



..CITY OF DUBLIN

Division of Planning
5800 Shier-Rings Road
Dublin, Ohio 43016-1236

Phone/TDD: 614-410-4600
Fax: 614-410-4747
Web Site: www.dublin.oh.us

SEASONAL BUSINESS PERMIT APPLICATION

PERMIT # _____

DATE ISSUED _____

DATE EXPIRES _____

NOTE: Applicants are highly encouraged to contact Code Enforcement at (614) 410-4600 for assistance. Seasonal business permits are valid for a period not to exceed forty (40) days. Permits for seasonal businesses must be prominently displayed on-site for inspection by the general public, and such businesses may operate from 8:00 a.m. to 10:00 p.m. EST only. NO OFF-SITE SIGNAGE IS PERMITTED.

Separate electrical permits are required. Contact the Dublin Division of Building Standards at 410-4670 for permit information. Gas inflated decorations also require the issuance of a separate temporary sign permit. Contact the Dublin Division of Planning at 410-4600 for permit information.

I. PROPOSED SEASONAL BUSINESS: *Please check one (1).*

Name of Organization/Business:			
<input type="checkbox"/> Pumpkin Lot			
<input type="checkbox"/> Christmas Tree Lot			
<input type="checkbox"/> Other (please list) _____			

II. SEASONAL BUSINESS INFORMATION: *This section must be completed.*

Proposed Location of Business:			
Lot Frontage (ft):	Sign Height (ft):	Sign Area (s.f.):	Setback (ft):
Proposed Sign Colors:	(1)	(2)	(3)
Proposed Sign Text:			
Date of Operation:		Date of Removal:	
Hours of Operation:			

III. APPLICANT INFORMATION: *This section must be completed.*

Name of Organization/Business:	
Name of Applicant:	<input type="checkbox"/> PROPRIETOR <input type="checkbox"/> AGENT <input type="checkbox"/> OTHER
Local Mailing Address: (Street, City, State, Zip Code)	
Permanent Mailing Address: (Street, City, State, Zip Code)	

Local Telephone:	Permanent Phone:
Email or Alternate Contact Information:	

IV. PLEASE SUBMIT THE FOLLOWING:

- ONE (1) ORIGINAL SIGNED APPLICATION**
- ATTACHED REFUNDABLE DEPOSIT** made payable to the "City of Dublin" required for all site cleanup. All sites must be cleared and returned to original condition within 72 hours of the last day of operation or expiration of license, whichever occurs first.
- ONE (1) COPY OF A SITE PLAN** indicating all paved parking areas, vehicular access, pedestrian access, current land use, structures, signage, utilities, lighting, and other site improvements
- ONE (1) COPY OF PROPOSED SIGNAGE** that comply with the following standards:
 - a. Maximum permitted size is 32 square feet.
 - b. Maximum height to top of sign is eight (8) square feet.
 - c. Sign must be setback no less than eight (8) feet from the right-of-way.
 - d. Sign may include no more than three (3) colors total, including black and white.
 - e. **NO OFF-SITE SIGNAGE IS PERMITTED.**
 - f. Limit one (1) sign.
 - g. **GAS INFLATABLE DEVICES REQUIRE A SEPARATE TEMPORARY SIGN PERMIT.**

V. STATEMENT OF ACKNOWLEDGEMENT: *To be completed by the Applicant.*

I _____, through the submission of this application and the payment of all fees and deposits, agree to comply with all requirements for the operation of a seasonal business as defined by Chapter 741 of the Codified Ordinances of the City of Dublin, Ohio.

Signature of Applicant:	Date:
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FOR OFFICE USE ONLY:			
Date Received:	Date Approved:	Amount Received:	Receipt No:
Approved By:			
Title:		Date:	
FOR OFFICE USE ONLY: FINAL SITE INSPECTION			
Approved By:			
Title:		Date:	
Notes:			
FOR OFFICE USE ONLY: BOND RELEASE FORWARD COPY TO FINANCE DEPARTMENT UPON COMPLETION			
Approved By:			
Title:		Date:	
Remit Bond To:			