

**CITY OF BEAVERCREEK**  
**FARMER'S MARKET OR TEMPORARY SALES ZONING PERMIT**

Date \_\_\_\_\_

Permit \_\_\_\_\_

Fee \_\_\_\_\_

Instructions: Complete this application and attach 3 copies of a plot plan showing the dimensions and shape of the lot, location and setbacks of existing structures, and the exact location and dimensions of the proposed sale area. See Chapter 158.129 for more information.

1. Address of Property \_\_\_\_\_ Zoning District \_\_\_\_\_

2. Lot No. \_\_\_\_\_ Subdivision \_\_\_\_\_ Section \_\_\_\_\_ Parcel ID B42000\_\_00\_\_00\_\_00

3. Name of Property Owner \_\_\_\_\_ Telephone \_\_\_\_\_

4. Business/Farm Name \_\_\_\_\_ Telephone \_\_\_\_\_

5. Business Owner \_\_\_\_\_ Telephone \_\_\_\_\_

6. Business Owner's Address \_\_\_\_\_

7. Proposed Activity:  Temporary Sales (10 day event. Tent sales, sidewalk sales, etc.)  
 Farmer's Market (Permitted May 1<sup>st</sup> through December 31<sup>st</sup>. Seasonal, non-manufactured items, produce, etc.)

8. Opening and Closing Dates of Sale \_\_\_\_\_

9. If there will be tents installed, list tent size(s) \_\_\_\_\_

I certify all statements, submitted information and plans to be factual and representative of the property relative to this application, and agree to comply with all zoning, building, health, and property maintenance regulations in the use of this property.

\_\_\_\_\_  
Applicant's Email Address (Please print)

\_\_\_\_\_  
Applicant's Signature

This application is:  Approved  Disapproved

\_\_\_\_\_  
Planning Department

\_\_\_\_\_  
Date

Remarks: \_\_\_\_\_

**NOTE: ADDITIONAL PERMIT REQUIRED BY GREENE COUNTY BUILDING REGULATIONS AND BEAVERCREEK FIRE DEPARTMENT IF ANY TENTS ARE OVER 200 SQUARE FEET**

## **FARMER'S MARKET/ TEMPORARY SALES ZONING PERMIT**

### ***When is a Farmer's Market or a Temporary Sales permit required?***

A Farmer's Market permit is required for any outdoor sales of seasonal, non-manufactured items typically sold out-of-doors and a temporary sales permit is required for any outdoor sale of products or services that fall within a use that is specifically permitted for the business zoning district in question. Typically these sales are conducted in a parking lot from within a tent, any other temporary structure, truck, trailer or similar vehicle or structure.

A Farmer's Market shall be permitted anytime starting May 1<sup>st</sup> and ending operation by September 30<sup>th</sup> in the same calendar year. Temporary Sales shall be permitted for a period not to exceed 10 consecutive days and two permits per calendar year are allowed.

Each event is permitted one sign not more than 24 square feet in total area located on the premises of the sale.

### ***What do I have to do to receive a Farmer's Market or Temporary Sales permit?***

To receive a permit, a Farmer's Market or Temporary Sales permit application must be completed in full and submitted to the Planning and Zoning Department along with the application fee and a drawing showing the lot, existing structures and proposed location of the sale area.

The information given on this application should be in compliance with the requirements of Sections 158.129 of the Zoning Code.

### ***How long will it be until I receive notification?***

The review period is typically one to two business days. You will be notified by telephone when the application has been approved and the permit has been issued, or if additional information is required.

### ***What's the next step?***

Any person or entity having a Farmer's Market or Temporary Sales must obtain all state, county, health and other applicable permits, licenses and vendor numbers for that specific use and location.

### ***Exception of special five day events.***

No permit is required for events lasting five days or less including set-up and clean-up. No person or entity may hold more than two special events per calendar year separated by at least 90 days.

If you have any questions, a staff member in the Planning and Zoning Department is available to assist you Monday through Friday from 7:30 a.m. to 5:00 p.m.

Both the person holding the permit for a Farmer's Market or a Temporary Sales and property owner on which the Farmer's Market or Temporary Sales is located are responsible to the City for compliance with all applicable laws, ordinances and regulations, including but not limited to zoning, building health, and property maintenance requirements. Therefore, as the property owner, I hereby acknowledge my responsibility for compliance with all applicable laws, ordinances and regulations for the Farmer's Market or Temporary Sales.

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Property Owner Signature

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Printed Name of Property Owner

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Telephone Number of Property Owner

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Date