

TEMPORARY USE APPLICATION

Perkins Township Community Development
 2610 Columbus Ave., Sandusky, OH 44870
 www.perkinstownship.com (419) 609-1435



*Must download and save application before the signature or submittal options are available.

APPLICANT INFORMATION			Rules & Regulations
APPLICANT NAME			1. Must be submitted at least 7 days prior to start. 2. Real Estate Offices: May not contain living accommodations, allowed for 1 year in a new subdivision with 2 6-month extensions, must be removed immediately after the last lot has sold or expiration of the zoning permit. 3. Temporary Buildings for Construction: allowed for 1 years with 1 6-month extension, must be removed immediately upon completion of the construction or expiration of the zoning permit. 4. Temporary Sales & Service: allowed within parking areas in any commercial district. Allowed for 90 consecutive days with the option of 1 extension, must be removed immediately upon completion or the expiration of the zoning permit.
APPLICANT ADDRESS			
HOME PHONE	CELL PHONE	EMAIL ADDRESS	
PROPERTY OWNER INFORMATION			
OWNER NAME			3. Temporary Buildings for Construction: allowed for 1 years with 1 6-month extension, must be removed immediately upon completion of the construction or expiration of the zoning permit. 4. Temporary Sales & Service: allowed within parking areas in any commercial district. Allowed for 90 consecutive days with the option of 1 extension, must be removed immediately upon completion or the expiration of the zoning permit.
OWNER ADDRESS			
(CITY STATE ZIP)			
PHONE			
EMAIL ADDRESS			
PROPERTY/LOCATION INFORMATION			
PARCEL NUMBER	CURRENT ZONING	ACREAGE	
ADDRESS	SUBDIVISION		
ADDITIONAL INFORMATION			<input type="checkbox"/> Real Estate sales office (no living quarters) (\$25) <input type="checkbox"/> Temporary Building for Construction Activity (\$25) <input type="checkbox"/> Temporary Sales & Service (\$100)
Description of Existing Use:			
Description of Proposed Temporary Use:			
PAID BY: <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____ <input type="checkbox"/> Credit Card Transactions paid using a credit or debit card shall be subject to a non-refundable convenience fee equal to five percent (5%) of the amount of the transaction to be added to the total amount otherwise to be paid.			
ADDITIONAL DOCUMENTATION			
1. Two (2) copies of the application and all supporting documentation 2. Legal description of the property. 3. Site plans must include: property lines, building locations, parking and loading areas, street and traffic accesses, refuse and services areas, and signs 4. Letter from property owner giving applicant the authority to submit application.			
APPLICATION AUTHORIZATION			
**I hereby certify that I am the owner or agent for the owner and all information contained in this application is true, accurate and complete to the best of my knowledge. All official correspondence in connection with the application should be sent to my attention at the address shown above.			
PRINT: Owner/Agent		DATE:	
SIGNATURE: Owner/Agent			
STAFF REVIEW			
Submittal Date:		<input type="radio"/> Walk In <input type="radio"/> Mailed <input type="radio"/> Emailed <input type="radio"/> Processed By:	
Signature		Title	Date