



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
BOARD OF
ELECTRICAL EXAMINERS

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: DPR.DELAWARE.GOV
EMAIL: customerservice.dpr@state.de.us

Delaware Homeowner Permit Inspection Agency Plan Review

- **Before applying** for the DE Homeowners permit - you must have your plan reviewed and approved by a DE Licensed Inspection Agency using this form.
- Please provide the DE Inspection Agency with a diagram of work to be completed and this completed form.
- Plans should reflect all new electrical work including but not limited to lighting, lighting control, receptacles, fixed in-place appliances, or equipment and all circuitry including circuit number and origin.
- A Homeowner's permit issued for a mobile home on a leased lot authorized feeder installation for the mobile home itself and does not include the installation or repair of service equipment.
- Homeowner must be owner-occupant / Home cannot be for sale or rent.

Homeowner/Owner- Occupant must complete the work themselves

A Homeowners' permit is required for new construction, renovation, and any work that requires a building permit. Generally, Homeowner permits are not required for in-kind replacement.

APPLICANT INFORMATION

1. **Applicant Name:** _____ **Applicant Phone Number:** _____

2. **Applicant Email Address:** _____

3. **Mailing Address:** _____
Street

City State Zip Code

4. **Work Location Address if different than listed above:** _____
Street

City State Zip Code

Homeowner will need to initial notification of all the following:

- _____ A homeowner shall not be permitted to install his or her own internal wiring, electrical work or equipment associated with a hot tub or swimming pool.
- _____ A homeowner permit is not authorized until a dwelling is on the site or under construction.
- _____ A homeowner permit is not applicable for homes for sale, rental units, any kind of multi-unit residential building, commercial building, or commercial in nature. (ex. Daycare, Salon, etc.)
- _____ A homeowners' permit can only be issued if the owner / occupant is completing the work themselves.
- _____ Homeowner is aware that installation must meet all current National Electrical Code requirements as adopted by the Delaware State Fire Prevention Commission.

Check applicable dwelling type

5. **Type of Dwelling:** Single Family Home Free Standing Structure Mobile Home

Homeowner permits may only be issued for free standing non-commercial structure and one family dwelling units –
Homeowner permits cannot be issued for townhomes or condominiums

6. **Type of Installation:** (Please check all the apply)

- | | | |
|--|---|---|
| <input type="checkbox"/> Additional wiring | <input type="checkbox"/> New Breakers | <input type="checkbox"/> Re-wire Bath |
| <input type="checkbox"/> Barn/Outbuilding | <input type="checkbox"/> New Home | <input type="checkbox"/> Re-wire Garage |
| <input type="checkbox"/> Basement | <input type="checkbox"/> New Service | <input type="checkbox"/> Re-Wire Kitchen |
| <input type="checkbox"/> Ceiling Fan | <input type="checkbox"/> Outlets | <input type="checkbox"/> Re-wire Porch/deck |
| <input type="checkbox"/> Exterior Light Fixtures | <input type="checkbox"/> Porch/Deck | <input type="checkbox"/> Service Change* |
| <input type="checkbox"/> Garage | <input type="checkbox"/> Re-model | <input type="checkbox"/> Service Upgrade* |
| <input type="checkbox"/> Hookup | <input type="checkbox"/> Re-wire | <input type="checkbox"/> Sunroom |
| <input type="checkbox"/> Interior Light Fixtures | <input type="checkbox"/> Re-wire Basement | <input type="checkbox"/> Temporary Service Change |

**For Service changes and upgrades - please contact your local utility company to inquire if you are permitted to make service changes or upgrades with a homeowners permit prior to applying*

7. **Brief Description of the Project:**

By signing below, Homeowner/occupant is acknowledging the following:

- Homeowner/Occupant has knowledge of current National Electrical Code
- Any work to be completed must meet all Code requirements including but not limited to: correct wire type and sizing, proper receptacle placement and spacing, AFCI and GFCI protection where required, receptacles meeting any required 'TR' and 'WR' ratings, and proper circuit origin and labeling requirements

