



Community Development Services
 Planning Division
 City of Greenwood
 300 South Madison Avenue
 Greenwood, IN 46142
 (317) 887-5230
 (317) 887-5616 fax

**APPLICATION FOR
 TEMPORARY/MOBILE
 SALES OFFICE PERMIT**

EXPIRATION DATE: / /

PERMIT NO.: _____

Application is hereby made for a permit for a show model/sales office. The information which follows and the accompanying plans, specifications and other information with the representations therein contained, are made a part of this application in reliance upon which the Planning Commission of the City of Greenwood is requested to issue a conditional show model/sales office permit.

It is understood and agreed by this Applicant that any error, misstatement or misrepresentation of material fact, either with or without intention on the part of this Applicant, such as might or would operate to cause refusal of this application, or conditional approval thereof, or any material alteration or change in the accompanying plans, specifications or improvements subsequent to the issuance of a permit in accordance with the application, without the approval of the Planning Commission shall constitute sufficient ground for the revocation of this permit.

All building construction work, alterations, repairs, or mechanical installations and appliances connected therewith and other work necessary to complete the following improvement, shall comply with the State Building Rules and Regulations, local ordinances and such other statutory provisions pertaining to this class of work, and such rules, regulations, ordinances and provisions shall be considered a part of specifications, whether specified herein or not.

1) Date of Application _____ Date Approved _____ Date Issued _____

2) Name and address of building contractor: _____

3) Address of Location to be Improved _____ Greenwood, IN
 Lot Number _____ in _____ Subdivision

5) Kind of Permit (circle one):

TSORN Temp Sales Office Residential - New (\$50)

TSORR Temp Sales Office Residential - Renewal (\$25)

TSOCN Temp Sales Office Commercial - New (\$50)

TSOCR Temp Sales Office Commercial - Renewal (\$25)

Staff Use PERMIT FEE \$ _____ NO TECH FEE

6) Attach site plan

**City of Greenwood Subdivision Control Ordinance
 Section 10-502**

- a. A temporary sales office shall be a transportable (and removable) structure including, but not necessarily limited to, a manufactured home or modular building.
- b. A temporary sales office shall serve as a temporary sales office only for buildings and lots sold within the subdivision in which it is located. A temporary sales office shall not be used as a real estate sales office for properties located outside the boundaries of the primary plat of the subdivision in which it is located.
- c. The conditional permit for a temporary sales office in a residential subdivision shall be valid for a period of one (1) year, and may be renewed at one-year intervals but shall cease within thirty (30) days of the date the final lot within the boundaries of the primary plat has been sold.
- d. The conditional permit for a temporary sales office in a commercial or industrial subdivision shall be valid for a period of two years, and may be renewed at one-year intervals until such time as all lots within the boundaries of the primary plat have been either sold or built upon.

I have read and understand the ordinance applicable to temporary sales office permits. The above information, to my knowledge and belief, is true and correct:

SIGNATURE OF APPLICANT: _____

SIGNATURE OF BUILDING COMMISSIONER: _____

(or designated representative)