



CITY OF KENTWOOD
OPEN AIR BUSINESS LICENSE APPLICATION
KENTWOOD CITY CLERK & PLANNING DEPARTMENT
4900 BRETON AVE SE, PO BOX 8848
KENTWOOD, MI 49518-8848
616.698.9610 www.kentwood.us

1. Business Name _____ Phone No. _____
Address _____
Company Contact _____ Email _____
Mail approved license to: _____
2. Open Air Location Address _____
Description of Event _____

Dates of Event _____ (*not more than 30 consecutive days*)
Hours of Operation _____

Please include the following with your application (submit at least 2 weeks prior to event):

- Site plan sketch or drawing, approved by zoning administrator
- Open Air Business License fee of \$180.00 payable to City of Kentwood
- Written permission of property owner for use of lot, if applicable
- Tent permit application and \$25.00 fee, if applicable
- Sign permit application and \$60.00 fee, for sign exceeding 20 sq. ft. in area

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3. I hereby affirm that the information contained in this application is true and correct.

Date: _____ Signature of Applicant: _____

RECEIVED BY CITY OF KENTWOOD:

Date: _____ Fees Received: _____

Approvals: Planning Dept _____ Fire Dept _____
Clerks Dept _____

ARTICLE 5. - OPEN AIR BUSINESSES

Sec. 26-431. - Definitions.

The following words terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Short-term open air business shall mean, Uses operated for a period of less than 61 days in a calendar year substantially in the open air or under a tent as an accessory use to an existing principal use conducted on the lot, including, and limited to:

- (1) Outdoor display and sale of trees, flowers and homemade foods; or
- (2) Items produced or sold by the existing principal use.

(Code 2004, § 26-431; Comp. Ords. 1987, § 20.602; Ord. No. 7-06, § 1, 4-30-2006)

Sec. 26-432. - Finding of public purpose.

The city commission finds it necessary to establish a procedure to regulate and control the operation of short-term open air businesses for the purpose of promoting the public health, safety and welfare and to preserve the orderly operation of the commercially zoned areas.

(Code 2004, § 26-432; Comp. Ords. 1987, § 20.601)

Sec. 26-433. - Districts where permitted.

The operation of any short-term open air business within the city shall be considered a permitted accessory use with the approval of the zoning administrator. The site plan review standards of the zoning ordinance shall be used to evaluate the short-term open air business.

(Code 2004, § 26-433; Comp. Ords. 1987, § 20.603; Ord. No. 7-06, § 2, 4-30-2006)

Sec. 26-434. - Written permission of owner required.

Short-term open air business operations require written permission from the owner of the lot, parcel or tract intended for the site of operations. Such written permission shall be upon a form approved by the zoning administrator.

(Code 2004, § 26-434; Comp. Ords. 1987, § 20.604)

Sec. 26-435. - Deposit.

A deposit or bond as established by resolution of the city commission from time to time shall be made to the city clerk to ensure that clean up of site is accomplished following the expiration of the sales permit. If the clean up is not completed in that time, the deposit is forfeited.

(Code 2004, § 26-435; Comp. Ords. 1987, § 20.605; Ord. No. 10-05, § 1, 7-31-2005)

Sec. 26-436. - Site plan review.

The applicant must submit a simple site plan sketch, to be approved by the zoning administrator, that conforms with applicable sections of the current zoning ordinance (see appendix A to this Code), as determined by the zoning administrator.

(Code 2004, § 26-436; Comp. Ords. 1987, § 20.606)

Sec. 26-437. - Signs.

Sign display is regulated by the section of the current zoning ordinance (see appendix A to this Code) dealing with the sign restrictions for the district involved.

(Code 2004, § 26-437; Comp. Ords. 1987, § 20.607)

Sec. 26-438. - Period of operation.

The operation of the short-term open air business may be allowed by the zoning administrator for a period of not more than 30 consecutive days. All short-term sales operations must obtain approval from the zoning administrator and not more than two approvals may be allowed to a business or property within a 12-month period.

(Code 2004, § 26-438; Comp. Ords. 1987, § 20.608; Ord. No. 7-06, § 3, 4-30-2006)

Sec. 26-439. - Appeals.

Where it is alleged that there is an error or misinterpretation in any order, requirement, grant or refusal made by the zoning administrator, an appeal may be made by the applicant to the city commission to hear specific application of such action. The city commission, by a majority vote, may amend, change or modify such action so that it is in harmony with the general purpose and intent of the requirements.

(Code 2004, § 26-439; Comp. Ords. 1987, § 20.609)

Secs. 26-440—26-470. - Reserved.