

# Temporary Use Permits

## Process:

An application for a Temporary Use Permit is to be filed with the Community Development Department, Planning Division. Applications must include all the submittal requirements as listed on the application form, along with a fee as established by resolution of the Douglas County Board of Commissioners.

The Planning Division reviews the request for a Temporary Use Permit to ensure compliance with the criteria for operations as established by Douglas County Code. In rendering a decision, the Planning Division will clearly state, in writing, any conditions of approval or reasons for denial.

If all the conditions of approval are met, the Planning Division may be able to approve the Temporary Use Permit upon submittal.

### WHEN DO I NEED TO FILE FOR A TEMPORARY USE PERMIT?

A Temporary Use application must be filed when an applicant wishes to establish a use of a temporary nature, which, under Douglas County Code [Chapter 20.620](#), is permitted subject to the issuance of a Temporary Use Permit.

### PURPOSE OF THE TEMPORARY USE PERMIT

The purpose of the Temporary Use Permit is to regulate land use activities of a temporary nature so as to protect the public health, safety, and welfare. The intent of these regulations is to ensure that temporary uses will be compatible with surrounding land uses, to protect the rights of adjacent residents and landowners, and to minimize any adverse effects on surrounding properties and the environment.

### TEMPORARY USES

Per Douglas County Code Section [20.620.050](#), a temporary use permit shall be required for the following temporary uses:

- A. **Parking lot and sidewalk sales.**
- B. **Grand openings and anniversary events.**
- C. **Outdoor art and craft shows and exhibits.**
- D. **Temporary office modules, other than construction sites.**
- E. **Temporary office modules, other than construction sites.**
- F. **In-tract model home sales complexes.**
- G. **Temporary dwelling. ([20.664.140](#))**

### WHERE DO I GET AN APPLICATION FOR A TEMPORARY USE PERMIT?

You may obtain a [Temporary Application](#) from the Douglas County Community Development Department, Minden Inn, 1594 Esmeralda Avenue, Minden. The public counter is located in Room 202. Counter hours are Monday-Friday 8:00AM to 4:00 PM or you can call (775) 782-6217 and leave a message for assistance.

### WHAT IS NEEDED TO FILE FOR A TEMPORARY USE PERMIT?

The submittal requirements are listed within the Douglas County [Temporary Application](#) form, and include site plans, a written description of the project and a permit fee. Also, refer to Douglas County Code [Chapter 20.620](#) for specific findings that must be made for approval.

### REVIEW CRITERIA

Per Douglas County Code Section [20.620.070](#), no temporary use shall be approved unless it can be determined that:

- A. The use will be compatible with adjacent uses and will not adversely affect the surrounding area by means of noise, odor, dust or other nuisances;
- B. Any increase in traffic resulting from the use will not adversely affect the surrounding area or county at large;
- C. The proposed use conforms to all applicable policies and ordinances of the county.

## Douglas County Community Development

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