

Temporary Commercial Use Permit Instructions:

“Temporary commercial use” means temporary use of property for selling products, services, or other activities for profit by a person(s) other than the property owner.

Please note that you will need to follow these instructions to be compliant with the city zoning ordinance.

1. You must receive permission from the property owner/business owner to park your trailer.
2. You must be on private property, not located on a street or state highway.
3. You must fill out the application for temporary commercial use permit and return it to City Hall along with the appropriate fee.
4. You are required to have written permission from the property owner for each location that you plan to utilize.

Group 1: Temporary use for less than 72 hours - \$25.00.

Group 2: 72 hours, not to exceed 30 days - \$50.00.

Group 3: 30 - 90 days - \$75.00.

Group 4: 90+ days, not to exceed 1 year/mobile and food trucks- \$100.00.

*Note on the permit the location that the permit is to be used for, include the owner/business name and contact information.

CITY OF COLUMBUS

APPLICATION FOR TEMPORARY COMMERCIAL USE PERMIT

FEE = Group 1 = \$25.00 Group 2 = \$50.00 Group 3 = \$75.00 Group 4 = \$100.00

Name of Applicant:				Phone:					
Address of Applicant:									
Property Owner:				Phone:					
Address of Property Owner:									
Address of Property:									
Legal Description of Property:									
Present Zoning:									
Type of Temporary Commercial Use:									
		Group 1		Group 2		Group 3		Group 4	
Description:									
Structure:		yes no		Type:				Size:	
Sign:		yes no		Size:					
Signature of Property Owner:						Date:			
Signature of Applicant:						Date:			
FOR OFFICE USE ONLY									
Approved				Denied				by:	
Date Issued:				Date of Expiration:					
Additional Information/Notes/Comments/Conditions of Approval/Etc.:									