



**SUMTER CITY-COUNTY PLANNING COMMISSION
PERMIT APPLICATION
(TEMPORARY USE - SPECIAL EVENTS)**



() CARNIVALS () FESTIVALS/RODEO () CIRCUS () CAR/BIKE SHOW
() Profit (Fee: \$30.00) () Non-Profit/Religious Organization (no fee)

Part I: Organization Function Information

Organization _____
Name _____ Phone _____

Address _____
Street _____ City _____ State _____ Zip _____

Applicant's E-mail _____

Function Location _____
Street _____ City _____ State _____ Zip _____

Tax Map (If Applicable) _____ **Public Property** **Private Property**

Zoning _____ **Start Date** _____ **End Date** _____

Is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this permit? Yes No

<p><u>Note: The above statements and accompanying material are complete and accurate</u></p>		
_____	_____	_____
Print Name	Signature	Date

CERTIFICATION

I hereby certify that I have read this application and the information supplied herein is true and correct to the best of my knowledge. I agree to comply with all applicable City and/or County Ordinances and State Laws related to land development. I am the property owner, or have received the owner's written authorization to act as his/her agent regarding this matter. I understand that falsifying any information herein may result in nullification of this request and/or appropriate legal remedies.

Property Owner or Authorized Agent Name, Signature and Date

<p>OFFICE USE ONLY:</p>		
<p>Part 2: Zoning Administrator Recommendation:</p>		
<p>() Approval () Disapproval</p>	_____	_____
<p>APPROVING AUTHORITY</p>	<p>Signature</p>	<p>Date</p>
<p>Part 3: City Manager/County Administrator</p>		
<p>() Approval () Disapproval</p>	_____	_____
	<p>Signature</p>	<p>Date</p>

Note: This permit is to be used for Special Events (i.e. Carnivals, Festivals, Circus or Automobile/Bike Shows & Religious Events) based on Section 5.c.6a of the Sumter City/County Zoning & Development Standards Ordinance. This permit and fee must be returned to Planning with the following attachments for final processing: (1) Description of Events, Times, and Vendors; (2) Copy of Business License/Clearance form; (3) Letter of Permission of property owner; (4) Coordination from DHEC (Food Venders); (5) Police Department, Fire Department Coordination, (6) Approval by City Manager/County Administrator.

TEMPORARY USE PERMIT FOR SPECIAL EVENTS CHECKLIST

(Before permit can be issued the following must be
Completed/Coordinated)

- () Description of Events, Times, and Vendors
- () Copy of Business License/Clearance form
- () Letter of Permission of property owner
- () Coordination from DHEC (Food Vendors) _____
(Signature/Date)
- () Proof of Security Coordinated through Police Department

(Signature/Date)
- () City Manager (Linda Hammett Office)(Final Approval)
- () County Administrator (Mary Blanding Office)(Final Approval)
- () Notification of Sumter Fire Department Inspection Section

(Signature)