



# Saugatuck Township

3461 Blue Star Hwy  
P.O. Box 100  
Saugatuck, MI 49453

Phone (269) 857-7721  
www.SaugatuckTownship.org

## APPLICATION FOR TEMPORARY USE OR STRUCTURE AND SEASONAL USE Fees and escrow per the Township Consolidated [Fee Schedule](#)

### APPLICANT INFORMATION

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_ Address: \_\_\_\_\_

Email: \_\_\_\_\_

### PROPERTY INFORMATION

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner / Agent Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip Code: \_\_\_\_\_

Parcel Number: \_\_\_\_\_ Zoning District: \_\_\_\_\_

### REQUEST INFORMATION

Proposed Use (attach separate sheet if necessary):  
\_\_\_\_\_

Date use will begin: \_\_\_\_\_ Date use will end: \_\_\_\_\_

Will there be a sign, if yes, has the sign permit been obtained? \_\_\_\_\_

Number of parking spaces available for use: \_\_\_\_\_ Distance from road right-of-way: \_\_\_\_\_

Setbacks: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_ Other \_\_\_\_\_

A drawing showing the location of the use of the property, sign (if applicable), ingress and egress to the site and off-street parking spaces, including exact dimensions, in feet, of distance from road right-of-way lines, property lines and other structures must accompany this application.

### APPLICANT SIGNATURE

It is the applicant's responsibility to meet the requirements for the township's temporary use ordinance in all respects and to provide the necessary information to the township for approval. Copies of the ordinance may be obtained from the Saugatuck Township Hall during regular business hours. By signing this application, permission is granted for the township staff to enter the subject property for purposes of gathering information to review this request. A Temporary Use Permit must be obtained prior to occupying, operating or use of the structure or event.

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

### OFFICE USE ONLY

Conditions: \_\_\_\_\_