



# RIVERSIDE COUNTY PLANNING DEPARTMENT

Charissa Leach, P.E.  
Assistant TLMA Director

## TEMPORARY EVENT SYNOPSIS

APPLICATION FOR A TEMPORARY OUTDOOR EVENT MUST BE MADE TO THE PLANNING DEPARTMENT AT LEAST 60 DAYS PRIOR TO THE EVENT.

Please complete and attach to Application for Minor Plot Plan (Form 295-1022).

Type of Event: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Event Location: \_\_\_\_\_  
\_\_\_\_\_

Assessor's Parcel Number: \_\_\_\_\_

Date(s) of Proposed Event: \_\_\_\_\_

Estimated Daily Attendance: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_  
\_\_\_\_\_

Number of On-Site Parking: \_\_\_\_\_

Please be advised to call ahead to the agencies listed. Depending on the address of the subject property, you will be directed to the appropriate office of the Department in question for sign-off.

RIVERSIDE AREA:

Sheriff's Department (951) 955-2600  
Health Department (951) 955-8980  
California Highway Patrol (951) 637-8000  
Transportation Department (951) 955-6815  
Fire Department (951) 955-4777

DESERT AREA:

Sheriff's Department:  
• Palm Desert Office (760) 836-1600  
• Indio Office (760) 863-8990  
Health Department (760) 393-3390  
California Highway Patrol (760) 772-8911  
Transportation Department (760) 863-8267  
Fire Department (760) 863-8886

Riverside Office · 4080 Lemon Street, 12th Floor  
P.O. Box 1409, Riverside, California 92502-1409  
(951) 955-3200 · Fax (951) 955-1811

Desert Office · 77-588 El Duna Court, Suite H  
Palm Desert, California 92211  
(760) 863-8277 · Fax (760) 863-7555

*"Planning Our Future... Preserving Our Past"*



RIVERSIDE COUNTY  
PLANNING DEPARTMENT

*Charissa Leach, P.E.*  
*Assistant TLMA Director*

CASE NUMBER \_\_\_\_\_

Riverside County Sheriff's Department

Comment  
 No comment

REVIEWED BY \_\_\_\_\_  
*Signature*

DATE \_\_\_\_\_

\_\_\_\_\_  
*Print Name and Title*

\_\_\_\_\_  
*Contact Phone Number*

COMMENTS:

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RIVERSIDE COUNTY  
**PLANNING DEPARTMENT**

*Steve Weiss, AICP  
Planning Director*

CASE NUMBER \_\_\_\_\_

Riverside County Environmental Health Department

Comment  
 No comment

REVIEWED BY \_\_\_\_\_  
*Signature*

DATE \_\_\_\_\_

\_\_\_\_\_  
*Print Name and Title*

\_\_\_\_\_  
*Contact Phone Number*

COMMENTS:

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# RIVERSIDE COUNTY PLANNING DEPARTMENT

Steve Weiss, AICP  
Planning Director

CASE NUMBER \_\_\_\_\_

California Highway Patrol - Riverside

Comment  
 No comment

REVIEWED BY \_\_\_\_\_ DATE \_\_\_\_\_

*Signature*

\_\_\_\_\_

*Print Name and Title*

*Contact Phone Number*

COMMENTS:

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**RIVERSIDE COUNTY**  
**PLANNING DEPARTMENT**

*Steve Weiss, AICP*  
*Planning Director*

CASE NUMBER \_\_\_\_\_

Riverside County Transportation Department

Comment  
 No comment

REVIEWED BY \_\_\_\_\_ DATE \_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Print Name and Title* *Contact Phone Number*

COMMENTS:

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