



CITY OF WARRENTON
Temporary Building
WMC 16.240.010.C

OFFICE USE	FEE \$300.00
	File# TB- _____ - _____
	Date Received _____
	Receipt# _____

Temporary uses are characterized by their short term or seasonal nature and by the fact that permanent improvements are not made to the site. Temporary uses include, but are not limited to: construction trailers, leasing offices, temporary carnivals and fairs, parking lot sales, retail warehouse sales, and seasonal sales such as Christmas tree sales and vegetable stands, and temporary food vendors.

To apply for a temporary building permit, please completely fill out the information below:

Subject Property Site Address _____

Tax Lot (s) _____

Lot Square Footage/Acres _____ Zone _____

Property Owner(s) _____

Email _____ Phone _____

Mailing Address _____

I am a record owner of property (person(s) whose name is on the most recently-recorded deed), or contract purchaser with written permission from the record owner and am providing my signature as written authorization for the below applicant to submit this application.

Property Owner Signature _____

Applicant (if not owner) _____ Phone _____

Mailing Address _____

Email _____

Applicant Signature _____

DESCRIBE PROPOSAL AS COMPLETELY AS POSSIBLE: _____

Please respond to the following criteria as completely as possible. If you have questions, please contact the Planning Department at 503-861-0920 or planning@ci.warrenton.or.us.

Review Criteria

Using a Type II procedure, as governed by Section 16.208.040, the City may approve, approve with conditions or deny an application for a temporary trailer or prefabricated building for use on any real commercial or industrial property within the City as a temporary commercial or industrial office or space associated with the primary use on the property, but for no other purpose, based on following criteria:

1. The temporary trailer or building shall be located within the boundaries of the parcel of land on which it is located;

2. The primary use on the property to be used for a temporary trailer is already developed;

3. Ingress and egress are safe and adequate when combined with the other uses of the property; as required by Section 16.120.020, Vehicular Access and Circulation;

4. There is adequate parking for the customers or users of the temporary use as required by Chapter 16.128, Bicycle and Vehicle Parking;

5. The use will not result in vehicular congestion on streets;

6. The use will pose no hazard to pedestrians in the area of the use;

7. The use does not create adverse off-site impacts including vehicle traffic, noise, odors, vibrations, glare or lights that affect an adjoining use in a manner which other uses allowed outright in the district do not affect the adjoining use;

8. The building complies with applicable building codes;

9. The use can be adequately served by sewer or septic system and water, if applicable (the applicant shall be responsible for obtaining any related permits); and

10. The length of time that the temporary building will be used does not exceed six months. When a temporary building exceeds this time frame, the applicant shall be required to remove the building, or renew the temporary use permit.

Submittal Checklist

- Complete Application
- Site Plan
- Application Fee
- Any other information deemed necessary to enforce this Ordinance. This information will be requested by staff during the completeness review process.