

# Zoning Information Guide

"Planning with People for a Better Phoenix"



**City of Phoenix**  
PLANNING DEPARTMENT

## Temporary Uses Section 708

**This is a brief summary of the regulations for Temporary Uses. It is intended for convenience only and does not replace the ordinance itself.**

Section 708 of the Zoning Ordinance allows temporary uses and structures in non-residential districts in which the use is not allowed or regulated.

In order to apply for an **administrative temporary use permit** (over the counter), the following criteria set forth in the Zoning Ordinance must be met.

1. The use or structure shall comply with all applicable codes and ordinances.
2. The approval shall not exceed a length of five (5) consecutive calendar days (excluding installation and removal) with a maximum of four (4) events per calendar year.
3. The number of parking spaces shall not be reduced below the number of spaces required by Section 702 of the City of Phoenix Zoning Ordinance or below ten percent (10%) of the spaces provided, whichever is greater.
4. The use shall NOT be conducted between the hours of 10:00 p.m. and 08:00 a.m.
5. No direct light or sound associated with such use or structure shall be visible or broadcast beyond the boundaries of the lot.

If the above criteria are met, then the process for filing an administrative temporary use permit is as follows:

Submit the following information at the Planning & Zoning Counter on the 6<sup>th</sup> floor of City Hall:

1. Address or location of property
2. Letter of authorization from property owner giving permission to hold the event on specified days/times
3. Site plan showing location of event on subject property
4. Fee: \$135.00

If the above standards are exceeded, a **formal Temporary Use Permit** must be obtained through the public hearing process pursuant to Section 708 of the Zoning Ordinance. See the Zoning Adjustment packet for information regarding Use Permits and Variances.

Upon request this publication will be made available in alternate formats including large print, Braille, audiotope or computer disk to accommodate a person with a disability if given reasonable advance notice. Please contact Julia Quinones at voice 602-262-6888 or via the City TTY Relay at 602-534-5500.

**This and other forms can be found on our website: [www.phoenix.gov/planning](http://www.phoenix.gov/planning)**

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