



Temporary Use Review Application

101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • 231 348-0350



Case # _____

Date Submitted: _____

Applicant Information

Name: _____

Address: _____

City: _____

State: _____

ZIP Code: _____

Phone: _____

Email: _____

Representing: _____

If the applicant is not the property owner, the owner must also sign below.

I hereby submit the enclosed site plan for review of a temporary use request and I verify all graphic and written information is accurate, to the best of my knowledge. I further authorize City of Petoskey Staff, Zoning Board of Appeals and Planning Commission members to enter upon the property for which I am making application for a temporary use.

Applicant Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

For Office Use Only

Present Zoning of Site: _____

Notes, Other Information: _____

Fee: _____

Date Paid: _____

Temporary Use – Site Plan Review Checklist

All temporary use applications must include a site plan with the following information. The petitioner may want to show existing features on a separate drawing from proposed improvements for better illustrations.

	Applicant Provided	Staff Confirmed
Vehicle ingress/egress	_____	_____
Landscaping, fencing, lawns or screening as existing and as proposed	_____	_____
Parking lot layout and surface material	_____	_____
Buildings and structures	_____	_____
Pedestrian access to and through the site	_____	_____
Streets and sidewalks adjacent to the site	_____	_____
Topography	_____	_____
Trash receptacles	_____	_____
Freestanding and directional signs	_____	_____