

**MIDDLESEX BEACH ASSOCIATION PERMIT APPLICATION**  
**CONSTRUCTION LARGE PROJECTS OVER \$25,000**

Construction is defined as any Interior or Exterior Work resulting in a new, added, or altered main structure and its attachments; detached accessory buildings including sheds and detached garages; fences, walkways or retaining walls; signs; and/or imperviously paved areas. This includes any pile driving, drilling, excavating, filling or grading associated with the construction, as well as the staging/storage of materials and equipment related to the construction.

Ownership Entity: \_\_\_\_\_ MB Address: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Perm Address: \_\_\_\_\_

Phone No. \_\_\_\_\_ email: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone No. \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Construction Cost: \_\_\_\_\_ Est Completion Date: \_\_\_\_\_

Height of highest point above road \_\_\_\_\_

I/We hereby apply for a permit to perform the following scope of work:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I/We agree: To adhere strictly to the plans and specifications listed in the attached documents to be approved by the MBA Building Committee unless changes are authorized in writing by the Building Committee; to obtain appropriate Sussex County & DNREC permits as appropriate for this work (*with particular attention to County codes regarding Single Family Zone requirements, if applicable*); **to engage in Construction Work only when permitted by the Middlesex Beach Association Rules and Regulations and otherwise abide by the Restrictive Covenants of the Middlesex Beach Association**; and agree to repair or pay the actual cost of repair to any other property damaged in the course of work hereby authorized.

Property Owner's Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Two copies of the construction and site plans (or PDF equivalent), along with all other required documents as specified in the Middlesex Rules and Regulations for Construction document should be included with this application. Mail documents to: **Right Property Management; Attn: MBA Building Permit; 32630 Cedar Drive, Unit 1, Millville, DE 19967 (302-727-7009)**

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FOR BUILDING COMMITTEE USE ONLY

Date Received: \_\_\_\_\_ Permit Amount/Issue Date: \_\_\_\_\_ / \_\_\_\_\_ Block \_\_\_\_\_

Construction Deposit Amount/Date/CheckNo: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Lot No \_\_\_\_\_

**Permit Number** \_\_\_\_\_

Projects of \$25,000 and over, the MBA permit fee is \$250 plus 1/2% of the cost over \$25,000 to a maximum fee of \$1500. Note: if the lot size exceeds the MBA single lot, then the MAX permit fee is adjusted; double lot project has a max MBA permit fee of \$3000.