



CITY OF VISTA
Temporary Use Permit

(Revised 7/1/25)

Permit No. _____

Date _____

Landlord or Property Manager approval: _____

I/We the undersigned request that a Temporary Use Permit be granted between the hours of _____ to _____ from (date) _____, to an including (date) _____, on property addressed as (no.) _____ (street) _____.

Assessor's Parcel Number (APN) : _____.

Activity (describe in detail and attach a plot plan) _____

Is alcohol being served?

____ Yes (please contact California Department of Alcoholic Beverage Control at the San Marcos District Office (760) 471-4237 for additional information on alcohol related permit requirements).

____ No

Any private road closures? ____ Yes ____ No

How many persons (approximately) are expected to attend this event? _____

In accepting this Permit, I/We understand that permits can only be approved for four events per year and a five days maximum each event. I also understand and agree to the conditions listed (must be initialed by applicants), and such other conditions as may be levied by the Zoning Administrator as a condition(s) of granting this Permit.

Signature of Applicant: _____ Date: _____

Signature of Property Owner: _____ Date: _____

Conditions

Initial

1. By accepting such a permit, the permittee(s) agrees to defend, indemnify and hold harmless the City of Vista, its officers, employees and agents for any and all liability arising out of the actions permitted by said Temporary Use Permit, and the permittee(s) agrees to pay on behalf of the City of Vista, all claims, damages, judgments, legal and court cost, adjuster fees, and attorney fees related thereto.

2. The permittee(s) agree to provide to the City of Vista, a Certificate of Liability insurance naming the City of Vista as additional insured, and which includes coverage for the effective date(s) of said Administrative Temporary Use Permit, and with a minimum limit of liability of \$1,000,000 (one million dollars).

3. The event area, including any adjacent landscaped areas, parking areas and drive aisles, shall be kept free of trash and debris at all times. The applicant shall ensure the cleanup and removal of any trash and debris at the conclusion of the event. _____

4. Payment of fee(s) in accordance with current fee schedule. _____

Additional conditions (if necessary):

Office Use Only

Sheriff's approval is required prior to permit issuance:

Sheriff's approval: _____ Date: _____

Fire Department approval is required prior to permit issuance:

Fire Department approval: _____ Date: _____



CITY OF VISTA

Public Notice Package

Mailing List Instructions

All applications requiring public notification (mailing notices) shall be accompanied by a Mailing List, unless specified otherwise, of all property owners and occupants when it is not an owner occupied property within 500 feet of the exterior boundary of the project site (property). Such list shall be compiled by a Title Company and shall be typed on Avery copier labels 5351 or Avery laser labels 5160 self-adhesive labels.

Labels shall be typed and shall be accompanied by an Assessor's Map indicating the subject property and all properties within 500 feet.

Required public notification materials include:

- a. A mailing list of all property owners and occupants (when property is not owner-occupied) within 500 feet of the exterior boundary of the project site.
- b. Three (3) sets of labels of all property owners and occupants within 500 feet of the property boundary printed on white self-adhesive labels, size 1" x 2 5/8", 30 labels per sheet (Avery Laser 5960 or other labels using Avery 5160 software layout).
- c. Assessor's map identifying the subject property and all surrounding properties within a 500-foot radius of the boundaries of the subject property.

I HEREBY CERTIFY THAT THE PROPERTY OWNERS LIST AND LABELS SUBMITTED TO THE CITY OF VISTA ON THIS DATE REPRESENT THE LATEST AVAILABLE INFORMATION FROM THE EQUALIZED ASSESSOR'S ROLES, AND INCLUDES ALL PROPERTY OWNERS AND OCCUPANTS (WHEN PROPERTY IS NOT OWNER-OCCUPIED) WITHIN 500 FEET OF THE EXTERIOR BOUNDARY OF THE PROJECT SITE.

APPLICATION NUMBER AND NAME

APPLICANT OR APPLICANT'S REPRESENTATIVE

BY _____

DATE _____

DATE RECEIVED BY CITY _____