



DEPARTMENT OF LAND USE  
87 READS WAY, NEW CASTLE, DE 19720  
PHONE: 302-395-5400 • WWW.NCCDELU.ORG

REV. 7/1/19

**A written response to a zoning certification application may take up to 20 working days from receipt of a complete submission pursuant to UDC Section 40.31.330; applications are processed in the order in which they are received. PLEASE NOTE: Application fees changed effective 7/1/19 - \*please see the bottom of the form for fee information.**

**Please type into the form or clearly print all information to avoid delays in processing.**

**Applicant Information** (certification will be mailed to this address -OR- \*emailed if requested)

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

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

\_\_\_\_\_

\_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

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

**Property Information**

I need certification of zoning for the following tax parcel number: \_\_\_\_\_

located at (property address): \_\_\_\_\_

for the purpose of (briefly state existing/intended use): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NOTE: Requests for Agritourism uses MUST include written confirmation from the DE Dept. of Agriculture.

Check here if you are renting the property above. Renters must provide proof of residence for home occupations.

I need to know if the use described above is permitted in the zoning district.

\_\_\_\_\_  
Applicant Name (please print)

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

\_\_\_\_\_  
Date

**\*Application Fee: \$90.00 per individual residential lot or use**

**\$375 per non-residential tax parcel and other residential (e.g. apartments and condominiums, nursing homes, churches, daycare centers & other nonresidential uses in residential zoning districts)**

All fees should be made payable to New Castle County. Credit card payments may not be made by phone or email. Please submit this form with payment to the address listed at the top. Thank you.