



City Of Hesperia
PLANNING DIVISION

CITY OF HESPERIA
Community Development Department
9700 Seventh Ave.
Hesperia, CA 92345
(760) 947-1200

Date: _____
Top No: _____
Receipt No.: _____
Fee: **\$140.00**
10% Automation 14.00
Fee (s) \$ 154.00

TEMPORARY OCCUPANCY PERMIT APPLICATION

- Interested Parties:
 APPLICANT: _____
 Mailing Address: _____
 State: _____ Zip Code: _____ Phone: _____
 ENGINEER/REPRESENTATIVE: _____
 Mailing Address: _____
 State: _____ Zip Code: _____ Phone: _____
 OWNER OF RECORD: _____
 Mailing Address: _____
 State: _____ Zip Code: _____ Phone: _____
- Assessor Parcel Number(s): _____
 General location of the site: _____

- When did the present owner acquire the property? _____
- General Plan Designation: _____
- Zone: _____
- Surrounding properties:

	Land Use	General Plan	Zone
NORTH			
SOUTH			
EAST			
WEST			

- Are any other applications being filed with this project?
 Yes ___ No _____
 If yes, please list: _____

Temporary Occupancy Permit Application
Page -2-

8. Description of proposal and site:

- a. Describe the proposed temporary use: _____

- b. What is the purpose of requesting this temporary use? _____

- c. For what period of time will the temporary use be needed? _____

- d. What structures exist on property? _____

- e. Will existing structures remain or be removed? _____

- f. What (if any) temporary structures or units are proposed on property? _____

- g. What structures will be utilized for the proposed temporary use? _____

- h. What actions will be taken during the approval period for the temporary use which will meet the ultimate use requirements for the property? _____

UTILITY INFORMATION:

Water Service Proposed: _____

Sewer Service Proposed: _____

NOTE: The following questions relate to a request to establish a temporary use within a trailer coach, modular or manufactured unit. If you are not proposing a unit of this type, go to Page 4.

APPLICATION TYPES:

- ___ Temporary Real Estate Model Home/Sales Office
- ___ Temporary Construction Office
- ___ Temporary Business Office
- ___ Temporary Sales Office
- ___ Temporary Residence

UNIT OWNER INFORMATION:

PROPERTY TENANT INFORMATION:

Name _____

Mailing Address _____

Phone () _____

Phone () _____

California Driver's License or ID No. _____

California Driver's License or ID No. _____

Number of Occupants _____

Vehicle Registration No.: _____

Building Permit No. _____ Date of Issuance _____

DESCRIPTION OF TRAILER OR UNIT:

Year: _____ Make: _____ Model: _____

Size: _____ sq. ft. Number of Bedrooms: (MH,RV) _____

Serial No.: _____ **OR** Housing Seal No.: (MH) _____

(MH) Mobilehome (RV) Recreational Vehicle (CC) Commercial
Coach

(MOV) Mobile Office Vehicle (O) Other

**NOTE: IF THIS APPLICATION IS INCOMPLETE IN ANY DETAIL OR IN PART, IT MAY
DELAY YOUR PROJECT.**

SIGNATURES:

If the applicant is not the owner of record, then a letter authorizing the applicant to represent the owner(s) must be submitted. All owners must sign as their names appear on the deed to the land. A copy of the deed, or a current preliminary title report must be included with the application.

Upon completion of the project and/or expiration of the permit, I will remove the structure and cease occupancy of the temporary use. I understand that my temporary use permit shall become null and void upon cancellation or completion of my building permit, for violations or noncompliance with conditions set forth in approving the permit, or when the last renewal period of any extension thereof has elapsed.

Name (Printed) Signature Date _____
OWNER OF RECORD

Name (Printed) Signature Date _____
OWNER OF RECORD

I certify under penalty of perjury that I am the applicant and that the foregoing statements and answers herein contained and the information herein submitted, are in all respects true and correct.

Name (Printed) Signature Date
APPLICANT

Name (Printed) Signature Date
APPLICANT'S REPRESENTATIVE

** FOR DEPARTMENT USE ONLY **

TOP File No: _____

General Plan Designation: _____ Zone: _____

Other Application(s) Required: _____

Date: _____ Fee: _____ Receipt No: _____ By: _____

Approval Date: _____ By: _____

Expiration Date: _____

Extension Submitted (date): _____

Extension Approved By: _____ Date: _____

Final Expiration Date: _____

LETTER OF AUTHORIZATION

TO : CITY OF HESPERIA PLANNING DEPARTMENT

FROM : (NAME): _____
(ADDRESS): _____
(TELEPHONE): _____

RE : APPLICATION NOS: _____

This letter shall serve to notify you and verify that I/we am/are the legal owners of the property described and attached hereto and do hereby authorize:

(NAME): _____
(ADDRESS) : _____
(TELEPHONE): _____

to file and represent my/our interest in the above referenced applications(s).

I/we am/are the legal owners of said property; have read the foregoing Letter of Authorization and know the contents thereof; and so hereby certify that the same is true of my/our own knowledge. I/we certify (or declare) under penalty of perjury under the laws of the State of California that the information contained in the above referenced application(s) is true and correct.

