

OFFICE OF STATE FIRE MARSHAL
APPLICATION FOR FIRE PROTECTION PLAN REVIEW - SITE

Sussex County

Delaware Fire Service Center
22705 Park Avenue
Georgetown, DE 19947-6303
302-856-5298 / Fax 302-856-5800

Kent County

Delaware Fire Service Center
1537 Chestnut Grove Road
Dover, DE 19904-1544
302-739-4394 / Fax 302-739-3696

NewCastleCounty

Delaware Fire Service Center
2307 MacArthur Road
New Castle, DE 19720-2426
302-323-5365 / Fax 302-323-5366

1. Project Name: _____ Phase: _____

Subdivision/Complex: _____

Address: _____

Complete Tax Parcel Number: _____ County: _____

2. Project Description:	Residential Subdivision	Commercial Subdivision	Residential Lot	Commercial Lot
Single Family Dwelling	Townhouse Unit	Apartment Bldg	Commercial Bldg	Other:
Quantity _____	Quantity _____	Quantity _____	Quantity _____	_____

3. Fee Calculation: Site Plan Review Fee: **\$150** Check # _____

Check or Money Order made payable to the "State of Delaware" NO CASH ACCEPTED

Exempt Status: State County Federal DSHA Fire Co. / Ambulance Municipality No Impact

4. Applicant/Engineer Phone: _____

Cell Phone: _____

Signature required in Item #6

Applicant's Name: _____

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

5. Property Owner Phone: _____

Cell Phone: _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Any incomplete application may cause a delay in the processing of the project.

6. Applicant Signature: _____ Date: _____

FOR OFFICE USE ONLY:

FIRE PROTECTION SPECIALIST

DATE

Plan Review # _____

Deposit / Return Date: _____



STATE OF DELAWARE
OFFICE OF THE STATE FIRE MARSHAL

JOHN W. RUDD
STATE FIRE MARSHAL

DOVER OFFICE
HEADQUARTERS

SITE PLAN SUBMITTALS

Is your site plan drawn to scale and does it include the following information?

- ☐ Name of the building or subdivision
- ☐ Plan date
- ☐ Full address
- ☐ Complete tax parcel number *SUSSEX* <https://sussexcountycle.gov/sussex-county-mapping-applications>
KENT <https://pride.kentcountycle.gov/> *NEW CASTLE* <https://www3.newcastlede.gov/parcel/search/>
- ☐ Specific county's planning department reference number
- ☐ Owner's name and address
- ☐ Design Professional's name and address
- ☐ Applicant's name and address
- ☐ Intended use of building or buildings
- ☐ Name of water supplier
- ☐ Location of all fire hydrants
- ☐ Location and diameter of all water mains supplying fire protection water
- ☐ Maximum height of the building
- ☐ Proposed building construction
- ☐ Whether or not proposed building(s) will be protected by automatic sprinklers
- ☐ Location of any fire lanes, their markings, and their widths
- ☐ A plan note stating "All fire lanes, fire hydrants, and fire department connections shall be marked in accordance with the State Fire Prevention Regulations"

Note: When submitted plans include a townhouse or row house configuration, the following additional information shall be included:

- ☐ A plan note stating how these townhouse or row house units are to separated
- ☐ A cross section plan of a fire barrier wall indicating its construction and hourly fire rating
- ☐ The above required fire barrier wall shall be listed by a testing laboratory meeting the requirements of Regulation 701, Chapter 5 of the Delaware State Fire Prevention Regulations, and such information shall be included on the plan.

Do you have the following items ready for submittal?

- ☐ Three (3) copies of your site plan
- ☐ Application for Fire Protection Plan Review
- ☐ \$150.00 Site Plan Review Fee (check, money order, or cashier's check made payable to State of Delaware) NO CASH

***CHECKLIST FOR APPLICANT'S REFERENCE ONLY
DO NOT INCLUDE WITH PLAN SUBMITTAL***