



TEMPORARY STRUCTURES IMPORTANT INFORMATION

- The Zoning Administrator may authorize a temporary use of a building, structure, or parcel of land with written concurrence of the fire, public works, and public utilities departments, provided, that such use will not have a potential adverse impact on surrounding properties or public health, safety and general welfare, and shall not exceed a period of more than six (6) months.
- The temporary use may be extended for an additional six-month period provided that said temporary use had no adverse impact on surrounding properties during the initial approval period.

REQUIREMENTS AT TIME OF SUBMITTAL

- Completed application
- All relevant information as shown on the Temporary Structure Checklist
- Disclosure of Beneficiaries
- Certificate of Liability Insurance-For City of Naperville Owned Property Only (Site specific, \$1,000,000 minimum, City of Naperville listed as the Certificate Holder)

OTHER INFORMATION

- Outdoor sales and storage items at retail shall be restricted to sales of seasonal merchandise during the time of the year when such items are normally used, and to the sales of salt blocks throughout the year.
- When merchandise is stored or displayed on pedestrian walkways, a minimum width of five feet (5') must be maintained free and clear of any storage, display or sales.
- All outdoor sales and storage shall be restricted to private property, and no sales and storage shall be permitted on publicly owned property.
- Outdoor sales and storage of merchandise in parking areas shall not be permitted in the area bounded by the front lot line, the lines formed by extending the line of the side walls of the structure in which the business storing and/or selling the merchandise is located to the front lot line, and the line formed by the front wall of said structure.
- All merchandise must be kept in a neat, safe, sanitary and orderly fashion, free from garbage, rubbish and other debris.
- Outside sales and storage of merchandise not in compliance with the above regulations must be approved by the City Council.