SIGNATURE(S) OF LEGAL OWNER(S): _____ DATE

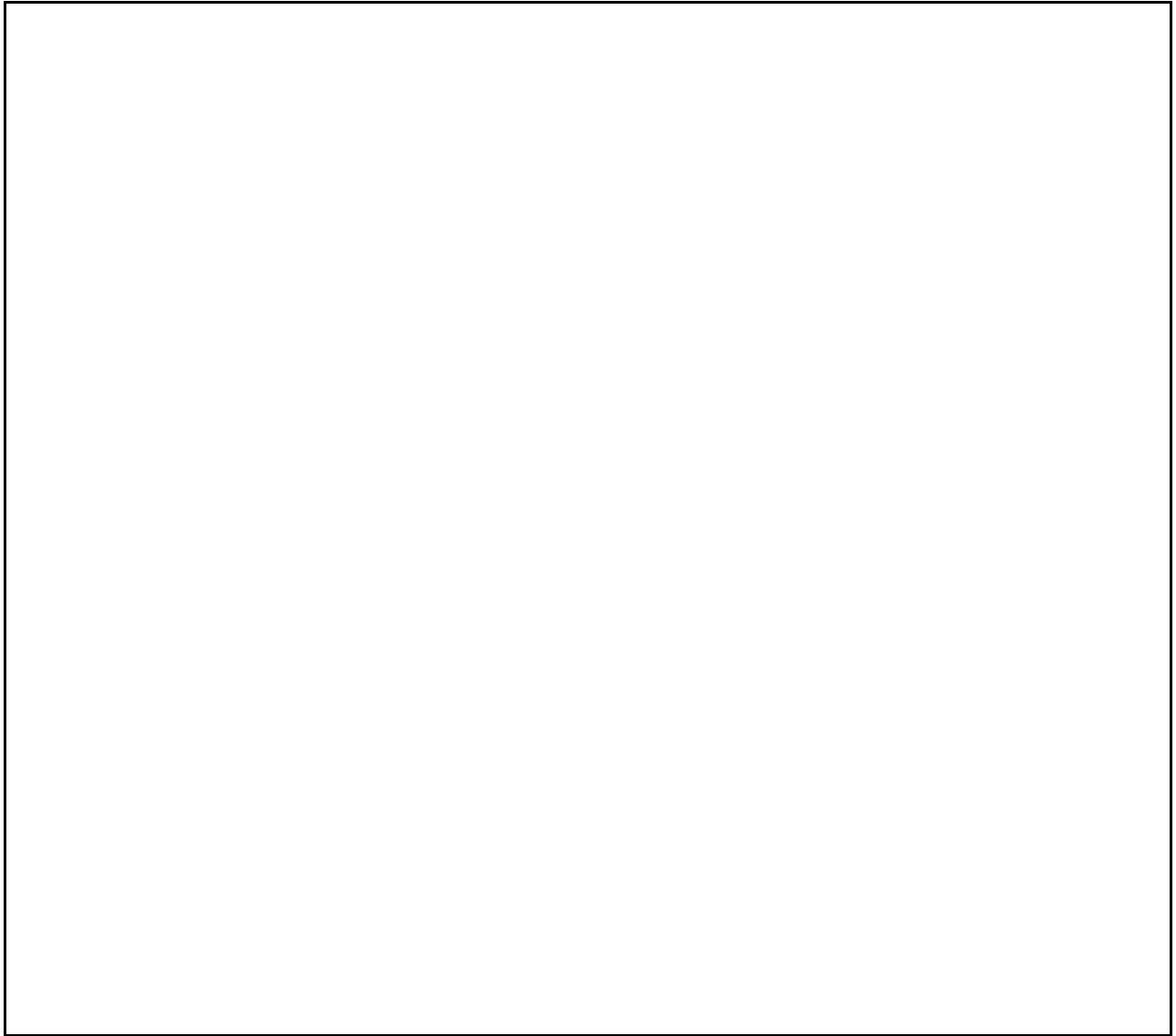
DATE

DATE

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____, _____
NOTARY PUBLIC

(NOTE: ATTACH LEGAL DESCRIPTION TO THIS DOCUMENT)

SITE PLAN



PLOT
PLAN
SCALE:

NOTE: Plot plan must show details of site and proposed use. Please identify existing building(s), proposed structure(s), walkways, parking, driveway(s), public street(s), etc. 00117 (Rev. 11/19/20)

NORTH

Applicant's Name: _____
Street Address: _____

TEMPORARY OCCUPANCY PERMIT APPLICATION INFORMATION SHEET

The following are minimum construction standards for temporary residential dwelling units:

1. The unit shall have at least 240 square feet of superficial floor area. An additional 100 square feet of superficial floor area shall be provided for each occupant of such unit in excess of two.
2. The unit shall be provided with a kitchen sink and cooking appliance. Light and ventilation conforming to the Uniform Building Code shall be provided.
3. The unit shall be provided with a separate bathroom containing a water closet, lavatory, bathtub or shower.
4. The unit must be connected to an approved sewer or septic system.