



Planning & Development Department  
**Temporary Use Application**

IT IS INCUMBENT UPON THE APPLICANT TO SUBMIT COMPLETE AND CORRECT INFORMATION. ANY MISLEADING, DECEPTIVE, INCOMPLETE OR INCORRECT INFORMATION MAY INVALIDATE YOUR APPLICATION.

THE APPLICANT, BY FILING THIS APPLICATION, AGREES TO COMPLY WITH ALL APPLICABLE REQUIREMENTS OF THE COMMUNITY DEVELOPMENT CODE, BUT SPECIFICALLY THAT THEY WILL OBTAIN THE APPROPRIATE BUSINESS TAX RECEIPT(S) REQUIRED FOR THE PROPOSED TEMPORARY USE, AND TO COMPLY WITH THE REQUIREMENTS CONTAINED IN SECTION 3-2103, COMMUNITY DEVELOPMENT CODE.

TEMPORARY USES MAY BE PERMITTED ON APPROPRIATELY ZONED PROPERTIES; SUBJECT TO MEETING THOSE STANDARDS SET FORTH IN SECTION 3-2102, COMMUNITY DEVELOPMENT CODE.

TEMPORARY USE PERMIT FOR SEASONAL SALES: \$250  
ALL OTHER TEMPORARY USE PERMITS: N/A

**PROPERTY OWNER (PER DEED):** \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

**BUSINESS NAME:** \_\_\_\_\_  
BUSINESS REPRESENTATIVE: \_\_\_\_\_  
BUSINESS ADDRESS: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

ADDRESS OF SUBJECT PROPERTY: \_\_\_\_\_  
DESCRIPTION OF TEMPORARY USE: \_\_\_\_\_  
START DATE: \_\_\_\_\_ FINISH DATE: \_\_\_\_\_

IS SIGNAGE PROPOSED? (MAXIMUM OF ONE FREESTANDING OR ONE ATTACHED SIGN PER RIGHT-OF-WAY. MAXIMUM 12 SQ. FT. SIGN PER STREET FRONTAGE) YES  NO

ARE ANY TEMPORARY BUILDINGS OR TENTS PROPOSED? YES  NO



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*Submittal Requirements*

**A SITE PLAN SHALL BE PROVIDED THAT DEPICTS THE LOCATION OF THE PROPOSED TEMPORARY USE, ALL PARKING SPACES AND DRIVE AISLES, RESTROOM FACILITIES, TRASH DISPOSAL FACILITIES, AND SIGNAGE. FURTHER, ALL TEMPORARY USES SHALL COMPLY WITH THE FOLLOWING STANDARDS:**

- The temporary use will not create hazardous vehicular or pedestrian traffic conditions.
- The design and installation of all practicable temporary traffic control devices including signage to minimize traffic congestion.
- Adequate sanitary facilities, utility, drainage, refuse management, emergency services and access, and similar necessary facilities and services will be available to serve employees, patrons or participants.
- Where a tent or similar structure is to be used, such structure shall:
  - Comply with the requirements of the fire marshal;
  - Provide the city with a certificate of insurance to cover the liability of the applicant or sponsor; and
  - Demonstrate that the tent is flame resistant by providing a certificate of flame resistance or other assurance that the structure has been properly treated with flame retarder and has been maintained as such.
- Signage related to the temporary use shall not exceed 12 square feet of sign face area and no more than one sign face per street frontage shall be permitted. Signs shall be made of treated wood or other durable material. Sign copy shall not be spray-painted.

**PLEASE BE ADVISED THAT THE FOLLOWING TYPES OF SIGNS ARE PROHIBITED:**

- Balloons, cold air inflatables, streamers or pennants.
- Sandwich board signs.
- Signs attached to any tree or vegetation.
- Signs displayed by a person either on a public right-of-way or visible from a public right-of-way.
- Signs located on or in street rights of way.
- Signs that emit sound, vapor, smoke, odor, particles, or gaseous matter.
- Signs that move, revolve, twirl, rotate or flash, including animated signs, multi-prism sign, floodlights and beacon lights.
- Three dimensional objects that are used as signs.
- Vehicle signs, portable signs or portable trailer signs.

<b>STATE OF FLORIDA, COUNTY OF PINELLAS</b>	
I, the undersigned, acknowledge that all representations made in this application are true and accurate to the best of my knowledge and authorize City representatives to visit and photograph the property described in this application.	Sworn to and subscribed before me this _____ day of _____, _____, to me and/or by _____, who is personally known has produced _____ as identification.
Signature of property owner	Notary public, My commission expires: _____



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**Temporary Use Application**

**FOR OFFICIAL USE ONLY**

**APPLICATION NUMBER:** \_\_\_\_\_

**TYPE OF USE:** \_\_\_\_\_

**NUMBER OF EVENTS AVAILABLE:** \_\_\_\_\_

**NUMBER OF DAYS AVAILABLE:** \_\_\_\_\_

**NUMBER OF EVENTS PROPOSED:** \_\_\_\_\_

**NUMBER OF DAYS PROPOSED:** \_\_\_\_\_

**CREDIT EVENTS REMAINING:** \_\_\_\_\_

**CREDIT DAYS REMAINING:** \_\_\_\_\_

**CODE COMPLIANCE REVIEW REQUIRED?** YES  NO

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**FIRE REVIEW REQUIRED?** YES  NO

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**POLICE REVIEW REQUIRED?** YES  NO

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**TRAFFIC ENGINEERING REVIEW REQUIRED?** YES  NO

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**ZONING REVIEW REQUIRED?** YES  NO

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_