



CITY OF PECULIAR  
250 S. MAIN STREET  
PECULIAR, MO 64078  
(816) 779-5212

**TEMPORARY USE PERMIT APPLICATION**

**PERMIT FEE: \$20**

**PERMIT NUMBER:** \_\_\_\_\_

THE EVENT IS LOCATED AT THE FOLLOWING ADDRESS:

PROPERTY ADDRESS: \_\_\_\_\_

OWNER'S NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

APPLICANT'S NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

EVENT NAME: \_\_\_\_\_

EVENT DATES: FROM \_\_\_\_\_ THROUGH \_\_\_\_\_

EVENT DESCRIPTION: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

ANY PROCESSING AND/OR SALE OF FOOD PRODUCTS: YES  NO   
{IF YES, SUBMIT A COPY OF TEMPORARY FOOD ESTABLISHMENT PERMIT ISSUED BY CASS COUNTY HEALTH DEPARTMENT}

DEPENDING ON THE NATURE OF THE EVENT, POLICE AND FIRE AUTHORIZATION MAY BE REQUIRED.

THIS PERMIT IS ISSUED ON THE EXPRESS CONDITION THAT THE ABOVE TEMPORARY USE PERMIT SHALL CONFORM IN ALL RESPECTS TO THE STATEMENTS CERTIFIED TO IN THE APPLICATION FOR SUCH PERMIT, AND ALL USES SHALL CONFORM TO ARTICLE III, SECTION 400.170: TEMPORARY USES.

I certify that all information and attachments to this application are true and correct to the best of my knowledge. The applicant or property owner shall notify the City Planner once the event is concluded and all associated materials and equipment are removed from the property.

APPLICANT'S SIGNATURE: \_\_\_\_\_

PROPERTY OWNER'S SIGNATURE: \_\_\_\_\_

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POLICE DEPARTMENT SIGNATURE: \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_

FIRE DISTRICT APPROVAL SIGNATURE: \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_

This application is  approved  disapproved. \_\_\_\_\_

Planning Department Date

**ARTICLE 3: "GENERAL PROVISIONS APPLICABLE TO ALL DISTRICTS"**

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**SECTION 400.170.1 TEMPORARY USES GENERALLY**

***Note: An Application for a Temporary Use Permit and the required Application Fee shall be received at least fourteen (14) days prior to the scheduled event and shall include the following information:***

- A. A completed application form as provided by the city.
- B. Legal description of the property where the temporary use is to be located.
- C. A map of the property where the temporary use is to be located depicting the location of any existing structures, parking spaces, and the temporary use itself.
- D. A complete description of the proposed temporary use, including hours of operation, proposed method of merchandise display, proposed signage, list of all goods to be sold and material and equipment to be used in the proposed operations.
- E. A letter of permission from the property owner pertaining to the authorized use of the site and any other facilities or services necessary to provide for the safe operation of the event.
- F. For any use that includes the operation of a tent, a copy of the certificate of flame resistance.
- G. For any use that requires a City business license, a copy of the license.
- H. For any use that involves the processing and/or sale of food products, a copy of the temporary food establishment permit issued by the Cass County Health Department; and
- I. Any other information deemed necessary to conduct a thorough analysis of the application.

**SECTION 400.170.2 Temporary Uses, Performance Standards**

All temporary uses shall comply with the following performance standards:

- A. Temporary uses shall demonstrate the ability to display merchandise in a manner that does not create a nuisance, or adversely impact surrounding property or the visual quality of the city.
- B. Signage for temporary uses shall be limited to one sign, not to exceed eight square feet. The sign shall be attached to a vehicle or structure associated with the special event.
- C. No off-premise signs or attention attracting devices shall be allowed.
- D. Special events shall be located in a manner that will not cause vehicular congestion or occupy required parking spaces for another uses.
- E. Upon expiration of the permit, all associated materials and equipment shall be promptly removed from the property.
- F. If applicable, the applicant shall obtain a city business license and pay taxes to the city; and
- G. Other reasonable conditions of approval may be imposed to ensure the protection of the public health, safety and general welfare.