



City of Silverton
306 South Water Street
Silverton, OR 97381
(503) 874-2207 Fax: (503) 873-3210

FOR OFFICE USE ONLY:

Planning File No. : _____

Date Received: _____ Fee: _____

Land Use Type: _____

Received by: _____

TEMPORARY BUILDING, TRAILER, KIOSK, OR STRUCTURE PERMIT

Project Name: _____

Applicant Requesting Permit:

Name: _____

Mailing Address: _____

Phone Number: _____

Email: _____

Site Information:

Address: _____

Zoning _____

Project Description

Required Attachments and Information:

- Narrative:** Explain the proposal including the intent, nature, and proposed use of the development. Except as approved for mobile food vendors in a commercial or industrial district under Chapter 2.3.160., temporary or permanent placement of a building, trailer, kiosk, or structure, including but not limited to prefabricated building(s), for use on any real commercial or industrial property within the City shall require a land use permit. Using a Type II procedure, the City may approve, approve with conditions or deny an application for a placement of a building, trailer, kiosk, or structure for temporary use, or temporary placement, such as a temporary commercial or industrial use or space

associated with the primary use on the property, for a period of not more than one year. Explain how the proposal complies with **each and all** of the following review criteria standards:

1. The temporary trailer or building shall be located within the specified property line setbacks of the parcel of land on which it is located;
2. The primary use on the property to be used for a temporary trailer is already developed;
3. Ingress and egress are safe and adequate as demonstrated by an approach permit approved by the road authority, as applicable. See also, Section 3.1.200 - Vehicular Access and Circulation;
4. There is adequate parking for the customers or users of the temporary use as required by Chapter 3.3 – Parking and Loading;
5. The use will not result in vehicular congestion on streets;
6. The use will pose no impediment or hazard to pedestrians in the area of the use;
7. The use does not create adverse off-site impacts including vehicle traffic, noise, odors, vibrations, glare or lights that affect an adjoining use in a manner that other uses allowed outright in the district do not affect the adjoining use;
8. The building complies with applicable building codes;
9. The use can be adequately served by sewer or septic system and water, if applicable. (The applicant shall be responsible for obtaining any related permits); and
10. The length of time that the temporary building will be used does not exceed six (6) months. When a temporary building exceeds this time frame, the applicant shall be required to remove the building, or renew the temporary use permit. A temporary use permit shall be renewed no more than two (2) times, and shall expire no later than eighteen (18) months from the first approval date; and
11. Conditions may be imposed regarding temporary utility connections, and as necessary to protect public health, safety, or welfare.

Mailing List. A certified list prepared by a title company or certified by the Marion County Tax Assessor's office with the names and addresses of all property owners within 500 feet of the subject site. The list shall be formatted to Avery 5160 (1"x 2 5/8") labels for reproducing by the City.

Submittal Requirements. For initial staff review five (5) printed copies of the application and attachments shall be submitted. In addition to the printed copies an electronic copy of the Narrative shall be submitted to the City.

Applicant Signature **Date**

Approval: Yes No

Community Development Director **Date**