

Town of Cheswold  
1856



State of Delaware  
1787

*Delaware*

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

## **BUILDING PERMIT APPLICATION REQUIREMENTS NEW CONSTRUCTION**

To obtain a Building Permit for New Construction, the following must be submitted to the Town Clerk, or Public Works designee, with the application:

- **Plot Plan**
  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
  
- **Detailed Construction Plan:**
  1. Plans showing the project in sufficient detail to ensure building code compliance. Typically, the following will be considered as sufficient:
    - a. Foundation Plan
    - b. Floor Plan
    - c. Typical Cross Sections
    - d. Elevation Drawings
    - e. Completed Energy Form
  2. Approved certificate from Kent Conservation District

### **ADDITIONAL COMPLIANCE REQUIREMENTS:**

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

Ordinance No.: 07-20-10-007

Date: 09-13-2010  
PW 09-13-2010-006