



# CITY OF VALDEZ

## TEMPORARY LAND USE PERMIT APPLICATION

*All fields are required. If not applicable, please mark with N/A or dash.*

### Office Use Only

Application Number \_\_\_\_\_ Date Received \_\_\_\_\_  
Initials \_\_\_\_\_ Zoning District \_\_\_\_\_  
Permitted Use? Yes No

### APPLICANT INFORMATION

Name \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### REPRESENTATIVE INFORMATION *(if applicable)*

Name \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### PROPERTY INFORMATION

Property Owner Name \_\_\_\_\_  
Legal Description Lot \_\_\_\_\_ Block \_\_\_\_\_ Subdivision/Survey \_\_\_\_\_  
Physical Address \_\_\_\_\_  
Property Description \_\_\_\_\_  
Proposed Use of Area *(attach a narrative, if more detail is required)*

Total Use Area Dimensions \_\_\_\_\_  
Term Requested \_\_\_\_\_  
Parking Area Dimensions \_\_\_\_\_

**TEMPORARY BUILDINGS/STRUCTURES** *(if applicable)*

*Detail the number of temporary buildings, and the dimensions, type, and use for each.*

• •

**ORGANIZATION TYPE**

☐ Individual ☐ Corporation  
☐ Sole Proprietorship ☐ Non Profit  
☐ Partnership ☐ Other *(please explain)* \_\_\_\_\_

**ADDITIONAL MATERIALS REQUIRED** *(the following must be submitted when applying for a TLUP)*

☐ **Site Plan** *(including lot boundaries, use area boundaries, parking dimensions, and proposed temporary buildings)*  
☐ **Certificate of Liability Insurance** *(may be submitted following approval, but is required prior to permit issuance)*  
☐ **State of Alaska Business License** *(and any applicable professional licenses)*  
☐ **City of Valdez Business Registration**

APPLICANT SIGNATURE  \_\_\_\_\_ DATE \_\_\_\_\_

*(Your signature above certifies that you are the official representative of this business and that all information included on this form is accurate.)*

**ADDITIONAL INFORMATION**

Forms may be emailed to [communitydevelopment@valdezak.gov](mailto:communitydevelopment@valdezak.gov) or dropped off at the Community Development Window in City Hall. For a fillable PDF form, visit [valdezak.gov/275/City-Forms](http://valdezak.gov/275/City-Forms)

To submit via mail, send to the following address:

**Community Development**  
**City of Valdez**  
**PO Box 307**  
**Valdez, AK 99686**

**QUESTIONS?**

Call the City of Valdez Community Development Department at **907-834-3401** or email [communitydevelopment@valdezak.gov](mailto:communitydevelopment@valdezak.gov).