

## TEMPORARY OUTDOOR EVENT APPLICATION

Thomas Township  
249 N. Miller Road  
Saginaw, MI 48609  
Phone: 989-781-0150  
Fax: 989-781-0290  
[www.thomastwp.org](http://www.thomastwp.org)

This application must be filled out completely and returned to the Community Development Department no less than 30 days prior to the event.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number (Home): \_\_\_\_\_ (work): \_\_\_\_\_

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

**Site Plan Information:** Provide a drawing (site plan) on a minimum of 2' by 3' paper showing property lines, buildings, parking lots, driveways, parking spaces, seating, lighting, bathrooms, tent location, and fire hydrant location. The site plan drawing must be to scale and dimensions must be shown. Keep in mind the approval of this permit does not nullify the Township Noise Ordinance which is enforced by the Township Police Department. Accompanying the site plan drawing, you must submit a letter explaining the intended temporary event, all safety concerns, and how they will be addressed to insure that the public and workers at the event will remain safe. *(The Thomas Township Police, Fire Department, Department of Public Works and Zoning Department may contact you for additional information).*

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Explain the event:

\_\_\_\_\_  
\_\_\_\_\_

Duration of Event (Maximum of 14 days): \_\_\_\_\_ Dates of event: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Tax Identification Number: \_\_\_\_\_ Zoning: \_\_\_\_\_

### **\*Current Owner of Property if different than applicant\***

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number (Home): \_\_\_\_\_ (Work): \_\_\_\_\_

Owners Signature: \_\_\_\_\_ Date: \_\_\_\_\_