



Temporary Revocable Permit

Submittal Checklist

General Requirements

- | | |
|--------------------------|-----------------------|
| <input type="checkbox"/> | Site Plan |
| <input type="checkbox"/> | Owner's Authorization |

Plan Contents

All plans should be neat, clear, legible and drawn to a standard Engineer's scale. Inaccurate, incomplete, and poorly drawn plans may be rejected.

Plan Contents

Include the details below on a site plan.

- | | |
|---|---|
| ▪ | Legend Information: Address of property |
| ▪ | ○ Indication of standardized scale, both fractional and bar (i.e. 1" = 20') |
| ▪ | ○ Zoning of property |
| ▪ | ○ North arrow |
| ▪ | ○ Address of property |
| ▪ | Drawing information: |
| ▪ | ○ Names and total widths of all adjacent streets and alley rights-of-way |
| ▪ | ○ Location of curb, sidewalk, bus stop and/or any bench locations or landscaping. Any structures, landscape amenity, art, newspaper dispenser, etc. shall be placed no closer than 20' in either direction as measured from the edge of a posted bus stop, bus bench, or bus pad. |
| ▪ | ○ Location, type, dimension, and size of the proposed private use or structure to be placed within the public right-of-way (i.e. PODS, dumpsters, fences, parking, signs, café, landscaping, etc.) |
| ▪ | ○ Elevation drawing of any proposed structure or use to be placed within the public right-of-way |