



# SUSSEX COUNTY ENGINEERING PLAN SUBMISSION FORM

Project Name: \_\_\_\_\_ Date: \_\_\_\_\_

Project Description: \_\_\_\_\_

Location: \_\_\_\_\_

Number of Building Lots/Units for roads: \_\_\_\_\_

District: \_\_\_\_\_ Map: \_\_\_\_\_ Parcel: \_\_\_\_\_

Review Fee Amount: (Roads) \$ \_\_\_\_\_ (Sanitary Sewer and/or Water) \$ \_\_\_\_\_

*Separate check for Roads and Sewer is required  
Checks are made out to "Sussex County Council"*

Planning & Zoning Development Approval:

Subdivision No.: \_\_\_\_\_

RPC, Change of Zone Ordinance No.: \_\_\_\_\_

Conditional Use Ordinance No.: \_\_\_\_\_

Commercial Site Plan: \_\_\_\_\_

Zoning Designation: \_\_\_\_\_

Approval Date: \_\_\_\_\_

Approval Date: \_\_\_\_\_

Approval Date: \_\_\_\_\_

ie; AR-1, MR, HR

Ownership:

Sewer: Public \_\_\_\_\_ Private \_\_\_\_\_

Water: Public \_\_\_\_\_ Private \_\_\_\_\_

Roads: Public \_\_\_\_\_ Private \_\_\_\_\_

Developer's Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

Design Firm: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Please be advised, for all developments with onsite community sanitary sewer treatment and disposal systems, a copy of the DNREC Permit verifying capacity for the number of units proposed will be required.

Other:

\_\_\_\_\_

# **PLAN REVIEW FEE SCHEDULE**

FEEES BASED ON THE FIRST TWO REVIEWS OF PLANS SUBMITTED

FLAT FEE + UNIT FEE

## **CHAPTER 99 – SUBDIVISION**

1. FLAT FEE	\$3,500.00
a. PER UNIT FEE	\$55.00 EA
b. MULTI-FAMILY PER UNIT FEE (APARTMENT BUILDINGS ONLY)	\$20.00 EA

## **CHAPTER 110 - SEWER AND WATER**

### **SEWER**

1. FLAT FEE	\$3,000.00
a. PER UNIT FEE	\$30.00 EA
b. MULTI-FAMILY PER UNIT FEE (APARTMENT BUILDINGS ONLY)	\$10.00 EA
2. COUNTY PUMPING STATION AND FORCE MAIN REVIEW	\$2,500.00 EA

### **WATER SUSSEX COUNTY WATER DISTRICTS ONLY**

1. FLAT FEE	\$3,000.00
a. PER UNIT FEE	\$20.00 EA
b. MULTI-FAMILY PER UNIT FEE (APARTMENT BUILDINGS ONLY)	\$10.00 EA

### **ADDITIONAL REVIEWS AFTER THE FIRST TWO REVIEWS COMPLETED:**

THIRD REVIEW	60% ORIGINAL PLAN REVIEW FEE
FOURTH REVIEW	50% ORIGINAL PLAN REVIEW FEE
FIFTH REVIEW	40% ORIGINAL PLAN REVIEW FEE

### **ON-SITE SEWER REVIEW FEE ONLY**

1. ON SITE FLAT FEE	\$1,000.00
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### **PLAN REVISIONS**

There will be a fee of \$2,000.00 for each revision after County's approval of the plans for Chapter 99 (roads) and/or Chapter 110 (sewer and water).

If plans are redesigned, plans will be charged with original submission review fees.

Adopted July 1, 2023

## **CONSTRUCTION PLAN REQUIREMENTS**

### **Construction plan sets shall include, but are not limited to, the following:**

#### General

- A total of two (2) complete sets of plans are to be submitted.
- A Phase Identification Plan.
- A plan Cover / Title Sheet with an index of the sheets included in the plans.
- A sheet index if applicable.
- Preliminary Site Plan or Record Plat approval letter, if applicable.
- Conditional use Ordinance with conditions and stipulations, if applicable.
- Change of Zone Ordinance with conditions and stipulations, if applicable.
- A copy of the approved preliminary Site Plan, Master Plan or Record Plat stamped, signed and dated by Planning and Zoning in each set of the design plans, if applicable.

#### Chapter 110

- An approved Sewer System Concept Evaluation.
- Sanitary Sewer and/or Central Water System Plans, Profiles, Details and Specifications.

#### Chapter 99

- Private Road Construction Plans, Profiles, and Details. Include details for all structures related to regulated improvements such as but not limited to; bridges, retaining walls, etc.
- Include within the construction plans, improvements required by the Planning and Zoning Commission or Sussex County Council approvals; i.e. sidewalks, streetlighting and landscaping.
- Bulk Grading and/or Detailed Grading Plan\*
- The DEL DOT Entrance Plan.
- The State Fire Marshall's Office Plan.
- The Stormwater Management Plan and the Erosion and Sediment Control Plan with digital copy of the Stormwater Management Report and calculations in PDF format.
- Other Utility Plans including but not limited to; Water, Gas, etc

\*Bulk grading plan is required during the initial submittal, while the detailed grading will be required before bonding.