

Building & Licensing
229 Rehoboth Avenue
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Rehoboth Beach, Delaware 19971



City of Rehoboth Beach
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New Businesses Occupancy/Tenancy Approval Process

- ☐ Application for occupancy shall be submitted to the State Of Delaware Fire Marshal's office at [Tenant Fit Out, Renovation, Occupancy Change Application](#) prior to applying to the City of Rehoboth for tenancy, permitting, or license.
- ☐ Any business handling food/drinks must apply to the State of Delaware Department of Health prior to applying to the City of Rehoboth for tenancy, permitting, or license. [Licenses and Permits - Delaware Health and Social Services - State of Delaware](#)
- ☐ Any business which is licensed by [the State Of Delaware Professional Services Office](#) must receive this licensing **at the new location in Rehoboth** prior to applying to the City of Rehoboth for tenancy, permitting, or license.
- ☐ Once written responses regarding occupancy are received from the above State Of Delaware offices, the applicant shall include these with the [Commercial License Application to the City Of Rehoboth Beach](#). **Please include a copy of your lease signed by the property owner with your application(s).**
- ☐ After the above steps have been completed, tenant/business must set up an occupancy inspection of the interior with the City Of Rehoboth building inspector for approval. A business license with the City can be applied for after final occupancy approval by this office.
- ☐ Renovations/remodels/repairs to the space will require a building and/or plumbing permit application. Applicant shall receive an issued permit prior to starting any work and receive a final building inspection to serve as the final occupancy inspection.
- ☐ Every sign a business will use will require a sign permit. See page two (2) of our Permit Application Required Documents Checklist for permit application requirements.