

Department of Planning & Zoning
27 S. Market Street Plaza, 2nd Floor
Smyrna, DE 19977
(302) 653-3486



TOWN OF SMYRNA, DELAWARE Pre-Construction Meeting Application

*All pre-construction meetings will be held at Smyrna Town Hall
(27 S. Market Street Plaza, Smyrna, DE 19977)*

**ALL REQUESTS FOR PRE-CONSTRUCTION MEETINGS MUST BE RECEIVED
NO LATER THAN 2 WEEKS PRIOR TO SCHEDULED MEETING DATE.**

DESIRED MEETING DATE: _____

PROJECT: _____ PHASE: _____

DEVELOPER: _____ PHONE: _____
EMAIL: _____

ENGINEER: _____ PHONE: _____
EMAIL: _____

CONTRACTORS: _____

**The following items MUST be received by the
Department of Planning & Zoning five (5) business days before all scheduled meetings.
Automatic postponement will occur for incomplete applications.**

_____ KCD Approval

_____ DelDOT Approval: _____ Letter of No Objection _____ Entrance Permit

_____ Utility Franchise Agreement

_____ Approved Public Works Cost for Bonding

_____ Public Works Agreement

_____ Fire Marshall Approval

_____ All Fees Paid Receipt from the Town (*Sec. 1.14. Good Standing Requirements – Smyrna Town Code*)

_____ HOA Documents

_____ Office of Drinking Water Approval _____ DNREC Sanitary Sewer Approval

_____ Phasing Plan