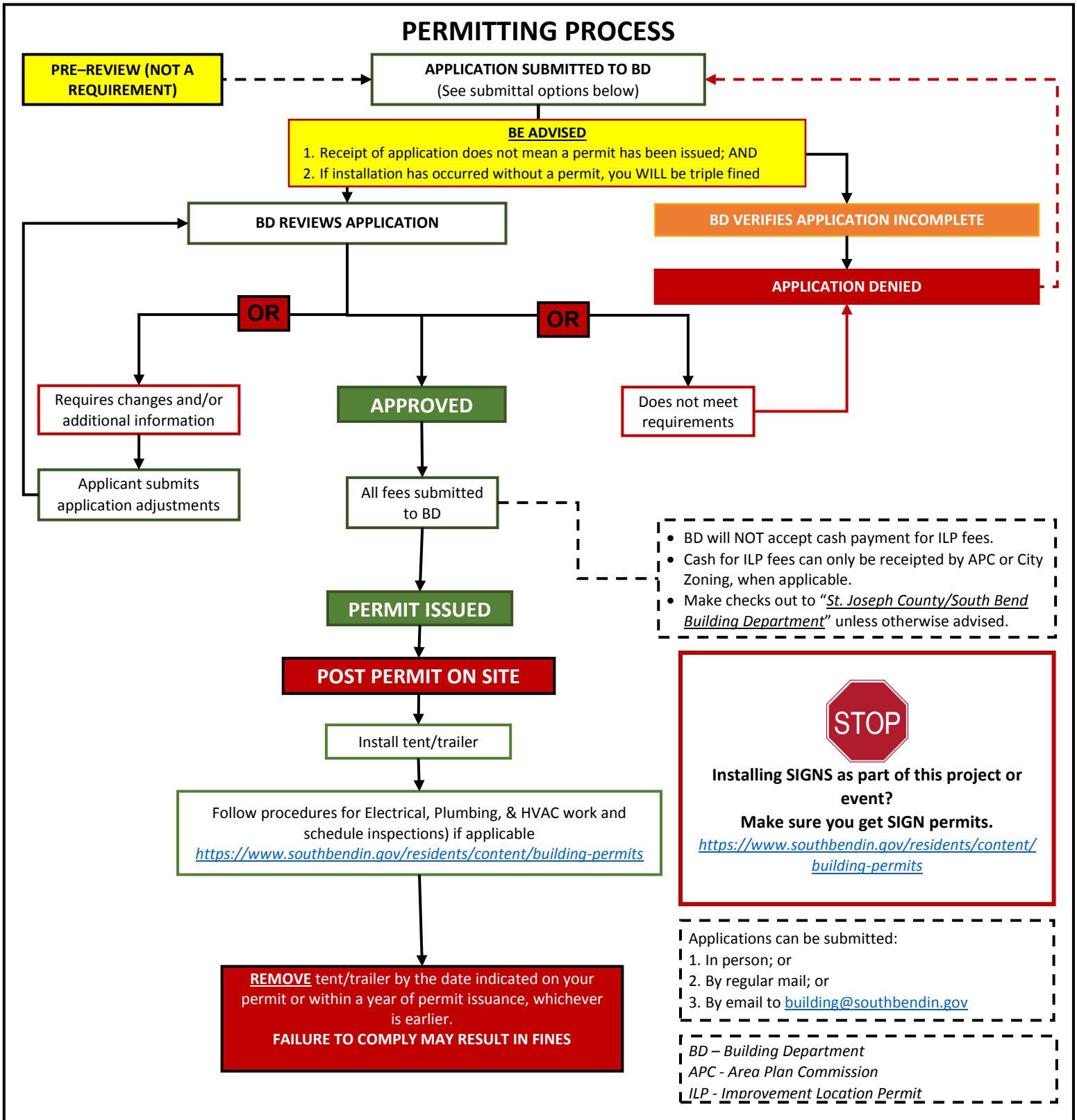


St. Joseph County | City of South Bend
BUILDING DEPARTMENT
RESIDENTIAL TEMPORARY TENT/TRAILER/ACCESSORY APPLICATION





RESIDENTIAL TEMPORARY TENT/TRAILER/ACCESSORY APPLICATION
 ST. JOSEPH COUNTY | CITY OF SOUTH BEND | BUILDING DEPARTMENT

TEMPORARY TENT/TRAILER/ACCESSORY PERMIT CHECKLIST

- 1. Completed Application
 (IF APPLYING FOR MULTIPLE TENTS/TRAILERS SUBMIT A SEPARATE APPLICATION FOR EACH STRUCTURE)
- 2. Site plan showing:
 - a. ALL property dimensions
 - b. size and location of ALL existing structures
 - c. parking spaces AND their dimensions after installation of proposed tent/trailers;
 - d. parking calculation
 - e. location of septic system(s) and well(s) (if applicable)
 - f. size and location of ALL proposed tents/trailers
 - g. setbacks of all proposed tents/trailers from property lines, existing buildings, well and septic systems;
 - h. if parcel is under 3 acres, it must be drawn to scale
 - i. An example of a site plan can be found here: <https://southbendin.gov/wp-content/uploads/2018/08/Example-of-Site-Plan.pdf>
- 3. Special use/exception and/or variance approvals if applicable
- 4. All applicable contractors involved in the project-building, electrical, plumbing, and HVAC. (on application form)
- 5. Application fee **SEE FEE SCHEDULE FOR APPLICABLE PERMIT FEES

USEFUL LINKS

- ✓ City of South Bend Zoning/Variance Applications <http://southbendin.gov/zoning>
- ✓ St. Joseph County Zoning/Variance Applications <http://www.sjcindiana.com/306/Division-of-Planning-Zoning>

PROPOSED

PROJECT

ADDRESS:

Address	City	Zip	Township
Subdivision	Section of Subdivision	Lot Number	

ZONING:

OVERLAY/NNZO:

Yes No

HISTORIC DISTRICT:

Yes No

PROPERTY OWNER:

PHONE NUMBER:

EMAIL:

MAILING ADDRESS:

Address	City	State	Zip
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