Paver & Concrete Patio, Private Walkways & Driveway On-Ground Improvement Information Pack

The Mayor & Council of Middletown
19 West Green Street
Middletown, DE 19709-1315
Phone: 302-378-1171
Fax: 302-378-5675
www.middletown.delaware.gov
Permits&Inspections@middletown.delaware.gov

Town of Middletown Zoning Code

- All contractors must be licensed by the Town of Middletown.
- **Please Note:** All communities that have Homeowner Associations (HOA) or Architectural Committees, may require review and approval of any improvements made on the exterior of your home. Please follow your communities' rules and regulations.
- This information pack is a courtesy review for zoning only. It is a review for new installation or extensions to on-ground improvements like, paver or concrete patios and private walkways or driveways. This review is not required for replacement of existing private walkways or driveways where no enlargement or new installation is occurring. There are no fees or inspections associated with this courtesy review.
- Submit three (3) copies of a plot plan/mortgage survey to show the placement of the improvement; also show the setbacks (distance between your improvement and the property lines on all sides except the house side).
- On-ground improvements (paver and concrete patios, private walkways and driveways) shall comply with the Town of Middletown's zoning code and shall be located no closer than 2 feet to the adjacent property line.
- **Please Note:** On-ground improvements installed in utility easements will be permitted, but any utility work within the utility easement where an improvement is placed will require the improvement portion to be removed, if maintenance is needed in the easement, at the property owner's expense.
- Any work regarding construction of steps, stairs, handrails and landings shall comply with the current adopted International Residential Code.
- Any fire pits or fireplaces shall be located at least ten (10) feet away from the dwelling, comply with any State codes and any applicable manufacturers installation instructions.
- Please **post the applicable courtesy reviewed information** and have **approved plans** on site at all times prior to the beginning of your project.
- All electrical work is State regulated. Please follow all rules and regulations if electrical work is to be installed. Visit the State of Delaware's website at DPR.DELAWARE.GOV and click or search, Board of Electrical Examiners for electrical work permit information.
- Please call Miss Utility, prior to any digging at 1-302-282-8555 or 811.
- **Please Note:** no stone, sand, crush and run or paver material is permitted to be placed on the street or public sidewalk.

The following pages included are a sample plot plan/mortgage survey and building permit.

XXX
REGISTERED LAND SURVEYORS

PHONE: XXX-XXX-XXXX
FAX:
'GROUP.NET
A Division of

REGISTRY

BASED UPON DOCUMENTATION PROVIDED, REQUIRED MEASUREMENTS WERE MADE OF THE PREMISES AND BUILDING(S) SHOWN ON THIS MORTGAGE INSPECTION PLAN. IN OUR JUDGEMENT ALL VISIBLE EASEMENTS ARE SHOWN AND THERE ARE NO VIOLATIONS OF ZONING REQUIREMENTS REGARDING STRUCTURES TO PROPERTY LINE OFFSETS (UNLESS OTHERWISE NOTED IN DRAWING BELOW).

NOTE: NOT DEPICTED ARE ABOVEGROUND POOLS, DRIVEWAYS, OR SHEDS WITH NO FOUNDATIONS. THIS IS A MORTGAGE INSPECTION PLAN, NOT AN INSTRUMENT SURVEY. DO NOT USE TO ERECT FENCES, OTHER BOUNDARY STRUCTURES, OR TO PLANT SHRUBS. LOCATION OF THE STRUCTURE(S) SHOWN HEREON IS EITHER IN COMPLIANCE WITH LOCAL ZONING FOR PROPERTY LINE OFFSET REQUIREMENTS, OR IS EXEMPT FROM VIOLATION ENFORCEMENT ACTION UNDER MASS. G.L. TITLE VII, CHAP. 40A, SEC. 7, UNLESS OTHERWISE NOTED. THIS CERTIFICATION IS NON-TRANSFERABLE. THE ABOVE CERTIFICATIONS ARE MADE WITH THE PROVISION THAT THE INFORMATION PROVIDED IS ACCURATE AND THAT THE MEASUREMENTS USED ARE ACCURATELY LOCATED IN RELATION TO THE PROPERTY LINES.

