



**Development Services Department**  
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## TEMPORARY USE PERMIT APPLICATION

(Please print clearly)

<b>Project Information [Temporary Use Permit]</b>	<b>Permit #</b>	<b>Application Date:</b>	<b>Issued Date:</b>	<b>Expiration Date:</b>
Location/Address:	<b>Temporary Use Permit Requirements</b>  1. Applicant shall comply with all requirements as specified within Chapter 301.8P of the Waukeee Municipal Code.  2. All applicable health standards and licensing as required by the State, County or Municipality should be met. Copies of all licenses should be provided as a part of the application.  3. Parking required by the temporary use sales shall be provided on site or provided by adequate street parking available in the immediate area.  4. All activities (signs, displays, etc.) associated with the temporary use sales must be located outside of all public right-of-way and shall be located as to not obstruct vision clearance at intersections.			
Date(s) of Sales: _____ to _____				
Hours of Operation:				
Description of Items to be Sold:				
Description of Stand Being Used:				
<b>Temporary Use Vendor Information [Seller]</b>				
Name:				
Address:				
City: _____ State: _____ Zip Code: _____				
Contact Phone #:				
Email Address:				
<b>Property Owner's Information</b>				
Name:				
Address:				
City: _____ State: _____ Zip Code: _____				
Contact Phone #:				
Email Address:				
<p><b>Site Plan Required:</b> A site plan generally depicting the location of the temporary use/structures in relation to its surroundings (adjacent street(s), building(s), parking to be used by patrons, distance from public right-of-way/intersections) should be attached to this application. Site Plan is not required to be drawn to scale but should provide real and accurate measurements. Site plan should also identify number of parking stalls to be used if any.</p> <p><b>Acknowledgment:</b> I hereby acknowledge that I have read this application and state the above information is correct and accurate and agree to comply with all City Ordinances and State Laws regulating this activity.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature of Temporary Use Vendor</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature of Property Owner or Authorized Agent</p>	<p><b>PERMIT FEES [Administrative Use Only]</b></p> <p>Temporary Use Permit: _____</p> <p style="text-align: right;">TOTAL: _____</p> <p>Date Paid: _____</p> <p>Approved by: _____</p> <p>_____</p> <p>Building Official or Authorized Representative</p> <p>Date Approved: _____</p> <p style="text-align: center;">*Permit is <u>NOT</u> valid until approved with signature*</p>			