

**Town of Dagsboro
Building Permit Application
RESIDENTIAL**

PERMIT #

Property Owner Information

NAME _____
MAILING ADDRESS _____
PHYSICAL ADDRESS _____
PHONE # _____
BUILDING SITE ADDRESS _____
SUBDIVISION / LOT # _____
TAX MAP PARCEL # _____
ZONING DISTRICT _____
FEMA FIRM Panel: _____
Is location in FEMA Flood Zone AE or Flood Hazard Area Yes: _____ No: _____

Builder/Contractor Information

NAME _____
MAILING ADDRESS _____
PHONE NUMBER _____
TOWN BUSINESS LICENSE # _____
STATE BUSINESS LICENSE # _____

TYPE OF IMPROVEMENT

DESCRIPTION (Be Specific)

New Building	_____
Addition	_____
Alteration	_____
Repair	_____
Replacement	_____
Demolition	_____
Moving (Relocation)	_____
Garage / Carport	_____
Shed	_____
Deck	_____
Pool	_____
Fence	_____
Other	_____

Electrical

Install
Alter
Repair
Remove
Convert
Replace

Gas

Install
Alter
Repair
Remove
Convert
Replace

Mechanical

Install
Alter
Repair
Remove
Convert
Replace

Plumbing System

Install
Alter
Repair
Remove
Convert
Replace

DESCRIPTION: _____

LOT DIMENSIONS Width: _____ Depth: _____ SQFT: _____
 NEW BUILDING SETBACKS Front _____
 Back _____
 Right Side _____
 Left Side _____

Principal Type Frame:
 Masonry Wood Structural Steel Reinforced Concrete Other _____

Dimensions:
 _____ # of Stories _____ # of Bedrooms _____ # of Bathrooms

FEE SCHEDULE:

Fill out Part A for new construction;

Part B is for updates/renovations/etc. to existing buildings/property.

A.

NEW RESIDENTIAL CONSTRUCTION (ONLY):

TOTAL SQUARE FOOTAGE: _____

TOTAL PROJECT COST: _____

Permit Fee:	\$85 X Square Footage X 1.25%	\$	
Water Meter	Radio Read Meter Residential \$250	Meter Size _____ \$ _____	
	Fire Suppression System	Meter Size _____ \$ _____	
Water Impact Fee	\$3,000 per EDU	# of EDU's _____ \$ _____	
New Service Connection	\$2,000 per connection		
Public Service Impact Fee	\$1,500 per EDU	# of EDU's _____ \$ _____	
Fire Dept. Impact Fee	Total Project Cost X .25% calculated upon the fixed rate of \$85 per square foot of construction cost	\$	Not to exceed \$2,500
Amb Service Impact Fee	Total Project Cost X .25% calculated upon the fixed rate of \$85 per square foot of construction cost	\$	Not to exceed \$2,500

B.

ALL OTHERS:

Total Cost of Improvements: _____ **X 1.25% = \$** _____

Total Due: _____

Minimum \$50.00

Where permanent street grades have been established by the Town, sidewalks and curbing shall be installed at the expense of the Owner or Builder under the building contract. The contractor and/or owner shall comply in design, construction and use of the proposed work, with all codes and ordinances of the Town of Dagsboro, as well as the State Fire Codes and other applicable State and/or County Regulations.

The following documents must be attached prior to receiving a Town Permit:

2 Copies of Plans & Specifications (electronic copy may be requested)

Survey of Property

Contractor/Sub-Contractor's Dagsboro Business License

Water Service Application (new homes only)

Signature of Applicant _____ **Date** _____

REQUIREMENTS

All contractors must be licensed by the State of Delaware and the Town of Dagsboro

All sub-contractors must be licensed by the State of Delaware and the Town of Dagsboro.

If one is acting as their own general contractor and they are not normally engaged in that line of business, they must ensure all sub-contractors are properly licensed.

Building permit fees, impact fees, and meter fees must be paid at the time of the submission of the application.

Sussex County Planning & Zoning D (302)855-7878

Sussex County Building Code Dept. (302)855-7860

Sussex County Building Permit Dept (302)855-7720

Sussex County Water & Sewer Dept (302)855-7719

Sussex Conservation District (302)856-7219

State of DE – Business License (302)856-5358

Building Inspector: _____

Approved

Denied Reason: _____

Date Issued: _____ Permit # _____

Certificate of Occupancy Issue Date: _____

For construction in Flood Hazard Area the Town of Dagsboro will require an elevation certificate to be on file prior to the issuance of a certificate of occupancy.