structures (If Applicable)	

For Town Staff Only

Date Submitted: ____ /____ / 20 ___

Date Reviewed: ____ /____ / 20 ___ Reviewer Name: _____

Planning Approval: _____

Notes

_____

_____

Admin Approval: _____ Date: ____ /____ / 20 ___