



CITY OF ST. MARYS
Community Development Department
418 Osborne Street St Marys GA 31558
(912) 510-4032

Temporary Use Permit

Circus, Religious, Tree, Sales etc.

The applicant is encouraged to meet with Staff before submittal to ensure that the application is complete. **The City of St. Marys does not accept incomplete applications.** The application will be processed within 30 business days of the receipt of a completed application and all required documents.

- Completed Application
- Location Map
- Proof of ownership of property OR legal authorization from owner
- Written Report Indicating Potential Problems AND Parking Availability
- Liability insurance (if Carnival)
- Proof of Equipment Inspections (if Carnival)
- Bond
- Other Attachments: _____

If you have any questions or concerns, or would like to schedule a meeting, please contact Community Development at 912-510-4032 or email planneroftheday@stmarysga.gov



CITY OF ST. MARYS

COMMUNITY DEVELOPMENT

418 OSBORNE STREET

ST. MARYS, GEORGIA 31558

912-510-4032

Property Owner's Authorization Form

I (we): _____

Hereby Authorize: _____

Representative of: _____

To apply for a certificate of appropriateness, sign permit, rezone, special use permit, subdivision, building permit, and pick-up the permit for the work as indicated above.

Address & Parcel number: _____

Type of Work being performed: _____

As property owner(s), I (we) hereby grant permission to the applicant, person or business referenced above to apply for a certificate of appropriateness, sign permit, rezone, special use permit, subdivision, building, and pick-up the permit for the work as indicated above. All work performed must meet all provisions of The City of St. Marys Building and Zoning Codes and the Laws of the State of Georgia, as applicable, whether specified or not. Contractors are required to have a Georgia Professional Contractors License.

(Property Owner or Person with Power of Attorney Signature)

(Date)

(Printed Name)

(Title)

Owners Address

(Owners Phone Number)



CITY OF ST. MARYS
418 OSBORNE STREET
ST. MARYS, GEORGIA 31558
TELEPHONE: 912-510-4032
Fax: 912-510-4014
planneroftheday@stmarysga.gov

To Whom It May Concern,

I, _____, do authorize the City of St. Marys to debit my credit/debit card for a onetime payment in the amount of \$ _____; for the sole purpose of _____.

Signature of Card Holder

REQUEST FOR CREDIT CARD PAYMENT

DATE: _____ Business License

Project Number: _____ Other _____

Total: \$ _____ + \$3.00 = Amount to be charged to Card \$ _____

Please note there will be a \$3.00 processing fee charged to your credit card

CREDIT OR DEBIT CARD INFORMATION

CARD: VISA MASTERCARD AMERICAN EXPRESS DISCOVER (Please Circle One)

CARD #: _____

EXPIRATION: _____

PRINT NAME AS SHOWN ON CARD: _____

***SIGNATURE OF CARD HOLDER: _____

ALL INFORMATION WILL BE SHREDDED IMMEDIATELY AFTER AN APPROVAL CODE IS OBTAINED FOR THIS TRANSACTION.



CITY OF ST. MARYS
COMMUNITY DEVELOPMENT DEPARTMENT
418 OSBORNE STREET ST. MARYS, GEORGIA 31558
TELEPHONE: 912-510-4032 FAX: 912-882-5506
EMAIL: PLANNEROFTHE DAY@STMARYSGA.GOV

COMMUNITY DEVELOPMENT FEES

PRELIMINARY PLAT

1-9 Lots	\$50 per Lot
10-29 Lots	\$500 + \$25.00 Per Lot Over 10
30-49 Lots	\$1000 + \$20.00 For Each Lot Over 30
50 Lots or Greater	\$1400 + \$15.00 For Each Lot Over 50

FINAL PLAT

1-29 Lots	\$250.00
30-49 Lots	\$750.00
50 Lots or Greater	\$1500.00

ENGINEERING REVIEW

1-9 Lots	\$1000.00
10-29 Lots	\$2500.00
30-49 Lots	\$3000.00
50-99 Lots	\$3500.00
99 Lots or Greater	\$3500.00 + \$40.00 per lot over 99

