



# Welcome to the Town of Selbyville

*Rooted in History, Growing with  
Opportunity*

# 2025

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# About Selbyville, DE

Selbyville was founded in January 1778 by Benjamin Long, Arthur McCabe, John Murray, Reuben Stevens, and Elijah Campbell. They purchased a 250-acre tract known as Sandy Branch, which was located at the head of Saint Martin's River. This site contained a gristmill and sawmill.

One Sampson Selby was responsible for the name Selbyville. In 1842, he began to mark packages for delivery to his country store, "Selby-Ville".

The development of Selby-Ville accelerated in 1842 when the Frankford and Breakwater Railroad extended shipment of strawberries to the Town. D.J. Long and the Morris Brothers commercialized this crop in the area.

By 1918 Selbyville was the prime supplier of strawberries for the entire East Coast. Strawberries remained a major economic base for the Town into the 1930.

Selbyville remains a small town in an agricultural setting. Chickens (and chicken processing), hogs, corn, and soybeans are the main source of income for our area residents and farmers! The Town continues to grow steadily and happily as it retains its small town atmosphere.

Mayor Richard A. Duncan

Councilmember Dr. Carol R. Cary

Councilmember Monroe B. Hudson Jr.

Councilmember Chris S. Snader Sr.

Councilmember Gary L. Steffen

Town Administrator Stacey L. Long

# **Resident Representation**

The Town of Selbyville is governed by one at large Mayor and four district council members. The Mayor and Council are elected to two-year terms. Visit the Town of Selbyville website for a complete list of officials, their term expiration dates and contact information, as well as the complete text of the Town of Selbyville Charter and Municipal Code. Be Advised: You must register at Town Hall to vote in Town Elections. This is separate from State of Delaware Voter Registration.

## **Meetings**

The Town of Selbyville holds council meetings the first Monday of every month. Meetings can be attended in person at 1 W Church St, Selbyville DE 19975, or attended virtually by visiting our website ([www.selbyville.delaware.gov/events](http://www.selbyville.delaware.gov/events)). All meetings are open to the public, except Executive Sessions. Meeting minutes are available on the Town of Selbyville's website ([www.selbyville.delaware.gov](http://www.selbyville.delaware.gov)).

## **Town Hall**

The Selbyville Town Hall is open 8:00 a.m. – 4:30 p.m. Monday through Friday and is closed on major holidays. The Selbyville Town Hall provides a variety of services for residents, including police coverage, trash and recycle collection, bulk trash services, and water and sewer services. For questions, contact Town Hall at (302) 436-8314.

# Printing, Fax, and Notary Services

The Town of Selbyville sells printing (8 ½“ by 11” only), faxing, and notary services. The cost to print and fax documents is ¢30. per page. The cost to have a document notarized \$3.00 per stamp.

## Local Services

U.S. Postal Service

23 W Church St, Selbyville, DE 19975 (800) 275-8777

Worcester County Solid Waste

9696 Mill Haven Rd, Berlin, MD 21811 (410) 641-4910

Omar Collection Station

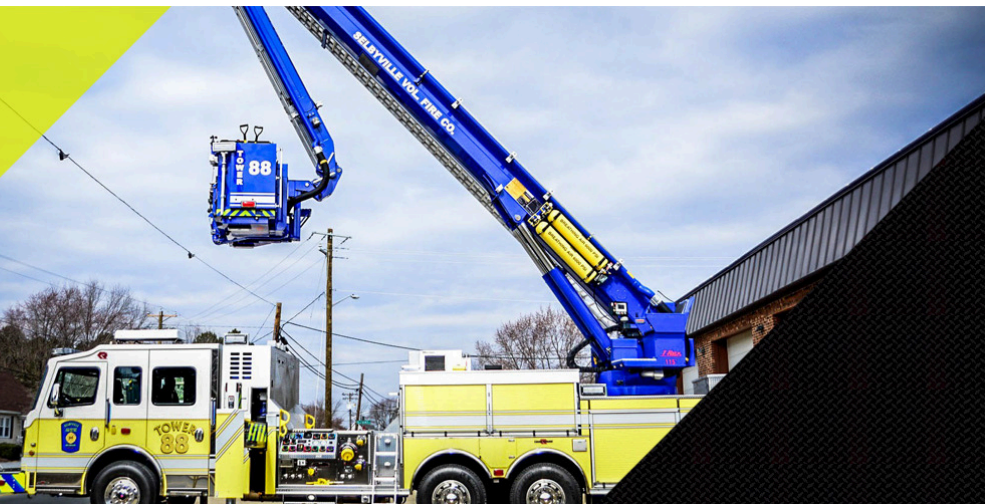
33086 Burton Farm Rd, Frankford, DE 19945 (800) 404-7080

