

DelDOT Permit Application

ADC Map _____
Grid _____

Property Owner's Name: _____ Date: _____

Mailing Address: _____

City , State Zip Code

Telephone No.: _____ Cell No.: _____

Fax No.: _____ E-mail Address: _____

Tax Map/ Parcel I.D. : _____
(NCC Ex: 00- 000.00-000; KC Ex: 0 00 000 00 00 00 000; SC Ex: 0-00 00.00 00.00)

Applicant Name: _____ Point of Contact (Name): _____

Mailing Address: _____

City , State Zip Code

Telephone No.: _____ Cell No.: _____

Fax No.: _____ E-mail Address: _____

Proposed/Existing entrance/project location (Mailing Address, Road Name, or Road Number): _____

Nearest intersecting road (Name): _____

Distance from entrance/project to nearest intersecting road: _____

Subdivision Name (if applicable): _____ **Lot Number(s):** _____

Existing and proposed entrance location shall be physically staked in field with property owner's name, as a condition of this application. **Date when stakes will be placed at entrance:** _____

If stakes are not in place, a permit will NOT be issued. mm/dd/yyyy

Are you requesting a permit for an **existing** entrance or a **proposed** entrance? Existing or Proposed
(Check one)

If applying for a permit for *existing* entrance:

* Will you be modifying or relocating the existing entrance? **Yes** **No**
If yes (explain): _____

* Was the existing entrance constructed within the past three years? **Yes** **No**

Proposed site/right-of-way modifications (check all that apply): Single Family Dwelling ;

Mobile Home ; ECHO Unit ; Building Addition ; Outbuilding Construction ;

Chicken House ; Farm Entrance ; Additional Entrance ; Entrance Widening ;

Entrance Relocation ; Other (Please describe) _____ ; Roadside Stand (From): _____ (To): _____

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(Continued)

Re-use of existing Commercial Entrance(s) requires a Letter of No Contention. Please e-mail a completed copy of this form to Subdivision@state.de.us with your request.

For Commercial Entrances and Permit Applications Only:

Prior use of property (describe the type of business previously operating on the property and the name of the business): _____

Proposed use of property (describe the type of business operation proposed on the property and the name of the business): _____

Present square footage of each building (facility): _____

Proposed square footage of each building (facility): _____

Number of Customers (daily average): _____

Number of Employees (daily average): _____

Off street parking spaces (required by local code):
 Required: _____ Provided: _____

Average Daily Traffic (ADT) of entrance(s):
 A) Total vehicles entering daily: _____
 B) Total vehicles exiting daily: _____
 Total A + Total B = daily ADT: _____

Federal Tax I.D. No. : _____

(For Escrow Deposits ONLY)

New Castle County (Canal District)
 DelDOT Public Works Engineer
 250 Bear-Christiana Road
 Bear, DE 19701
 (302) 326-4679

Kent County (Central District)
 DelDOT Public Works Engineer
 930 Public Safety Blvd.
 Dover, DE 19901
 (302) 760-2433

Sussex County (South District)
 DelDOT Public Works Engineer
 23697 DuPont Boulevard
 Georgetown, DE 19947
 (302) 853-1340

For Internal Use by DelDOT Public Works Office Only:

Permit type: Residential Commercial Safety Other

Internal Notes: _____

