

# EAST LAMPETER TOWNSHIP

2250 Old Philadelphia Pike, Lancaster, PA 17602

Phone (717) 393-1567 / Fax (717) 393-4609

## TEMPORARY RETAIL SALES PERMIT APPLICATION

### Property Owner Information (at time of application)

Permit Fee: \$50

Name \_\_\_\_\_ Work Number (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ Suite # \_\_\_\_\_ Cell Number (\_\_\_\_) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Fax Number (\_\_\_\_) \_\_\_\_\_

Shopping Center Name (If applicable) \_\_\_\_\_

Project Location \_\_\_\_\_

### Applicant Information

Owner

Authorized Agent

Name \_\_\_\_\_

Address \_\_\_\_\_ Suite # \_\_\_\_\_ Work Number (\_\_\_\_) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Cell Number (\_\_\_\_) \_\_\_\_\_

Shopping Center Name (If applicable) \_\_\_\_\_ Fax Number (\_\_\_\_) \_\_\_\_\_

Contact Name (PRINT) \_\_\_\_\_ Contact Number (\_\_\_\_) \_\_\_\_\_

I hereby certify that the proposed Temporary Retail Sale is authorized by the owner of record and that I have been authorized by the owner to make this application as an authorized agent and agree to conform to all East Lampeter Township Ordinances.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Printed Name of Property Owner

Items to be sold: \_\_\_\_\_

Starting Date of Sale: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

Ending Date of Sale: \_\_\_\_\_

**Two (2) site plans shall be submitted with the permit application.**

Required site plans must clearly and accurately indicate:

- Property lines
- Existing number of parking spaces, including parking lot layout plan
- Street right-of-way line
- Clear sight triangle
- Temporary Retail Sales location
- Distance of sales area to street road right-of-way and property lines
- Dimension of sales area
- Hours of sale

**Will a Sign/s Be Used**       Yes       No

**Signs must be attached to the temporary sales structure.  
Free-standing signs for temporary sales are not permitted.**

Total Sign Area \_\_\_\_\_ Sq. Ft.\*\*      1.5 square foot per linear foot of tent/façade to which sign is attached, up to a maximum of 200 square feet of total signage on structure.

**Sign Approval Requirements**

**The permit applicant must submit plans and information for each sign intended to be installed.**

Building Sign (Temporary Sales) Non-Electric

- Two (2) sets of elevation drawings clearly indicating the size of the tent/façade and the size of the sign(s), and location of sign(s) on tent/façade.

**Failure to comply with all Township rules, regulations, codes and ordinances may result in revocation of this permit, and subject the applicant to prosecution.**

**For Office Use Only**

Permit # \_\_\_\_\_

Date received \_\_\_\_\_

Zoning District \_\_\_\_\_

Permit Fee \_\_\_\_\_ Method of Payment  Cash  Check # \_\_\_\_\_

\_\_\_\_\_  
Issuing Officer

\_\_\_\_\_  
Date