

Village of New Lenox  
Community Development  
1 Veterans Parkway  
New Lenox, IL 60451  
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[www.newlenox.net](http://www.newlenox.net)

# the Village of New Lenox

"Home of Proud Americans"



## Temporary Use Application

### **SITE INFORMATION:**

NAME OF SUBDIVISION/PROJECT NAME: \_\_\_\_\_

ADDRESS/PROJECT LOCATION: \_\_\_\_\_

### **APPLICANT INFORMATION:**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

### **TEMPORARY USE SPECIFICS:**

\_\_\_\_\_ SIGN \_\_\_\_\_ CONSTRUCTION TRAILER

SQUARE FOOTAGE OF SIGN: \_\_\_\_\_ HEIGHT OF SIGN: \_\_\_\_\_

PLEASE SUBMIT THE FOLLOWING:

1. SUBMIT A SITE PLAN SHOWING THE PROPOSED LOCATION OF THE SIGN OR CONSTRUCTION TRAILER.
2. SUBMIT A DRAWING OF THE PROPOSED SIGN.
3. SUBMIT FEE OF \$100 FOR A SIGN OR CONSTRUCTION TRAILER PERMIT. SIGN PERMITS WILL ALSO REQUIRE A \$500 DEPOSIT (DEPOSIT CAN BE MADE IN THE FORM OF CASH, CASHIERS CHECK, MONEY ORDER, OR CREDIT CARD). A CREDIT CARD PROCESSING FEE MAY APPLY.

TEMPORARY SIGN PERMITS WILL BE ISSUED FOR A MAXIMYM PERIOD OF FIVE (5) YEARS, OR UNTIL A BUILDING PERMIT IS ISSUED FOR THE LAST LOT IN THE SUBDIVISION, WHICEVER OCCURS FIRST.

TEMPORARY CONSTRUCTION TRAILER PERMITS WILL BE ISSUED FOR A PERIOD OF SIX (6) MONTHS.

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_\_ **VILLAGE USE ONLY** \_\_\_\_\_

DATE PAID: \_\_\_\_\_ AMOUNT PAID: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_