

MAJOR PROJECTS' OFFICE USE ONLY

Date Filed: _____ Application #: _____ Zoning: _____
Fee: \$50.00 Receipt #: _____ Check #: _____ By: _____

Planner Initials/Comments: _____

Reference Files: _____

DEPARTMENT OF DEVELOPMENT SERVICES

500 S. Grand Central Pkwy, First Floor ~ Las Vegas NV 89155 ~ (702) 455-5017



Major Projects Team

TEMPORARY OUTDOOR COMMERCIAL/PROMOTIONAL
ACTIVITY or EVENT APPLICATION

Applicant's Name: _____ Phone: _____ Fax: _____

Event Contact: _____ Phone: _____ Fax: _____

Name and Address for Correspondence: _____ (Name) _____ Date(s) of Activity/Event: _____
_____ (Address)

_____ (City) _____ (State) _____ ZIP _____ Assessor's Parcel Number: _____

Name of Licensed Business: _____

Address Where Activity/Event is to Be Held: _____

Description of Activity/Event: _____

I, the undersigned applicant, understand that pursuant to Title 29.44.130 and Title 30.44-1 of the Clark County Code, temporary outdoor commercial/promotional activities may be approved only for businesses licensed at the location in H-1 (Limited Resort & Apartment), H-2 (General Highway Frontage), C-1 (Local Business), C-C (Shopping Center), and C-2 (General Commercial) districts under the following conditions:

- A. The temporary outdoor commercial/promotional activity or event is to be conducted in conjunction with a licensed business within an existing commercial development or location.
- B. The temporary outdoor activity must be limited to no more than three (3) days in any calendar month (no more than four events in any location within a calendar year).
- C. Only one activity is permitted in a given location (motels/hotels, shopping centers, and business locations) within a calendar month.
- D. Outdoor activities with associated displays shall be setback at least ten feet from all property lines and must not block driveways or aisles.
- E. Temporary outdoor activities are limited to events such as grand openings, sidewalk and parking lot sales, and other one time activities or events.
- F. This application must be submitted to the Major Projects Team at least five judicial days in advance of the activity.
- G. All receipts of the event are required to go through the licensed business.
- H. Banners, flags and temporary signs require sign permits. Tents and other structures (except tables) are not a part of this approval and require Planning Commission action.

Signature of Applicant (required): _____

Major Projects' response will be available within two (2) working days. If denied by the Zoning Administrator, the manner of appeal is submission of a variance application to the Planning Commission.

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Approved – Comments/Conditions: _____

a _____

Denied for the Following Reasons: _____

By: _____ Date: _____

**MAJOR PROJECTS TEAM
TEMPORARY COMMERCIAL APPLICATION REQUIREMENTS AND PROCEDURE**

SUBMITTAL REQUIREMENTS: All submittals shall be legible and suitable for microfilm reproduction. All plans must be accurate and drawn to an appropriate scale (preferred size is 18" x 24" or larger) and folded so they can be placed into a legal file. For an application to be complete and acceptable for filing, all required documents **MUST BE FILED** with your land use application:

- SITE PLAN:** The site plan shall indicate building dimensions for all existing structures and other information as may be necessary to clearly show the purpose of your request. The site plan shall be drawn to a standard scale not smaller than one inch equals 60 feet.

- FILING FEE: \$50.00**

PROCEDURE FOR FILING AND HEARING FOR LAND USE APPLICATIONS:

1. After assembling the required materials, file the application with the Major Projects Team. Your application will be reviewed by a business license land use specialist.

2. Please note that the Temporary Commercial Permit does not allow TENTS, BLEACHERS, FLAGS or any other temporary structure except tables. Application for any other item requires a variance. Please contact the Major Projects Team if you have any questions.

3. Every attempt will be made to issue your Temporary Commercial Permit in time for your event. Permits such as these are often issued on the same day. As always, please file your request as early as possible to avoid a delay in issuing your permit.

CLARK COUNTY COMPREHENSIVE PLANNING

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P.O. Box 551743
Las Vegas, NV 89155-1743

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http://www.accessclarkcounty.com/depts/comprehensive_planning/Pages/home.aspx