Selbyville Police Department

1 W Church St, Selbyville, DE 19975 (302) 436-5085

Selbyville Volunteer Fire Company

30 N. Main St, Selbyville, DE 19975 (302) 436-8802



# Schools

The Town of Selbyville is served by three area schools. For more information including enrollment, contact the appropriate school.

Phillip C. Showell Elementary School (K-5) - (302) 436-1040  
Southern DE School of Arts (K-8) - (302) 436-1066  
Selbyville Middle School (6-8) - (302) 436-1020

# Library

The Selbyville Public Library supports the community by ensuring free and equal access to library services, information resources, and programs that nurture, educate, entertain, and inspire. Check out the library ([www.selbyvillelibrary.org](http://www.selbyvillelibrary.org)) at 11 W McCabe St, Selbyville, DE 19975 or call (302) 436-8195.



# Licenses and Permits

## Building Permits

Home construction projects on private property require Town-issued building permits and a Sussex County Building Permit. These projects include, but are not limited to, porches, garages, swimming pools, fireplaces, decks, fences, roofs, stairs and siding replacement. A permit must be obtained before the start of the project. Building permits are required for most work on both residential and commercial buildings and structures. Below is a list of the most common work that requires permits from the Town of Selbyville:

- Additions
- Alterations or Renovations
- Deck, Patio, or Porch
- Fencing
- Roofing
- Roof Mounted Solar Panels
- Sheds
- New Construction

Other work may require a building permit as well. Please call (302) 436-8314 or email [amerollini@townofselbyville.org](mailto:amerollini@townofselbyville.org) for more information.



# Licenses and Permits (Cont.)

Permit applications can be downloaded from the Town's website and submitted to the Town Hall in person, fax, or by email.

Phone (302) 436-8314 Fax: (302) 436-8018

Email: [amerollini@townofselbyville.org](mailto:amerollini@townofselbyville.org)

An inspection for underground utilities is required before digging on private property. Residents must call Miss Utility at 811.

## **Outside Contractor License**

All contractors AND subcontractors must obtain a business license to perform work within the Town of Selbyville. All contractors seeking to obtain a new license or to renew their existing license are required to submit a current copy of their State of Delaware Contractor's License and proof of liability insurance and/or bonding. Any application submitted without this information will not be processed. Applications can be found on the Town's website under "Forms & Applications" or apply at Town Hall.

## **Business License**

All businesses located within Town limits are required to obtain a Town Business License. The cost is \$125 per year (January 1 - December 31). You may download the business license application found on the Town's website under "Forms & Applications" or apply at Town Hall. Additional documents, based on the type of business you operate, may be required.



## **Rental License**

All homeowners who rent their residence(s) long-term (1 year or more) are required to obtain a rental license. The cost of the license is \$125 per year (January 1 - December 31). You may download the Rental License Application from the Town website under “Forms & Applications” or apply at Town Hall. Rental License must be obtained before renting the property.

Information needed for a rental unit:

- Current certificate of insurance.
- Current lease agreement.
- Names and telephone numbers of ALL tenants.
- If tenants change during rental period please update the Town with the new tenants contact information and provide the new lease agreement.

### **Short term rentals are prohibited in the corporate limits of Selbyville.**

There is a gross receipts tax at a rate of 2% of the rent for occupancy of any private and public lodging facilities and housing accommodations, including, but not limited to, rooms, rooming houses, boarding houses, bed-and-breakfast inns, cottages, cabins, houses, duplexes, apartments (whether in condominiums or not), stores, garages, warehouses, or any commercial buildings or structures which rent or lease space or other facilities. The payment of the tax shall be the responsibility of the person who is the owner of the property being rented; provided, however, that such person may designate an agent to collect and pay the tax to the Town. Every person receiving any rent on which the tax is imposed shall be obligated to file, or have filed by a designated agent, a rental tax report form with the Town Administrator and to pay the Town the amount of tax due the Town as follows: The tax on rent received in any year for occupancy which occurs during the period of January 1 through December 31 of that year shall be due and payable on or before the following February 1. A copy of this form can be found on our website under forms and applications.

