

APPLICATION DATE: _____

PERMIT FEE: \$100.00 + \$10.00 Issuance

CITY OF WILLARD

TEMPORARY USE PERMIT APPLICATION

TEMPORARY USE: LAND USE OR STRUCTURES WHICH ARE NEEDED OR ARE IN PLACE FOR ONLY A SHORT TIME.

IF YOU RENT OR THE LEASE THE PROPERTY IN WHICH YOU ARE REQUESTING THE PERMIT FOR, THE OWNER MUST SUBMIT THIS FORM OR SEND A LETTER STATING THEIR APPROVAL OF THE TEMPORARY USE TO THE CITY CLERK. THIS MUST BE RECEIVED PRIOR TO THE PERMIT BEING ISSUED.

1. Name, address and phone number of the owner of the property _____

2. Name, address and phone number of the applicant(if different than the above) _____

3. Property address _____
4. Zoning District of the property _____
5. The proposed temporary use of the land or structure

6. The length of time that is needed for the temporary use _____
7. Sketch plan to include the total measurements of the lot, and notation of distance of structure (if applicable) from ALL lot lines.
8. Total square footage and height of temporary structure (if applicable).

APPLICANT MUST ABIDE BY SECTION 400.530(D), AND ANY OTHER PROVISIONS OF THE WILLARD MUNICIPAL CODE THAT MAY APPLY.

I HEREBY CERTIFY THAT THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT; THAT I HAVE READ AND UNDERSTAND THE PROCEDURES, ORDINANCES, AND REQUIREMENTS ASSOCIATED WITH THE APPLICATION AND REVIEW PROCESS. I ALSO UNDERSTAND THAT THIS APPLICATION WILL EXPIRE WITHIN 180 DAYS OF THE DATE OF MY SIGNING, UNLESS A REQUEST FOR AN EXTENSION IS RECEIVED AND APPROVED BY THE DIRECTOR OF DEVELOPMENT PRIOR TO THE EXPIRATION DATE. FURTHERMORE, I ACKNOWLEDGE THAT I WILL BE RESPONSIBLE FOR ANY AND ALL COSTS INCURRED BY PLAN REVIEWS PERFORMED BY CONSULTANTS OF THE CITY, CERTIFIED MAILING OR PUBLICATION COSTS FOR REQUIRED LEGAL NOTICE, AND RECORDING FEES. THESE COSTS MAY BE PAID BY THE CITY AND REIMBURSED BY THE APPLICANT UPON INVOICING.

DATE _____

SIGNATURE OF APPLICANT _____