

City of Wilmington



MICHAEL S. PURZYCKI
Mayor

ALTERNATE SUBMISSION OF THREE SETS OF DRAWINGS TO THE DEPARTMENT OF LICENSES & INSPECTIONS

An Archival Grade DVD may be submitted to the Department of Licenses & Inspections in lieu of submitting a third set of permit drawings. The Archival Grade DVD shall be a color copy of the 'Approved' red stamped set of drawings which is stamped 'approved', signed and dated by the City of Wilmington Plans Examiner. This DVD shall be a permanent record of the approved drawings issued for permit.

If you choose this option, when called to pick up your permit, please take the printed, signed 'approved' set of 'contractor' drawings to a reproduction center for a color copy of the plans to be produced on an Archival Grade DVD-R. Write the job address and permit number on the disc for identification.

When the disc is returned to L&I, you will receive your printed permit and placard. The paper set of drawings marked 'Contractor', received at permit pickup, shall be on the jobsite at all times for the Building Inspector(s) to review as part of their inspection process.

Barbara S. Cooper
Plans Examiner
Department of Licenses & Inspections
City of Wilmington, Delaware
302-576-3033