



**OFFICE OF PLANNING AND ZONING
2664 RIVA ROAD, P.O. BOX 6675
ANNAPOLIS, MARYLAND 21401**

Anne Arundel County Code, Article 18, Section 18-2-203. Temporary Uses. Except where specific temporary uses are provided for in this Code, and upon a determination that a temporary use of land will not adversely affect nearby properties and will not require significant or permanent changes to existing topography, vegetation, or other natural features, the Planning and Zoning Officer may authorize the use in any zoning district for a period not exceeding sixty (60) days. The Planning and Zoning Officer may grant up to two extensions of the temporary use for periods not exceeding sixty (60) days each. The land shall be entirely cleared of the temporary use within five (5) days after the expiration of the period.

NOTE: No appointment is needed to submit this request.

1. Temporary Use Request

Description of Proposed Use _____

2. Applicant's Name _____

Address _____

Phone No. (Work) _____ (Cell) _____

Email Address _____

3. Property Identification

Address of Subject Property _____

Tax Account # _____ Total Acreage of Property _____

Zoning District _____ Tax Map _____ Block _____ Parcel _____ Lot # _____

Subdivision Name (if applicable) _____

4. Applicant's Interest in Subject Property

Owner (including joint ownership) Other (describe and give name and address of owner)

If the Applicant is not the owner of the subject property, documentation from the owner authorizing the application must accompany this submission.

5. Description of Temporary Use

Please respond in detail to all of the following items applicable to the proposed use. Pages may be attached to this application if additional space is needed.

a. Days and hours of operation _____

b. Description and sizes of temporary structures or other improvements to be installed on site

c. Projected maximum number of employees/staff on site at one time _____

d. Projected maximum number of customers/visitors on site at one time _____

e. Description of parking facilities, including the number of parking spaces on site; number and location of off-site parking spaces available for use; surface material of parking areas

f. Description of outdoor lighting to be used, including intensity and type of existing or proposed lighting fixtures _____

g. Description of sources of noise generated by proposed use, potential noise levels, and proposed noise mitigation measures _____

h. Description of solid waste disposal measures and comfort station facilities _____

6. Temporary Use Site Plan

The plans must be drawn to scale (engineering scale) and must include the items listed below:

- a. Distances to property lines
- b. Size of property
- c. North arrow
- d. Scale of plan
- e. Tax map, parcel and lot number of subject property
- f. Existing and proposed uses, structures, parking spaces, driveways, and points of access on the subject property
- g. Location of well and private sewerage easement, if applicable
- h. Floor area and height of structures
- i. Any other information necessary for full and proper consideration of the petition

7. Materials

Submit **original and three (3) copies** of this application, all supplemental pages, and the required plans

8. Signatures

The undersigned hereby affirms that all of the statements and information contained in or filed with this application are true and correct. The undersigned has read the instructions on this form, filing here with all of the required accompanying information.

Signature of Applicant _____ Date _____

For OPZ, I&P, Health, and Fire Office use only

Comments:

Authorization of Temporary Use Accepted /Rejected: _____ **Date** _____