

Permit # _____

TEMPORARY STRUCTURE



Building & Code Enforcement Division
164 E. Lincoln Hwy - DeKalb, IL 60115
Phone: (815) 748-2070

Call Julie at 1-800-892-0123 (operates 24 hours a day, 365 days a year)

TEMPORARY STRUCTURE PERMIT APPLICATION

Project Address	Project Valuation \$
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✓ A written request must be submitted to the Community Development Director or his/her designee seven (7) days prior to the date of the event; and,

✓ Special permit must be approved by the Community Development Director or his/her designee; and,

✓ A Picture of the Structure - as well as a Site Drawing showing the placement how the structure will be secured.

	TYPE OF STRUCTURE		DIMENSIONS	REASON FOR STRUCTURE
			X	
			X	

DATES TO BE DISPLAYED

FROM	TO	FROM	TO
FROM	TO	FROM	TO

APPLICANT

Applicant / Business Name: _____

Business Address: _____

Phone: _____ Email address: _____

REQUIRED

- | | |
|---|---|
| <input type="checkbox"/> PERMIT APPLICATION | <input type="checkbox"/> PICTURE SHOWING WHERE STRUCTURE TO BE PLACED |
| <input type="checkbox"/> PICTURE OF STRUCTURE | <input type="checkbox"/> PERMISSION FROM OWNER (IF APPLICABLE) |

APPLICANT SIGNATURE: **X**

DATE: _____

CITY OF DEKALB USE ONLY

APPROVED BY: _____

DATE: _____

FEE: _____