

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
sussexcountyde.gov

ANDY WRIGHT
CHIEF OF BUILDING CODE

COMMERCIAL PLAN REQUIREMENTS

Commercial buildings, additions and renovations shall submit Delaware Architect/Engineer sealed plans, as applicable to the scope of work, to a legible scale consisting of the following:

1. Site Plan 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 Plan showing-

- a. Overall size and dimensions
- b. Footing and foundation sizes
- c. All re-bar and reinforcement size and location

3. Floor Plan 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 2012 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.





OTHER AGENCIES TO CONTACT:



OFFICE OF STATE FIRE MARSHALL

22705 Park Avenue
Georgetown, DE 19947
302-856-5298
Fax: 302-856-5800



*Use of all crossings / entrances onto NON-STATE MAINTAINED highways, streets or roads
and within a local jurisdiction town / city limits contact:
the local municipality having road jurisdiction.*

*Use of all crossings / entrances onto STATE MAINTAINED highways, streets or roads
contact:*

DEL-DOT ENTRANCE PERMIT APPLICATIONS

Bill Kirsch
Entrance Permit Supervisor, South District
Delaware Department of Transportation
23697 DuPont Highway
Georgetown, DE 19947
(P) 302.853.1342
(F) 302.856.5925

William.kirsch@state.de.us

***Final INSPECTION approval documentation/paperwork from the State Fire Marshall Office
and DelDot must be received into the Sussex County Building Code Office
before a final inspection by Sussex County.***



AS OF 01/01/17 SUBMIT ALL COMMERCIAL PLAN PLUMBING APPLICATIONS TO:

DELAWARE HEALTH AND SOCIAL SERVICES

DIVISION OF PUBLIC HEALTH

Office of Engineering
43 South DuPont Hwy.
Dover, DE 19901
302-741-8640
Fax: 302-741-8641



**Regulations & inspections for electrical installations are governed by the Delaware
State Fire Marshal's Office and the Delaware State Electrical Board. For more information call:
(302) 856-5298 (Fire Marshal's Office) or (302) 744-4500 (Electrical Board).**