

CAMPGROUND CONSTRUCTION

Introduction

This pamphlet was developed to assist individuals who are considering constructing or expanding a campground. The Illinois Department of Public Health is responsible for regulating the construction and licensing of campgrounds except for campgrounds located in home rule units, which are exempt from the requirements of the Campground Licensing and Recreational Area Act (210 ILCS 95/1 et seq.). Like any building project, three basic elements are necessary for campground development - planning, designing, and constructing.

Planning

A campground can be very primitive or very luxurious. If you are considering construction of a new campground, you need to determine whether you want the “extras” such as electrical, water and sewer hookups for recreational vehicles, a swimming pool or bathing beach, a water slide, a game room or a food service operation. A marketing study may be helpful.

Before you spend any money on your development, you should be sure it is feasible and be aware of all applicable requirements. You should obtain and read the Campground Licensing and Recreational Area Act and Recreational Area Code. The Recreational Area Code references other construction codes pertaining to water, sewage, electrical, swimming pools, bathing beaches and food service facilities. Copies of these regulations also should be obtained if your development will provide these services. If the proposed construction is in an area subject to flooding, there are additional requirements pertaining to the construction.

You also need to contact your local units of government which have jurisdiction in this area (county, municipality or township) to determine their requirements. At a minimum, there will most likely be zoning restrictions that must be met. The local authorities also may have requirements for construction which may include permits. The scope of your project may require the employment of licensed individuals

such as architects, engineers, plumbers, private sewage contractors and well drillers. The local authority may have additional regulations for the individuals who perform the work.

You may wish to contact the regional office of the Illinois Department of Public Health which serves your area to have the campground inspector meet with you at the proposed location of the construction to discuss your plans. Your local authorities also may be willing to consult with you at this time. While there is little expense involved in proper planning, the decisions made at this stage are most important.

Design

Once you have decided to construct or expand a campground, you need to put your ideas on paper. The Campground Licensing and Recreational Area Act requires that a construction permit be obtained from the Department prior to the construction of a new campground or a major extension or major alteration of an existing campground. Construction which is less than a major extension or alteration as defined in the Recreational Area Code does not require a permit, but the Department must be notified in writing before construction starts. The plans for all multiple family dwelling units, including dormitories, and all commercial structures utilized by the patrons such as dining facilities and activity buildings must be sealed by an Illinois registered architect as required by the Illinois Architecture Practice Act of 1989. For projects requiring a construction permit, an Illinois registered engineer must seal the plans for all electrical systems serving recreational vehicles, all public community and non-community water supply systems and all sewage disposal systems designed for flows greater than 1, 500 gallons per day. The plans must be detailed to allow a determination of compliance with the Recreational Area Code. Upon completion of the plans, the following items must be submitted to the Department’s central office in Springfield.

1. Two copies of the “Application for Campground Construction Permit.”
2. Two copies of all plans.
3. A completed “Special Flood Hazard Area Location Request Form.”
4. The plan review fee, which is \$100 for all construction in which a permit is required. Organizations incorporated under the General Not-for-Profit Corporation Act and governmental units are exempt from this fee.

Your plans normally will be reviewed within two weeks. Any comments or requests for additional information will be sent to you in a letter and your engineer or architect will be provided a copy. After all necessary information has been provided and found to meet the requirements, the Department will issue a construction permit. Please read the conditions carefully. You also may need approval of your plans from other governmental agencies such as the Illinois Environmental Protection Agency (if your construction involves public water supply or public sewage disposal systems) or your county or municipality.

Construction

After receipt of the required permits, you can begin construction. Some of this work may require licensed contractors. You should check the progress of the construction daily and if you have any questions or if something needs to be constructed differently than indicated on the approved plans, notify the regional office of the Department.

Licensing

Upon completion of the construction, contact the regional office of the Department to arrange for an inspection. The inspector will determine if a license can be issued. You will be responsible for maintaining the campground in compliance with the Department’s regulations. At least annually, a Department representative will inspect your facility to determine if it is eligible for license renewal.

Illinois Department of Public Health
 Division of Environmental Health
 525 W. Jefferson St.
 Springfield, IL 62761

Telephone or address inquiries to the
 Regional Office serving your area.

Rockford
 4302 North Main St.
 Rockford, IL 61103
 815-987-7511

Marion
 2309 West Main St.
 Marion, IL 62959
 618-993-7010

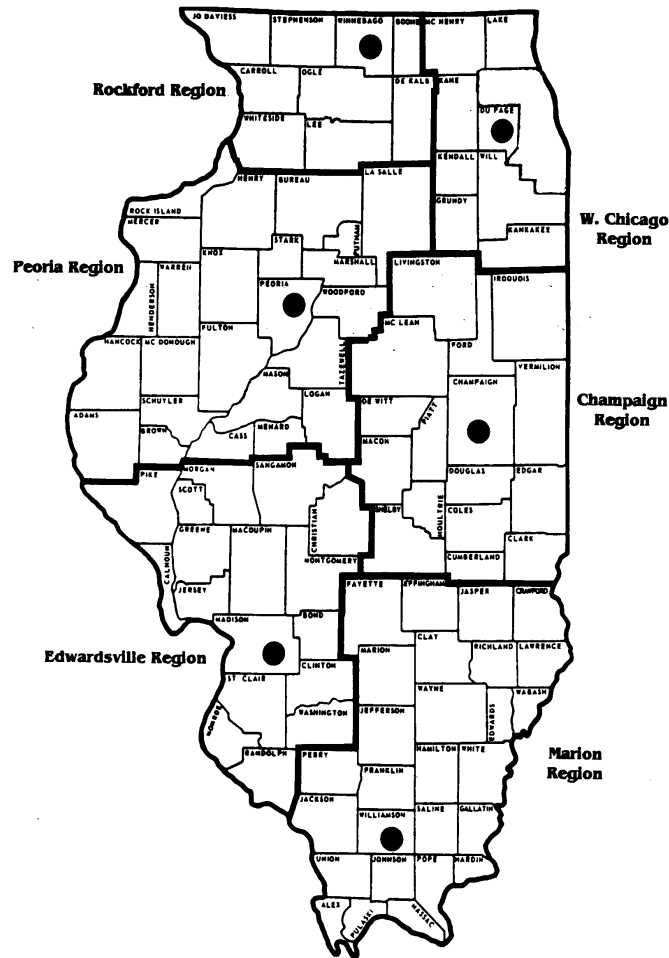
Peoria
 5414 North University St.
 Peoria, IL 61614
 309-693-5360

Champaign
 2125 South First St.
 Champaign, IL 61820
 217-278-5900

Edwardsville
 22 Kettle River Drive
 Glen Carbon, IL 62034
 618-656-6680

West Chicago
 245 West Roosevelt Road
 Building 5
 West Chicago, IL 60185
 630-293-6800

Central Office-Springfield
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 525 West Jefferson
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Illinois Department of Public Health