MORTGAGE INSPECTION PLAN

JOB #

NAME APPLICANT'S NAME

LOCATION 6 **YOUR ROAD**
YOUR TOWN

SCALE 1" = 30 ' DATE

SEAL

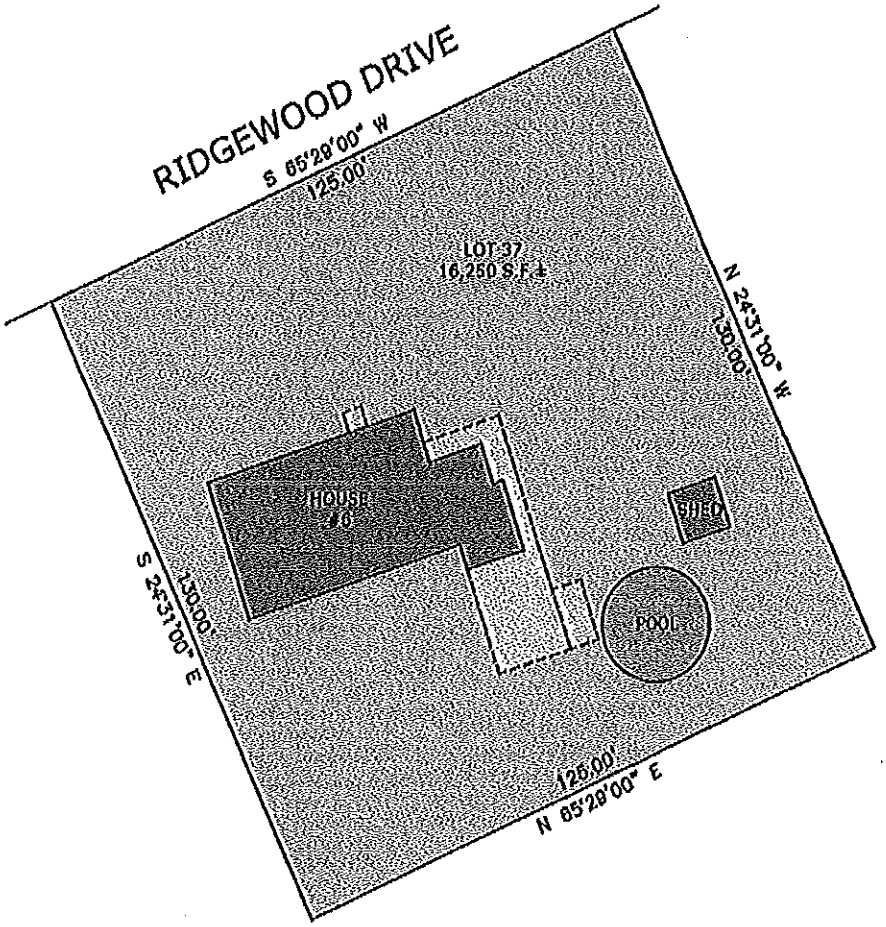
DEED BOOK/PAGE 7839/28

PLAN BOOK/PLAN 321/17

WE CERTIFY THAT THE BUILDING(S) ARE NOT WITHIN THE SPECIAL FLOOD HAZARD AREA. SEE HUD MAP:

6 C DID 01-07-00

FLOOD HAZARD ZONE HAS BEEN DETERMINED BY SCALE AND IS NOT NECESSARILY ACCURATE UNTIL DEFINITIVE PLANS ARE ISSUED BY HUD AND/OR A VERTICAL CONTROL SURVEY IS PERFORMED, PRECISE ELEVATIONS CANNOT BE DETERMINED.



REQUESTING OFFICE:
REQUESTED BY:

DRAWN BY:
CHECKED BY:

Residential Building Permit Application

The Mayor & Council of Middletown
19 West Green Street
Middletown, DE 19709

Phone: (302) 378-1171 Fax: 302-378-5675
www.middletown.delaware.gov
permits&inspections@middletown.delaware.gov

APPLICANT *(Individual Applying For Permit)*

Name: _____ Phone #: _____
Address: _____ Cell #: _____
City, State: _____ Fax #: _____
Zip Code: _____ Email: _____

Applicant's Signature: _____

PROPERTY INFORMATION

Parcel Number: _____ Zoning: _____
Street Address: _____ Lot #: _____
Owner's Name: _____ Development: _____
Street Address: _____ Phone #: _____
City, State & Zip: _____ Cell #: _____

CONTRACTOR **Middletown Business License #: ___ ___ - ___ ___ ___ ___ ___**

Name: _____ Phone #: _____
Address: _____ Cell #: _____
City & State: _____ Fax #: _____
Zip Code: _____ Email: _____

License Holder's Signature: _____

TO BE COMPLETED FOR RESIDENTIAL HOME IMPROVEMENTS ONLY

Description of Job: _____

_____

_____

_____

Total Square Feet: _____ **Cost of Materials:** _____

FOR OFFICE USE ONLY

NFIP / FLOOD ZONE EVALUATION:

Is Property Located in SFHA? _____ Yes _____ No What Zone? _____ A _____ AO _____ AE
Base Flood Elevation: _____ WRPA: _____
Reviewed By: _____ Riparian Buffer: _____

Plan Examiner: _____ Plan Review Fee: _____
Date: _____ Inspection Fee: _____

Application ID #: _____ Permit #: _____ Date: _____