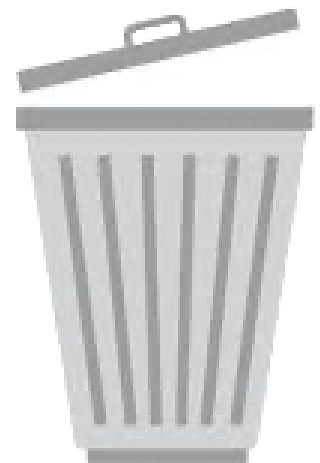
# Trash, Recycle, and Bulk Pick-up

Waste collection for the Town of Selbyville is provided by Republic Services. Trash is collected every Wednesday. Bulk trash pick-up includes only 1 item and is collected on the first Wednesday of every month. You do not need to schedule a bulk pick-up.

Recycling is collected every other Wednesday (please see 2025 recycle dates below).

## Recycling Dates

- July 9th
- July 23rd
- August 6th
- August 20th
- September 3rd
- September 17th
- October 1st
- October 19th
- October 29th
- November 12th
- November 26th
- December 10th
- December 24th



Please put your trash and/or recycling bins out on Tuesday evenings due to Republic Services picking up in the early hours. If you have any question related to trash and recycling pick-up, please call Town Hall (302) 436-8314 Ext. 3.

# Water and Sewer

## **Water Department Contact Information:**

General Number: (302) 436-8349

Emergency Number: (302) 853-0855

## **Sewer Department Contact Information:**

General Number: (302) 436-5271

Sewer Emergencies: (302) 339-5882



Utility bills are issued quarterly, covering a three-month period of usage. Please note that if you have an irrigation meter and do not use it, you will not be charged for irrigation. The irrigation meter is billed separately from your regular utility services, so customers using their irrigation meter will receive two bills. When you receive your bill, it reflects your usage for the previous three months.

## **Development Quarterly Cycles**

If you are in one of these developments listed below, please expect to be billed during these months.

### **Cycle A - January, April, July, and October**

Barkley Estates, Bunting's Mill, Coastal Villages,  
Mill Pond, and Saltwater Landing

### **Cycle B - February, May, August, and November**

Atlantic Lakes, Lighthouse Crossing,  
Sandy Branch, Schooner Landing, and Victoria Forest

### **Cycle C- March, June, September, and December**

Cypress Shores, Creek Haven, Kingfisher,  
Lighthouse Lakes, and Maple Crest

**If you have questions about your utility bill, please contact Town Hall at  
(302) 436-8314 Ext 3.**

# 2025 COMMUNITY EVENTS

## **Community Block Party**

Hosted by Salem Church

Third Friday in June, July, & August

## **Laura Madara Back to School Fair & School Supply Drive**

Hosted by the Selbyville Volunteer Fire Company

Saturday in August

## **Annual Selbyville Trunk or Treat**

Hosted by the Town of Selbyville, Selbyville Police Department,  
Selbyville Volunteer Fire Company, Selbyville Public Library, Fenwick  
Island Lions Club, & Salem Church

Third Saturday of October

## **Thanksgiving for Thousands**

Hosted by Mountaire Farms

Saturday before Thanksgiving

## **Annual Selbyville Christmas Parade**

Hosted by the Town of Selbyville

First Friday of December

**Volunteer opportunities are available for all events. Email  
[lrose@townofselbyville.org](mailto:lrose@townofselbyville.org) for more information.**





# Selbyville Town Park

The Selbyville Town Park, located at 19 Park Street, is a valued asset to our community. Numerous enhancements have been made to ensure the enjoyment of all who visit. The park is open for general use seven days a week, from dawn to dusk. Park Rules and Regulations are posted at the entrance and must be followed at all times. Certain amenities may be reserved for special events on a first-come, first-served basis. For more information or to make a reservation, please visit <https://selbyville.delaware.gov/town-park/> or email [lrose@townofselbyville.org](mailto:lrose@townofselbyville.org).

