



EVENTS & TEMPORARY USE PERMIT

City of Hendersonville

Community Development Department

100 N. KING STREET

HENDERSONVILLE NC 28792

Planning@hvlnc.gov

TO BE COMPLETED BY STAFF

PERMIT # _____

Application Date: _____

Issuance Date: _____

FEE

\$ 50.00

CASH

CHECK #

Activity Address:	Parcel Identification #
<input type="checkbox"/> One Time Event <input type="checkbox"/> Ongoing Event <input type="checkbox"/> Sale of Merchandise <input type="checkbox"/> Sale of Food <input type="checkbox"/> Other Type: _____	
Property Owner:	Contact Phone #
Address:	Email:
Contractor:	Contact Phone #
Address:	Email:
Event Contact Person:	Phone # Email:
Name and Detailed Description of Event/Activity/Sale:	
List of tent(s), stage(s) and/or other structures with dimensions:	
Exact Activity Dates and Times:	
Estimated # of attendees at any one time:	Total Estimated # of attendees for event duration:

SITE PLAN REQUIREMENTS

A basic site plan is required as part of a complete application. The site plan need not be to scale, but distances and dimensions must be labeled. Ensure the following are clearly indicated and labeled on the site plan:

- All property boundaries
- All adjacent streets
- All drive entrances and access roads
- Parking lot layout
- All existing structures
- Proposed location of any temporary tents/structures and distance to property lines
- Power supply

City of Hendersonville Fire Department requires a separate Operational Permit if any tent is over 800 square feet – please contact them at 828-697-3024

OWNER INFORMATION – REQUIRED <i>Owner signature required on all applications involving work on the real property; land disturbance, demolition, and/or work involving new or existing construction</i>			
Property Owner Name(s):		Email Address:	
Mailing Address:		Phone Number:	
City:		State:	Zip:
Signature (Affidavit required for Authorized Agents)		Date:	
APPLICANT INFORMATION – REQUIRED – The undersigned certifies that all information in this application is correct			
Name:		Email Address:	
Mailing Address:		Phone Number:	
City:		State:	Zip:
Signature		Date:	

REMARKS

MUST MEET ALL REQUIREMENTS OF THE CITY OF HENDERSONVILLE ZONING ORDINANCE

OTHER: _____

NOISE ORDINANCE: https://library.municode.com/nc/hendersonville/codes/code_of_ordinances?nodeId=PTIICOOR_CH20EN_ARTIINGE_SS20-1--20-30RE

THIS ZONING PERMIT IS HEREBY APPROVED	
ZONING OFFICIAL:	APPROVAL DATE:
ZONING OFFICIAL SIGNATURE	
THIS ZONING PERMIT IS HEREBY REJECTED	
ZONING OFFICIAL:	REASON FOR REJECTION:
ZONING OFFICIAL SIGNATURE	REJECTION DATE:

For general permit information and questions you may contact 828-697-3010 or email:

Planning@hvlnc.gov