

**INDIAN RIVER COUNTY, FLORIDA
TEMPORARY USE PERMIT APPLICATION (LDR Chapter 972)**

FEE \$75.00

I. Owner/Applicant Information (To be completed by applicant)

PROPERTY OWNER: _____	APPLICANT: _____
ADDRESS: _____	ADDRESS: _____
PHONE #() _____	PHONE #() _____
FAX #() _____	FAX #() _____
E-MAIL _____	E-MAIL _____
CONTACT: _____	CONTACT: _____

II. Subject Site Information (To be completed by applicant)

SITE LOCATION (ADDRESS): _____	
TAX PARCEL ID NUMBER: _____	
ASSOCIATED PROJECT NAME/#: _____	
ZONING: _____	LAND USE DESIGNATION: _____
ADJACENT EXISTING USES: NORTH: _____	SOUTH: _____
EAST: _____	WEST: _____

III. Temporary Use Information (To be completed by applicant)

Check Appropriate Box	PERMIT TYPE	PERMITTED DISTRICTS
<input type="checkbox"/>	Christmas Tree, Pumpkin, or Sparkler Sales Start Date: _____ End Date: _____	Agriculture, Commercial
<input type="checkbox"/>	Model Homes	Agriculture, Residential
<input type="checkbox"/>	Temporary Construction: Office or Trailer Dimensions: _____	All (Special restrictions: RS-1, RS-3, RS-6)
<input type="checkbox"/>	Temporary Meeting, Recreation, or Amusement Facility	Agriculture, Commercial, Industrial
<input type="checkbox"/>	Temporary Real Estate Office	All
<input type="checkbox"/>	Temporary Sale of Fruits and Vegetables	Agriculture, Commercial
<input type="checkbox"/>	Special Events: _____ Start Date: _____ End Date: _____	Commercial, Industrial (or other properties approved for public events, e.g. fairgrounds, etc.)
<input type="checkbox"/>	Other (Attach letter to explain use, if necessary) Specify Use and Duration of Use: _____	Determined by staff depending upon use
<input type="checkbox"/>	*RENEWAL: _____ _____	

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(TO BE COMPLETED BY COUNTY STAFF)

DATE RECEIVED: _____ DATE ACCEPTED: _____

PROJECT/APP REQ #: _____ TUP #: _____

REVIEWER: _____ APPROVED: _____ DENIED: _____ BY: _____

EXPIRATION DATE: _____ CONDITIONS: _____

SUBMITTAL CHECK LIST:

	YES	NO
Complete Application	_____	_____
Application Fee \$75.00 (checks payable to: Indian River County)	_____	_____
Three (11 X 17 or smaller) plan copies – Should show how proposed use is to be organized and operated on site (see below for more details)	_____	_____
\$200.00 clean up bond (separate check from application fee) Personal checks not accepted for business/corporation run events. Must be business/corporation check (Needed for transient merchants, temporary sales events, special events only)	_____	_____
Copy of Indian River County Business Tax Receipt (Needed for transient merchants and temporary sales events only)	_____	_____
Copy of Florida State Business License of Vehicle Sales Event Only	_____	_____

NOTE: Where temporary driveway or drainage improvements are to be placed within county road right-of-way, county engineering staff may require a \$300.00 removal and restoration cash bond in addition to the \$200.00 clean-up bond.

Renewals: When renewing a construction trailer/office or sales trailer/office you **MUST** provide a letter from the governing party for the project stating that it is okay for the trailer/office to be renewed and remain at that location.

Plan details (see Chapter 972 for more specific requirements related to your specific request):

- (1) Site dimensions;
- (2) All required setback lines;
- (3) Location and dimensions of all temporary structures being proposed;
- (4) Parking spaces and wheel stops denoted as specified in Chapter 954;
- (5) Adjacent roads and road rights-of-way and easements;
- (6) Location and dimensions of all signs to be used.

Parking Requirements (for construction trailers/sales offices/model homes that require parking be provided):

1. Refer to Chapter 954.07
2. Denote a handicapped parking space detail on the plans, per FDOT Standard Index 17346, 2012 Edition. See Sheet 12 of 14 of the following link: <http://www.dot.state.fl.us/rddesign/DS/12/IDx/17346.pdf>

1801 27th Street, Vero Beach, FL 32960