

Town of Dagsboro

Change of Use Application

DATE: _____

APPLICANT NAME: _____
ADDRESS: _____
PHONE: _____
FAX: _____
EMAIL: _____

OWNER (IF DIFFERENT THAN APPLICANT): _____
ADDRESS: _____
PHONE: _____
FAX: _____
EMAIL: _____

PROPERTY LOCATION: _____ TAX MAP PARCEL # _____

CURRENT USE: _____ CURRENT ZONING DISTRICT: _____

PROPOSED USE: _____

IF YOU ARE NOT THE RECORDED OWNER OF THE PROPERTY, THERE MUST BE A LETTER OF AUTHORIZATION SIGNED BY THE OWNER, NOTARIZED, AND SUBMITTED WITH THE APPLICATION.

APPLICANT

DATE: _____

FEES:

\$250 Administrative Change ONLY

\$500 Application Fee (*non-refundable*)

\$1,250 Change of use engineering professional review escrow payment (to be replenished upon depletion)

\$500 Change of use legal professional review escrow payment (to be replenished upon depletion)

Failure to replenish escrow account upon notice will cause the application to be discontinued.

Items Required Upon Submission: (Minimum size drawing 8.5 X 11)

Sketch Drawings of Any Improvements Being Proposed; Existing & proposed lighting

Sketch Drawings of Any Proposed Signage; Sketch drawing of buffering & landscaping

Description of existing and proposed parking, including location, number of spaces, and surfacing materials

Agency Approvals: DelDOT, State Fire Marshal, Sussex County engineering, Public Health (for food service/sales)

This application and fee is not in Lieu of applicable building permit fees which will be required for improvements

Approved

Denied

Date of Council Vote: _____

Town Administrator _____