

MUSKEGON CHARTER TOWNSHIP APPLICATION FOR TEMPORARY USE PERMIT
TRANSIENT MERCHANT/ITINERANT VENDOR

Transient merchant or itinerant vendor means any person, firm or corporation whether as owner, agent, consignee or employee, whether a resident of the township or not, who engages in a temporary (30 days or less) business of selling and delivering goods, wares and merchandise within the township; and who, in furtherance of such purpose, hires, leases, any structure, motor vehicle, tent, railroad boxcar, public room in motels or hotels, apartment shop, street or alley, or other place within the township for the purpose of exhibition and sale of such goods, wares and merchandise, either privately or at a public auction.

- 1-3 Events - \$25 Application + \$120 Escrow = \$145 4-6 Events - \$25 Application + \$240 Escrow = \$265
- 7-9 Events - \$25 Application + \$360 Escrow = \$385 10-12 Events - \$25 Application + \$480 Escrow = \$505

Escrowed amount must always maintain a balance at least equal to the minimum number of inspections required for future events. 1 Inspection minimum required per event and 1 inspection = \$40. **WEEKEND EVENTS MUST HAVE INSPECTIONS CONDUCTED BY 4:00 P.M. THE FRIDAY PRIOR TO EVENT.**

Fee along with 2 copies of site plan (minimum size 11" x 17") required with application.

LOCATION OF TEMPORARY STRUCTURE: _____ (ATTACH DRAWING)

BUSINESS NAME: _____

BUSINESS ADDRESS: _____ BUSINESS PHONE: _____

HOURS & DATES OF OPERATION: _____

BRIEFLY DESCRIBE NATURE OF YOUR BUSINESS/GOODS TO BE SOLD: _____

MICHIGAN TAX LICENSE NO: _____

ARE THERE HAZARDOUS MATERIALS ON SITE? _____

BE ADVISED THAT IF THE POLICE DEPT. RECEIVES ANY COMPLAINTS OF NOISE, PARKING OR UNDO HARASSMENT TO THE RESIDENTS THIS USE PERMIT WILL BE REMOVED AND REVOKED IMMEDIATELY AND POSSIBLE CRIMINAL ACTION WILL BE BROUGHT AGAINST THE OFFENDERS. THE BUILDING OFFICIAL AND THE FIRE DEPARTMENT HAVE THE RIGHT TO REVOKE THIS USE PERMIT IF THERE ARE ANY SAFETY VIOLATIONS. THIS TEMPORARY USE PERMIT IS GOOD FOR DATES AND TIMES LISTED ON THIS APPLICATION ONLY. THIS PERMIT IS GOOD FOR A MAXIMUM OF 30 DAYS PER EVENT.

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT ACCORDING TO THE BEST OF MY KNOWLEDGE AND BELIEF.

BUSINESS OWNER'S SIGNATURE

ADDRESS

BUSINESS OWNER'S TELEPHONE

DRIVER'S LICENSE NO

DATE OF BIRTH: _____ EMERGENCY CONTACT: _____ PHONE: _____

MUSKEGON CHARTER TOWNSHIP RULES & REGULATIONS FOR
COMMERCIAL USE OF TENTS, CANOPIES OR AWNINGS

Definition of Temporary Structure: Any structure in use for 180 days or less.

Tents, canopies and awnings are considered a structure per International Building Code.

A permit is required for any temporary structure in excess of 120 sq. ft.

REQUIREMENTS

2 Sets of drawings (minimum 11" x 17") required. Drawings must show the following:

- ✓ Setbacks – distances from buildings and roads
- ✓ Detailed layout of tent use. ie – what will be inside?
- ✓ Any other detached structures
- ✓ Tent location on property
- ✓ Road locations
- ✓ Means of egress (exits)
- ✓ Heating or electricity
- ✓ Fire extinguisher locations
- ✓ Note any sides to be enclosed

If separation distance of multiple tents is less than _____ ft., they constitute one aggregate size.

No smoking signs must be posted.

Exits must be clearly mark & clear of obstruction.

Types of tents that require certification of flame resistance: any tent over 400 sq. ft.
Occupant load to be determined by Building Official.

APPROVED BY BUILDING OFFICIAL: _____ DATE: _____

APPROVED BY FIRE INSPECTOR: _____ DATE: _____

APPROVED BY ZONING ADMINISTRATOR: _____ DATE: _____

APPROVED BY CHIEF OF POLICE: _____ DATE: _____

APPROVED BY TOWNSHIP CLERK: _____ DATE: _____