TEMPORARY TENT/TRAILER/ACCESSORY APPLICATION

Zoning

CITY OF SOUTH BEND | BUILDING DEPARTMENT

TEMPORARY TENT/TRAILER/ACCESSORY PERMIT CHECKLIST Completed Application (IF APPLYING FOR MULTIPLE TENTS/TRAILERS SUBMIT A SEPARATE APPLICATION FOR EACH STRUCTURE) 2. Site plan showing: a. ALL property dimensions b. size and location of ALL existing structures c. parking spaces AND their dimensions after installation of proposed tent/trailers; d. parking calculation e. location of septic system(s) and well(s) (if applicable) f. size and location of ALL proposed tents/trailers g. setbacks of all proposed tents/trailers from property lines, existing buildings, well and septic systems; h. if parcel is under 3 acres, it must be drawn to scale Special use/exception and/or variance approvals if applicable All applicable contractors involved in the project-building, electrical, plumbing, and HVAC. (on application form) 5. Application fee **SEE FEE SCHEDULE FOR APPLICABLE PERMIT FEES **USEFUL LINKS** ✓ Zoning Map <u>southbendin.gov/ZONING</u> APPLICANT INFORMATION DATE: **PROPERTY** OWNER: PHONE: **EMAIL:** ADDRESS: Address City **ORG/BUSINESS: APPLICANT:** PHONE: **EMAIL: ADDRESS:** City Address State PROPERTY INFORMATION **ADDRESS:** Address Township VARIANCE, SPECIAL USE/EXCEPTION ZONING: APPROVAL (IF APPLICABLE)

Approval Date

TEMPORARY TENT/TRAILER/ACCESSORY APPLICATION

CITY OF SOUTH BEND | BUILDING DEPARTMENT

FLOODPLAIN:	Yes No			WETLANDS:	Yes Yes	No			
PROJECT INFORM	IATION								
PERMIT TYPE	N EW RENEWAL			START DATE FND DATE TOTAL DAYS IN USE					
					er occurrenc		t TOTAL L one-hundred and twenty (1 harged a separate permit fe	20) days during any	
STRUCTURE TYPE & PURPOSE	TENT	TRAILER		OTHER		DUDDOCE/USE			
				PURPOSE/USE					
PARKING	Parking spaces taken by temporary structure			Additional parking spaces provided for temporary use					
Parking calculation requ Minimum of 3 parking s						paces for <u>existir</u>	<u>ng uses</u> are being used by ter	nporary structure(s).	
EXISTING STRUCTURES:	Primary Structure (sq/ft)			Accessory Buildings (sq/ft)			Other (sq/ft)		
SET BACKS:									
	Front Lot	Line (ft)	Side	Lot line (ft)	Side L	ot line (ft)	Rear lot line (ft)	Other (ft)	
CONTRACTORS All contractors must http://www.southbe				•		nore informati	on on this go to		
BUILDING:				_ (REQUIRED C	ON THIS AI	PPLICATION)			
The property owner is	s allowed to lis	t themselves a	s the cont	ractor.					
ELECTRICAL: _				(NOT REQUIRED UNTIL APPLICATION FOR ELECTRICAL PERMIT)					
PLUMBING: _				_ (NOT REQUIRED UNTIL APPLICATION FOR PLUMBING PERMIT)					
HVAC/AC: _				(NOT REQUIRED UNTIL APPLICATION FOR HVAC/AC PERMIT)					
OTHER: _				_ (NOT REQUI	RED UNTI	UNTIL APPLICATION FOR APPLICABLE PERMIT)			
• Electrical, HVAC and p	olumbing work	needs to be do	one by co	ntractors license	ed and/or re	egistered with o	ur department.		
certify the above	to be a true	e and accur	ate to	the best of r	ny know	ledge.			
Signature					ate				