

Section 1: Applicant Identification

1. Applicant's Name: The Townes at Bayshore Village Condominium Association Telephone #: 410-289-6156
 Mailing Address: 220 16th Street, Ocean City, MD 21842 Fax #: 410-289-5443
 E-mail: info@ocmannproperties.com
2. Consultant's Name: Kayla Short Company Name: Pristine Permitting, LLC
 Mailing Address: 12010 Industrial Park Rd., Unit 11, Telephone #: 443-614-8477
Bishopville, MD 21813 Fax #: N/A
 E-mail: kayl@pristinepermitting.com
3. Contractor's Name: Kirby Short Company Name: Ocean City Boat Lifts & Marine Construction Inc.
 Mailing Address: 12010 Industrial Park Rd., Unit 11, Telephone #: 410-352-5095
Bishopville, MD 21813 Fax #: N/A
 E-mail: oceancitylifts.kayla@aol.com

Section 2: Project Description

4. Check those that apply:
☒ New Project/addition to existing project? ☐ Repair/Replace existing structure? (If checked, must answer #16)

5. Project Purpose (attach additional sheets as necessary):
Protect and store Craig Cat Catch It Boat

6. Check each Appendix that is enclosed with this application:

<input checked="" type="checkbox"/>	A. Boat Docking Facilities	<input type="checkbox"/>	G. Bulkheads	<input type="checkbox"/>	N. Preliminary Marina Checklist
<input type="checkbox"/>	B. Boat Ramps	<input type="checkbox"/>	H. Fill	<input type="checkbox"/>	O. Marinas
<input type="checkbox"/>	C. Road Crossings	<input type="checkbox"/>	I. Rip-Rap Sills and Revetments	<input type="checkbox"/>	P. Stormwater Management
<input type="checkbox"/>	D. Channel Modifications/Dams	<input type="checkbox"/>	J. Vegetative Stabilization	<input type="checkbox"/>	Q. Ponds and Impoundments
<input type="checkbox"/>	E. Utility Crossings	<input type="checkbox"/>	K. Jetties, Groins, Breakwaters	<input type="checkbox"/>	R. Maintenance Dredging
<input type="checkbox"/>	F. Intake or Outfall Structures	<input type="checkbox"/>	M. Activities in State Wetlands	<input type="checkbox"/>	S. New Dredging

Section 3: Project Location

7. Project Site Address: 39118 New Providence, Slip 9
Fenwick Island, DE 19944

County: ☐ N.C. ☐ Kent ☒ Sussex
 Site owner name (if different from applicant): _____
 Address of site owner: 39118 New Providence Ln, Fenwick Island, 19944

8. Driving Directions: Continue straight onto DE-54 E / Lighthouse Rd., turn left onto Lighthouse Cove Ln.,

(Attach a vicinity map identifying road names and the project location)

9. Tax Parcel ID Number: 134-23.00-3.02-11 Subdivision Name: The Townes at Bayshore Village Condominium

WSLS Use Only:		Permit #s: _____		_____		_____		_____	
Type	SP <input type="checkbox"/>	SL <input type="checkbox"/>	SU <input type="checkbox"/>	WE <input type="checkbox"/>	WQ <input type="checkbox"/>	LA <input type="checkbox"/>	SA <input type="checkbox"/>	MP <input type="checkbox"/>	WA <input type="checkbox"/>
Corps Permit: SPGP 18 <input type="checkbox"/> 20 <input type="checkbox"/>		Nationwide Permit #: _____		Individual Permit # _____					
Received Date: _____		Project Scientist: _____							
Fee Received? Yes <input type="checkbox"/> No <input type="checkbox"/>		Amt: \$ _____		Receipt #: _____					
Public Notice #: _____		Public Notice Dates: ON _____		OFF _____					

Section 3: Project Location (Continued)

10. Name of waterbody at Project Location: Unknown waterbody is a tributary to: Little Assowoman Bay

11. Is the waterbody: ☒ Tidal ☐ Non-tidal Waterbody width at mean low or ordinary high water 75.6'

12. Is the project: ☒ On public subaqueous lands? ☐ On private subaqueous lands?*

☐ In State-regulated wetlands? ☐ In Federally-regulated wetlands?

