



## TEMPORARY SALES TRAILER

Address: \_\_\_\_\_ Permit issued

Permit expires \_\_\_\_\_ or date of Building Final.

1. Temporary permit allowing sales from a mobile office trailer shall be valid until the issuance of a Certificate of Occupancy for a model home or for one hundred twenty (120) days, whichever comes first. There shall be no extensions of said permit allowed. Trailer shall not be used for living or sleeping purposes.
2. Trailer must have ground anchors every ten foot (10') length of trailer.
3. Trailer must have skirting around trailer to conceal undercarriage.
4. Location: Trailer must be located in a platted subdivision on a lot which is owned by the applicant/builder and be located behind the front yard building lot line and must meet the subdivision setbacks (rear and side yards).
5. Approval: Locating and landscaping plans must be approved by the Building Official or designee. Two plot plans are required for the issuance of a permit.
6. Landscaping: As a minimum, the front of the trailer must be landscaped with foundation planting to conceal the skirting, and the front yard must be grassed.
7. A temporary three (3') foot wide sidewalk is required from trailer to curb.
8. **A building permit must be issued for the model home at the time of the temporary permit for the trailer.**
9. Fees: \$100.00 building permit fee plus any necessary utility connection fees.
10. Off-street parking of an all-weather surface shall be provided at a minimum rate of two (2) spaces per proposed model on the same side of the street as the models.
11. No permit shall be issued for a temporary sales trailer within a platted subdivision if any building permit has previously been issued within said subdivision exclusive of model home permits.
1. If a water meter is to be set, water and sewer impact fees (if available) will be paid at time of permit issuance. Road impact fees are charged when a house is permitted on the property.

*Updated 12/1/02  
Building Inspections Division  
SOP Section 406.3.14*