



Division of Environmental Health  
100 Central Ave.  
Cheyenne, Wy. 82007  
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## **Campground Plan Review Worksheet**

### **Establishment Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### **Manager Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### **Owner Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### **Submit the following along with this questionnaire:**

1. One complete set of plans showing the dimensions, layout of spaces all water connections, storage, lighting, roads, playgrounds, trash receptacles and any other facilities in the park.
2. A scaled site plan drawing that shall detail the entire area of the proposed campground, or the area dimensions of the modifications or expansions of the existing development. All

boundaries for the campground and each space shall be clearly indicated in the site plan drawing.

3. A profile of the proposed drainage shall be included in the drawing. This shall reflect proper grading and drainage to prevent insect breeding sources and to provide all-weather access to the park.
4. The floor plan of the service building(s) shall show the number and location of toilets, urinals, showers or baths, lavatories, laundry facilities, service sinks, doors and windows. Details of surface finishes on walls, ceilings and floors shall be included.
5. Details of sanitary stations, storage buildings, trash stations and other proposed structures shall be clearly delineated.
6. All equipment shall be designated by number in a schedule on the drawing for easy identification and location.
7. A description for each numbered item in the drawing shall accompany the submitted plan.
8. If construction will differ from the submitted plan, additional information describing the differences shall be submitted for approval. The same procedure shall be followed indicating the differences.
9. Zoning clearance through the Laramie County or City of Cheyenne Zoning offices.
10. Proof of approval from the Department of Environmental Quality shall be submitted along with plans.
11. Plan review worksheet and campground permit application shall be submitted along with the fee of \$250.00

**PLEASE SUBMIT ALL THIS INFORMATION TO THE ABOVE ADDRESS**