



**CITY OF BELLFLOWER**  
 PLANNING DIVISION  
 16600 CIVIC CENTER DR.  
 BELLFLOWER, CA 90706  
 562-804-1424  
[www.bellflower.org](http://www.bellflower.org)

**STAFF USE ONLY**

|                       |       |              |
|-----------------------|-------|--------------|
| PROJECT CASE NO.:     |       | RECEIPT NO.  |
| ZONE:                 | GPLU: | RECEIVED BY: |
| APN:                  |       | DATE:        |
| BUSINESS LICENSE NO.: |       |              |

# Temporary Use Permit (TUP) Application

Please complete this application thoroughly and attach all required documentation. Please note that incomplete applications will not be accepted for processing. Should you have any question regarding how to complete this application please contact the Planning Division.

Business Name: \_\_\_\_\_ Proposed TUP Site Location (sq. ft.): \_\_\_\_\_

Project Address: \_\_\_\_\_ Property Size: \_\_\_\_\_

**Applicant / Authorized Agent:** \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Property Owner:** \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

I, \_\_\_\_\_, declare that I am the property owner of the subject property involved in this petition and that the statement and answers herein contained, and the information herewith submitted, are in all respects true and correct to the best of my knowledge and belief. I declare under penalty of law that the aforementioned is true and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Project Description / Narrative** (hours of operation, type of activity, number of employees, location of event in relation to property, dates, all equipment to be used, number of parking spaces proposed to be occupied, etc.):

---



---



---



---



---

**Submittal Requirements:**

- Complete TUP Application form signed by the property owner with the Application Fee (see Fee Schedule).
- One (1) copy of a site plan, and floor plan drawn to scale (min scale 1" = 10'-0", or 1/16" = 1'-0").
- One (1) set of photographs of the proposed location for the temporary use(s).
- Names and addresses of all adjacent property owners.

**NOTE:**

1. The applicant must file the TUP application with the Planning Division at least fifteen (15) days prior to the proposed event date.
2. All the above documents and materials, once submitted, will be retained by the City as part of the Public Record. Incomplete applications will result in rejection of the application by staff, or continuance of the review date until completion of all requirements.
3. The proposed TUP must be in conformance with all requirements of the Bellflower Municipal Code (B.M.C.), Chapter 17.76.