



**CITY OF HUNTINGTON PARK**  
 Community Development Dept. • Planning Division  
 6550 Miles Avenue, Huntington Park, CA 90255  
 Tel. (323) 584-6210 • planning@hpca.gov

# TEMPORARY USE PERMIT APPLICATION

**FOR OFFICE USE ONLY**

Date Filed: \_\_\_\_\_ File No.: \_\_\_\_\_ Fee/Receipt No.: **\$280.00** Initials: \_\_\_\_\_

**BUSINESS ADDRESS OR GENERAL LOCATION:** \_\_\_\_\_

**APPLICANT'S INFORMATION**

Applicant: \_\_\_\_\_

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

Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_ Email: \_\_\_\_\_

**PROPERTY OWNER'S INFORMATION**

Property Owner: \_\_\_\_\_

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

Phone 1: \_\_\_\_\_ Phone 2: \_\_\_\_\_ Email: \_\_\_\_\_

**DESCRIPTION OF TEMPORARY USE**

1. Describe in detail the type of business activity to be temporarily conducted (include any equipment or product to be used in the commercial activity): \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. How long do you plan to operate your temporary use? \_\_\_\_\_

**NOTE: Two (2) sets of plot plans and/or floor plans showing locations of all event activity, pedestrian and vehicle circulation or parking as necessary must be attached. If the applicant is not the property owner, the owner of the property must sign the application or a written authorization must be submitted so that the applicant may file the application.**

**CERTIFICATE AND AFFIDAVIT OF APPLICANT:** I/We certify that all statements made on this application are true and complete to the best of my knowledge. I/We understand that any false statements may result in denial of the requested permit or revocation of any issued permit. I/We further certify that I am, or have permission by, the property owner to conduct the proposed development applied for herein.

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date



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# DEPARTMENTS / AGENCIES REVIEW CHECKLIST

## TEMPORARY USE PERMIT APPLICATION

PERMIT NO. \_\_\_\_\_

The Community Development Department requires proof of approval from the following departments/agencies that are checked:

Los Angeles County Fire Department  
**Fire Prevention Division**  
 Inspector Hours: 7:00 a.m. - 10:00 a.m.  
 3161 E. Imperial Hwy.  
 Lynwood, CA 90255  
 (310) 603-5258

Approved       Not Approved       No Approval Necessary

Approved w/ Conditions - Comments: \_\_\_\_\_

\_\_\_\_\_  
 Signature: **X** \_\_\_\_\_ Date: \_\_\_\_\_

Los Angeles County Health Department  
**Environmental Health Specialist**  
 245 S. Fetterly Avenue, Room 2014  
 Los Angeles, CA 90022  
 (323) 780-2272

Approved       Not Approved       No Approval Necessary

Approved w/ Conditions - Comments: \_\_\_\_\_

\_\_\_\_\_  
 Signature: **X** \_\_\_\_\_ Date: \_\_\_\_\_

State Dept. of Alcoholic Beverage Control  
**Duty Investigator**  
 3530 Wilshire Blvd., Suite 1110  
 Los Angeles, CA 90010  
 (213) 736-2005

Approved       Not Approved       No Approval Necessary

Approved w/ Conditions - Comments: \_\_\_\_\_

\_\_\_\_\_  
 Signature: **X** \_\_\_\_\_ Date: \_\_\_\_\_

Huntington Park Police Department  
**Watch Commander**  
 6542 Miles Avenue  
 Huntington Park, CA 90255  
 (323) 584-6254

Approved       Not Approved       No Approval Necessary

Approved w/ Conditions - Comments: \_\_\_\_\_

\_\_\_\_\_  
 Signature: **X** \_\_\_\_\_ Date: \_\_\_\_\_

Huntington Park City Manager's Office  
**City Manager**  
 6550 Miles Avenue  
 Huntington Park, CA 90255  
 (323) 584-6223

Approved       Not Approved       No Approval Necessary

Approved w/ Conditions - Comments: \_\_\_\_\_

\_\_\_\_\_  
 Signature: **X** \_\_\_\_\_ Date: \_\_\_\_\_

Huntington Park Office of the City Clerk  
**City Clerk**  
6550 Miles Avenue, Room 148  
Huntington Park, CA 90255  
(323) 584-6230

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		
_____		
Signature: <b>X</b> _____ Date: _____		

Huntington Park Planning Division  
**Planning Manager**  
6550 Miles Avenue, Room 145  
Huntington Park, CA 90255  
(323) 584-6251

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		
_____		
Signature: <b>X</b> _____ Date: _____		

Huntington Park Finance Department  
**Finance Manager**  
6550 Miles Avenue, Room 127  
Huntington Park, CA 90255  
(323) 584-6237

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		
_____		
Signature: <b>X</b> _____ Date: _____		

Huntington Park Building Division  
**Building Official**  
6550 Miles Avenue, Room 145  
Huntington Park, CA 90255  
(323) 584-6315

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		
_____		
Signature: <b>X</b> _____ Date: _____		

Huntington Park Public Works Dept.  
**Public Works Director / City Engineer**  
6550 Miles Avenue, Room 145  
Huntington Park, CA 90255  
(323) 584-6253

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		
_____		
Signature: <b>X</b> _____ Date: _____		

Huntington Park Parks and Rec. Dept.  
**Parks and Recreation Director**  
3401 E. Florence Avenue  
Huntington Park, CA 90255  
323-584-6218

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<input type="checkbox"/> No Approval Necessary
<input type="checkbox"/> Approved w/ Conditions - Comments: _____		
_____		
Signature: <b>X</b> _____ Date: _____		