

**TOWN OF HENLOPEN ACRES  
APPLICATION FOR ZONING CERTIFICATE**

OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_  
TOWN ADDRESS: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_ CITY, STATE, ZIP: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ LOCAL: \_\_\_\_\_ OTHER: \_\_\_\_\_  
CONTRACTOR: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

**PROPERTY INFORMATION (Including proposed construction)**

SIZE OF LOT: Square Footage \_\_\_\_\_ or Front width \_\_\_\_\_ Depth front to back \_\_\_\_\_ Back width \_\_\_\_\_  
SETBACKS: Front \_\_\_\_\_ Left \_\_\_\_\_ Right \_\_\_\_\_ Rear \_\_\_\_\_ Avg Front Setback of 6 Adj. Lots each side \_\_\_\_\_  
LOT COVERAGE %: Building area: \_\_\_\_\_ Driveway, sidewalk, deck/patio/terrace, pool, other accessory structures \_\_\_\_\_  
TOTAL SQUARE FOOTAGE UNDER ROOF: \_\_\_\_\_  
IS PROPERTY IN THE FLOOD ZONE? \_\_\_\_\_ If yes, what is the base flood elevation \_\_\_\_\_ (provide FEMA Elevation Certificate)  
Is the proposed project a substantial improvement? (Spending 50% or more than the market value of the home) \_\_\_\_\_  
Are you, your architect and builder familiar with the current flood zone regulations? \_\_\_\_\_

**PROPOSED CONSTRUCTION**

Description of work to be done: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List of materials to be used: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Initial Cost of construction: \$ \_\_\_\_\_

I hereby certify that the proposed construction conforms to the requirements of the Codes of the International Residential. I also certify that I will reimburse the Town of Henlopen Acres for the cost of any repairs to the streets, easements and rights-of-way necessitated by damage caused under any building permits issued in relation to this application. The Contractor will clean any debris, mud or other materials deposited on the streets of the Town that may occur during construction.

Signature of Owner: \_\_\_\_\_ Date \_\_\_\_\_  
Signature of Contractor: \_\_\_\_\_ Date \_\_\_\_\_

APPROVED FOR FURTHER REVIEW BY ENVIRONMENTAL APPROVAL COMMITTEE:  
Signature of Town Manager, Zoning/Building/Administrative Official:

\_\_\_\_\_ Date \_\_\_\_\_

**FEES:**

Building Permit \$50.00 (minimum fee)

Initial Construction Costs \* : Cost x 2% (.02) = \$ \_\_\_\_\_

Temporary Structures \_\_\_\_\_ qty. X \$50.00 each \$ \_\_\_\_\_

Water Meter Fee (One time charge) x \$125.00 \$ \_\_\_\_\_

**TOTAL COST OF FEES:** \$ \_\_\_\_\_

Paid: \_\_\_\_\_ Date: \_\_\_\_\_

**\* Prior to issuance of a Henlopen Acres Certificate of Occupancy a Notarized Affidavit of Final Costs must be submitted, indicating the final total cost of construction. At that point an adjustment of fees will be calculated, utilizing the same method as used for the initial fee.**