



This form is intended to help avoid any delays in processing your permit. All New Castle County forms are available via the County website or Land Use customer service.

- ❑ **Application for Plumbing Permit** - All applicable fields of application must be completed entirely
  - Tax Parcel (located on NCC Web Site [www.nccdelu.org] or from property owner)
  - Job Location (with lot # or subdivision)
  - Contractor Signature & NCC License Number
    - Permits issued to the homeowner shall contain the owner's signature in place of the license holder's signature.
  - Related Building Permit # (if applicable)
  - Description of Work (explanation of the work you are performing only)
  - Valuation of Job
  - Payment Method (cash, check, escrow account)
  
- ❑ **Permit Plans** - Drawings/plans must be submitted with permit application (excluding residential projects submitted by NCC licensed contractor) to include:
  - **Isometric of drain/waste/vent layout**
    - Size of piping, total fixture count, and DFU's
    - Type of piping and schedule
    - Location of clean-outs
    - Indirect wastes if applicable
    - Venting shown to termination
    - Piping and placement of ejector pits
  - **Water Distribution and Service**
    - Size of piping
    - Type of piping
    - Depth of pipe and distance from sewer
    - Riser diagram
    - Length of run
    - Backflow protection (if applicable)
  - **Building Sewer**
    - Size of piping
    - Type of piping
    - Length of run
    - Depth of pipe and distance from water service
  - **Grease traps (if applicable)**
    - Must be 1,000 gallons
    - All piping must be shown
    - Placement must be shown on lot
    - All exceptions for less than 1,000 gallon grease traps must be approved by the NCC Department of Public Works (302-395-5700). Public Works approval must be provided with the application prior to permit issuance.
  
- ❑ **Permits with Gas Piping** – Drawings/plans of gas piping must be submitted with permit application to include:
  - **Gas Piping**
    - Total length of run
    - Sizes of lines
    - Types of pipe used
    - BTU load for each appliance in the system (including pool heaters)
    - Working pressure to be used & type of gas (including pool heaters)
    - Valve locations
  - **Underground piping**
    - Depth of piping
    - Tracer wire needed for plastic piping
    - All above requirements
  - **Pool heater gas lines must include all above requirements and placement location on lot**
  
- ❑ **Permit Fee – \$65.00** minimum fee  
\$5.25 for each additional \$1,000 valuation or any part thereof over \$1,000 valuation