



City of Stanwood
 Community Development Department
 10220 270th St NW
 Stanwood, WA 98292
 360-629-2181

Permit # _____
City Use Only

TEMPORARY USE APPLICATION

(maximum 30 days with 1 extension)

\$25.75 Fee *(If you do not provide a vicinity map
 and Staff must create one the fee is \$5.00)*

1.	Name:	2.	Phone Number:
3.	Email:	4.	Property Address for the proposed use:
5.	Date of Event:	6.	Name of Existing Business (if any):
7.	<p><u>Description of the proposed use:</u></p> <p><u>Structures (will you be using a tent? Please note the size, manufacturer, tie downs)</u></p> <p><u>Number of days & Hours of operation:</u></p> <p><u>When breakdown and clean up occurs:</u></p> <p><u>Will parking spaces be affected? How many?</u></p> <p><u>Number of people attending:</u></p> <p><u>Indicate whether there will be live entertainment or outdoor eating (Hours of live music/ type of live music):</u></p> <p><u>General description of and purpose of the activity (will there be cooking with or without an open flame?):</u></p>		

See also temporary use review criteria and live entertainment criteria.

8.	Signature of the <u>PROPERTY OWNER</u> granting permission for the use.
9.	Vicinity Map that clearly shows the location of the temporary use. (Please attach to Permit Application. If this map is not provided an additional \$5.00 fee will be charged for the City to make this map.)
10.	(Please attach to Permit Application) A site plan of the property where the temporary use will occur which shows the following: <ul style="list-style-type: none"> • The location of any structures, temporary or permanent that will be used for the temporary use. • The location and existing parking and the number of parking spaces that will be used to accommodate the temporary use. • The means of ingress and egress, emergency service. • Proposed vehicle and pedestrian circulation intended for the use.
11.	Garbage/refuse collection for the temporary use:
12.	Proposed screening or enclosure if applicable:
13.	Manufacture's specifications for any temporary tents or canopies to be used:
14.	Traffic control plan if determined needed by the City:

The City may require additional information. The applicant will be notified in writing if additional information is necessary.

***This permit must be routed to other City departments and could take up to two weeks for processing.**

Applicant Signature

Date

FOR CITY USE ONLY

This application is complete

This application is incomplete. See items marked "required" above

Date Action is required: _____

See also temporary use review criteria and live entertainment criteria.