



Temporary Outdoor Sales Permit Application

Township of Acme, Grand Traverse County, Michigan

6042 Acme Road, Williamsburg, MI 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org

Planning & Zoning Administrator: Shawn Winter Email: swinter@acmetownship.org

Please complete this form & submit to the Acme Township Zoning Administrator with the following items:

Site plan showing area for sale, location of signage, and/or tent
Authorization from property owner
Grand Traverse Metro Fire Approval (231) 947-3000
Acme Township application fee – see attached Acme Township Schedule of Fees

I. Business Information

Name of Business: _____

Parcel Number: 28-01-_____ Property Address: _____

Name of Property Owner(s): _____

Property Owner's Current Mailing Address: _____

City: _____ State: _____ Zip Code: _____ Phone Number: _____

II. Applicant Information

Name: _____ Title/Position: _____

Email: _____ Phone Number: _____

Mailing Address: _____

III. Event Information

Type of Event/Sale: _____

Size of Tent (if applicable): _____

Dates of Event/Sale (including set-up and take-down): From _____ To _____

Description of products to be sold: _____

Description of temporary signage allowed under this ordinance (maximum 16 square feet): _____

IV. Understanding

- A temporary outdoor sale permit allows an existing business in Acme Township to operate an outdoor sale on a temporary basis.

- Each business is allowed a maximum of 30 days of temporary outdoor sales per calendar year, including set-up and take-down, and may not exceed three (3) temporary outdoor sales events per calendar year.
- Each temporary sale event must be applied for separately and is not to be considered as a reoccurring event.
- The approval of a temporary outdoor sale permit creates no vested right in the permittee to additional permits or to additional approvals. Acme Township may revise or revoke its temporary outdoor sale ordinance at any time and for any reason it determines appropriate. No temporary outdoor sale permit can create a non-conforming use for any permittee.
- An existing business must operate a temporary sale without the use of outside or third-party vendors, and the goods and products offered for sale must be an extension of the inventory within the established business.
- Temporary signage associated with a temporary outdoor sales event must not exceed sixteen (16) square feet and must meet the standards of §§7.4 and 7.2.10 of the Acme Township Zoning Ordinance.
- A temporary outdoor sale permit may be revoked at any time by the Acme Township Planner or Zoning Administrator in the event of activities not authorized by this permit or which are prohibited by the Acme Township Zoning Ordinance, local, state or federal laws.

V. Affidavit

The undersigned affirms that he/she is the _____ (circle one: **owner** or **employee**) of the business involved in this petition and that the foregoing answers, statements and information are in all respects true and, to the best of his/her knowledge, correct. By making this application, the undersigned grants all officials, staff and consultants of Acme Township access to the subject property as required and appropriate to assess site conditions in support of a determination as to the suitability of the proposed project and/or current or future Temporary Outdoor Sale and Zoning Ordinance compliance.

Signature: _____ Date: _____

FOR TOWNSHIP USE ONLY

____ The proposed use is permitted by the Acme Township Zoning Ordinance §7.2.10.

Filing Date: _____

TOS Application #: _____

Fee Tendered: _____

Approved Dates: _____