*If the project is on private subaqueous lands, provide the name of the subaqueous lands owner:

(Written permission from the private subaqueous lands owner must be included with this application)

13. Present Zoning: ☐ Agricultural ☒ Residential ☐ Commercial ☐ Industrial ☐ Other

Section 4: Miscellaneous

14. A. List the names and complete mailing addresses of the immediately adjoining property owners on all sides of the project (attach additional sheets as necessary):

Matthew Hall (39116 New Providence LN., Fenwick Island, DE 19944)

B. For wetlands and marina projects, list the names and complete mailing addresses of property owners within a 1,000 foot radius of the project (attach additional sheets as necessary):

15. Provide the names of DNREC and/or Army Corps of Engineers representatives whom you have discussed the project with:

Julie Molina

A. Have you had a State Jurisdictional Determination performed on the property? ☐ Yes ☒ No

B. Has the project been reviewed in a monthly Joint Permit Processing Meeting? ☐ Yes ☒ No

*If yes, what was the date of the meeting? _____

16. Are there existing structures or fill at the project site in subaqueous lands? ☒ Yes ☐ No

*If yes, provide the permit and/or lease number(s):

SL-404/19(T1)

*If no, were structures and/or fill in place prior to 1969? ☐ Yes ☐ No

17. Have you applied for or obtained a Federal permit from the Army Corps of Engineers?

☒ No ☐ Pending ☐ Issued ☐ Denied Date: _____

Type of Permit: _____ Federal Permit or ID #: _____

18. Have you applied for permits from other Sections within DNREC?

☒ No ☐ Pending ☐ Issued ☐ Denied Date: _____ Permit or ID #: _____

Type of permit (circle all that apply): Septic Well NPDES Storm Water

Other: _____

Section 5: Signature Page

19. Agent Authorization:

If you choose to complete this section, all future correspondence to the Department may be signed by the duly authorized agent. In addition, the agent will become the primary point of contact for all correspondence from the Department.

I do not wish to authorize an agent to act on my behalf ☐

I wish to authorize an agent as indicated below ☒

The Townes at Bayshore Village Condominium Association

I, _____, hereby designate and authorize Pristine Permitting, LLC

(Name of Applicant)

(Name of Agent)

to act on my behalf in the processing of this application and to furnish any additional information requested by the Department.

Authorized Agent's Name: Kayla Short

Telephone #: 443-614-8477

Mailing Address: 12010 Industrial Park Rd., Unit 11,

Fax #: _____

Bishopville, MD 21813

E-mail: kayla@pristinepermitting.com

20. Agent's Signature:

I hereby certify that the information on this form and on the attached plans are true and accurate to the best of my knowledge. I further understand that the Department may request information in addition to that set forth herein if deemed necessary to appropriately consider this application.

Kayla Short

Agent's Signature

05/02/25

Date

21. Applicant's Signature:

I hereby certify that the information on this form and on the attached plans are true and accurate to the best of my knowledge and that I am required to inform the Department of any changes or updates to the information provided in this application. I further understand that the Department may request information in addition to that set forth herein if deemed necessary to appropriately consider this application. I grant permission to authorized Department representatives to enter upon the premises for inspection purposes during working hours.

Matthew Manning

Matthew Manning (May 5, 2025 08:59 EDT)

Applicant's Signature

Matthew Manning

Matthew Manning (May 5, 2025 08:59 EDT)

Date

Matt Manning

Print Name

22. Contractor's Signature:

I hereby certify that the information on this form and on the attached plans are true and accurate to the best of my knowledge, and that I am required to inform the Department of any changes or updates to the information provided in this application. I further understand that the Department may request information in addition to that set forth herein if deemed necessary to appropriately consider this application.

Kirby Short

Contractor's Name

05/02/25

Date

Kirby Short

Print Name

BOAT DOCKING FACILITIES

Any boat docking facility for more than four (4) vessels is considered a marina facility (see definitions and explanations section) and requires the applicant to complete Appendices N and O, and make application to the U. S. Army Corps of Engineers for approval.

Please make sure answers to all of the questions in this appendix correspond with information on the application drawings.

