



APPLICATION FOR A RECREATIONAL VEHICLE PARK

PLANNING AND ZONING DEPARTMENT

411 3RD STREET S., NAMPA, IDAHO 83651 P: (208) 468-5484 F: (208) 465-2261

Applicant/Representative Name			Home Number
Street Address			Mobile Number
City	State	Zip code	Email
Property Owner Name			Home Number
Street Address			Mobile Number
City	State	Zip Code	Email
Applicant's ownership status: () Own () Rent () Other			

Engineer Name			Home Number
Street Address			Mobile Number
City	State	Zip code	Email
ADDRESS OF SUBJECT PROPERTY:			

Date of Pre-Application Meeting: _____

Project Description

➤ Provide a brief project description of the request:

Dated this _____ day of _____, 20 _____

Applicant Signature

Please begin the application process for an RV park by requesting a Pre-Application Meeting with Planning and Zoning department staff to review zoning requirements and/or plan sketches. Then, submit this application packet for preliminary review by the Planning and Zoning commission (Business Item). It will be scheduled on the Planning and Zoning Commission agenda approximately 30 days after submittal to provide staff time to review the proposed layout. Upon approval of the preliminary site plan, a final site plan application packet may be submitted to the Planning and Zoning Commission. Appeals are accepted for 15 days following the action of the commission. The preliminary site plan submittal requires a non-refundable plan review fee, there is no fee for the final site plan submittals. The preliminary plan approval is valid for a period of one (1) year. For more information, please refer to Title 10 Chapter 32- Recreational Vehicle Parks.

OFFICE USE ONLY FILE NUMBER: _____

PROJECT NAME _____

Checklist for RECREATIONAL VEHICLE PARK Application

Project Name	
Applicant/Agent	
Proposed Acreage	
Number of vehicle spaces/pads	
Number of open spaces & describe amenities	

RV Park Submittal Checklist

	Completed application
	Warranty deed for subject property
	Notarized Affidavit of Legal Interest
	Metes and bounds legal description in WORD format
	Landscape Plan
	4 copies of Preliminary Site Plan or Final Site Plan to include site construction drawing (see attached requirements)
	All the above items shall be submitted in 8.5x11 paper format, 34x22 formatted sheets and in electronic format (PDF) on flash drive or CD
	Fees for Preliminary Site Plan Review (no fees for final site plan review): <ul style="list-style-type: none"> • Planning & Zoning - \$244 plus \$5.98 per lot • Fire Dept. - \$160 plus \$1.00 per lot • Sewer Model Fee - \$250 • Water Model Fee - \$250

OFFICE USE ONLY

FILE NUMBER:

PROJECT NAME _____



City of Nampa

PLANNING and ZONING DEPARTMENT

OFFICE (208) 468-5484

CITY HALL 411 THIRD STREET SO. NAMPA, IDAHO 83651 FAX (208) 465-2261

AFFIDAVIT OF LEGAL INTEREST

STATE OF IDAHO)

:SS

COUNTY OF CANYON)

A. I, _____, whose address is _____, being first duly sworn upon oath, depose and say that I am the owner of record of the property described on the attached application.

B. I grant my permission to _____, whose address is _____, to submit the accompanying application pertaining to the property described on the attached application.

C. I agree to indemnify, defend and hold the City of Nampa and its employees harmless from any claim or liability resulting from any dispute as to the statements contained herein or as to the ownership of the property which is the subject of the application.

Dated this ____ day of _____, _____.

Signature

SUBSCRIBED AND SWORN to before me the ____ day of _____, _____.

Notary Public for Idaho

Residing at: City of Nampa

General Requirements

Preliminary Site Plan

Four (4) copies of prelim plan must be submitted to the planning director at least 30 calendar days prior to the commission meeting at which it is to be considered. Must be drawn to a scale not smaller than one inch equals one hundred feet (1" = 100'), and shall include

- A. Name of preparer, owners and managers of land, and name of RV park and its address
- B. Scale and north point
- C. Vicinity map with adjacent properties
- D. Boundaries and dimensions of RV park
- E. Location and dimension of each recreational vehicle space. Designate each space by number or letter combination.
- F. Location and dimensions of each existing or proposed building including service buildings for the RV park
- G. Location and width of roadways and walkways
- H. Location of recreation areas, playgrounds and buildings
- I. Location and type of screening materials or other landscaping
- J. Drainage system, including topography of the park site with contour intervals which reflect the character and drainage of the land
- K. Location of points where RV park water, sewer and irrigation systems connect with the public system
- L. Location of existing and proposed utility lines, easements, water and sewer lines, fire hydrants, fences, storm drains and facilities, curbs and other improvements
- M. Enlarged plot plan of a typical recreational vehicle space, showing location of the stand, utility connections and landscaping
- M. Any other data that the planning and zoning commission may require

Upon approval of preliminary plat, submission of final site plan is accepted.

Final Site Plan

Four (4) copies of final site plan and final copies of required documents must be submitted. Plan should be drawn at a scale not smaller than one inch equals fifty feet (1" = 50'). A survey plat shall be submitted in conjunction with the final site plan. In addition, detailed and complete plans of the following will be required:

- A. Water, sewer, irrigation systems
- B. Garbage disposal provisions
- C. Road and walkway construction
- E. Recreation area improvements
- F. Landscaping
- G. Electrical system for RV spaces and grounds

Notice to all applicants: These pages are designed to provide the basic information needed to allow the various agencies within the City to complete a plan review of the proposed project. The basic requirements outlined below may not be all inclusive.