



# Administrative Temporary Use Permit Application

City of Twentynine Palms  
Community Development Department  
6136 Adobe Road  
Twentynine Palms, CA 92277  
(760) 367-6799 • Fax (760) 367-4890  
*ci.twentynine-palms.ca.us*

Date of Application \_\_\_\_\_

Applicant \_\_\_\_\_ Telephone(s) \_\_\_\_\_

Organization/Firm \_\_\_\_\_

Address \_\_\_\_\_

Event \_\_\_\_\_ Event Description \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date(s) \_\_\_\_\_ Hours \_\_\_\_\_

\_\_\_\_\_

Location(s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Equipment/accessories used in conjunction with event(s) \_\_\_\_\_

Participants/spectators anticipated: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

	Event(s)	Participants	Spectators
Day One	_____	_____	_____
Day Two	_____	_____	_____
Day Three	_____	_____	_____
Day Four	_____	_____	_____
Day Five	_____	_____	_____

	Yes	No	n/a
Will food be served by the applicant?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will food be served by vendors?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will alcohol be served?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will consumption of alcohol be permitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will minors be allowed to participate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is live music or amplified sound planned?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will emergency medical aid be provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are emergency evacuation plans in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will traffic control be needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Additional materials to be submitted with the signed Permit application:**

- Processing fee, payable to the City of Twentynine Palms (Check with Community Development Department for current fees.)
- A diagram of the proposed site(s) indicating event activities, circulation, and parking
- An **Additional Insured Endorsement** of \$1,000,000 naming the City as additional insured.
- Liquor license or approval from ABC (if alcohol is being served)
- Food servers permit from the Department of Environmental Health Services (if food is being served)
- Other \_\_\_\_\_

Following submittal of a complete application, the matter will be reviewed by the Planning Director. The application may be approved as submitted or denied.

The below signed applicant(s) represents that he/she is authorized and empowered to make this application for a Temporary Use Permit. Further, his/her signature affirms that the information provided on this application and in conjunction with the application is true and accurate.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Title \_\_\_\_\_