



APPLICATION INTAKE

In Person: 9:00 am – 3:30 pm

By Email: planningandzoning@roswellgov.com

Permit #: _____

Application for Donation Bins

APPLICANT (PERSON RESPONSIBLE FOR THIS DONATION BIN)

Business Name

Person Responsible for this location Phone

Business Address

City State Zip

LOCATION OF BIN AND NAME OF CENTER WHERE IT IS LOCATED:

Location Address

Name of center where it is located

Regulations: All below items must be submitted or application will not be considered.

A. Any person or entity desiring a permit under this chapter shall file with the City an original and one copy of an application, under oath, in writing, on a form furnished by the City.

B. The application shall include:

- (1) The location where the bin would be situated; as precisely as possible;
- (2) The color (ie, picture) of proposed bin;
- (3) The manner in which the person or entity anticipates any clothing or other donations collected via the bin will be used, sold, or dispersed, and the method by which the proceeds of collected donations would be allocated or spent;
- (4) The name, address, and telephone number of the bona fide office of any individual or entity who or which may share or profit from any clothing or other donations collected via the bin;
- (5) Written consent of the property owner to place the bin on the owner's property;
- (6) Whether the applicant is an individual, a partnership, a corporation, limited-liability company or other entity and, if another entity, a full explanation and description thereof;
- (7) If the applicant is an individual, the applicant's full name and residence address;
- (8) Proof of insurance;
- (9) Copy of registration with the Secretary of State.

BUSINESS INFORMATION

REGULATIONS

Donation Bin is any enclosed receptacle or container made of metal, steel, or similar durable product which is designed or intended for the donation and temporary storage of clothing or other material. The donation bin shall not exceed the maximum size of 12 feet in length by 6 feet in width by 6 feet in height.

Location and placement

A. No donation bin shall be placed, used or employed in such a manner in which it projects onto or over any part of any public roadway of any public street or which rests, wholly or in part, upon, along or over any portion of the roadway of any public street.

B. No donation bin shall be placed, used or employed in such a manner in which it rests in whole or in part upon any portion of a public right-of-way or which projects onto or over any part of a public right-of-way.

C. No donation bin shall be placed, used or employed in such a manner in which it:

- (1) Endangers the safety of persons or property or otherwise may constitute a safety hazard, including, but not limited to, the placement of any clothing/material bin within 100 yards of any place which stores large amounts of, or sells, fuel or other flammable liquids or gases;
- (2) Unreasonably interferes with or impedes the flow of pedestrians or vehicular traffic, including any legally parked or stopped vehicle, vehicular traffic flow or maneuvering;
- (3) Unreasonably interferes with the ingress or egress from any residence or place of business;
- (4) Unreasonably interferes with passengers boarding or exiting from buses at designated bus stops;
- (5) Unreasonably interferes with the use of traffic signals, traffic or street signs, fire hydrants or mailboxes permitted at or near said location.

D. No donation bin shall be placed, used or employed in such a manner in which it is located:

- (1) Within 25 feet of any crosswalk.
- (2) Within 25 feet of a fire hydrant.
- (3) Within 25 feet of any fire lane, fire call box, police call box or other emergency facility.
- (4) Within 25 feet of any driveway.
- (5) Within a required buffer area.

E. No donation bin shall be placed, used or employed on a single family residential property.

F. The placement and screening of a donation bin shall be in a manner to effectively shield the bin from being viewed from the public right-of-way as determined by staff on a case by case basis.

G. Any person or entity shall be allowed to place no more than one (1) donation bin per parcel or location with a total of three (3) total donation bins allowed per parcel or location.

See fee schedule from Roswellgov.com

APPLICANT SIGNATURE

I hereby certify that all information provided herein is true and correct, and agree to comply with the above regulations. I understand that failure to comply with these rules and regulations may result in removal of my bin and/or issuance of Court Citations.

Applicant Signature: Business Owner or Owner's Representative _____ Date: ____ / ____ / ____

Office Use: Fee: \$ _____ Cash Check CC Receipt #: _____ Date: ____ / ____ / ____

Approved By: _____ Date: ____ / ____ / ____