



Village of Maywood

Department of Community Development
 40 Madison Street
 Maywood, Illinois 60153
 708 450-4404 Fax: 708 450-4893

Review # _____

File # _____

TEMPORARY USE PERMIT APPLICATION (PLEASE TYPE OR PRINT)

| APPLICANT: | | PROPERTY OWNER (if not the Applicant): | |
|--|--|---|------|
| Name: | | Name: | |
| Address: | | Address: | |
| City: | | City: | |
| State: Zip: | | State: Zip: | |
| Phone: | | Phone: | |
| Bus. Phone: | | Bus. Phone: | |
| Email: | | Email: | |
| PARCEL INFORMATION | | | |
| Agent's Name: | | Being the owner of the project property, I hereby authorize this application: <div style="border: 1px solid black; height: 40px; width: 100%;"></div> | |
| Address: | | | |
| City: State: Zip: | | | |
| Phone: | | | |
| | | OWNER'S SIGNATURE | DATE |
| TYPE OF TEMPORARY USE REQUESTED | | | |
| <input type="checkbox"/> Carnival/Circus <input type="checkbox"/> Christmas Tree, Pumpkin & Other Seasonal Holiday Sales Lot <input type="checkbox"/> Farmer's Market <input type="checkbox"/> House, Apartment, Garage or Yard Sale <input type="checkbox"/> Art & Craft Show / Plant Show (Indoor/Outdoor) <input type="checkbox"/> OTHER: Requires Village Board Approval <input type="checkbox"/> PROOF that required state and county licenses have been issued to promoter and carnival operator (if applicable) | <input type="checkbox"/> Sidewalk Sale <input type="checkbox"/> Temporary Contractor Trailer & Real Estate Model Unit <input type="checkbox"/> Community Garden <input type="checkbox"/> Tents <input type="checkbox"/> Temporary Storage Containers | | |

FOR DEPARTMENT USE ONLY

RECEIVED BY: _____ DATE ACCEPTED: _____ FEE: \$100.00 RECEIPT NO: _____

ATTACHMENT TO APPLICATION: YES/NO NUMBER OF PAGES ATTACHED: _____

This temporary use permit shall be subject to the following terms and conditions:

1. Any person, firm or corporation desiring to obtain a temporary use permit, as required by Sections 12.6 (TEMPORARY USES AND STRUCTURES) and 12.7 (ENVIRONMENTAL PERFORMANCE STANDARDS) of the Village of Maywood Zoning Ordinance (hereafter Ordinance), shall file a written application with the Zoning Administrator on a form provided by the Village.
2. The Zoning Administrator shall grant, when required, temporary use permits for those uses listed above so long as he/she determines that the proposed use complies with the requirements of the Ordinance. Unless expressly provided in Sections 12.6 and 12.7, every temporary use or structure shall comply with the bulk requirements applicable in the district in which it is located.
3. Temporary uses not specifically listed here shall require the specific approval of the Village Board. Unless otherwise limited, temporary uses may be allowed in any zoning district, provided that it is consistent with the purpose and intent of the Ordinance and the zoning district in which it is located.
4. Every temporary use shall comply with the Ordinance and all local regulations. The Zoning Administrator or Village Board may impose other conditions, as part of the temporary use permit approval, as necessary to achieve the purposes of the Ordinance, and to protect the public health, safety, comfort, convenience and general welfare. No temporary use shall be permitted in any district if it would have a significant negative impact on any adjacent property or on the area as a whole.
5. No temporary use shall be permitted that causes, or threatens to cause, an on-site or off-site threat to the public health, safety, comfort, convenience and general welfare.
6. Every temporary use shall be operated in accordance with such restrictions and conditions as the Fire Department may require. If required by the Village, the operator of the temporary use shall employ appropriate security personnel.
7. No temporary use shall be permitted if the additional vehicular traffic reasonably expected to be generated by such use would have undue detrimental effects on surrounding streets and uses. No temporary use shall block handicapped or fire lanes.
8. No temporary use shall be authorized that would reduce the number of required parking spaces available for use in connection with permanent uses located on the lot in question below the number adequate to meet parking needs under normal business or usage conditions. The Zoning Administrator may make an assessment of the total number of parking spaces that will be reasonably required in connection with a proposed temporary use, on the basis of the particular use, its intensity and the availability of other parking facilities in the area. The Zoning Administrator shall approve the temporary use only if such parking spaces are provided.
9. No temporary use shall be permitted if it conflicts with another previously authorized temporary use.
10. Signs shall be permitted only in accordance with Ordinance Section 15 (Signs).

ACCEPTANCE

I have read and understand the conditions of Ordinance Sections 12.6 and 12.7 and agree to each and every term and condition thereof.

