

Town of Frederica
PO Box 294
Frederica DE 19946
302-335-5417

DATE OF APPLICATION: _____ TAX MAP PARCEL #: _____

LOCATION/SERVICE ADDRESS OF PROPERTY: _____

OWNERS NAME (PRINT): _____

PHONE: _____ CELL PHONE: _____

OWNER'S MAILING ADDRESS: _____

BUILDING CONTRACTOR'S NAME: _____

PHONE NUMBER: _____

TYPE OF IMPROVEMENTS

- NEW BUILDING NEW MOBILE HOME ADDITION
 REPAIRS (DESCRIPTION: CHIMNEY, WINDOWS, DOORS, SIDING, ETC.) _____
 FENCE ALTERATION ACCESSORY BUILDINGS (SHED)
 ROOF (_____ TOTAL SQUARES OF ROOFING MATERIAL)
 OTHER: DESCRIPTION _____

TYPE OF MATERIALS USED IN CONSTRUCTION: _____

ADDITIONAL NOTES: _____

COST OF IMPROVEMENT: _____ PERMIT FEE: _____

REQUIRED INFORMATION/PROCESSING:

1. **Include a plot plan of your property with lot size, setbacks, driveways, dimensions of house, accessory buildings, fence and any other improvements.**
2. **After your permit is approved, take your town permit and approval letter to Kent County Inspections and Enforcements Office to get your County permit.**

*** All permits are only good for one year from the date of approval. You can also get one 6 month extension.

*** All construction debris needs to be removed from site.

OWNERS SIGNATURE: _____ DATE: _____

APPROVED BY PLANNING: _____ DATE: _____

APPROVED BY COUNCIL: _____ DATE: _____

Town Notes: _____