



# Temporary Outdoor Sales Permit Application

Township of Acme, Grand Traverse County, Michigan

6100 US 31 N, Williamsburg, MI 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: [www.acmetownship.org](http://www.acmetownship.org)

Planning & Zoning Administrator: Lindsey Wolf Email: [zoning@acmetownship.org](mailto:zoning@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: \_\_\_\_\_

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**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: \_\_\_\_\_