



PUBLIC WORKS & WATER RESOURCES
CITY OF NEWARK

220 South Main Street · Newark, Delaware 19711
 302.366.7000 · Fax 302.366.7160 · www.newarkde.gov

APPLICATION FOR CONSTRUCTION IMPROVEMENT PLAN (CIP) APPROVAL

	Date _____
APPLICANT _____	
Name	
Address	City State Zip Code
Telephone _____	
Home	Business
LEGAL OWNER OF PROPERTY _____	
Name	
Address	City State Zip Code
Telephone _____	
Home	Business
SITE ADDRESS _____	
NAME OF PROJECT _____	
AREA OF PROPERTY (Acres) _____	LIMIT OF DISTURBANCE (Acres) _____
OWNER IF OTHER THAN APPLICANT	
I hereby certify that I am the owner of this land on which the proposed project is situated and that the foregoing applicant, in filing a Construction Improvement Plan application for approval by the City of Newark, is acting with my knowledge and consent.	
Signature of Owner _____	
Date _____	
ENGINEER / LAND SURVEYOR / ARCHITECT (Registered Professional in Delaware)	
Name	Company
Address _____	
Telephone	Email

SUBMISSION DOCUMENTS AND PROCEDURES

All applicants should consult the Public Works and Water Resources (PWWR) Department for information regarding Construction Improvement Plan (CIP) requirements and procedures. This application should be completed and returned with supplemental documents to the PWWR Department in the Municipal Building at 220 South Main Street, Newark, Delaware.

APPLICATION AND REVIEW FEES All applicable fees for Construction Improvement Plan application and review are to be made payable to the City of Newark and paid in full at the time of application as follows:

APPLICATION FEE

Construction Improvement Plan Application	\$250
---	-------

REVIEW FEES

Residential Standard Plan Review	\$150/acre (\$150 minimum)
Non-residential Standard Plan Review	\$150/acre (\$150 minimum)
Stormwater Management (SWM) As-built Review	\$250
Sediment and Stormwater Management Review:	
Less than 1 acre	\$750
1 acre or greater	\$750 plus \$250/acre
Water and Wastewater Review:	
Less than 2,000 GPD	\$500
2,000 GPD or greater	\$1,000
Individual Low Pressure Sewer System (LPSS) Pump Station Plan Review	\$250
Private Water/Sewer Pump Station (PS) Plan Review	\$1,500

FOR OFFICIAL USE ONLY

INSPECTION AND SERVICES FEES All applicable fees for Construction Improvement Plan inspection and various services are to be made payable to the City of Newark and paid in full prior to receiving any building permits as follows:

INSPECTION FEES

Sediment and SWM Inspection (Construction Review):	
Less than 1 acre	\$1,250
1-5 acres	\$1,500
5-10 acres	\$2,000
Greater than 10 acres	\$4,000
SWM Facility Annual Inspection:	
Inspection Fee	\$150
Re-inspection Fee	\$100
Water Tapping and Inspection	
Single Family (fire tap included)	\$250
4"-6"	\$500
8" or greater	\$1,000
Cost after 100 linear feet	\$1.75/linear foot
Sewer Tapping and Inspection	
4"-6"	\$500
8" or greater	\$1,000
Cost after 100 linear feet	\$1.75/linear foot

SEWER TREATMENT PLANT (S.T.P.) FEES

Single Family Detached Dwellings	\$1,000
Townhouses	\$833.33
Apartments and Mfg. Housing	\$666.67
Offices and Commercial	\$0.24/square foot

MISCELLANEOUS FEES

Fire Hydrant Flow Test	\$300
Water Bacteria Test:	
Normal Test	\$100 plus cost
Rush Test	\$200 plus cost
Sewer Deduct Meter (annual Fee): 5/8"-6"	\$50
Water Meter	current meter cost
Transmitter	current transmitter cost
(PWWR) Site Plan Recordation Fee [determined by New Castle County Recorder of Deeds]	County Fee + 10% admin fee
Stormwater management facility maintenance fee for city-maintained facilities:	
Per household for dry retention basin	\$550
Per household for infiltration/underground retention facility	\$900
Per household for wet detention basin	\$1,100
Construction Water Fee as per building value on building permit (paid with building permit)	\$15 / \$25,000 of building value