



APPLICATION FOR TEMPORARY BUSINESS LICENSE

Date of application: _____ Phone _____

Name of Applicant: _____ DOB _____ AGE _____

Driver's License #: _____ Hair Color: _____ Eye Color: _____

Residential address: _____

Owner of Business & address: _____
Street Address City State/Zip

_____ Name Street Address City State/Zip

Last three cities worked _____

Nature of sale or business being conducted _____

Selling location (Cannot be 2000 ft. from a similar business selling the same items) _____

Acknowledgement of requirement to adhere to all zoning requirements _____

Acknowledgement of hours (8:00am to 9:00pm) and return of license after expiration _____

Acknowledgement of limit of one sign allowed at site of sale _____

(35 sq. ft. in size and must obtain sign permit from Zoning Department)

Desired location of sign and displays _____

**** APPLICANT MUST SUBMIT A DIAGRAM OF PROPOSED LOCATION INDICATING SIGNS, DISPLAYS AND ANY OTHER STRUCTURES THAT WILL BE LOCATED AT THIS SITE.** (Diagram must include parking, curb cuts, setbacks, drives, location of signs/displays)**

I, _____, the undersigned hereby make application for a Temporary Business License, under the provision of Saginaw Charter Township Code of Ordinances (section 46), and submit the foregoing in support thereof.

STARTING DATE: _____ EXPIRATION DATE: _____

(For a period of not less than seven (7) days nor more than 30 days in a calendar year.)

Signature of Applicant

To Be Completed By Saginaw Charter Township Personnel

- _____ \$50.00 Application Fee
- _____ Flame Retardant Certification (Tent Permit)
- _____ Proposed layout site (See attached)
- _____ Permission from property owner
- _____ \$100.00 bond (**for tents only**) (code – CLEANUP)
- _____ \$25.00 fee (**for tents only** – see attached Operational Permit) (code – F-OPPER)
- _____ Driver's License photos of all helpers

Saginaw Charter Township

Supplement Outdoor Display / Tent / Sidewalk Sale

Please complete a sketch of the site that you wish to locate your outdoor display and or tent. The following information must be reflected in the sketch:

1. Nearest roads.
2. Location of all existing buildings.
3. Location of entrance and circulation drives and existing parking.
4. Indicate the location of the proposed display and/or tent area, measured from the centerline of the road (s). Include footage.
5. Include directional arrow.
6. Include all forms of display to be used, i.e. tables, tents, signs, etc.

A large rectangular box containing a grid of small dots for sketching a site plan. The grid consists of 14 columns and 20 rows of dots, providing a guide for drawing the site layout.

Guidelines for a Temporary Business

Any person desiring to engage in business as a temporary business within the limits of Saginaw Township shall make a file and application for license with the Township Clerk 14 days prior to the start of any such sale.

The following must be submitted at the time the application is filed:

- ❑ Two photographs of applicant must be submitted with application.
- ❑ Applicant must provide written permission from the property owner or lessee.
- ❑ A cash or surety company bond may be required in the amount of \$500.00; such bond shall be conditioned for the faithful performance of applicants' promises and contracts made during the course of business as a temporary business and for compliance with the Code of Ordinances of Saginaw Township. Such bond shall be for a term of not less than six months.
- ❑ Applicant shall be allowed to operate only b-3, Community Commercial and b-4, General Commercial zoning areas on Bay Road, Midland Road, Gratiot Road, and State Street.
- ❑ Applicant must meet all zoning ordinance regulations applicable to businesses operating within Saginaw Township.
- ❑ Applicant must operate completely within the setback requirements: (90 feet from centerline of roadway)
- ❑ Applicant cannot sell products or provide services within 2,000 feet of a parcel on which a similar product or service is provided by a permanent business.
- ❑ No license shall be issued for more than 30 days per one calendar year.

TO BE COMPLETED BY SAGINAW CHARTER TOWNSHIP PERSONNEL

PLANNING DEPARTMENT

1. Selling area is located on Bay Road, Midland Road, Gratiot Road, or State Street.

Yes No Comments:_____

2. Selling area is zoned B-3, Community Commercial or B-4, General Commercial.

Yes No Comments:_____

3. Proposed location of Temporary Business complies with setbacks established in ordinance.

Yes No Comments:_____

4. Is there any permanent business within 2,000 feet that sells a similar product or service?

Yes No Comments:_____

If answer is yes, what business:_____

Approximate distance:_____

Planning Department Recommendations: Initials:_____ Approve Denied

Comments:_____

POLICE DEPARTMENT

Police Department Recommendation: Initials:_____ Approve Denied

Comments:_____

FIRE DEPARTMENT

Fire Department Recommendations: Initials:_____ Approve Denied

Comments:_____