

BUILDING CODE

MAIN OFFICE	(302) 855-7860
MAIN OFFICE (FAX)	(302) 855-7821
INSPECTION SCHEDULING	(302) 858-5500
INSPECTIONS (FAX)	(302) 855-7821
PLAN REVIEW	(302) 855-7860
PLAN REVIEW (FAX)	(302) 855-7869



Sussex County

DELAWARE
sussexcountype.gov

ANDY WRIGHT
CHIEF OF BUILDING CODE

COMMERCIAL PLAN REQUIREMENTS

Commercial buildings, additions and renovations require two (2) sets of plans, drawn to a legible scale, from a licensed Delaware Architect/Engineer, as applicable to the scope of work, with an original raised seal and signature **OR** an original color wet stamp with a color contrasting signature. The color stamp and color contrasting signature may also be digital. **A site plan approved by Sussex County Planning & Zoning or the township is required to submit plans.**

The plans shall consist of all the following:

- 1. Site Plans showing-**
 - a. Overall dimensions and location of new structure(s)
 - b. Property lines and streets or roads
 - c. All structure(s) on same property
 - d. Parking lot including all spaces and accesses

- 2. Foundation Plans showing-**
 - a. Overall size and dimensions
 - b. Footing and foundation sizes
 - c. All re-bar and reinforcement size and location

- 3. Floor Plans showing-**
 - a. Overall size and dimensions (interior and exterior)
 - b. Occupancy classification
 - c. All rooms labeled for intended use
 - d. Location of all exit doors
 - e. Location of all exit signs and emergency lighting (not applicable on floor plan, IF shown on electrical plan layout)
 - f. U.L. design numbers on all fire rated assemblies or other acceptable testing firms

- 4. Building Sections & Elevations showing-**
 - a. All sections specifying materials (such as floors, walls, roofs & beams,) sizes and spacings
 - b. U.L. designs on all fire rated assemblies (if not labeled on floor plan)
 - c. Elevations of all sides
 - d. Pre-manufactured, pre-engineered, pre-fabricated buildings to provide shop drawings separately with Delaware Architect/Engineer seals

- 5. Additional Information-**
 - a. Building Code plan review and inspection fees are based on total value of construction x .005. A minimum \$120.00 fee will be charged on all projects not exceeding \$24,000.00 of value.
 - b. Energy compliance forms sealed by a Delaware Architect/Engineer, designed to minimum ASHRAE/IES 90.1-2010 and/or 2018 IECC shall accompany construction plans at time of submittal.
 - c. Two (2) complete sets of the aforementioned plans are required to be submitted. If the project is located within the County's sewer district, a third set will need to be provided to Sussex County's Engineering Permits Office.
 - d. Applicants must provide approval from the State Fire Marshal's Office for all commercial projects before a County permit can be issued. The State Fire Marshal's Office may be contacted at 302-856-5298 to obtain further information.

