

**TOWN OF DAGSBORO  
CERTIFICATE OF COMPLIANCE APPLICATION**

It shall be the duty of the Code Enforcement Officer of the Town of Dagsboro to review requests for zoning compliance by applicants for any license from the Delaware Alcoholic Beverage Control Commission. The Code Enforcement Officer shall review the following for compliance with Town Ordinances:

1. Name of Applicant: \_\_\_\_\_

2. Applicant phone # \_\_\_\_\_, fax # \_\_\_\_\_,  
email address \_\_\_\_\_

3. Business Owner: \_\_\_\_\_

4. Business Name: \_\_\_\_\_

5. Mailing Address for business: \_\_\_\_\_

6. Physical Address of business: \_\_\_\_\_

7. Property Owner name: \_\_\_\_\_,

Mailing Address \_\_\_\_\_,

Phone # \_\_\_\_\_, Fax # \_\_\_\_\_, email address (if  
different): \_\_\_\_\_

8. Property Tax Map #: \_\_\_\_\_

9. If Corporation, Partnership, LLC, list principal officer's names & addresses & titles:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Nature of Business: \_\_\_\_\_

**MUST ATTACH:**

1 Electronic Copy (pdf) and 2 hard copies of Site Plan and Drawing of Structure including:

- Location
- Zoning Classification
- Floor Plan including number & sizes of bar(s) area (if applicable)
- Seating capacity, listing bar area capacity separately (if applicable)
- Parking required/capacity
- Storage area, kitchen area, food preparation area (if applicable)
- Bathroom availability for male & female patrons (if applicable)
- Distance to nearest property line of nearest lot zoned residential
- Proposed hours of operation

11. A statement that establishes the primary purpose of the business (restaurant) as defined in the Town of Dagsboro Code.

12. An affidavit that all Town taxes and fees are paid in full.

13. An application for a business license has been or will be made to the Town

14. An authorization for the Town, its agents and employees, to seek and obtain information and, if deemed necessary, to conduct an investigation as to the accuracy to the statements set forth in the application.

15. By signing this application the applicant, under verification, oath or affidavit, swears/affirms that the information provided to the Town contained in the application and the drawing and plan is true and correct.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

**FEE Per Application \$350.00**

**OFFICE USE ONLY**

**Code Enforcement Officer** \_\_\_\_\_

Print

\_\_\_\_\_  
Signature

**Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date Received:** \_\_\_\_\_

**Review date:** \_\_\_\_\_

\_\_\_\_\_ APPROVED

\_\_\_\_\_ DENIED

**Date Presented to Town Council** \_\_\_\_\_