



OFFICE OF ENGINEERING

PLUMBING PERMIT AND INSPECTION PROGRAM

ATTENTION PLUMBERS

All Commercial Plumbing Applications must undergo Plan Review. All Commercial Plumbing Applications must be submitted to the Office of Engineering via email to DHSS_OE@delaware.gov or via mail to 43 South DuPont Highway, Dover, DE 19901. Once a Plan Review has been conducted, an Approval to Construct (ATC) number will be issued and returned to the applicant.

An ATC is required for a Commercial Plumbing Permit to be issued.

Please submit one (1) fully completed application and one (1) set of plans displaying all fixtures for Plan Review. Extra plan pages such as structural or architectural plans are not required for our review and may delay review times. Please be advised that plans are reviewed on a first-come first-serve basis and will take some time. Please plan accordingly and leave adequate time in the project planning phase.

If you have any questions regarding this process, please contact the Office of Engineering by phone at (302) 741-8640 or by email at DHSS_OE@delaware.gov.



Commercial Plumbing Application

For Approval to Construct

DATE: ___/___/___ PROJECT NAME: _____

PROJECT INFORMATION

PLUMBER INFORMATION

Owner Name:	Name:
Project Address:	Address:
County/Zip:	Phone:
Number of Stories:	Email:

New Construction¹
 Existing Building Renovation
 Change in Occupancy

CAPACITY

Use/Classification Ex. Restaurant, business, mercantile	Average Occupancy ²	
	Inside	Outside

WATER SUPPLY

Onsite Well?	Yes	No	Public Water System?	Yes	No
DNREC Well ID:			Name:		

WASTE

Onsite Septic?	Yes	No	Public Sewer?	Yes	No
DNREC Approved?	Yes	No	Name:		

1. If construction results in a new connection to a water system, an application to the Office of Drinking Water is required.
2. Expected number of occupants during peak hours, including employees and customers.

ATTENTION:

SUBMIT **ONLY** THE COMMERCIAL PLUMBING
PLAN REVIEW PACKET AND PLANS TO THE
OFFICE OF ENGINEERING

DO NOT SUBMIT ANY PAYMENT OR THE
COMMERCIAL PLUMBING **PERMIT**
APPLICATION TO THE OFFICE OF ENGINEERING.
ALL COMMERCIAL PLUMBING **PERMIT**
APPLICATIONS MUST BE SUBMITTED TO ONE OF
THE PLUMBING PERMIT AND INSPECTION
OFFICES WITH PAYMENT AND AN APPROVAL TO
CONSTRUCT NUMBER.

THANK YOU