



FOR OFFICE USE	
Permit #	
Permit fee	\$175
Receipt #	
Code	4-402

## Application for Temporary Use

<b>Property Owner</b>	<b>Applicant</b> <input type="checkbox"/> <b>check if same as owner</b>
Name:	Name:
Address:	Address:
City/State/Zip:	City/State/Zip:
Email:	Email:
Phone:	Phone:
<b>Property Information</b>	
Site Address:	
Description of Temporary Use:	
Dates for Temporary Use:	Days/Hours of Operation:
<b>Submittals Must Include the Following</b>	
<ol style="list-style-type: none"> <li>Completed application form and fee (cash or check made payable to the Village of Little Chute).</li> <li>Plan of Operation - Description of proposed use, hours/days of operation, date(s) for the temporary use (complete Property Information section above).</li> <li>Site plan showing location of temporary use, parking lot and setbacks from property lines.</li> <li>Written approval from the property owner, if the applicant is not the property owner.</li> </ol>	
<b>Applicant Statement</b>	
I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of Wisconsin and ordinance of the Village of Little Chute. I further understand that the issuance of this permit creates no legal liability, express or implied, on the Village. I understand the Village can issue citations for violations and shall have the right to suspend or revoke any license issued for violations of ordinances, laws, or requirements regulating this activity and for other good cause.	
<b>Applicant Signature:</b>	<b>Date:</b>
<b>Little Chute Approval</b>	
Approval Conditions:	
Name:	Signature:
Date:	

## TEMPORARY AND/OR MOBILE USES

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- Temporary or mobile uses are defined as, but not limited to the following:
  - Fireworks stands;
  - Sales tents;
  - Catering trucks;
  - Food service trucks;
  - Hot dog carts;
  - Food service trailers;
  - Food vending carts;
  - Mobile offices; and
  - Other commercial uses; which utilize mobile or portable facilities which are not permanently connected to public water or sanitary sewer utilities and are not secured permanently to the land on which located.
- Temporary or mobile uses may be permitted for no longer than one continuous 90-day period in a given calendar year.
- Shall not to be in conflict with the neighboring uses or the provisions within the zoning district in which located.

### COMPLETE SUBMITTAL INCLUDES:

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- Completed application form and fee (cash or check made payable to the Village of Little Chute).
- Description of proposed use, hours/days of operation, date(s) for the temporary use.
- Site plan showing location of temporary use, parking lot and setbacks from property lines.
- Written approval from the property owner, if the applicant is not the property owner.

**Submit the completed application and materials to:**

Village of Little Chute  
Community Development Department  
108 W. Main Street  
Little Chute, WI 54140  
[jessica@littlechutewi.org](mailto:jessica@littlechutewi.org)

### QUESTIONS?

Contact Jessica Titel, Community Development Director, at (920) 423-3870 or [jessica@littlechutewi.org](mailto:jessica@littlechutewi.org).