



Fee Must Accompany Application

\$250.00 (Payable to: Town of Vienna)

Date Paid: _____

Received By: _____

TEMPORARY USE PERMIT APPLICATION

Please read and complete this application carefully (please write legibly). All applications must be signed and dated. Attach additional sheets or include supplemental information as necessary to further explain and support your application. (Temporary Use is a Seasonal Permit for 180 consecutive days)

Date: _____

Petitioner: _____

Petitioner's Address: _____

Petitioner's Phone: _____

Owner *(If not Petitioner)* _____

Owner's Address: _____

Owner's Phone: _____

Location of Proposed Activity: *(Complete Address & Parcel ID Number)*

Description of Temporary Use: *(attach plans and/or separate pages as necessary)*

Temporary Use(s), Buildings, Structures, etc.: _____

Starting and End Dates: _____

Days and Hours of Activities *(if any)* : _____

Type of Activities and/or Products: _____

Sanitary Facilities *(trash, toilets, etc.)*: _____

Security Measures and/or Emergency Services Provided: _____

Utility or Services (sanitary, water, electrical, etc.): _____

Parking and Loading: _____

On-site Burning: (notification to municipality and fire department is required): Fire Pit? Burning Barrel?

Other: (please specify) _____

Describe any noise, lighting, smell/odor, dust, etc. associated with the Temporary Use: _____

Temporary Signage (requires separate fee): _____

APPLICATION SUBMITTAL REQUIREMENTS (TO BE SUBMITTED AT TIME OF APPLICATION):

- Complete Application Form
- Application Fee
- Additional Sheet(s) needed to discuss and/or explain the temporary use being proposed
- Detailed Plat of Survey or Site Plan of the land upon which the temporary use is proposed
 - Concept plan showing the general size and location of the proposed temporary use in relationship to existing property lines, buildings or structures, natural features, etc. as may be necessary to further explain and/or support the proposed temporary use.

AFFIDAVIT OF UNDERSTANDING & INTENT TO COMPLY

Please read and indicate that you understand and agree to the following (initial in box):

I understand that Town Staff, the Plan Commission and/or Town Board may request additional information to properly evaluate this application and failure to provide such information may be sufficient justification to deny this application;

I understand that, regardless of the justification and/or information provided in support of my application, the Town is under no obligation to approve my application as requested;

I am aware that I am obligated to fulfill and continually be in compliance with any/all conditions of approval for this temporary use permit, and, that failure to do so may constitute a violation of the Town's Zoning Code and may result in the issuance of a municipal citation among other remedies.

ALL APPLICATIONS MUST BE SIGNED/DATED BY THE APPLICANT/AGENT AND PROPERTY OWNER(S)

Applicant/Agent Date

Property Owner Date

Applicant/Agent Date

Property Owner Date