1. Briefly describe the project. (Attach additional sheets as necessary.)

Install 13' 4" x 8' 4" floating jetski dock

2. Please provide numbers and dimensions as follows:

Structure Type	Number of Support Pilings	Dimensions (Channelward of MHW or OHW)		Dimensions (Channelward of MLW- n/a for non-tidal water)		New, repair or maintain
Dock, Pier, Lift, gangway		Width ____ ft.	Length ____ ft.	Width ____ ft.	Length ____ ft.	
Floating Jetski Dock		8'4"	13' 4"	8' 4"		New
Freestanding Pilings	Number					

Mooring Buoy: How many moorings will be installed? _____

What will be used for the anchor(s)? _____

Anchor/Mooring Block Weight _____

Anchor Line Scope (Length or Ratio) _____

Water Depth at Mooring Location _____

3. Approximately how wide is the waterway at this project site? 75.6 ft. (measured from MLW to MLW)
4. What will be the mean low water depth at the most channelward end of the mooring facility? 3' ft.
5. What type of material(s) will be used for construction of the mooring facility (e.g. salt treated wood, aluminum, **fiberglass floats**, etc.) Use of creosote-treated wood is prohibited.
6. Circle any of the following items that are proposed over subaqueous lands:
Fish Cleaning Stations/Benches/Ladders/Water Lines/ Satellite/Electric Lines/ Handrails/Other (Describe)

If any of the items are circled above, include their dimensions and location on the application drawings.

7. What will be the distance from the most channelward end of the docking facility to the edge of any natural or man-made channel? 75.6 ft.

8. Describe the vessels that will be berthed at the docking facility. Please draw proposed vessel locations on plans and drawings.

CraigCat Catch It			
Make/model _____	length <u>11' 4"</u>	width <u>5'5"</u>	draft <u>13' Down 3" up</u>
Make/model _____	length _____	width _____	draft _____
Make/model _____	length _____	width _____	draft _____
Make/model _____	length _____	width _____	draft _____

9. Please provide a copy of the current state registration or Coast Guard Certificate of Documentation for each motorized vessel listed above.

10. Give the number and type of each Marine Sanitation Device (e.g. MSD III, Portable toilet) that will be used on vessels to be docked at the facility.

11. Is there currently a residence on the property? ☒ Yes ☐ No

12. Do you plan to reach the boat docking facility from your own upland property? ☒ Yes ☐ No If "No", explain your proposed means of access and provide documentation of easement or documentation authorizing access if you intend to cross someone else's property.

13. Will any portion of the structure be located in privately owned underwater land (such as a pond or lagoon) owned by someone other than the applicant? ☐ Yes ☒ No.

