



CITY OF LEWES
BUILDING PERMIT APPLICATION
NEW CONSTRUCTION

APPLICANT INFORMATION

NAME _____ PHONE # _____

ADDRESS _____

PROPERTY OWNER(S) INFORMATION

NAME(S) _____

ADDRESS _____

PROPERTY INFORMATION

STREET NAME _____ HOUSE NO. _____ LOT NO. _____

TAX MAP NO. 3.35- _____ PARCEL NO. _____ TRANSFER DATE: _____

LEWES BEACH ONLY ~ DNREC APPROVAL: _____ DATE: _____

CONTRACTOR INFORMATION

CONTRACTOR(S) NAME: _____

(NOTE: ALL SUBCONTRACTORS ARE REQUIRED TO HAVE A VALID CITY OF LEWES BUSINESS LICENSE.)

CITY BUSINESS LICENSE NO. _____ COMPLETION DATE _____

TOTAL CONSTRUCTION / PROJECT COST \$ _____

APPLICANT SIGNATURE _____ DATE _____

===== [FOR OFFICE USE ONLY] =====
=

(New construction less \$10,000) _____ (Renovations less \$10,000) _____

Permit Fee: \$ _____ Acct.422 BldgTransferTax (1%): \$ _____ Acct. 403 TransferTax (1/2%): \$ _____ Acct.14404

BLDG. PERMIT # _____ PAYMENT RECEIPT# _____

A SUSSEX COUNTY PERMIT IS ALSO REQUIRED PRIOR TO WORK COMMENCING

*** MECHCHECK MAY BE SUBMITTED IN LIEU OF THE ENERGY CODE COMPLAINE WORKSHEET. ***

**** AN ORIGINAL CERTIFIED PROPERTY SURVEY MUST ACCOMPANY THIS COMPLETED APPLICATION. ****

CITY OF LEWES ~ ENERGY CODE COMPLIANCE WORKSHEET

BUILDER NAME: _____ DATE: _____

BUILDER ADDRESS: _____

BUILDER OWNER/LOCATION: _____

SUBMITTED BY: _____ PHONE: _____

CEILING	AREA	INSULATION R-VALUE	SHEATHING R-VALUE
Ceiling	sq ft		
	sq ft		
Raised Trusses	sq ft		
	sq ft		
Stressed-skin Ceiling Panels	sq ft		
	sq ft		

Wood Framed 16' O.C.
Wood Framed 24' O.C.

Metal Framed 16' O.C.
Metal Framed 24' O.C.

Concrete/Masonry/Log Wall
Stress-skin Wall Panels

WALLS	AREA	INSULATION R-VALUE	SHEATHING R-VALUE
Wall (Total Area of Walls minus total area of windows and doors)			

GLAZING	AREA	U-VALUE
Windows	sq ft	
Glass Doors	sq ft	
Skylights	sq ft	

DOORS	AREA	U-VALUE
	sq ft	
	sq ft	

FLOORS	AREA	INSULATION R-VALUE	SHEATHING R-VALUE
Floor over unconditioned space	sq ft		
Floor over open air	sq ft		

FOUNDATIONS	HEIGHT OF WALL	DEPTH BELOW GRADE	DEPTH OF INSULATION	AREA OR PERIMETER	INSULATION R-VALUE
Basement Wall	feet	feet	feet	sq ft.	
Crawl Space Wall	feet	feet	feet	sq ft.	
Unheated Slab	-----	-----	inches	feet	
Heated Slab	-----	-----	inches	feet	

EQUIPMENT EFFICIENCY (This section may be left blank if no credit will be taken for high-efficiency equipment.)			
Description	Efficiency		Make & Model Number
Heating		AFUE/HSPF	
Cooling		SEER	

7. A. Please check box if the property has been owned for more than one year prior to entering into a construction contract. **YOU MAY STOP HERE AND SIGN ITEM #9 ON PAGE 2.**

Date on which ownership in realty on which construction, alteration or addition is intended was transferred (settlement date) to owner identified in Item #1. _____

B. Date on which contract for this construction was entered into or labor or materials were first supplied, whichever date occurred earlier. _____

IF DATE IN ITEM #7B IS LATER THAN ONE YEAR AFTER DATE INDICATED IN ITEM #7A, YOU MAY STOP HERE AND SIGN AT ITEM #9 ON PAGE 2.

8. Do you claim exemption from this tax on grounds other than those described above? If so, please indicate basis for exemption below. (Subsequent construction is exempt if transfer of realty on which construction is to occur was exempt, but specific basis for exemption must be stated.)

PLEASE SIGN AT ITEM #9 BELOW. IF YOU CANNOT CLAIM EXEMPTION ABOVE, YOU MUST COMPLETE PAGE 3 AND SECURE VALIDATION OF TAX PAYMENT FROM THE CITY OF LEWES.

9. Subject to the penalties of perjury, I swear or affirm the foregoing is true and correct to the best of my knowledge and belief.

Owner's Signature

Printed Name

Date

Name of Owner(s):

SSN or Federal EIN:

1. (a) Is the building permit applied for solely for alteration of or addition to an existing building?
 YES NO

If "NO", go to Item #2.

If "YES", enter the value at the time of conveyance for realty tax purposes of land and structure on which construction is intended:

\$ _____

GO TO ITEM #2

2. Enter amount of money paid or to be paid under any and all contracts which (a) pertain to all phases of the construction or alteration of, or addition to, the building for which this building permit is sought; and (b) were entered into after July 20, 1998. Include all purchases of supplies to the extent not required under contracts entered into on or before July 20, 1998.

\$ _____

3. (a) Subtract \$10,000 from the amount entered in Item #2 and enter result here:

\$ _____

- (b) Multiply the amount entered in Item #3(a) by 1.5% (.015) and enter result here:

\$ _____

YOU MUST PAY THE AMOUNT ON LINE 3(b) TO THE CITY OF LEWES PRIOR TO BEING ISSUED THE BUILDING PERMIT.

NOTE: YOU MAY OWE AN ADDITIONAL AMOUNT AT THE TIME OF APPLICATION FOR CERTIFICATE OF OCCUPANCY.

4. Subject to the penalties of perjury, I swear or affirm the foregoing is true and correct to the best of my knowledge and belief.

Owner's Signature

Printed Name

Date