CITY OF CARMEL / CLAY TOWNSHIP
PHONE: 317-571-2444
FAX: 317-571-2999

Permit # _____

TEMPORARY USE APPLICATION
MOBILE SALES FACILITY

BUILDER OF RECORD:

NAME:_____PHONE:_____FAX:_____

STREET
ADDRESS:_____CITY:_____STATE:_____ZIP:_____

BUILDER'S EMAIL ADDRESS:_____BEST METHOD OF CONTACT:_____

PROPERTY OWNER:

NAME:_____PHONE:_____FAX:_____

STREET ADDRESS:_____CITY:_____STATE:_____ZIP:_____

SUBDIVISION/PROJECT NAME:_____MOBILE UNIT CERTIFICATION #:_____

ADDRESS OF PROPOSED USE:_____

CERTIFICATION AND NOTICE OF INTENT TO COMPLY

IT IS THE RESPONSIBILITY OF THE APPLICANT TO APPLY FOR THE PERMIT EXTENSIONS PRIOR TO EXPIRATION OF THE PERMIT. ANY TEMPORARY CONSTRUCTION FACILITY OPERATING WITHOUT A VALID PERMIT SHALL BE CONSIDERED A CIVIL ZONING VIOLATION SUBJECT TO ENFORCEMENT ACTION BY THE CITY OF CARMEL.

I HEREBY CERTIFY THAT I HAVE THE AUTHORITY TO MAKE THE FOREGOING APPLICATION, THAT THE APPLICATION AND PLANS FILED WITH THE APPLICATION ARE CORRECT, AND THAT THE OPERATION AND CODUCT OF THE TEMPORARY USE WILL CONFROM TO THE REGULATIONS OF THE CARMEL ZONING ORDINANCE. FAILURE TO COMPLY WITH THE TERMS AND CONDITIONS OF THIS PERMIT MAY RESULT IN A CITATION AND ADDITIONAL FEES.

_____ _____

SIGNATURE OF APPLICANT(REQUIRED) DATE SIGNATURE OF PROPERTY OWNER (REQUIRED) DATE

TEMPORARY USE
REGULATIONS AND CHECKLIST
MOBILE SALES FACILITY

REGULATIONS:
25.08 Construction Facilities, Temporary

Temporary Construction Facilities, which shall include temporary construction offices, temporary storage units, and **temporary sales facilities**, shall only be permitted in the zoning districts as per *Appendix A: Schedule of Uses.*

25.08.01 Temporary Construction Facilities require a temporary use permit however shall not be assessed the temporary use permit fee.

25.08.02 The duration of the temporary construction facility shall be fixed by the Director for a term not to exceed eighteen (18) months. However, upon request and upon a site inspection, the Director may extend such a permit for a length of time deemed appropriate not to exceed eighteen (18) months per extension.

25.08.03 Temporary Construction Facilities shall be removed and permits shall expire within thirty (30) days of the issuance of a Certificate of Occupancy for the related construction project.

25.08.04 Temporary Construction Facilities utilized as a **temporary sales facility** shall be fixed by the Director for a term not to exceed four (4) months or upon the issuance of a Certificate of Occupancy for a model home, whichever is less.

25.08.05 Temporary Construction Facilities applications intended to be utilized as a **temporary sales facility** must be submitted concurrently with a model home or temporary sales center application as regulated under *Section 25.16: Model Homes.*

25.08.06 Signs for Temporary Construction Facilities shall be prohibited except for facilities being utilized as a **temporary sales facility** which shall be subject to the model home sign regulations as provided by *Section 25.07.03-07: Model Home & Temporary Sales Office Identification Signs* of this Ordinance.

25.08.07 The Director shall ensure prior to issuing a Temporary Construction Facility permit, that:

A. If the temporary facility serves multiple properties, that the lot of which the facility is located is not visually prominent from a primary project entryway;

B. Adequate access and off-street parking will be provided;

C. The placement of the temporary facility on the site shall not obstruct any Vision Clearance;

D. The applicant has supplied the mobile unit certification number issued from State Fire Prevention & Building, Safety, Division of Code Enforcement; and

E. The applicant has supplied a copy of the mobile unit structure plans.

APPLICATION REVIEWED BY:_____

VALID UNTIL: _____

REQUIRED INSPECTIONS:

_____ELECTRICAL _____SITE

_____ FIRE DEPARTMENT

TEMPORARY USE FEE:_____

SIGN PERMIT FEE: _____

SITE INSPECTION FEE: _____

TOTAL FEES DUE: _____