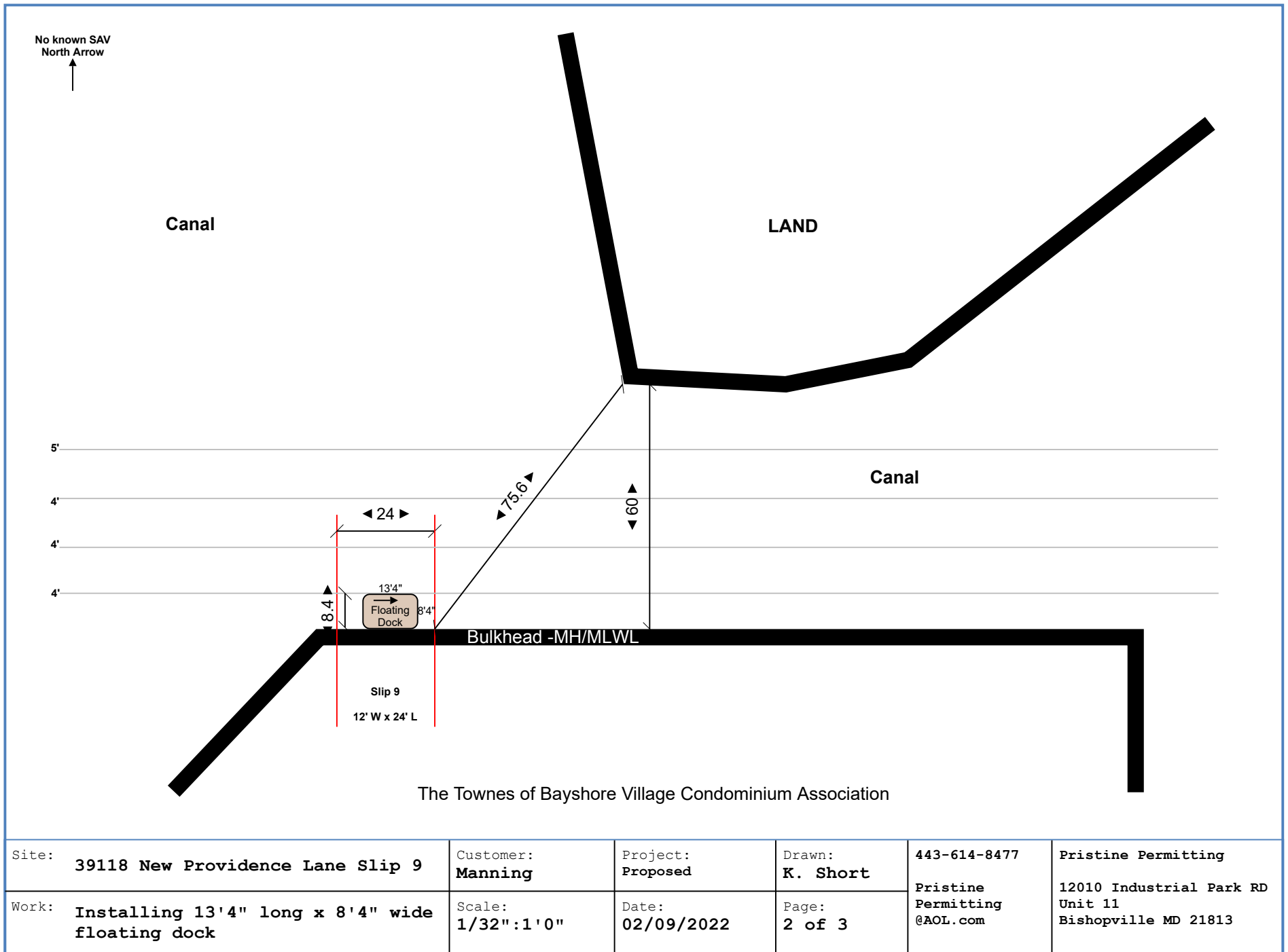
If yes, written permission of the underwater land owner must be provided with this application.

14. What is the width of the waterfront property frontage adjacent to subaqueous lands? 24 ft.

Will any portion of the structure or any vessel be placed within 10 feet of your neighbor's property line?