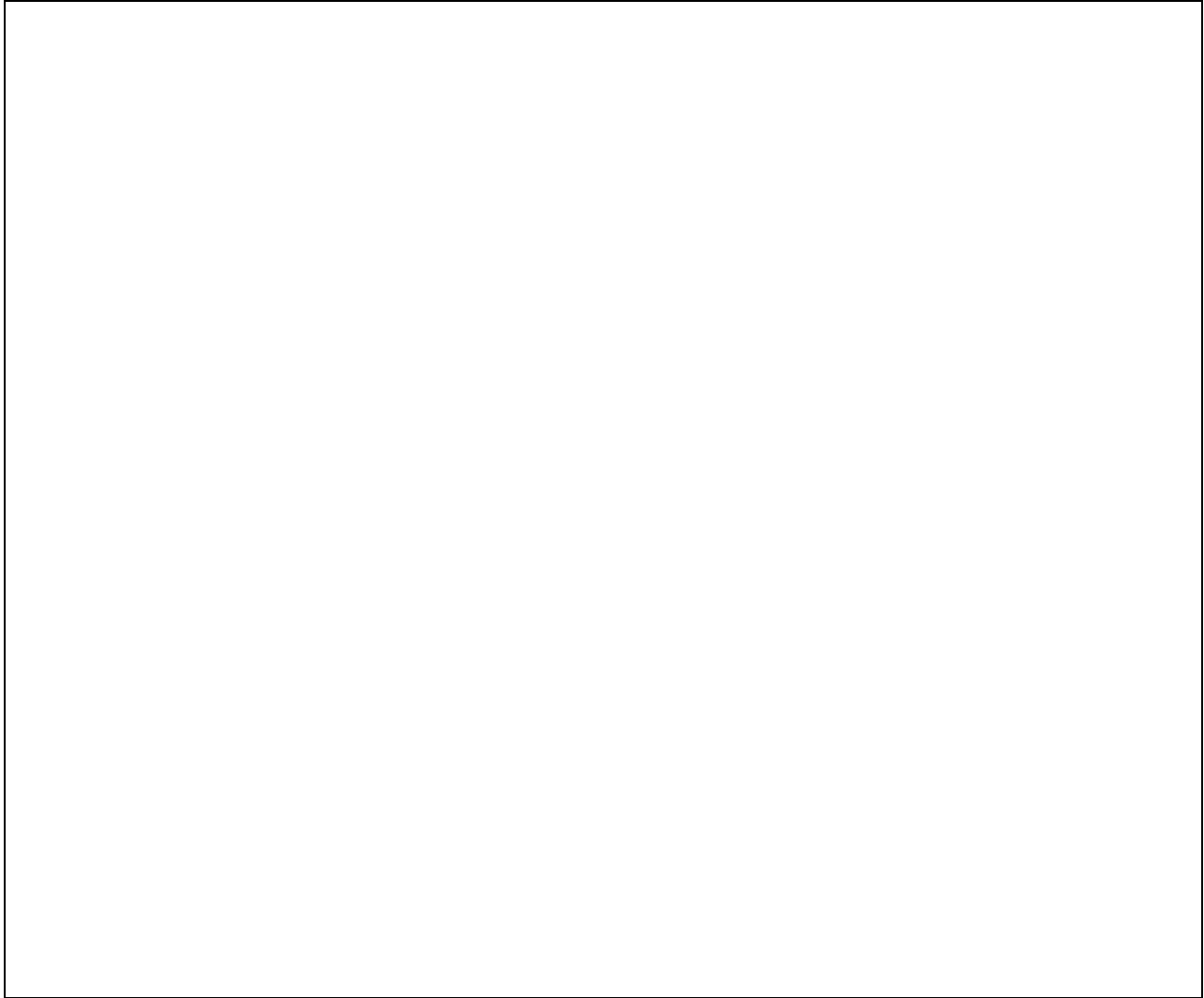
Signature of Applicant or Agent

Date

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The Zoning Administrator/Community Development Director has determined that the Zoning permit requested **does () / does not ()** meet the requirements of Section 12.6 and 12.7 of the Village of Maywood Zoning Ordinance and hereby **issues () / denies ()** said Temporary Use Permit.

TEMPORARY USE SITE PLAN



In the space provided above, please provide a site plan for the proposed temporary use. An additional sheet or map may be used. Site plans should be drawn approximately to scale and should include the following items, when applicable:

1. A north arrow.
2. Approximate lot dimensions and lot lines.
3. Location, function and approximate size of all existing and proposed buildings on the property.
4. Location of driveway and off street parking area(s). Adjacent public and Private Street. Traffic Plan.
5. Site plan - clear, detailed plan showing location of events, structures, amenities (porto-johns, power generators, fire/EMS lanes within the Festival and Carnival areas, etc.)
6. Staffing plan by promoter.
7. Workforce, security force, clean up force, etc.
8. Promoter's detail activities plan and schedule of events (dates/times/locations).
9. Carnival operator name, business address, insurance, state license, list of workers and IDs, etc.
10. Fee schedule being charged by promoter / fees to be paid to Village for extra municipal services required for the event.
11. Is Village land being use? Are Village streets being closed and used?
12. License and indemnification agreements and all final terms and conditions (e.g., insurance) satisfied / complied with prior to start of event.