



**CITY OF WAUKESHA
COMMUNITY DEVELOPMENT**
City Hall, 201 Delafield Street, Room 200
Waukesha, WI 53188

Date received _____

Received by: _____
\$100.00 Fee Required
upon Submittal.

APPLICATION FOR TEMPORARY USE PERMIT

<p align="center"><u>APPLICANT:</u></p> <p>Name _____</p> <p>Address _____</p> <p>Phone (____) _____</p>	<p>_____</p> <p>Date</p>	<p align="center"><u>OWNER:</u></p> <p>_____</p> <p>_____</p> <p>(____) _____</p>
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LOCATION: _____

ZONING DISTRICT: _____ NUMBER OF DAYS REQUESTED: _____ START DATE: _____

HOURS & DAYS OF OPERATION: _____

<u>TYPE OF TEMPORARY USE</u>	
<input type="checkbox"/> Flea Market - 10 day maximum	<input type="checkbox"/> Produce Stand - 120 day maximum
<input type="checkbox"/> Carnival - 10 day maximum	<input type="checkbox"/> Garden Center - 120 day maximum
<input type="checkbox"/> Circus - 10 day maximum	<input type="checkbox"/> Food Truck
<input type="checkbox"/> Animal Show - 10 day maximum	<input type="checkbox"/> Temporary Trailer - one year maximum
<input type="checkbox"/> Christmas Tree Stand - 45 day maximum	(construction trailers are exempt)
<input type="checkbox"/> Farmer's Market - 120 day maximum	<input type="checkbox"/> Other _____

PLEASE ATTACH:

- ___ A site plan showing the location(s) of the proposed use
- ___ A photo of any proposed structures
- ___ A brief description of the proposed use
- ___ A sketch showing any proposed signs to be used
- ___ If on property you do not own or lease, a letter from the property owner authorizing the temporary use will also be required.

Special requirements may be imposed for parking, sanitary facilities, lighting, and hours of operation. No temporary use listed herein shall be conducted within the street right-of-way. Temporary uses permitted under this section may erect one (1) temporary sign not to exceed fifty (50) square feet in area on one side and one hundred (100) square feet in area on all sides. All buildings, tents, equipment, supplies, and debris shall be removed from the site within ten (10) days following the temporary activity.

(DO NOT WRITE BELOW THIS LINE - FOR OFFICIAL USE)

APPROVAL ACTION: Approved Denied Referred to Plan Commission

This permit shall automatically renew for _____ years provided the temporary use conforms to the conditions of the initial permit and further provided that the use has not changed or expanded.

BY: _____ TITLE: _____

DATE OF APPROVAL _____ EXPIRES: _____

CONDITIONS OF APPROVAL: _____