



Village of Montgomery

200 N River Street

Montgomery, IL 60538

ph: 630.896.8080

fax: 630.896.0791

Permit No. TU 16

Temporary Use Application

for Village use

**Applicant**

Name \_\_\_\_\_  
 Organization \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Fax \_\_\_\_\_  
 E-mail \_\_\_\_\_  
 501(c) Nonprofit \_\_\_\_\_

**Owner** (if not applicant) attach letter of consent

Name \_\_\_\_\_  
 Signature \_\_\_\_\_

**Temp Use** attach sketch of site plan for temporary use

Proposed Location \_\_\_\_\_  
**Type of Event**  
 Christmas Tree Sales \_\_\_\_\_  
 Pumpkin Sales \_\_\_\_\_  
 Grand Opening / Special Event / Block Party \_\_\_\_\_  
 Group Assembly Activity \_\_\_\_\_  
 Real Estate Sales Offices/Model Homes \_\_\_\_\_  
 Agricultural Produce Stand \_\_\_\_\_  
 Construction yards, office, sheds, trailers \_\_\_\_\_  
 Other \_\_\_\_\_

Proposed Dates \_\_\_\_\_  
 Start Date \_\_\_\_\_  
 End Date \_\_\_\_\_

Proposed Parking \_\_\_\_\_  
 Proposed Structures \_\_\_\_\_

**Special Conditions of the Permit (Village use)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Application**

Date of Receipt \_\_\_\_\_  
 Initials \_\_\_\_\_  
 Zoning District \_\_\_\_\_

**Payment**

App. Fee (\$65) \_\_\_\_\_  
 App Fee Paid \_\_\_\_\_  
 Deposit Required \_\_\_\_\_  
 Deposit Paid \_\_\_\_\_

**Approval**

Date Approved \_\_\_\_\_  
 Start Date \_\_\_\_\_  
 End Date \_\_\_\_\_  
 Parking Required \_\_\_\_\_  
 ROW Approval \_\_\_\_\_  
 Structure Approval \_\_\_\_\_  
 CDD Approval \_\_\_\_\_  
 BD Approval \_\_\_\_\_

**Temp Sign**

App. Fee \_\_\_\_\_  
 App. Fee Paid \_\_\_\_\_

**Closeout**

Review Date \_\_\_\_\_  
 Reviewer Initial \_\_\_\_\_  
 Deposit Refunded \_\_\_\_\_  
 Deposit Withheld \_\_\_\_\_

Reviewers Notes:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Remember that the site will be inspected at the end of the temporary use to determine amount of deposit refunded