

BULLETIN

Permitting Tips

(09/2014)

This bulletin is to make you aware of issues that have been identified by the City or other retailers and suggests Tenant's architect and engineer pursue further as it relates to Tenant's contract documents.

- City of Dover requires two sets of sealed plans
- All permit applications for Tenant Improvements, demolition or renovation must include a report from a *Delaware* certified asbestos inspector that confirms or denies the presence of asbestos. DNREC guidelines must be adhered to regarding asbestos removal and disposal.
- A code reference sheet needs to be included with the permit application
- Contractors are required to have a City of Dover business license, not just a state license.
- Average permitting time is 3 – 4 weeks.
- For additional information regarding City and Health Department websites and other permitting information contact them directly at the following web sites:

<http://www.cityofdover.com/?c=/information/documents/>

<http://dhss.delaware.gov/dhss/>