Owner-Occupant acknowledges that all work will be completed by owner-occupant themselves

Homeowner/Applicant Signature

Date

Please provide this completed and signed form to one of the DE Board approved Electrical Inspection agency with your diagram for work to be completed. For a list of DE Board approved Inspection agencies, please visit:
<https://dpr.delaware.gov/boards/electrician/inspagency/>

If your Plan Review is approved – you must submit this approved Plan Review form, a diagram of work to be completed, a copy of the owner/occupants drivers license, and evidence of homeownership with your DE Homeowner permit application online through the Division of Professional Regulation online application system – [DeIPROS](#).

For additional information regarding Homeowner Permit requirements please visit:
<https://dpr.delaware.gov/boards/electrician/homeowner-permit/>

Inspection Agency Plan Review

INSPECTION AGENCY SIGNATURE: _____

Inspection Agency License #: _____

Date approved: _____

Date Denied: _____

Reason for Denial: _____





First State Inspection Agency
 1001 Mattlind Way
 Milford, DE 19963
 302/422-3859 phone
 302/422-4270 fax

Thank you for choosing **First State Inspection Agency** for your inspection:
 ___ Homeowner Permit/ Review ___ Reconnect ___ Electrical Survey

Please ensure you include the appropriate items required for prompt inspection:

- ___ Signed application ___ Directions to property ___ Access instructions
- ___ Power Company and Control Number (for reconnect or new service)
- ___ Copy of Homeowner's Electrical Permit from the **DE. Board of Electrical Examiners**
Cannon Building Dover, DE 19901 (302)739-4522 Ext. 504 www.dpr.delaware.gov

Credit Card/Cash/money order/check (made payable to **F.S.I.A.**) in the amount of \$ _____

Credit Card Acct#: _____ Exp: ____ / ____

3-digit verification number on back of card: _____

Name as printed on card: _____

Card billing address (w/zip): _____













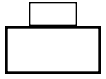

<u>Description</u>	<u>Fee</u>
Delaware Homeowner Permits:	
- Electrical Plan Review	\$100.00
- Inspect Dwelling w/200 amp service (max 3 trips)	\$195.00
- Inspect Dwelling w/greater than 200 amp service (max 3 trips)	\$225.00
- Inspect Addition/Alterations (2 trips)	\$195.00
- Inspect Service change (1 trip)	\$95.00
Service reconnect (1 trip)	\$95.00/meter
Fire Marshal survey (1 hour minimum)	\$100.00/hour
Returned Check Fee	\$50.00

Any additional trips beyond the above number due to failed inspections, consultations, re-inspections, or unsuccessful visit attempts shall incur a minimum \$75.00 charge per additional trip.

Violations on a reconnect inspection or a commercial electrical survey will require correction by a Delaware-licensed Master Electrician who is then required to file a new application for the inspection of their work.

