



\$66.00

TEMPORARY USE PERMIT

Section 2.203.04, of the Keizer Development Code, establishes guidelines for the temporary uses within the City. Activities such as outdoor tree or fireworks sales are permitted in all zones except residential. Amusement, recreational service, retail sales or services from a vehicle or temporary structure are permitted in all permitting zones, except residential. However, houses of worship on arterial or collector streets may conduct any temporary use as described in this section. These activities are also subject to the following special requirements:

1. There must be an existing, active commercial use on the property.
2. The temporary use must be identified as a permitted outdoor use within the zone.
3. The temporary use is limited to a maximum of 90 days, within a calendar year, on the same lot or parcel.
4. The temporary use cannot reduce the required parking for the primary uses on the same lot.
5. The temporary use cannot block driveways, driveway entrances or parking aisles.
6. The temporary use must conform to the following sign requirements:
 - (a) Temporary businesses may display temporary or portable signs, other than trailer mounted reader boards or any sign that includes flashing or rotating lights or moving parts.
 - (b) The cumulative size of all such signs **may not exceed 32 square feet.**
 - (c) All temporary signs must be placed within 10 feet of the structure or vehicle used for the temporary business and may not be placed within any public right-of-way.
7. The operator of a temporary use must obtain and display a temporary use permit from the City of Keizer.
8. If the temporary use involves food handling, the operator must show proof of an approved Temporary Restaurant License from the Marion County Health Department.
9. It is the operator's responsibility to obtain all of the necessary permits and licenses appropriate to the proposed temporary use.

A temporary use permit may be issued if the use can comply with the above requirements. Proposed activities which fail to comply with these requirements will not be issued a permit.

****A SITE PLAN MUST BE SUBMITTED WITH THIS APPLICATION****

The site plan must contain the following:

1. The location of the main business, number of parking spaces, driveways and street/sidewalk locations.
2. Indicate the location of the temporary use and mark distances from adjacent driveways, vision clearance areas, and travel lanes.



TEMPORARY USE PERMIT APPLICATION

\$66.00

PROPERTY ADDRESS: _____

CURRENT BUSINESS NAME AND USE: _____

NAME OF APPLICANT: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER: _____

DESCRIBE THE PROPOSED TEMPORARY BUSINESS ACTIVITY (Attach a separate sheet if necessary)

THE TEMPORARY USE IS FOR THE FOLLOWING DAYS: _____ to _____
Maximum length of time is 90 days within a given calendar year

THE APPLICANT SHALL CERTIFY THAT:

1. All applicable state or federal licenses or other requirements to engage in the temporary use proposed by the applicant have been granted by the appropriate public agencies (attach copies of Temporary Restaurant Permit, or other required permits).
2. Acknowledges full responsibility to ensure all litter, trash and materials on the property associated with the temporary use are removed within two days after the temporary use ceases.

Applicant Signature

Date

****A SITE PLAN MUST BE SUBMITTED WITH THIS APPLICATION****

The site plan must contain the following:

3. The location of the main business, number of parking spaces, driveways and street/sidewalk locations.
4. Indicate the location of the temporary use and mark distances from adjacent driveways, vision clearance areas, and travel lanes.

****TEMPORARY USE INVOLVES FOOD HANDLING? ☐ YES ☐ NO**

(If yes, attach copy of license from Marion County Environmental Health or appropriate governing agency)

NAME OF PROPERTY OWNER: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER: _____

THE PROPERTY OWNER SHALL CERTIFY THAT:

1. The individual(s) applying for the temporary business permit has permission to use the subject property for a temporary business.
2. As property owner, I acknowledge full responsibility to ensure all litter, trash and materials on the property associated with the temporary will be removed within two days after the temporary use ceases.

Property Owner Signature Date

- C: ☐ Keizer Fire District
 ☐ Keizer Public Works