



# CITY OF MANTECA

## TEMPORARY USE PERMIT APPLICATION

DEVELOPMENT SERVICES DEPARTMENT  
1215 W. CENTER ST. STE 201, MANTECA, CA 95337  
(209) 456-8500 | [planning@manteca.gov](mailto:planning@manteca.gov)

Applicant Info	Property Owner Info
Name: _____	Name: _____
Address: _____	Address: _____
City/State/Zip: _____	City/State/Zip: _____
Home Telephone: _____	Home Telephone: _____
Mobile No.: _____	Mobile No.: _____
E-mail Address: _____	E-mail Address: _____
Fax No.: _____	Fax No.: _____

Event Info
Business Name: _____
Event Hours: Days: _____ Hours: _____
Event Location: _____
Description of Event/ Activities: _____

### Statement of Ownership or Authorization of Agent (Check one item)

I, the undersigned, am (one of) the legal owner(s) of the land specified in this application.

I, do hereby authorized and empower \_\_\_\_\_ (agent) to act on my behalf on all matters relating to this application.

Property Owner Signature	Print Name	Date
Address	City, State, Zip	Telephone

In making this application, the undersigned agrees that the above information is true and that all conditions will be met.

Applicant Signature	Print Name	Date
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OFFICE USE ONLY	
Fee: \$705	Receipt No.: _____ Date Received: _____
<b>+ \$250 Cleaning Deposit Required.</b> (Christmas tree Lots Only <i>*Send copy of Approved TUP to Superintendent at Solid Waste</i> )	
Approved: _____	Denied: _____
Planner Signature: _____	Date _____
Assessor's Parcel No. (APN): _____	Application Number: _____

## Conditions of the Temporary Use Permit

*(Please initial all boxes agreeing to comply with all applicable conditions.)*

This Temporary Use Permit is only valid for the dates and times listed on this application.

Proper building permits shall be obtained for all electrical and structural work through the City of Manteca Building Safety Division at (209) 456-8550.

All related debris shall be removed from the site upon termination of the use.

Applicant will provide traffic controls and parking as required by the Public Works Department and the Police Department prior to the event.

Appropriate permits shall be secured from the San Joaquin County Health Department.

Emergency vehicle access shall be maintained at all times.

The placement of merchandise, signs and accessory vehicles/equipment shall not impede traffic circulation of the parking lot or create traffic conditions on \_\_\_\_\_.

Proposed activity shall not interfere with existing accessibility features (e.g. accessible parking spaces).

Applicant shall provide an accessible path of travel from the proposed event site to the public street, accessible parking space and to the accessible restroom facility, if applicable. The accessible route shall, to the maximum extent feasible, coincide with the route for the general public. CBC Section 1114B.1.2. Clearly show accessible path of travel on the site plan.

If parking will be provided, applicant shall provide an accessible parking space.

If restroom facilities will be provided, applicant shall provide an accessible restroom.

All gates shall meet all applicable specifications for doors, and shall comply with the following:

- Bottom 10" of door/gate has a smooth uninterrupted surface that allows door/gate to be opened by a wheelchair footrest without creating trap or hazardous condition.
- Effort to operate door/gate is 5 pounds max pressure.
- Latching and locking doors/gates that are hand operated and which are in a path of travel are operable by lever type, panic bars, and push-pull activating bars.
- Opening hardware is centered between 30" to 44" above finish floor.
- There shall be a floor or landing on each side of a door/gate, and must be level and clear. Level area in the direction of the door swing is a minimum of 60".

Applicant shall be responsible for contacting all affected agencies and for the timely payment of all applicable fees associated with this project.

Applicant shall be responsible for contacting all appropriate utility companies to obtain agreements for extension and/or relocation of services necessary for the proposed development.

Appropriate direction signs, barricades or fences shall be provided as necessary.

Applicant shall obtain a valid City business license.

A water permit and hydrant meter shall be obtained from the Public Works Department. (209) 456-8585

An acceptable path of egress to the public right-of-way shall be maintained at all time.

Lessor shall not be responsible or liable for any loss or injury, or damage occurring to Lessee or to the property of Lessee or to third persons, or the property of third persons, in, about, or on said leased premises, no matter how occurring and Lessee will save Lessor harmless for or on account of any loss, injury or damage to any person or persons or their property occurring therein, or resulting from Lessee's operation thereof. Prior to the use of Property, Lessee shall obtain and maintain in force at its sole cost and expense, the following insurance coverage—Comprehensive General and Automobile Liability Insurance (covering use of owned, non-owned, or hired vehicles) with limits of \$1,000,000 per occurrence, Property Damage--\$300,000 per occurrence. Such insurance shall contain provisions insuring the City of Manteca, elected officials, employees, agents, and volunteers as insureds. Such insurance shall be primary to any liability insurance carried by the Lessor. Pursuant to California Government Code Section 818.4, a public entity is not liable for an injury caused by the issuance, denial, suspension or revocation of, or by the failure of refusal to issue, deny, suspend or revoke, any permit, license, certificate, approval, order, or similar authorization where the public entity or an employee of the public entity is authorized by enactment to determine whether or not such authorization should be issued, denied, suspended or revoked.

## Temporary Use Permit Submittal Requirements

Applications for Temporary Use Permits shall be made to the Community Development Department and shall be accompanied by the following:

1. Electronic copy of a dimensional plot plan showing the following:
  - a. The subject property with the lot lines and abutting properties.
  - b. The location of the temporary use related to the subject and adjoining properties.
  - c. The parking, driveway, and loading areas.
  - d. The vehicular ingress and egress.
2. Electronic copy of the dimensioned elevations of any structure proposed for location.
3. Written statement of social distancing and sanitation protocols.
4. Electronic copy of Insurance Requirements (only for carnivals and circuses). Please contact Risk Management at (209) 456-8710 for "Insurance Requirements for Lessees" with questions.