

# TEMPORARY USE PERMIT APPLICATION

**TOWNSHIP USE ONLY**  
Date Received Stamp

**INSTRUCTIONS:** check box to left of requested use. Permit will be issued or denied within 30 days of receipt of all required information, signatures, and fees. **DO NOT PROCEED** with temporary use without first having a permit in hand. Copy of Temporary Use Permit must be on site and available to township enforcement and fire officials upon demand.

**NAME OF EVENT:** \_\_\_\_\_

**Project Street Address:** \_\_\_\_\_

**PROPERTY OWNER:** \_\_\_\_\_  
**Property Owner Signature**  
**Authorizing Use:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**APPLICANT PRINTED NAME:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Applicant Permanent Address:** Street: \_\_\_\_\_

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

All applications require a site plan to be submitted at time of application.  
All applications are subject to further limitations, as may be determined.  
If electrical power is required for Temporary Use, electrical permits & inspections are required.  
Tents CANNOT block fire lanes or Handicap Parking. Fire Marshall inspection required.

TYPES OF TEMPORARY USE		FEE SCHEDULE
<input type="checkbox"/>	<b>CONSTRUCTION TRAILER, OFFICE OR EQUIPMENT SHED</b> – 1 year time limit, may be renewed annually. Floor plan, foundation & tie-down plan, and site location plan required. Inspection required before use.	\$100.00 per trailer/office
<input type="checkbox"/>	<b>REAL ESTATE SALES/HIRING OFFICE</b> – 1 year time limit, may be renewed annually. Floor plan, foundation & tie-down plan, and site location map required. Inspection required before use.	\$100.00 per trailer/office
<input type="checkbox"/>	<b>TENT SALE OR TEMPORARY STRUCTURE</b> – 45 day limit twice per calendar year. Inspection required before use.	\$100
<input type="checkbox"/>	<b>OPEN CHRISTMAS TREE LOT</b> – 45 day time limit, off street parking plan required. Inspection required before use.	\$100
<input type="checkbox"/>	<b>FRUIT / VEGETABLE STAND</b> – 45 day time limit, off street parking plan required. Inspection required before use.	\$100
<input type="checkbox"/>	<b>SEASONAL SALES</b> – 90 day time limit. Business must be seasonal in nature and conducted within an existing permanent structure. Inspection required before use.	\$100
<input type="checkbox"/>	<b>FIREWORKS SALES</b> – 90 day time limit. Tent or temporary structure only. Inspection required before use.	\$100
<input type="checkbox"/>	<b>CARNIVAL, CIRCUS OR FAIR</b> – 4 day time limit. Time limits may be increased to 21 days with prior approval of the Board of Supervisors. Inspection required before use.	\$100
<input type="checkbox"/>	<b>RELIGIOUS MEETINGS IN TEMPORARY STRUCTURES</b> – 60 day time limit. Inspection required before use.	\$100
<input type="checkbox"/>	<b>TEMPORARY ANTENNA</b> – 60 day time limit. Limited to special event or to meet a seasonal or temporary demand. Inspection required before use.	\$100
<input type="checkbox"/>	<b>COMMERCIAL FILMING ACTIVITY</b> – 7 day time limit. CONTACT ZONING ADMIN OFFICER AT (610) 933-5843 x302	

**Install Date:** \_\_\_\_\_

**Remove Date:** \_\_\_\_\_