

Statewide Activity Approval (SAA) – Instructions, Qualifying Criteria & Permit Conditions

Delaware Department of Natural Resources and Environmental Control (DNREC)- Division of Water – Wetlands & Waterways Section

OVERVIEW:

The Statewide Activity Approval (SAA) authorizes specific activities in Delaware's regulated waterways and subaqueous lands. This approval has been updated to reflect additional activities. Please read these instructions carefully before submitting your application.

APPLICATION REQUIREMENTS:

Before starting construction, applicants must submit the following to the Wetlands & Waterways Section:

- Authorization Form – Completed Statewide Activity Approval Authorization Form.
- Include:
 - Written approval from the owner of the underwater lands where the project will occur, or irrefutable evidence that the applicant is the owner.
 - Project Drawings – Scaled plan and section-view drawings.
 - Property Documentation – Current deed and property survey of the lot where the project is proposed.
 - Payment – If submitting by mail, include a check payable to the State of Delaware for the appropriate fee (see below). If submitting online, pay via the online portal.
 - Every application shall be accompanied by the nonrefundable application fee established by the General Assembly. This fee shall cover the costs of handling and evaluating the application, and other expenses of administering the subaqueous lands program.

For dock or pier replacements, provide evidence that:

- A permit was previously issued by DNREC, or
- The structure was built prior to July 1969 (the adoption of 7 Del. C., Chapter 72).

REVIEW AND APPROVAL PROCESS:

1. Application Review – DNREC reviews the submission for administrative completeness and compliance with the Subaqueous Lands Regulations. There is a non-refundable application fee.
2. Approval – If approved, the SAA will be issued via email or mail. Construction may not begin until the permit is received.
3. Non-Approval – If not approved, applicants will be contacted regarding necessary modifications or informed if a full permit is required.
4. Construction Timeline – All work must be completed in accordance with approved plans within one (1) year of issuance.

FEES:

- Repair/Replacement Only – \$150
- New Construction or Mixed (new + repair/replace) – \$225
- All Other Projects – \$225

Fees subject to change with approval by the General Assembly

Payment options:

- • Check (payable to State of Delaware)
- • Online payment portal

PERMIT TERM:

Issue Date:

Expiration Date: