



Temporary Use Permit Application (Truck Trailer or Tent Product Sale)

Community Development Department

9915 39th Avenue

Pleasant Prairie, WI 53158

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GENERAL INFORMATION

No person shall conduct a truck, trailer or tent product sale (excluding sale of Christmas trees and roadside stands) on any property without first obtaining approval of a Temporary Use Permit by completing the required application and submitting details and site plan pursuant to Section 420-140.1 of the Zoning Ordinance. Note: roadside stands within agricultural district are allowed pursuant to Section 420-88.1 of the Zoning Ordinance and do not require approval of a Temporary Use Permit.

Property Location/Address	Tax Parcel Number		
Merchandise to be sold	Merchandise will be sold from:		
	<input type="checkbox"/>	Truck	
	<input type="checkbox"/>	Trailer	
	<input type="checkbox"/>	Tent	
	<input type="checkbox"/>	Other	
Date of Sale	Hours of Sale		
Method of security during sale and overnight security			

EMERGENCY CONTACT DURING SALE

Name	Phone
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MINIMUM SUBMITTAL REQUIREMENTS

<input type="checkbox"/>	A detailed site plan, drawn to a recognizable scale, showing the area being used for the sale and the location of proposed parking and road access points.
<input type="checkbox"/>	Application Fee

Upon review of the application conditions may be imposed to ensure compliance with the Ordinance provisions and any other applicable federal, state, county and local requirements.

REQUIRED SIGNATURES

I, hereby certify that all the above statements and attachments submitted herewith are true and correct to the best of my knowledge.

PROPERTY OWNER	APPLICANT
Print Owners Name	Company Name
Print Name of Signatory	Print Name of Signatory
Signature	Signature
Mailing Address	Mailing Address
City/State/ZIP	City/State/ZIP
Phone	Phone
Email	Email
Date	Date



Product Sales Requirements

Pursuant to Section 420-140.1 of the Village Zoning Ordinance

- Allowed only in a business or manufacturing district.
- No more than two separate sales are allowed on the property per calendar year, provided that the length of the sale(s), collectively, does not exceed a maximum 6 days per calendar year.
- The truck, trailer or tent and associated parking for the product sale shall be located within a paved parking lot, unless otherwise approved by the Zoning Administrator.
- The truck, trailer or tent shall be set back a minimum of 20 feet from all property lines, shall not be located within any designated fire lanes and shall not block or obstruct traffic visibility on any public street.
- The product sale shall be limited to 8:00 a.m. until 8:00 p.m. Monday through Saturday and 8:00 a.m. until 5:00 p.m. on Sunday.
- Adequate on-site parking shall be provided.
- The applicant is responsible for the security of the merchandize during the event and during any overnight hours. The Village is not responsible for security during this same event.
- The truck, trailer or tent, signage and all trash/recycling receptacles shall be removed for the site within 24 hours of completion of the sale.
- The applicant is required to obtain a tent permit from the Village Fire & Rescue Department and proper Fire & Rescue Department inspections shall be obtained prior to use of the tent by the general public.
- Sign Permit application shall be submitted for any on-site signs. Off-site signs are not allowed

Additional conditions may be imposed to ensure compliance with the provisions of this chapter, its purpose and intent and all other applicable federal, state, county and local requirements

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