



S14 SPECIFIC APPLICATION FORM - TEMPORARY USE PERMIT

All structures and the site as a whole will meet all applicable Building Code, Zoning District, and Fire Code standards and will be promptly removed upon the cessation of the use or event. Upon cessation of the event or use, the site will be returned to its previous condition (including the removal of all trash, debris, signage, attention attracting devices or other evidence of the special event or use).

All documents shall be sent via email or through ShareSync/FTP file. The following steps must be completed, and the items must be submitted for the application to be deemed complete and processed:

- ☐ A completed Universal Application and checklist signed by the owner/s of the property.
- ☐ Payment of all other applicable fees (see Schedule of Fees).
- ☐ Site plan showing proposed uses with dimensioned setbacks and distances, including lighting plan, noise study, parking layout, circulation patterns and other details.
- ☐ A study of traffic analysis due to the proposed temporary use.
- ☐ Approval of a building permit or temporary certificate of occupancy (CO). This is required prior to the use of a temporary use permit.
- ☐ A guarantee letter for public conveniences and litter control.
- ☐ Sign permit application