☒ Yes ☐ No

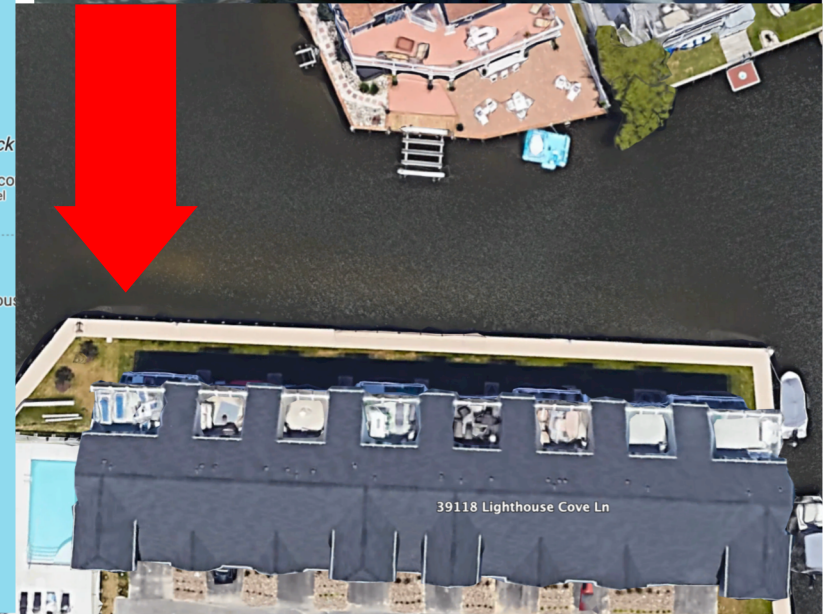
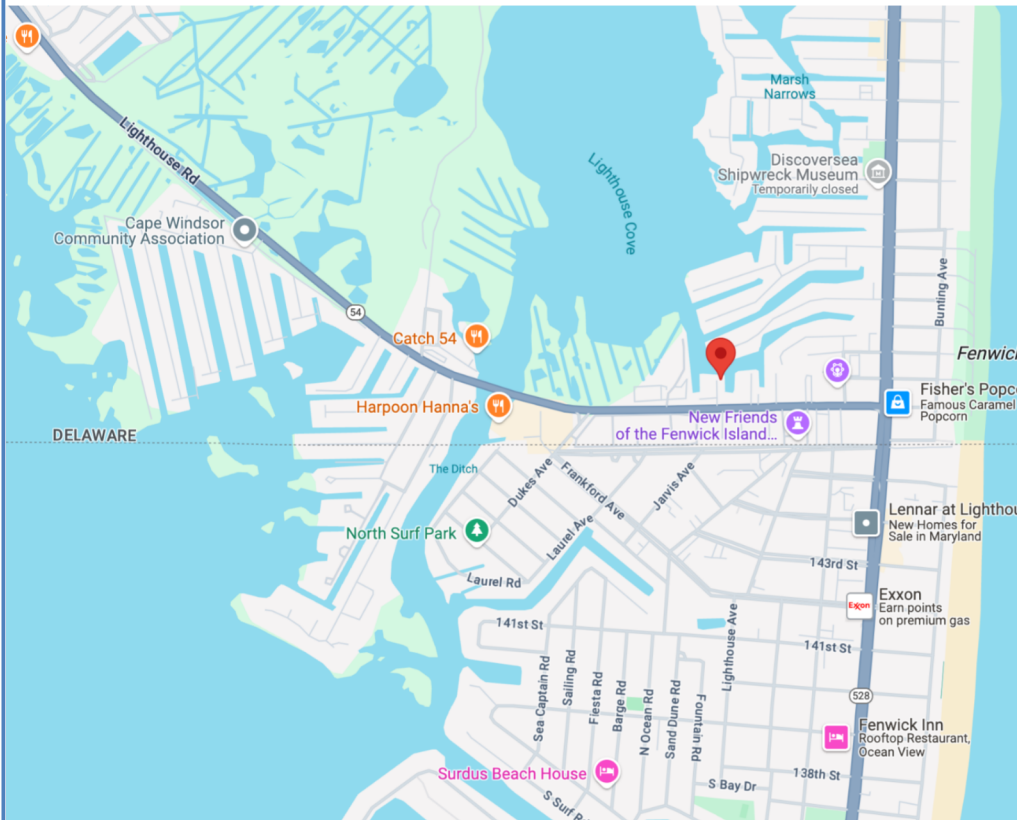
If yes, a letter of no objection from the adjacent property owner must be included with this application.





The Townes of Bayshore Village Condominium Association

Site: 39118 New Providence Lane Slip 9	Customer: Manning	Project: Cross Section	Drawn: K. Short	443-614-8477	Pristine Permitting
Work: Installing 13'4" long x 8'4" wide floating dock	Scale: 1/32":1'0"	Date: 02/09/2022	Page: 2 of 3	Pristine Permitting @AOL.com	12010 Industrial Park RD Unit 11 Bishopville MD 21813



Site:	39118 New Providence Lane Slip 9	Customer:	Manning	Project:	Map/Spec	Drawn:	K. Short	443-614-8477	Pristine Permitting
Work:	Installing 13'4" long x 8'4" wide floating dock	Scale:	1/32":1'0"	Date:	02/09/2022	Page:	2 of 3	Pristine Permitting @AOL.com	12010 Industrial Park RD Unit 11 Bishopville MD 21813

THE TOWNES AT BAYSHORE VILLAGE CONDOMINIUM ASSOCIATION
C/O: MANN PROPERTIES, INC., AAMC
220 16TH STREET, OCEAN CITY, MD 21842
PHONE (410) 289-6156 – FAX (410) 289-5443
Info@OCMannProperties.Com – Www.OCMannProperties.Com



February 4, 2025

Terri Hand
39118 New Providence Lane
Fenwick Island, DE 19944

Re: The Townes at Bayshore Village

Dear Terri,

This letter is to certify the current board of directors for the condominium association.

