



TEMPORARY TRAILER PERMIT APPLICATION

Town of Keenesburg - 91 W. Broadway Avenue, Keenesburg, CO
303-732-4281 Email: townofkeene@rtebb.net

**Instructions: Please fill out the entire application form.
All information is required. Approved Site Plan Required.
Please attach 8 1/2 x 11 copy of site plan.**

Extension Application (check here if this is an extension to existing permit)

Project Information

Project Title: _____ Date of Application: _____

Project Address: _____

Mailing Address: _____

Project Description: _____

Primary Contact Information

Name: _____ Company Name: _____

Address: _____

Mailing Address: _____

Email: _____ Phone: _____

Owner

Name: _____ Company Name: _____

Address: _____

Mailing Address: _____

Email: _____ Phone: _____

Uses and Zoning

Proposed Use: _____

Current Zoning: _____



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Development Details

Size of Development Parcel (in acres/square feet): _____

Number of Temporary Trailers Requested: _____

Gross Floor Area Per Unit (sq. ft.): _____

Proposed Building Use: _____ (i.e. Office Space)

Height (feet): _____

License Plate or Manufacturer Number(s): _____

Start Date: _____ **(Expires 6 months from approval date)**

Expiration Date: _____

By Signing this Application, you agree to adhere to the following:

Sec. 16-2-60. Temporary uses.

(a) The intent of this Section is to provide for the regulation of temporary structures and uses. This Section shall apply to temporary residences, temporary construction offices and temporary signs. For the purposes of this Section, the term *temporary* shall mean a period of up to six (6) months.

(b) General requirements and procedures. Prior to the establishment and use of a temporary structure, the applicant shall be required to provide the following:

- (1) Submit a plot plan showing location of the use, setbacks and any other pertinent information to the Administrator for review. The plan must conform with all applicable zoning requirements of the district in which the use is to be located.
- (2) Upon approval by the Administrator of a temporary use permit, the applicant may obtain a building permit for the requested use.
- (3) Unless otherwise set forth herein, the permit granted by the Administrator shall expire six (6) months from the date of issuance, and may be renewed for not more than two (2) additional six (6) month terms. All temporary uses shall be removed at the expiration of the permit.
- (4) All written requests for renewal shall be submitted to the Administrator a minimum of ten (10) working days prior to expiration date.
- (5) The applicant must meet any additional requirements necessary for the health, safety and welfare of the residents of the surrounding area as determined by the Administrator.

(c) Permitted temporary structures.

(1) Temporary construction office. A temporary structure for the storage of construction materials and a construction office to be used for managing a construction job may be utilized in all districts with the following restrictions:

- a. The unit is to be used only during normal construction hours by the construction superintendent, construction workers, contractors, and other persons performing work in connection with the construction job.
- b. While construction is occurring, a temporary construction office may be utilized provided that it is located within the area of a recorded final plat, special use permit or an approved site plan.
- c. The temporary construction office shall not be utilized as living quarters for a caretaker, property owner, contractor or others except in approved cases where security necessitates such occupancy.

Applicant Name (PRINT)

Date

Applicant Signature