

SEASONAL USE Submittal Checklist

REQUIRED ITEMS: Please check off each item, put documents in order, place this form in front and submit to Planning Services.

Principle Location:

- Application fee - \$150
- Fire district sign-off
- Seasonal Use Permit Application form
- Notarized letter of authorization from landowner or landlord
- Detailed description of the use
- Letter of authorization from DRC or ARC, if applicable
- Electrical or building permit, if applicable
- Proof of insurance (\$300,000 minimum liability)
- \$250 deposit to be returned upon clean-up of the site
- Site plan showing the location of the use

SEASONAL USE PERMIT APPLICATION

Date: _____

Name of Business: _____

Address of Location: _____

Principal Use at this Location: _____

Applicant Name: _____

Address: _____

Phone: _____ Fax: _____ Cell: _____

Email: _____

LEGAL DESCRIPTION:

Subdivision Name: _____

Filing #: _____ Lot #: _____ Block #: _____

Property Tax Parcel #(s): _____

Present Zoning: _____

Dates of Operation: _____ to _____

To the best of my knowledge, the information contained on this application is true and correct.

Signature

Date

FOR STAFF USE ONLY

Staff Approval: _____

Staff: _____

Amount of Deposit: _____

Inspection Date: _____

Date Received: _____

Date Check Returned: _____

SIP #: _____

Electrical Permit #: _____

Fire Inspection Date: _____