The association first elected a board of directors in 2002, Matt Manning, Elexis Damianos & Terry Holt.

Matt Manning was elected president of the association by Elexis and Terry. Matt was reelected in 2024 and remains the current president of the association.

Should you need any further information, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read 'MS', located below the 'Sincerely,' text.

Matt Shipley, CMCA, AMS
Community Association Manager

Approval for Floating Dock in Slip #9 for the Terri and Carlon Hand

I am the neighbor of Terri and Carlon Hand. My address is 39116 New Providence Lane, Fenwick Island, DE 19944. This residence is my second home and my family and I will be enjoying it for years to come. Additionally, I own boat slip #10 within the Townes at Bayshores community. My home and boat slip are directly next-to/connected to the Hand's.

I approve the Hand's to have a floating dock and give them permission to have one installed in their boat slip known as #9.

If you have you have any questions or concerns, please contact me at 302-540-1570 or by email: matthew.hall4@verizon.net .

Thank you,

A handwritten signature in black ink, appearing to read "Matthew C. Hall". The signature is fluid and cursive, with the first name "Matthew" being more prominent than the last name "Hall".

Matthew C. Hall

COPY

PARCEL #: 1-34-23.00-3.02 Unit 11
PREPARED BY:
RETURN TO:
Parsons & Robinson, P.A.
118 Atlantic Avenue #401
Ocean View, DE 19970
File 38384-KE

THIS DEED, made this 25TH day of JANUARY 2022.

- BETWEEN -

CHRISTOPHER AT THE TOWNES AT BAYSHORE VILLAGE, LLC, a Delaware limited liability company, with a mailing address of 10461 White Granite Drive, Suite 250, Oakton, VA 22124, party of the first part,

-AND-

TERRI L. HAUBER-HAND and CARLON M. HAND, of 39118 New Providence Lane, Fenwick Island, DE 19944, parties of the second part, as tenants by the entirety,

WITNESSETH: That the said party of the first part, for and in consideration of the sum of **Ten and 00/100 Dollars (\$10.00)**, lawful money of the United States of America, the receipt whereof is hereby acknowledged, hereby grants and conveys unto the parties of the second part, and their heirs and assigns, in fee simple, the following described lands, situate, lying and being in Sussex County, State of Delaware; as follows, to-wit:

ALL that certain unit known as **Unit # 11** in the condominium known as TheTownes At Bayshore Village, located on the north side of Route 54, in Baltimore Hundred, Sussex County, Delaware, as said Unit is more particularly bounded and described in the Declaration of Condominium For The Townes at Bayshore Village, recorded in the Office of the Recorder of Deeds, in and for Sussex County at Georgetown, Delaware in Book 5520 Page 1 ("the Declaration"), as may be amended from time to time, and in the Condominium Declaration Plan for the Townes at Bayshore Village in Plot Book 346, Page 40 (the "Declaration Plan"), as may be amended from time to time, all pursuant to the provisions of the Unit Property Act of the State of Delaware, 25 Del. C., Section 2201, et. seq.:

TOGETHER with the assignment and use of Boat Slip # **9** as a Limited CommonElement appurtenant to the unit conveyed herein in accordance with the Declaration, its exhibits, and the Declaration Plan.

TOGETHER with a proportionate undivided interest totaling 7.6923 %, subject to decrease to a lesser percentage calculated by the formula set forth in the Declaration, in all of the Common Elements of the said Townes at Bayshore Village as said Common Elements are more particularly bounded and described in the aforesaid Declaration, its exhibits, and the Declaration Plan.

TOGETHER with all other rights, title, interest and privileges provided for or created by the said Unit Property Act (25 Del. C., Section 2201, et. seq.) for and in the owners of property made subject to the provisions of the said Act.

