

City of Dover - BUILDING PERMIT APPLICATION

15 Loockerman Plaza ♦ Dover, Delaware 19901 ♦ (302) 736-7010 ♦ FAX (302) 736-4217 permitsandlicenses@dover.de.us

Project Address/Tax Parcel Identification Number						
Applicant's Name						
Owner Name and Address	Phone # ()					
E-mail address:						
Contractor Name and Address	Phone # ()					
E-mail address:	Dover Business License #					
BUILDING DETAILS						
Proposed Occupancy Type of Construction	Type of work: () New () Addition () Demolition () Renovation – Interior Exterior () Roof – tear off overlay # of layers					
Change in Occupancy or Use? Yes or No	() Alteration () Siding () Solar panels () Full Building Demolition () Selective Demolition					
If yes, describe the previous use	() Fence - Height ()Pool () Elevator ()Shed () OTHER					
	Description of Work:					
Number of Stories	- Bescription of training					
Total Height in Feet						
Total Land Area to be Disturbed (in SF)	.					
Proposed Occupant Load						
Square Footage All Floors	.					
Total Work Area (in SF)						
Sprinkler System? Yes or No						
Fire Alarm System? Yes or No	Estimated Value of Construction:					
Before You Dig! Call Miss Ut	tility 1-800-282-8555 or other authorized locator.					

Office Use Only	Office Use Only						
Permit Number							
Roll Plans Fold Plans CD/Email							
Date Received							
Date Issued							
Flood Plain Y N Ta	xes Y N						
Public Works Y N	KCD Y N						
Impact Fee Fixtures SI	heet Y N						
C/O Required							
Review Approvals							
()Building Plan	Date Initials						
() Fire Plan	DateInitials						
()Zoning / Site Plan	Date Initials						
Total Fee							
Fees Paid ()							
Check #Cash Credit							
Collected By							
Certification in Lieu of Oat	h						
I hereby certify that I am the owner of record or a							
contractor authorized by the owner of record to							
make this application, and that all work will be							
performed in accordance with the applicable Codes							
and Ordinances.							
							
Signature							
Print Name							
	 Date						

Before You Dig! Call Miss Utility 1-800-282-8555 or other authorized locator. Attention! Please post your issued permit on site and visible from the street.



CITY OF DOVER DEPARTMENT OF WATER & WASTEWATER

PO Box 475 Dover, DE 19903 Phone: 302-736-7025 Fax: 302-736-4217

RENOVATION CHECKLIST FOR PLUMBING AND BUILDING PERMIT APPLICATION

The City of Dover's Water / Wastewater Handbook defines a renovation project as any project which proposes to change the character of the water and/or wastewater service at a subject location. Examples of such changes include, but are not limited to, changes in plumbing fixture quantity, changes to the size of the water line serving the location, changes to the size of the sanitary sewer line serving the location, and/or relocation of the water meter, water line and/or sewer line serving the location. All renovation projects are required to bring the component of the water and/or wastewater service to be changed up to current standards and specifications as part of the proposed project.

In order to determine if your project requiring a Plumbing or Building Permit is applicable please complete the following checklist. If you answer "Yes" to any of the questions below your project may be subject to the renovation project requirements of the Department of Public Works.

In addition to the water / wastewater concerns, the Department of Water & Wastewater is requiring further questions related to the multiple divisions within this Department. These divisions include sanitation, grounds, streets and storm sewer. Each division could be impacted by a plumbing or building permit application. The purpose for the questions related to the aforementioned divisions is to assure the City of Dover as well as the property owner, that all services to the property can be maintained according to the current code.

If there is a recorded easement on your property, such as, but not limited to, utility, cross access, drainage, then building a structure, including a fence, within the easement is prohibited. The purpose of an easement is to allow the proper authorities access to their infrastructure. This cannot be accomplished with a structure built above a piece of infrastructure.

This form will be forwarded to the Department of Water & Wastewater and you will be contacted directly by a representative of the Department, within five (5) business days, regarding specific requirements and additional information that may be required. All requirements will be provided under separate cover to the applicant from the Department of Water & Wastewater and copied to the Planning and Inspections Department in order to confirm completion with the Department of Water & Wastewater prior to final inspection. As such, no delay in the receipt of your Plumbing or Building Permit will occur.

Brief Description of Work (To Be Complete	ed by Applicant):	To Be Completed Building Permit #: Plumbing Permit # C/O Required: Y/	#:	ng & In:	spections Staff	
WORK SITE LOCATION A	Address:	9,0 110441110411 171				
	arcel ID:					
Applicant (Owner or Contractor)						
Contact Person						
Mailing Address						
City, State, Zip						
Telephone						
Fax						
E-mail Address						
Does Your Project Propose			Yes	No	If Yes, Describe	
an increase or decrease to the quantity of	plumbing fixtures at	the location?**			·	
a change in size of the water line serving t	he location?					
a new water irrigation system?						
a change in size of the sanitary sewer line	serving the location?					
relocation of the water meter?^						
relocation of the water line serving the loc	cation or any associat	ed appurtenances?^				
relocation of the sanitary sewer line serving	ng the location or any	associated appurtenances	?			
any work within the right-of-way?						
any proposed sidewalk work?						
any proposed concrete work?						
any alteration to any storm drain infrastru	cture?					
any proposed curb alteration, i.e., new dri	veway to property?					
any proposed scaffolding to renovate build	ding exterior?					
any proposed tree or shrub plantings with	in the right-of-way?					
an upgrade in sanitation service?						
a relocation of the existing trash pick-up lo	ocation?					
EASEMENT*				Yes No		
Is there any existing easement on this property? (utility, drainage, cross access, etc.)						
*-It is prohibited to build any structure, includir ** - An increase in fixtures may be subject to in		isting easement.				
PLUMBING ^		MATERIAL	LOCATION (CHECK ALL THAT APPLY			
Specify material of pipe being ins				Publicly Owned		
water line serving the location, if appli				,	Privately Owned	
I hereby certify that the information provided course of the project that all renovation project			i difference	es be id	entified throughout the	
Printed Name of Applicant	Signature	e of Applicant			Date	