

# Opening a Business in Bridgeville, Delaware

The first, *and most critical*, step is to call the Bridgeville Code Enforcement Officer at (302) 337-7135 to schedule a pre-development meeting.. An application can be found on the [Town of Bridgeville website; http://bridgeville.delaware.gov/reports-forms-maps-applications/](http://bridgeville.delaware.gov/reports-forms-maps-applications/)

Providing the address and/or tax parcel number of the proposed location, the Code Enforcement Officer can

## If Proposed Business:

1. Is permitted in zoning district Town Center and;
2. The parking requirements can be met and;
3. The entrance is on Town maintained street and;
4. Does not require physical changes to building and;
5. Does not change the Occupancy Classification ( as defined by the [Office of the State Fire Marshal](#) )

## If Proposed Business:

1. Is permitted in zoning district and;
2. The entrance is on a State maintained street and;
3. Requires physical changes to the building and;
4. Requires a change of Occupancy Classification (as defined by the [Office of the State Fire Marshal](#))

## If Proposed Business:

1. Is NOT permitted in zoning district

**STOP!** Contact the Code Enforcement Officer

Apply for proper [State Business License](#)

Apply for proper [State Business License](#)

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Code Enforcement Officer will assist in determining what applications and permits must be obtained prior to occupying your location

Provide proposed building floor plan

Ordinance Introduction Planning and Zoning Hearing

Submit Sign Request

Additional State/County agency approval may be required:

1. [Delaware Department of Transportation \(DelDot\)](#)
2. [State Fire Marshal](#)
3. [Sussex County Building Codes](#)
4. [Division of Public Health](#)
5. [Delaware Natural Resources and Environmental Control \(DNREC\)](#)

Town Review of Applications

Obtain Town Commissioner's Approval

Signed Permit Issued

Building Permit Issued and Start of Construction

Final Inspection & Certificate of Occupancy Issued

Final Inspection & Certificate of Occupancy Issued

**OPEN FOR BUSINESS**

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To open the highlighted hyperlink, press the control key, then roll-over the desired hyperlink and left-click the mouse