



# TITLE 30 ADMINISTRATIVE APPLICATION CLARK COUNTY COMPREHENSIVE PLANNING

SUBMITTAL REQUIREMENTS ARE LISTED ON BACK

## TEMPORARY USE APPLICATION

- SITE PLANS (1)
- JUSTIFICATION LETTER
- EVENT DATES:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- MEMBRANE STRUCTURES (SUCH AS TENTS)  
NEED FIRE DEPARTMENT APPROVAL
- ALCOHOLIC BEVERAGES (SOLD OR GIVEN AWAY)  
NEED BUSINESS LICENCE APPROVAL
- ADMISSION TO EVENT FEE CHARGED  
NEED BUSINESS LICENCE APPROVAL

- NOTES:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE FILED: \_\_\_\_\_ APPLICATION NUMBER: \_\_\_\_\_  
 PLANNER INITIALS: \_\_\_\_\_ ZONE / AE DISTRICT: \_\_\_\_\_  
 CHECKLIST: \_\_\_\_\_ SEC / TWP / RANGE: \_\_\_\_\_  
 RESPONSE DATE: \_\_\_\_\_ REFERENCE FILES: \_\_\_\_\_  
 (NO FEE REQUIRED) \_\_\_\_\_

NAMED OF LICENSED BUSINESS: \_\_\_\_\_

### ALL MAIL FOR THIS APPLICATION SHOULD BE ADDRESSED TO:

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
 PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_  
 CELL: \_\_\_\_\_ E-MAIL ADDRESS (OPTIONAL): \_\_\_\_\_

ASSESSOR'S PARCEL NUMBER(S): \_\_\_\_\_

PROPERTY ADDRESS AND/OR NEAREST CROSS STREETS: \_\_\_\_\_

PLEASE BRIEFLY DESCRIBE THIS PROJECT: \_\_\_\_\_

I (we), \_\_\_\_\_ the undersigned applicant, understand that pursuant to Title 30 of the Clark County Code, temporary outdoor commercial/events may be approved only for the businesses licensed at the above location under the conditions listed on the back of this application.

\_\_\_\_\_  
Business / Property Owner (Signature)

\_\_\_\_\_  
Business / Property Owner (Print)

### STAFF USE ONLY

Administrative Temporary Use application is APPROVED / DENIED for \_\_\_\_\_ through \_\_\_\_\_  
(beginning date) (ending date)

Subject to the following conditions / justification: \_\_\_\_\_

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

CURRENT PLANNING (Comprehensive Planning)

**ADMINISTRATIVE TEMPORARY USE APPLICATION  
(TEMPORARY OUTDOOR COMMERCIAL EVENTS & SEASONAL SALES)**

UNIFIED DEVELOPMENT CODE DOCUMENT SUBMITTAL & PROCEDURAL REQUIREMENTS		
<b>(1) Application Form</b>	<b>(1) Site Plans</b>	<b>(1) Justification Letter</b>
<i>File the application as early as possible to avoid delays in receiving approvals and permits. No filing fee is required for this application, which will be reviewed (approved/denied) within five (5) working days. If denied, a special use permit application may be filed as an appeal to the Planning Commission.</i>		

**Temporary Outdoor Commercial Events**

1. The outdoor event must be licensed through, and located on the same property as, an existing licensed business or a special use within a residential district, except the outdoor event shall not be permitted in conjunction with an accessory commercial use or home occupation.
2. Not more than 30% of the required parking is reduced if the outdoor event is located with a parking lot.
3. All outside activities, including live entertainment, temporary structures, and signs are set back as follows:
  - a. 10 feet from all property lines.
  - b. 200 feet from all property lines if adjacent to existing residential development unless buffered from the development by an existing building.
  - c. For live entertainment, 500 feet from all property lines if adjacent to existing residential development unless buffered from the development by an existing building. Live entertainment may only be conducted during daytime hours.
4. Pedestrian and vehicular controls are provided so that sidewalks and rights-of-way are not obstructed.
5. Time Limit and Maximum Number of Events.
  - a. For resort hotels: no limit on the number of events, maximum 10 days per event.
  - b. For commercial and industrial developments, and special uses within residential or RVP districts: maximum of one, 10-day event in a calendar month with no more than a total of twelve events per calendar year.
  - c. For model homes or apartments in residential developments: maximum of one, 3-day event in a calendar month with no more than a total of twelve events per calendar year.
6. The outdoor event may not involve live entertainment in the C-P district.
7. One week for setup and one week for take down shall be permitted.
8. Dust control measures shall be applied if required by the Department of Air Quality & Environmental Management.
9. Outdoor events in the P-F district, one day private parties in residential developments, and ground breaking ceremonies are exempt from the regulations listed above.
10. No adult use is permitted.

**Seasonal Sales**

*Use conditions are same as above (except for live entertainment) plus the following:*

1. Activities are allowed within the AE-65 and AE-70 Airport Environs overlay subdistricts subject to a maximum of 10 days per event.
2. May be located within a parking lot, temporarily reducing the availability of no more than 30% of required parking, or on an undeveloped lot which has paved access, subject to compliance with required dust control measures per *Section 92, Clark County Air Quality Regulations* (See 30.60.025).
3. If located on an undeveloped lot, landscaping, trash enclosure, paved parking and buffer wall requirements need not apply; however, dust control measures may be required by the Clark County Department of Air Quality & Environmental Management.
4. Live entertainment is not permitted except for haunted houses preceding the Halloween season.
5. Time Limit:  
Halloween/Christmas: sales permitted 30 days prior to the holiday; up to one week prior to the 30 days for operation set-up and up to one week after the holiday for operation removal. All other seasonal sales permitted 14 days prior to the holiday, including operation set-up, plus one additional day after for operation removal.
6. Access control per 30.60.080 (Motor Vehicle Access).
7. Subject to Clark County Fire Department approval and issuance of a business license.
8. Outside storage of chemicals and/or other hazardous materials must comply with all required conditions for Hazardous Materials Storage per Table 30.44-1.