

**DEPARTMENT OF PLANNING SERVICES
DIVISION OF PLANNING**

555 Bay Road
Dover, Delaware 19901
302-744-2471



**REGIONAL PLANNING COMMISSION
Application for Administrative Approval
Campground**

Application No.: _____
Fee Received/Check No.: _____
Date of Submission/Acceptance: _____

Please Complete the Following Information:

Address/Location: _____

Present Use of Property: _____

of Camping Sites Proposed: _____

of Tent Sites: _____ # of RV/Motorhome Sites: _____

Total Area for Tents: _____ Total Area for RV/ Motorhomes: _____

Other: _____

Are any new structures proposed? YES NO Size & Purpose of Structure(s): _____

Lot Size (min 5 acres): _____ Present Zoning: AC AR

APPLICANT(S):

LEGAL OWNER(S):

_____	_____
_____	_____
Applicant Name(s)	Legal Owner Name(s)
_____	_____
Address	Address
_____	_____
City State Zip Code	City State Zip Code
_____	_____
Phone No.:	Phone No.:
_____	_____
Email:	Email:
_____	_____

The following documents must be submitted at the time of application submission:

Signed Addendum - Conditions of Approval
A scaled drawing or survey no larger than 24" x 36" indicating the following:
Location to the nearest intersecting road and area of petition (in sq. ft. or acreage to nearest hundredths).
Indicate direction North in relation to property.
All property lines with their bearings and distances (property dimensions).
Location and dimensions of any easements or right-of-ways affecting this parcel.
The location and size, accurately dimensioned, of all buildings and structures existing and proposed,
Location, size, and height of any existing or proposed signage.
Location and nature of existing and proposed fencing and/or screening and general landscaping.
Location of existing and proposed parking. Location of existing and proposed access and driveways.

Copies of any deed restrictions affecting the property.

Filing fee of \$200.00 (Make checks payable to Kent County).

Administrative Application Fee (includes Pre-Application Meeting): \$200
If a public hearing is necessary, an additional fee of \$200.00 shall be required. \$200
Total Fee for this application: \$ _____

The following documents must be submitted prior to approval of this application:

All applicable public health approvals for water supply & wastewater disposal system (i.e. DNREC, Kent Co Public Works Department, DHSS)

Letters of No Objection from applicable agencies (i.e. Fire Marshall, DelDOT, Kent Conservation District)

Proof of notification of property owners within 200'. (certified mail receipts & notice)

Letter of no objection from each adjacent property owner required to be notified.

