



**TEMPORARY LAND USE APPLICATION  
Planning Commission  
City of Zeeland**

**Community Development Department**  
21 S ELM ST - ZEELAND, MI 49464  
Phone 616-772-0872 - Fax 616-772-0880  
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Received by \_\_\_\_\_ Date \_\_\_\_\_ \$350 Fee \_\_\_\_\_ Check No \_\_\_\_\_

Please submit this application with site plan (if applicable) at least 30 days prior to the requested Planning Commission meeting (usually the 1<sup>st</sup> Thursday of the month). The applicant or a representative is required to present the application at the Planning Commission meeting.

**I. PROPERTY INFORMATION**

Property address	Property Tax # 70-
Proposed temporary use of property (Portable booth(s), festival tent(s), craft & produce vendor tent(s), circus tents, etc.)	
Start Date	End date
Hours of operation:	

**II. CONTACT INFORMATION**

Property owner (if other than applicant)	Contact
Phone	Email

Applicant	Company		
Address	City	State	Zip
Phone	Email		

**III. SIGNATURES**

The undersigned hereby certifies that the information given in the application and supplementary materials is true and correct to the best of their knowledge. It is also understood that any information requested, and not included with the application, as well as major revisions and/or additional reviews could delay placement on the agenda or action by the Planning Commission.	
SIGNATURE OF APPLICANT: _____	Date: _____
Signature of property owner (if other than applicant)	
SIGNATURE OF OWNER: _____	Date: _____

**Please draw and submit a detailed site plan (if applicable) on the 2nd page of this application or attach a separate site plan.**





## Sec. 9.170 City Code Vol. II - Temporary land uses

*(a) The planning commission may permit, upon proper application, temporary uses not otherwise permitted in the district, not to exceed 12 months, and to provide a 12-month extension when appropriate. In no event shall a temporary use be permitted for more than 24 months from the date the original temporary use was permitted. The planning commission, in granting permits for temporary uses, shall do so under the following conditions:*

- (1) The granting of the temporary use shall in no way constitute a change in the basic uses permitted in the district nor on the property where the temporary use is permitted.*
- (2) The granting of the temporary use shall be issued in writing, stipulating all conditions as to time, nature of development permitted and arrangements for removing the use at the termination of the temporary permit.*
- (3) All setbacks, land coverage, off-street parking, lighting and other requirements shall be made at the discretion of the planning commission.*
- (4) The use shall be in harmony with the general character of the district.*
- (5) No temporary use permit shall be granted without first giving notice to owners of adjacent property of the time and place of a public hearing to be held as provided for in this ordinance.*

*(b) Portable booths, festival tents, craft and produce vendor tents, food tents, and circus tents may be located in parks, parking lots, vacant lots, streets which will be temporarily closed, within the public right-of-way, and in other locations on nonresidential lots for not more than ten consecutive days. The zoning administrator has jurisdiction to establish setbacks, to establish public safety requirements, to require the placement of portable toilets and garbage containers, to establish hours of use, and to approve or deny site plans and to establish conditions, including but not limited to the filing of a clean-up bond and a security bond with the city, for events which utilize portable booths and tents.*

*(c) Appeal from temporary use decisions of the planning commission or zoning administrator. If there is an undue hardship resulting from strict adherence to the listed requirements set forth for a temporary special land use or from the requirements and conditions which are established by the zoning administrator pursuant to this section, and if there is not a public welfare or public safety purpose which is served by strict compliance with said conditions, the zoning board of appeals may grant a variance from such requirements*