

City of Rockville
Department of Community Planning and Development Services
Planning Division
240-314-8240 / 240-314-8265 (Fax)



Temporary Use Permit Application

Applicant name: _____

Address: _____

Phone number: _____ Email: _____

Application for:

_____ Temporary Construction trailer	_____ Temporary Storage trailer
_____ Temporary Real Estate Trailer	_____ Carnival
_____ Garden Produce (May 1 - Oct 31)	_____ Portable Storage Unit
_____ Christmas Tree Sales (Nov 28 - Dec 25)	_____ Rockville Town Center_Kiosk Space

Total Number of trailers: _____ Est. Length of Time: _____

Location:

Property Address: _____

Lot _____ Block _____ Subdivision _____

Zone _____ Size (Square Feet) _____

Property Owner: _____

Property Owner's Address: _____

- Applicant is responsible for obtaining all other necessary permits, including Building, Plumbing, Mechanical, Electrical, Occupancy, and Sign Permits.
- A cash bond of \$1,000.00 (per item) is required to obtain permit, except Portable Storage units (\$250).
- 2 copies of detailed site plan with location of trailer needed for all trailer permits.

PLEASE COMPLETE OTHER SIDE OF FORM

Applicant's Signature _____ Date _____

Office use only
Approved by _____ Permit Fee _____ Date _____ Expires on _____

FOR BOND REFUND

Make check payable to: _____

Mail bond refund check to: _____

Phone number: _____ Email: _____

Fee Schedule for temporary use permits:

1. Temporary Construction Trailers: \$150.00 for each six (6) month renewal, renewable for a total of two (2) years.
2. Temporary Real Estate Office: \$150.00 for each six (6) month renewal, renewable for a total of two (2) years.
3. Christmas Tree Sales: \$150.00 for the period of November 28 to December 25.
4. Sale of Produce: \$150.00 for each three (3) month renewal, renewable for a total of six (6) months for the period of May 1 to October 31.
5. Portable Storage Units \$150.00 per residential address

Revised 03/01/12