



CITY OF BRIDGEPORT

DEVELOPMENT SERVICES

Temporary and Seasonal Use Permit Application

Section 1. Business Information:

Date: _____ Temporary/Seasonal Use Location: _____
 Contact Person: _____
 Business Name: _____
 Business Address: _____
 Phone: _____

Section 2. Permit Types & Criteria

TEMPORARY OFFICE **Fee: \$125.00**
 • Site plan showing all proposed and existing buildings, fencing, parking, driveways, etc.
 • Temporary building meets the City's building codes and all other applicable codes, ordinances & regulations.
 • Permit period is limited to 12 months.
 • Temporary building removed within 30 days after substantial completion or abandonment of new construction.

TEMPORARY OUTDOOR SALES **Fee: \$30.00**
 • Permit period limited to 30 consecutive days/one permit per property per calendar year.
 • Tents/canopies may not be erected in any setback or easement and shall conform to the International Fire Code.
 • Temporary outside sales must be operated by the current occupant.
 • Must have adequate parking, lighting, etc.
 • Christmas tree sales may be permitted 40 days prior to Christmas Day & must be removed by January 4.

MODEL HOMES **Fee: \$30.00**
 • Up to 4 houses may be utilized as model homes by each individual builder in a subdivision.
 • Garage may be used as a sales office.
 • Off-street parking must be on or adjacent to the model home, surface approved by City Engineer.
 • Use of model home ceases when 80% of lots have been issued building permits.
 • When use of model home ceases the driveway, curbs, etc. must be constructed; and parking areas restored (bond may be required for reclamation efforts).

SNOW CONE/SEASONAL REFRESHMENT STAND **Fee: \$30.00**
 • Located in commercial or industrial zoned areas.
 • Written permission by property owner.
 • Exempt from area masonry requirements, but subject to setback & masonry as required by the Building Inspector.
 • Adequate parking, signage, lighting, etc.
 • Permit period limited to 6 months & stand must be removed at end of permitted period.

CARNIVAL OR CIRCUS **Fee: \$30.00**
 • Located in commercial, industrial or public/semi-public zoned areas.
 • Written permission by property owner.
 • Permit period limited to 14 days.
 • Adequate parking and sanitary facilities.
 • Hours of operations only between hours of 8:00 a.m. to 11:00 p.m., except Saturday closing may be at midnight.
 • Special Event permit must be obtained from Parks & Recreation before issuance of temporary use permit.

Section 3. Special Conditions *(Permit may have special conditions imposed by Building Inspector or Code Enforcement Officer)*

Conditions: _____

Applicant Signature _____

Date _____

Building Inspector Signature _____

Date _____

<i>Office use only</i> PERMIT #: _____ <input type="checkbox"/> Entered into Master Permit Log	TOTAL PERMIT FEE: \$ _____
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