



P.O. Box 220 – Cheswold, Delaware 19936  
Phone: (302) 734-6991 – Fax: (302) 734-1355

## **BUILDING PERMIT APPLICATION REQUIREMENTS EXISTING RESIDENTIAL**

To obtain a Building Permit for a structure on an existing residential property must submit the following along with the application, dependent upon the permit type requested:

- **Driveways; Fences; Gazebos; Hot Tubs\*; Placements; Pools\*; Side Entrances to Garages, Sheds\*:**
  1. A surveyor prepared or scaled drawing with the overall dimensions and size of the property
  2. Street and road frontage along with the names of such
  3. Location of any existing and proposed structures with dimensions
  4. Distances from all property lines to the structure
  5. \*Hot Tubs & Pools with filtering systems and are 24” and deeper require a permit
  6. \*Shed setbacks are 5’ from rear property line and 3’ from side property line
  
- **Awnings; Decks; Decks w/Ramp and/or Roof; Pergolas; Porches; Ramps; Retractable Awnings; Roofs on Existing Porches; Solar Panels**
  1. Drawing of the proposed structure to be attached to the residence
  2. Location of any existing structures connected to or affected by the proposed structure

### **ADDITIONAL COMPLIANCE REQUIREMENTS:**

- **MISS UTILITY, (1-800-282-8555), must be notified 48 hours before any excavation can begin.**

This requirements is in association with:

  - Driveways
  - Fences
  - Placements
  - Side Entrances to Garages
  - Sheds
  
- All contractors and sub-contractors are required to be licensed with the:
  - State of Delaware
  - Town of Cheswold
  
- All contractors and sub-contractors must provide written and visible proof of insurance

I have read and understand the above regulations and requirements set forth by the TOWN of CHESWOLD.

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**Signature of Applicant**

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**Date**