



# Comprehensive Planning Temporary Use Submittal Requirements

GENERAL PROCESSING			
<ul style="list-style-type: none"> <li>• Applications submitted over the counter or via email to <a href="mailto:zoning@clarkcountynv.gov">zoning@clarkcountynv.gov</a>.</li> <li>• Applications must be submitted a minimum of <b>30 days prior</b> to the start of the temporary use.</li> <li>• All documents must be legible for reproduction. Only PDF format will be accepted electronically.</li> <li>• Prior to acceptance of any application, materials shall demonstrate compliance with Title 30.</li> <li>• <b>ALL APPLICATIONS REQUIRE FEES.</b> See Policy: <a href="https://webfiles.clarkcountynv.gov/T30%20Fee%20Policy.OFFICIAL.pdf">https://webfiles.clarkcountynv.gov/T30%20Fee%20Policy.OFFICIAL.pdf</a>. Additional Notice Fees may be required after submittal.</li> <li>• Once fees are paid, the application is considered submitted.</li> <li>• Notice of Administrative Decision (NOAD) will be sent to the application Correspondent. Method of delivery will be email if an email address listed on the application, or by mail to the address listed on the application if no email address is provided.</li> <li>• Applications for any special events within the Stadium District will not be accepted on event days unless the property has received approval of a Special Use Permit for said events.</li> </ul>	<b>Outdoor Commercial Events &amp; Seasonal Sales</b>	<b>Special Attraction/ Promotional Signs</b>	<b>Staff Use Only (Y/N)</b>
REQUIREMENTS			
<b>Application Form</b>	PDF	PDF	
<b>Signage Documentation</b>	PDF	PDF	
<b>Disclosure Form</b> (if appealed)	PDF	PDF	
<b>Justification Letter</b>	PDF	PDF	
<b>Site Plan</b>	PDF	PDF	
<b>Certification of Temporary Use</b>	PDF	PDF	
<b>Liability Insurance *</b>	PDF	PDF	
<b>Inspections *</b>	PDF	PDF	
<b>Installation/Operation Letter *</b>	PDF	PDF	
<b>Fees</b>	✓	✓	
<p>*Operators of any amusement ride or inflatable amusement device shall include a statement with the applicable land use application indicating installation and operation standards will be followed. For Refer to Section 30.06.11B regarding standards for Amusement Rides and Amusement Devices, Inflatable. Additionally, the following regulations are required to be met: 1) Operators of temporary amusement rides or inflatable amusement devices shall carry liability insurance for the event insuring the owner or operator of the amusement ride or inflatable amusement device against liability for injury to persons arising out of the use of an amusement ride or inflatable amusement device in an amount not less than \$1,000,000 per occurrence. 2) Temporary amusement rides and inflatable amusement devices shall be installed and operated in accordance with Section 30.06.11 B. 3) Temporary amusement ride inspections are required and shall satisfy the inspection requirements of the Amusement Ride Standards in Chapter 30.06.11 B as determined by an inspector certified by the National Association of Amusement Ride Safety Officials (NAARSO), or other similarly qualified association or group, or be an engineer licensed in Nevada and qualified to inspect the amusement ride in question. 4) Temporary amusement rides shall have been inspected within 6 months of the event.</p>			