

MERCER COUNTY  
**SPRINGFIELD**  
TOWNSHIP, EST 1805

**\$50.00 Fee**

406 Old Ash Road, Mercer, PA 16137  
Ph. 724-748-4999 Fax 724-748-3859  
risbuildingpermits@gmail.com

**Temporary Certificate of Occupancy Application  
Food Vendor**

1. Name of Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_
2. Name of Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_
3. Site Address: \_\_\_\_\_
4. Zoning District: \_\_\_\_\_ Tax Parcel ID (if known): \_\_\_\_\_
5. The \$50.00 fee, a current insurance certification and current vendor license must be attached to application to be complete.
6. Vendors must adhere to all Pennsylvania Laws and Regulations.
7. The certification expires 30 days from the date it is issued.

I hereby acknowledge that the above information is true and correct to the best of my knowledge and I will comply with all provisions of Springfield Township Ordinances and Laws of the Commonwealth of Pennsylvania, and obtain all permits as required by law.

\_\_\_\_\_  
Applicant Signature Date

\_\_\_\_\_  
Printed name

**Official Use Only**

Permitted use:	Refer to: Zoning Officer / Office Manager	Date Issued:
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**Springfield Township Ordinance 4-2018**

**504.3 Tent, Truck and Temporary Retail Sales – PLEASE KEEP FOR YOUR REFERENCE**

- A. Tents erected for community or family events, auctions or residential yard and garage sales are exempt from this section provided that temporary structures are removed within five (5) days of erection. However, no such exempt tent or truck shall block any vehicular line of site on a public street. Where the proposed tent, truck used for retail sales, or other temporary sales event will remain in place for more than five days, a zoning certificate for a temporary use must be obtained.
- B. The Applicant shall show the location of all temporary signs emplaced in conjunction with the sale and pay a deposit in an amount established by the Township fee resolution to ensure all signs are removed upon conclusion of the sale.
- C. If the property owner is not the sponsor of the sales event, the applicant shall have written permission of the property owner.
- D. No part of any operation shall be located within any required yard or setback.
- E. Mud and dust free parking shall be provided, adequate to the proposed size and use of the tent, truck, or other temporary sales structure.
- F. The event shall not impede or adversely affect vehicular or pedestrian traffic sight distance, flow, or parking maneuver. The driveway shall be clearly delineated and if necessary, show any PennDot approval and/or adequate site distance.
- G. Unless clearly accessory to another retail operation, the maximum duration of any tent or other temporary retail sale shall be fourteen (14) calendar days. No tent sale shall be held upon the same property for thirty (30) days after said event unless conditional use approval as a flea market is obtained.
- H. The applicant shall have sufficient secure trash receptacles on site for all waste generated by the retailer or anticipated customer use.
- I. All signs, merchandise, equipment used in such sales, and all debris and waste resulting from a temporary sale shall be removed from the premises within three days of the termination date of the permit.