



# TEMOPRARY OUTDOOR ACTIVITY APPLICATION

65 Lawrenceville Street, Norcross, Georgia 30071 Tel: 678-421-2027

## PROPERTY OWNER'S INFORMATION

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Suite: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## APPLICANT'S CONTACT INFORMATION

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Suite: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## PROPERTY LOCATION

Tax Parcel Number(s): \_\_\_\_\_ Zoning: \_\_\_\_\_ Size in Acres: \_\_\_\_\_

Address(es): \_\_\_\_\_

## TEMPORARY OUTDOOR ACTIVITIES DESCRIPTION

Briefly, yet accurately, describe the outdoor activity to occur within the City of Norcross at the above address. Use additional pages as needed. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## ADDITIONAL INFORMATION

Start Date: \_\_\_\_\_ Finish Date: \_\_\_\_\_ (7 Consecutive Day Maximum; 10 Total Day Maximum)

Date of last outdoor activity at this location: \_\_\_\_\_

Is this event for a charitable or nonprofit cause? Yes  No

Is this event considered a Federally recognized holiday or part of Halloween? Yes  No

Is this event scheduled to take place on a parcel of land less than 2 acres in size? Yes  No

*If property is less than 2 acres it does not meet the requirements of the Norcross UDO and is not allowed*

Is the property zoned M-1, C-2, CX, NX or BH? Yes  No

*If the answer is no, it does not meet the requirements of the Norcross UDO and is not allowed*

Are sales for merchandise owned by the principle owner or tenant of the property and sold by employees of the principle use? Yes  No

*If the answer is no, it does not meet the requirements of the Norcross UDO. Temporary arrangements with transient merchants and vendors are not allowed*

Will any equipment, vehicles, tables, etc., be located within 50ft of any property line? Yes  No

Will this event occupy any parking spaces? Yes  No

Will any portion of this event be located on grassed or landscaped areas? Yes  No

Will mobile food services or food preparation occur during this event? Yes  No

For carnivals, will the event or equipment be located within 500ft of a residential property line? Yes  No



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## REQUIRED ATTACHMENTS

- Survey indicating location of event
- Business license
- Review fee of \$50.00
- Proof of non-profit or charity status

\_\_\_\_\_  
*Property Owner's Signature*

\_\_\_\_\_  
*Date*

*Before me, the undersigned notary public, this day, personally, appeared \_\_\_\_\_ to me known, who being duly sworn according to law, deposes the following:  
Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.*

\_\_\_\_\_  
*Notary Public*

\_\_\_\_\_  
*Applicant's Signature*

\_\_\_\_\_  
*Date*

*Before me, the undersigned notary public, this day, personally, appeared \_\_\_\_\_ to me known, who being duly sworn according to law, deposes the following:  
Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.*

\_\_\_\_\_  
*Notary Public*

### CITY USE ONLY. DO NOT WRITE BELOW THIS LINE.

Date received: \_\_\_\_\_ Receipt Number: \_\_\_\_\_ Application Number: \_\_\_\_\_ Fee Paid \$ \_\_\_\_\_

Action taken: \_\_\_\_\_

Signature: \_\_\_\_\_

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



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## Sec 202-3 G Norcross Unified Development Ordinance

### **Temporary Outdoor Activities and Sales**

The Community Development Director, or his designee, is hereby authorized to inspect the temporary outdoor activity for compliance with the following provisions:

1. Businesses located in the HX District are exempt from this section.
2. Temporary outdoor activities shall be permitted only within the City's M-1, C-2, CX, NX, and BH Zoning Districts. The Community Development Department shall collect a fee for the issuance of such permit as established in the schedule of fees.
3. Peddling goods and merchandise not customarily sold on a day-to-day basis in the business which constitutes the principal use of the premises is prohibited.
4. Sales shall be conducted by employees of the principal use and goods shall be owned by the owner or tenant of the principal use, not a consignment operation or temporary arrangement with a transient merchant/vendor.
5. No display shall be erected or installed, nor shall any temporary outdoor activities take place, within 50 feet of a county or state right-of-way.
6. Temporary outdoor activities shall not be permitted on parcels of property which are less than two acres in size.
7. No temporary structure or covering shall be erected as a part of a temporary outdoor activity with the exception that temporary structures shall be permitted as a part of holiday activities.
8. Display tables may be used as a part of a temporary outdoor activity.
9. No operator, employee, or representative of the operator of a temporary outdoor activity shall solicit directly from the motoring public.
10. Temporary outdoor activities shall be permitted only on property where such activities shall not disrupt controlled vehicular ingress and egress or occupy required off-street parking spaces.
11. Occupation tax certificates for temporary outdoor activities shall be issued for a period of not more than ten days from the date of initiation of the temporary outdoor activity. All temporary outdoor activities shall require an occupation tax certificate, which is issued by the General Government Administration Department.
12. Written permission from the property owner shall be obtained and submitted by the applicant to the Community Development Department prior to the issuance of a temporary outdoor activity permit.
13. Temporary outdoor activities, other than holiday activities, shall be conducted on a paved surface and not on grassed or landscaped areas.
14. No evidence of the temporary outdoor activity, other than holiday activities, shall remain on a parcel of property for more than 12 consecutive hours of any calendar day.
15. Mattress and box spring sets, couches or sofas, refrigerators, washers/dryers, large appliances, office shelving and desks, dining room and kitchen tables and similar large furniture, and heavy construction equipment are specifically prohibited from outdoor display.
16. Christmas tree sales shall be permitted between November 1 and December 31 due to the seasonal nature of such sales.
17. Pumpkin sales shall be permitted from September 15 through October 31 due to the seasonal nature of such sales.
18. Carnivals shall be permitted as temporary outdoor activities so long as no structure or equipment is located within 500 feet of any residential property line.
19. Charitable or nonprofit events for which sale proceeds benefit charitable organizations are not regulated by this section