REZONING

	<u>Commercial</u>	<u>RESIDENTIAL</u>
0-19,999 Square Feet	\$225.00	\$200.00
20K-49,999 SF	\$275.00	\$225.00
50K-74,999 SF	\$300.00	\$275.00
75K-99,999 SF	\$350.00	\$300.00
100K-149,999 SF	\$450.00	\$350.00
150K-199,999 SF	\$500.00	\$400.00
200K-299,999 SF	\$750.00	\$500.00

<u>SPECIAL USE PERMIT</u>	\$625.00 Initial
<u>VARIANCE</u>	\$200.00
<u>TEMPORARY SALES PERMIT</u>	\$300 Annual Fee

SIGN PERMIT

<u>COST OF SIGN</u>	<u>FEE</u>
\$0.00-1,000.00	\$50.00
\$1,000.01-2,000.00	\$60.00
\$2,000.01-3,000.00	\$70.00
\$3,000.01-4,000.00	\$80.00
\$4,000.01-5,000.00	\$90.00
\$5,000.01-6,000.00	\$100.00
\$6,000.01-7,000.00	\$110.00
\$7,000.01-8,000.00	\$120.00
\$8,000.01-9,000.00	\$130.00
\$9,000.01-10,000.00	\$140.00
\$10,000.01-11,000.00	\$150.00
\$11,000.01-12,000.00	\$160.00
\$12,000.01-13,000.00	\$170.00
\$13,000.01-14,000.00	\$180.00
\$14,000.01-15,000.00	\$190.00

TEMPORARY SIGN PERMIT

Banner	\$10 each
Flags	\$10 each
Pennants	\$10 each
Streamers	\$10 each
A Frame Signs	\$10 each
Media (1 permitted in Downtown only)	\$20 each

OCCUPATIONAL TAX LICENSE

Independent contractors working with a company will be required to have their own City Occupational License.

\$75.00 Administration fee + fee for number of employees

<u>Number of Employees</u>	<u>Base Fee</u>	<u>Fee Per Employee</u>
1-50	N/A	\$33.00
51-100	\$1,650.00	\$10.00 after 50th
101-250	\$2,150.00	\$5.00 after 100th
250+	\$2,900.00	\$2.00 after 250th

<u>LAYING HEN PERMIT</u>	\$10.00
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CITY OF ST. MARYS, GEORGIA

TEMPORARY PERMIT APPLICATION

Community Development Department
418 Osborne Street - (912) 510-4032

TP

Zoning Ordinance 110-144

Applicant Name: _____ Telephone No. _____
Address: _____ City: _____ State: _____ Zip Code: _____
Applicant Signature: _____ E-mail Address: _____

PERMIT REQUESTED:

1. () Carnival or Circus. Maximum of 3 weeks with liability insurance and equipment inspections supplied to the Planning Director.
2. () Religious Meeting. Only in approved open area for a maximum of 40 days.
3. () Christmas Tree sale lot. Only in an approved area not to exceed 45 days.
4. () Contractor's Office or Equipment Shed. Maximum of 12 months and must be placed on the property to which it is appurtenant.
5. () Other, all require City Council approval.

All temporary permit applications must be filed with the Community Development Department a minimum of 14 days prior to the event. No event issued a temporary permit may adversely affect traffic or surrounding areas and will not constitute a threat to public health or safety. Permits requiring City Council approval may take up to 30 days to receive approval.

Event location: _____
Location Owner: _____
Owner Address: _____ City: _____ State: _____ Zip Code: _____

(Attach a site plan showing surrounding properties, potential problems and parking availability. Attach a letter from owner granting permission to use site location.)

I understand that I and/or my group carry the burden of providing the need for this permit. Further, I/we are responsible for the condition of the site while this permit is in effect. To this end, I/we understand that I/we may be required to post a bond or other form of guarantee and that the site will be left in substantially the same condition as it was prior to the issuance of this permit.

COMMUNITY DEVELOPMENT DIRECTOR ACTION

Date application was filed: _____

Permit Fee: _____ Date Paid: _____

Guarantee Required: () Yes () No Type: _____ Amount: _____

Building Inspector Approval: () Yes () No () NA
Any Conditions: _____

City Council Approval: () Yes () No () NA
Any Conditions: _____

Community Development Director/Asst. Director: _____ Date: _____

Date Applicant was Notified: _____