



## Kandiyohi-Renville Community Health Board

2200 23<sup>rd</sup> Street NE Suite 1080, Willmar, MN 56201

www.kcmn.us • www.renvillecountymn.com

Kandiyohi County: 320.231.7800

Renville County: 320.523.2570

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Receipt Date: \_\_\_\_\_

Check #: \_\_\_\_\_

Receipt Amt: \_\_\_\_\_

License #: \_\_\_\_\_

2024

## SPECIAL EVENT CAMPING AREA APPLICATION

Requests are limited to two camping events annually not to exceed fourteen consecutive days. Requests must be submitted thirty days in advance of the event. *A diagram of the campground, including location of drinking water, toilets, roads and campsites must be submitted with the application.*

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates of event: From: \_\_\_\_\_ To: \_\_\_\_\_

Time of Event: From: \_\_\_\_\_ To: \_\_\_\_\_

### Applicant's Information:

Name (individual or business): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred method of receiving permit: ☐ Email ☐ Mail ☐ Pick-Up

Mailing address if different than above: \_\_\_\_\_

### Campsite Information:

Number of campsites: \_\_\_\_\_ Number of square feet per campsite: \_\_\_\_\_

If 50 or more campsites, provide the name of the responsible attendant or caretaker: \_\_\_\_\_

Each campsite will abut a driveway or clear unoccupied space of at least \_\_\_\_\_ feet in width, which space will have unobstructed access to a public roadway.

**Toilets** Type of toilet facility provided: \_\_\_\_\_

Number of toilet facilities provided: \_\_\_\_\_ Distance from toilet to farthest camp site: \_\_\_\_\_

**Water** *Private Wells must be tested for total coliform bacteria and nitrates. Results of tests must be submitted to this office.*

How is water going to be provided? \_\_\_\_\_

Water Source: ☐ Municipal ☐ Private Well ☐ Other, explain \_\_\_\_\_

Distance from water source to farthest camp site: \_\_\_\_\_

**Describe methods of liquid and solid waste disposal:** \_\_\_\_\_

**Special Event Camping Area Fee: \$105 base fee plus \$2 per site; per each event.**

**A late fee of \$20 is due for any applications received less than four days prior to the event**

**Checks payable to: Kandiyohi – Renville Community Health Board; mail to address above.**

*This variance request is approved only for operation as specified above; additional approval is required for any changes.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# **SPECIAL EVENT CAMPING AREA REQUIREMENTS**

- In Special Event Camping Areas (SECA) recreational camping vehicles and tents, including their attachments, must be separated from each other and other structures by at least ten (7) feet.
- In SECA a minimum site area of 300 square feet per site must be provided.
- Each SECA site must abut or face a driveway or clear unoccupied space of at least 16 feet in width, which space must have unobstructed access to a public roadway.
- Water must be provided by an approved source, and be located no greater than 400 feet from the farthest camp site.
- Toilets must be provided in the ratio of one toilet for each sex for each 150 sites. Toilets must be no more than 400 feet from any camp site.
- An adequate number of durable, covered, watertight containers must be provided for all garbage and refuse.
- Garbage and refuse must be collected as often as necessary to prevent nuisance conditions.
- SECA sites must not be located in areas of tall grass or noxious weeds, and sites must be adequately drained.
- A responsible attendant or caretaker must be available on site for any SECA that has 50 or more sites