



Temporary Use Zoning Permit Application

Zoning@ColumbiaSC.gov

Checklist for Temporary Use Permit Application

A completed temporary use permit application requires the following information. Please initial to signify that the requested information has been provided or is not necessary.

| | Applicant Initials | Staff Initials |
|--|-----------------------|----------------------|
| A copy of this Application Checklist , completed by the applicant | <input type="text"/> | <input type="text"/> |
| A completed and signed Application Form | <input type="text"/> | <input type="text"/> |
| A Site Plan (one copy, minimum 8 1/2" x 11") or a sketch can be provided on page 4 of this application, if use involves a structure; fence, shed, storage pod, etc... | <input type="text"/> | <input type="text"/> |

1. Applicant Information

| | |
|------------------------------------|-------|
| Name | |
| Company (if applicable) | |
| Address (street, city, state, zip) | |
| Phone | Email |

2. Property Information

| | | |
|---|-----------------|----------------------------------|
| Address (including Suite/Unit/Space number, as appropriate) | | |
| Tax Map Reference Number(s) | Zoning District | Overlay District (if applicable) |
| Property Owner/Business Name (if applicable) | | |



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3. Property Status

To the best of your knowledge, is the property located within a flood hazard area? Yes No

4. Contractor Information

| | | | |
|------------------------------------|--|-------------------------|--|
| Contractor Name | | City Business License # | |
| Address (street, city, state, zip) | | | |
| Phone | | Email | |

5. Description of Temporary Use



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6. Project Value

| | |
|---------------|----|
| Project Value | \$ |
|---------------|----|

7. Request Dates for Temporary Use

| START DATE | END DATE |
|------------|----------|
| | |

8. Site Plan

Attach a site plan at least 8 ½” by 11” in size that includes the following information or use page 4 to sketch.

The site plan shall indicate:

- The proposed location of any structure requested as temporary use

9. Applicant Signature (Required for review)

| | |
|------------------------|------|
| Signature of Applicant | |
| Print Name | Date |



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DETAILED SKETCH OF PROPERTY WITH
PROPOSED TEMPORARY STRUCTURE LOCATION
WITH DISTANCES TO PROPERTY LINES AND
PRINCIPAL STRUCTURE CLEARLY SHOWN