

DO NOT PROCEED with Temporary Use without first having a permit in hand. Copy of Temporary Use Permit must be on site and available upon demand.



APPLICATION FOR TEMPORARY USE
Department of Planning and Development
100 S. Hill Street, Griffin, Ga. 30223
Phone: (770) 233-4130 Fax: (770) 233-2915

NAME OF EVENT OR BUSINESS: _____

Event Address: _____

Property Owner: _____ Phone: _____

Applicant Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

TYPES OF TEMPORARY USE (please check most applicable)

- REAL ESTATE SALES OFFICE** located within a subdivision under current development, provided there are no cooking, or sleeping accommodations – 1 year limit.
- CONTRACTOR’S OFFICE & EQUIPMENT SHED** in any district, provided that such office is placed on the property to which it is appurtenant, a final site plan has been approved and a land disturbance permit has been issued. – 1 year limit.
- SEASONAL PRODUCE & CONCESSION STANDS** provided that the applicant submits written proof of permission from the property owner of the site, including the proposed activity, date(s) activity is to operate and availability of adequate sanitary facilities, if necessary. The sale must be conducted within a Commercial Zoned District; the applicant must purchase or provide proof of an Occupational Tax Certificate registered within the State of Georgia. – 6 month limit.
- CARNIVALS, FAIRS, CIRCUSES, FLEA MARKETS, CAR SHOWS & SALES, TEMPORARY SALE OF GOODS, & SIMILAR ACTIVITIES** shall be allowed one (1) event per quarter per location for a period not to exceed fourteen (14) consecutive days. The applicant must provide written proof of permission from the property owner. If applicable, inspections will be conducted by the Building Department and Fire Marshal.
- TEMPORARY USES ASSOCIATED WITH EXISTING BUSINESSES** registered in the City of Griffin and all businesses sanctioned by the State of Georgia to conduct business in the state are exempt from permitting and fees. The maximum number of temporary use events to a single fixed business shall be four (4) per year.

Temporary Uses shall meet the following regulations:

- No temporary use structure shall be located within a public right-of-way.
- Adequate and safe ingress and egress to the site, such that the normal traffic pattern is not disrupted and parking for the intended activity shall be provided on site. Parking or stopping on the public right-of-way shall be prohibited.
- No structure of a permanent nature shall be constructed.

Printed Name

Signature

Office Use only:
Install Date: _____

Removed Date: _____

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OWNER'S AUTHORIZATION

This is to certify that:

(Name of Owner or Representative of the Owner)

The person named above is the Owner or Representative of the Owner holding interest in the property that is subject to the attached application.

By execution of this form, authorization is given to the person name as "Applicant" below to file for and pursue a request for approval of the Temporary Use Permit.

Applicant's Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____ Email: _____

Signature of Owner

Date: _____

Signature of Representative

Date: _____

Notary Signature and Seal

Commission Expiration Date: _____

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Office Use only:
Install Date: _____ Removed Date: _____