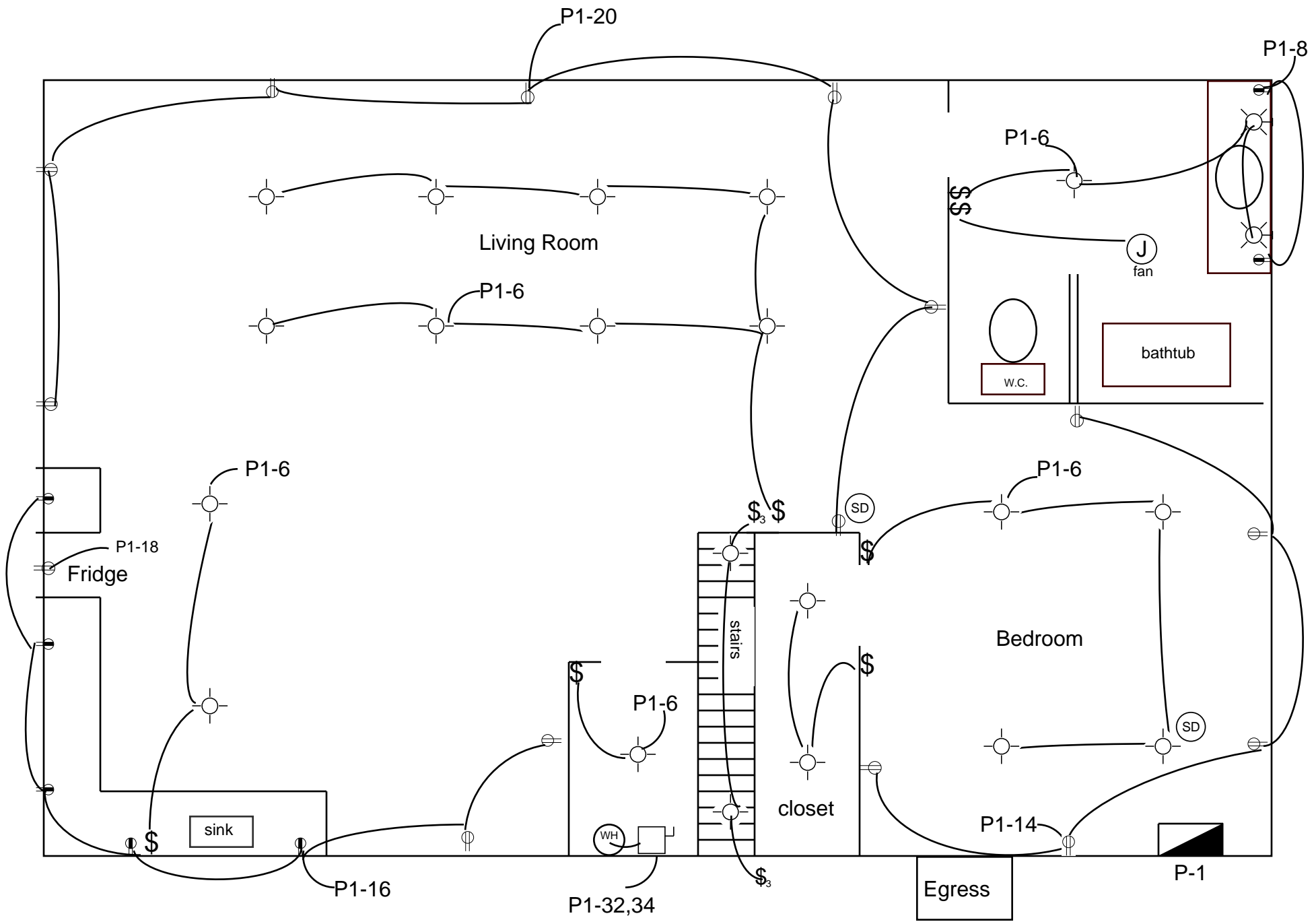
PLEASE KEEP A COPY OF APPLICATION & FEE SCHEDULE FOR YOUR RECORDS

LEGEND

	Ceiling mount light fixture
	Wall mount light fixture
	Single receptacle
	Duplex receptacle
	GFCI receptacle
	Special receptacle ex. range, RV
	Single pole switch
	3-way switch
	4-way switch
	Direct connect equip. with circuit number
	Panelboard
	Disconnect switch
	Meter enclosure
	Smoke detector

GENERAL NOTES

- All work on plans to be performed per latest edition of the adopted electrical code.
- Plans should reflect all new electrical work, including but not limited to: lighting; lighting controls; receptacles; fixed-in-place appliances or equipment; and all circuitry including circuit number and origin.
- Plans should be drawn to scale. Provide scale size on plans. If no scale is used, denote "N.T.S."
- AFCI and GFCI protection to be provided on all branch wiring where required.
- All receptacle to be "TR" or "WR" rated where required.
- 15A circuit minimum 14awg wire size CU
- 20A circuit minimum 12awg wire size CU
- 30A circuit minimum 10awg wire size CU



scale: 1" = 4'

