CITY OF WIXOM
TEMPORARY EVENT / LAND USE APPLICATION

1. **Identification**

   Address _____

   City/State/Zip _____

   Phone (   )_____   Fax (   ) _____

   Applicant Name _____

   Property Owner Name (if other than above) _____

   Signature _____ Date _____

2. **Permit Request**

   Temporary Event _____   **Temporary Land Use*** _____

   *Require Public Hearing and Planning Commission approval - See Wixom Code of Ordinances: Chapter 18.12.180 – Temporary Uses

   Description of Requested Use _____

   _____

   (Attach Additional Sheets as Necessary)

   Beginning Date _____   Ending Date _____

3. **Information Required for Review - Please provide a clear sketch, and a PDF copy, showing:**

   a. Written description of the temporary use, including the time, duration, nature of request, and arrangements for removing the use at the termination of the temporary event/land use permit.
   b. Clear sketch with property lines, adjacent uses and zoning district(s), as well as existing and proposed buildings and structures
   c. Location of any areas for storage of items or display
   d. Layout of parking, and locations of fire hydrants and fire lanes
   e. Boundaries of proposed event/temporary land use
   f. Location & size of any proposed signs - a separate sign permit application is required for signs
   g. Copy of liability insurance coverage
   h. Application Fee (if applicable)
   i. For Temporary Land Use applications – Provide twelve (12) copies of application package

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   For City Use:

   Temporary Land Use Application Fee: **$700**

   Temporary Event: **Free** (Building permit fees for temporary structures still may apply)

   Date of Planning Commission Consideration (*if applicable*) _____

   Reviews:

   Planning _____   Fire Department _____   Police _____

   If Denied, Reason: _____

   Signature of Building Official _____

COPY OF APPROVED APPLICATION SHALL SERVE AS PERMIT

Construction & Development Services– 49045 Pontiac Trail – Wixom, MI 48393

Wixom Code of Ordinances
Section 18.12.180 - Temporary Land Uses.

The planning commission may grant temporary use fees that do not require the erection of any capital improvement of a structural nature under the following conditions:

a. The granting of the temporary use shall in no way constitute a change in the uses permitted in the district nor on the property wherein the temporary use is permitted.
b. An application must be submitted meeting the sketch plan requirements of Section 18.17.060. The application shall include a written description of the temporary use, and a written explanation as to the time, duration, nature of development requested, and arrangements for removing the use at the termination of the temporary use permit. Temporary uses may be approved for a period of up to twelve months, with the granting of one twelve-month extension being permissible by the planning commission.
c. The temporary use application shall be reviewed by applicable city departments and city consultants to ensure appropriateness and safety.
d. All setbacks, land coverage, off-street parking, lighting and other ordinance requirements shall be met. The planning commission may also impose reasonable conditions on a temporary use that might be required to protect the public health, safety, peace, morals, comfort, convenience and general welfare of the inhabitants of the city.
e. In classifying uses as not requiring capital improvements, the planning commission shall determine that they are either demountable structures related to the permitted use of land; recreation developments such as, but not limited to, golf driving ranges and outdoor archery courts or structures which do not require foundations, heating systems or sanitary connections. No temporary use shall install any permanent structures, and shall be limited to demountable structures.
f. The temporary use shall be in harmony with the general character of the district and meet the intent of the City of Wixom Master Plan.
g. The planning commission may, after notice to the permit holder and holding a public hearing, revoke said temporary use permit upon showing that either the conditions of approval have not been met, that the use is having a negative impact on the surrounding properties, or that the use is contrary to original representations by the applicant.
h. No temporary use permit shall be granted without first giving notice to owners of adjacent property of the time and place of a public hearing to be held as further provided for in this chapter.