



DONATION BOX AFFIDAVIT AND PERMIT

DONATION BOX DEFINED: Shall be defined as any unattended container, receptacle or similar device used for soliciting and collecting donations of clothing and/or other salvageable personal property and shall not include any unattended donation box within a building or drop boxes for books and audio visual items of the public library.

DONATION BOX PERMIT REQUIREMENTS:

- 1. Must obtain a permit from the Dawson County Planning and Development Department.
2. The applicant shall provide written permission from the owner of the property consenting to the placement and maintenance of the donation box, and said responsibilities to the property owner.
3. Only two (2) donation boxes shall be allowed on each individually zoned lot.
4. Location of the donation boxes shall be shown on site plan, and shall not be located within any building setback or established buffer.
5. Location shall not be located in such a manner to block sight lines on the tract.
6. Donation boxes shall only be located in commercial zoning districts.
7. Donation boxes shall be limited to 150 cubic feet, and shall not exceed six (6) feet in height from the finished grade to the highest point of the roof or top of the box.
8. Donation boxes shall be painted or stained with a low reflectance and subtle, neutral, or earth-tone color scheme.
9. Total square footage for each box shall not exceed two (2) square feet.
10. Signage shall contain the name, address, and telephone numbers of the following: property owner, manager, operator, and the charitable organization(s) that benefit from the collected materials.
11. Donation boxes shall be maintained in good condition and appearance with no structural damage, holes, or visible rust, and shall be free of graffiti
12. All donation boxes shall be free of debris and shall be cleared of contents at least once (1) every two (2) weeks and shall not be permitted to overflow with donations or accumulate junk, debris, or other material.

I \_\_\_\_\_ (print name) do hereby swear and affirm that I have read and understand the requirements for placement of a donation box and that I will insure compliance with all governing regulations.

911 Address of Donation Box: \_\_\_\_\_

Tax Map and Parcel Number: \_\_\_\_\_ Zoning Classification: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Business Email: \_\_\_\_\_

24 hour contact (Name and number):

\_\_\_\_\_

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.

Signature of Business Owner

Date

Notary

My Commission Expires

{Notary Seal}