



# City of Morristown

Planning and Community Development  
100 West 1<sup>st</sup> North Street  
Morristown, TN 37814  
423-585-4621



To be completed by applicant and property owner:

## Street Address of Proposed Location for a Temporary Use Permit:

\_\_\_\_\_

1. Applicant Name(s): \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Applicant Daytime Telephone: \_\_\_\_\_

2. Property Owner Name: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Property Owner Daytime Telephone: \_\_\_\_\_

3. PERMISSION STATEMENT to be completed, signed and notarized by the property owner:

I, \_\_\_\_\_, being the lawful property owner of the real estate listed above and proposed for a temporary use permit by the City of Morristown, do hereby attest that permission is granted by me to the applicant listed upon this temporary use permit application for the purpose of conducting business or other lawful operation that may be permitted by the City of Morristown under the terms and conditions upon the approval of this application. Further, I do hereby recognize that granting such permission shall not release me as the property owner from any obligation or liability to the City of Morristown or other governing agency that may result from unlawful use of the property or unlawful activity upon the property by the applicant.

Signed:

NOTARY PUBLIC:

\_\_\_\_\_  
Property Owner

\_\_\_\_\_  
ATTEST:

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

County of \_\_\_\_\_,  
State of Tennessee

Date: \_\_\_\_\_

My commission expires: \_\_\_\_\_

4. Name of Proposed Temporary Business: \_\_\_\_\_

5. Person(s) or group responsible party for the temporary use permit:

\_\_\_\_\_

6. Proposed dates of operation: \_\_\_\_\_ to \_\_\_\_\_.  
(not to exceed ninety (90) days per calendar year)

6a. Application Fee **\$50.00** nonrefundable.

6b. Monthly Fees **\$25.00** per month.

6c. **TOTAL FEES** \_\_\_\_\_.

7. Attach a sketch or minor site plan showing the following:

- a. Property location in relation to adjoining properties and streets.
- b. Shape, location and size of all existing buildings on the property and all the distances between them and the proposed tent, shelter or other use.
- c. A note indicating the location, size and materials utilized for all proposed shelters, tents, trailers, vehicles, tables, stands, display racks, etc. to be utilized by the proposed vendor.
- d. Access and egress for the motoring public from a public right-of-way.
- e. All travel lanes for customers and emergency vehicles on the site.
- f. Designated parking spaces for customer and employee parking.
- g. Total of all remaining, on-site, existing parking spaces for the existing permanent structure upon the same parcel (when applicable).
- h. Proposed location, size and materials used for a sign or other form of advertising (i.e. vehicles, banners, balloons, etc.) for the temporary use and all existing signs for the existing permanent structure or business upon the same parcel which the temporary use is to be situated (when applicable). The total amount, size and height of signs may not exceed the City of Morristown Sign Ordinance which is established by a separate code (see City of Morristown Zoning Ordinance).
- i. Proposed location of a temporary toilet facility or the existing location of an existing on-premise restroom facility.
- j. A note indicating the proposed operating hours for the proposed temporary use.

**8. AFFIDAVIT OF ZONING COMPLIANCE FOR A TEMPORARY USE PERMIT:**

I, the undersigned, hereby swear to affirm that I shall possess a valid Business License from the City of Morristown, Hamblen County, TN for the purpose of conducting business in the manner herein described, and that I agree to abide by all laws (Federal, State and Local) in my conduct and in the operation of the proposed business as herein applied for a temporary use permit. I attest that the information provided in this application is true and complete to the best of my ability. Further, I understand that any misrepresentation, omission, or violation of the terms and conditions of this application or the temporary use permit, once secured, may be grounds for revocation of said permit and I will be required to cease business operations and be subject to forfeiture of any and all fees associated with this application and the temporary use permit.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_