

1783 Friends Way
Camden, DE 19934
Phone (302)697-2299
Fax (302)697-9115

Application for Building Permit

RESIDENTIAL CONSTRUCTION/RENOVATION
Call Miss Utility before you dig: 1.800.282.8555

OFFICE USE ONLY:
RECEIVED: _____
ISSUED: _____
AMOUNT: _____
DENIED: _____

Map# _____

Permit# _____

Job Site:

Address _____ Lot No. _____ Suite _____

IDENTIFICATION:

Applicant: _____ Phone No. _____
(Address) _____

Owner: _____ Phone No. _____
(Address) _____

Contractor: _____ Phone No. _____
(Address) _____
_____ License No. _____

Applicant for Permit shall be aware the subject property may be impacted by private Deed Restrictions, Bylaws and/or Covenants that are neither under the jurisdiction of nor enforceable by the Town of Camden. However, this does not relieve the property owner from the requirement to verify, confirm, and/or maintain compliance with recorded Deed Restrictions, Bylaws, and/or Covenants (which are enforceable through the Civil Court System) nor shall Camden's approval of this permit be construed to mean that the property is in compliance with applicable Restrictions.

NOTE: To avoid a cease and desist order, please ensure all contractors on site are licensed by the Town of Camden.

INSPECTIONS: 48 hour notification is required for all inspections, NO EXCEPTIONS.

I, the undersigned, own or act as agent for the owner of the above-referenced property.

Print Name: _____ Date: _____

Signature: _____

DESCRIPTION OF PROPOSED CONSTRUCTION:

Total Cost of Improvement \$ _____

Zone: _____

- Single Family Residential
- Duplex
- Townhouse
- Apartment/Condominium

- Addition
- Interior Renovation
- Exterior Renovation
- Garage
- Enclosure of existing deck/or porch

Building Area: _____
Total floor area: _____
No. of stories: _____
No. of bathrooms: _____
Deck Dimensions: _____
Porch Dimensions: _____

Foundation

- Slab on Grade
- Crawl Space
- Basement

Framing

- Wood
- Metal
- Masonry

Building Systems

- New Plumbing
- New HVAC
- Sprinkler System

Water

- CWSWA
- Tidewater
- Well

Sewage

- CWSWA
- Kent County
- Septic

TECHNICAL SITE DATA: Three (3) full sets of stamped construction plans are required for all new construction.

DESCRIPTION OF MATERIALS:

TOWN OF CAMDEN REQUIREMENTS

CONTRACTORS: All contractors as well as all sub-contractors shall acquire a Town of Camden Business License **prior** to doing work. A current State of Delaware License, current Certificate of Liability, business license application, and license fee are required. Applications may be found on the website, www.camden.delaware.gov or by visiting Town Hall.

ADDITIONAL REVIEWS: The Town of Camden acknowledges review of applications may require review by additional authorities and/or agencies. It is the responsibility of the applicant to ensure review by all required agencies as well as receipt of agency approvals by the Town of Camden Land Used Department prior to commencement of any work. The applicant shall also be responsible for scheduling a preconstruction meeting, to be held at the Camden Town Hall, with attendance by ALL agencies involved in the review process as well as all utility companies.

The following inspections may be required:

- | | | |
|--|-------------------------------------|--|
| <input type="checkbox"/> Footing | <input type="checkbox"/> Close-in | <input type="checkbox"/> Certificate of Occupancy |
| <input type="checkbox"/> Frame | <input type="checkbox"/> Electrical | <input type="checkbox"/> All other inspections required by Inspector |
| <input type="checkbox"/> Rough-in (Insulation) | <input type="checkbox"/> Plumbing | <input type="checkbox"/> Other _____ |

SCHEDULING REQUIREMENTS:

- An inspection shall be scheduled for the morning (8am – 12pm) or afternoon (12pm-4pm) 48 hours after the request is made.
- Cancellation of Inspections
 - A cancelled inspection request must be received 24 hours prior to the scheduled inspection.
 - Rescheduling a cancelled inspection without 24 hour notice shall be re-scheduled following the above inspection process. A \$75 cancellation/re-inspection fee is required.
- Re-inspections
 - Failed inspections shall be re-scheduled following the above inspection process. A \$75 re-inspection fee is required prior to being placed on the schedule.

FOR OFFICE USE ONLY:

APPROVED: _____

DENIED: _____

REASON FOR DENIAL: _____