BEING a portion of the lands conveyed unto Christopher At The Townes At Bayshore Village, LLC by Deed of Candace F. Abbott, Trustee of the Candace F. Abbott Revocable Trust Dated August 17, 2016, J. Timothy Abbott, a/k/a James T. Abbott, Abbott Real Estate Partnership and Jay Dean Abbott by Deed dated December 6, 2019 and recorded on December 9, 2019 in the Office of the Recorder of Deeds, in and for Sussex County at Georgetown, Delaware in Deed Book 5164, Page 286; and also being a portion of the lands as conveyed by Corrective Deed to Christopher At The Townes At Bayshore Village, LLC from Abbott Real Estate Partnership, dated July 22, 2020 and recorded in Deed Book 5280, Page 154.

SUBJECT TO, the following restrictions, covenants or conditions:

(1) The Grantee, for and on behalf of the Grantee and the Grantee's heirs, personal representatives, successors and assigns, by the acceptance of this Deed, covenants and agrees to pay such charges for the maintenance of, repairs to, replacement of and expenses in connection with the common elements as may be assessed from time to time by the Council in accordance with the Unit Property Act of Delaware (Chapter 22 of Title 25 of the Delaware Code) and further covenant and agree that the unit conveyed by this Deed shall be subject to a charge for all amounts so assessed; and that, except insofar as Sections 2236 and 2237 of Title 25 of the Delaware Code may relieve a subsequent unit owner of liability for prior unpaid assessments this covenant shall run with and bind the land or unit hereby conveyed and all subsequent owners thereof.

(2) The Grantee, for and on behalf of the Grantee and the Grantee's heirs, personal representatives, successors and assigns, by the acceptance of this Deed, covenants and agrees to abide by all the rules, regulations, restrictions, covenants or conditions duly imposed upon the property, including but not limited to, the Declaration and its exhibits; the Code of Regulations attached as Exhibit B to the Declaration; and the Declaration of the Townes at Bayshore Village Community Marina attached as Exhibit C to the Declaration, as may be amended from time to time..

(3) The Grantee, for and on behalf of the Grantee and the Grantee's heirs, personal representatives, successors and assigns, by acceptance of this Deed, covenants and agrees to pay such charges as may be assessed to Grantee's Unit or Grantee by the Condominium Council of The Townes at Bayshore Village in accordance with the Declaration, as may be amended from time to time.

(4) The Grantee, for and on behalf of the Grantee and the Grantee's heirs, personal representatives, successors and assigns, by acceptance of this Deed, covenants and agrees to

acknowledge all rights reserved by the Declarant in the Declaration, its exhibits and the Declaration Plan, as may be amended from time to time.

Unless the context shall indicate otherwise or unless otherwise defined, the terms used herein shall have the meanings ascribed to them in the Declaration, its exhibits, and the Code of Regulations. However, if such definition should be in conflict with the definition of such terms in the Unit Property Act, then the definition contained in the Unit Property Act shall control.

SUBJECT to all easements, agreements, covenants, and plans of record, this reference to which shall not be construed to reimpose any such easements, agreement, covenants and plans that have otherwise lapsed, expired, or have otherwise been terminated in accordance with their terms or otherwise, as applicable, but not subject to any mortgages, judgments or other liens of record or otherwise.

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, the party of the first part has caused this instrument to be executed, under seal, as of the date and year witnessed below.

Christopher At The Townes At Bayshore
Village, LLC

By: Christopher Management, Inc.,
It's Manager

By:  (SEAL)
E. John Regan, Jr.
President and Chief Executive Officer

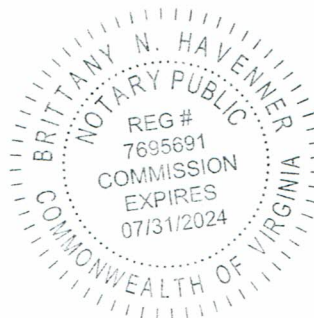
STATE OF Virginia COUNTY OF Fairfax

BE IT REMEMBERED, that on this 19 day of January, 2022
personally came before me, the subscriber, E. JOHN REGAN, JR., President and Chief Executive
Officer of Christopher Management, Inc., Manager of Christopher At The Townes At Bayshore
Village, LLC, a Delaware limited liability company, known to me to be such and acknowledged
this instrument to be his act and deed and the act and deed of said company.

GIVEN under my hand and Seal the day and year aforesaid.

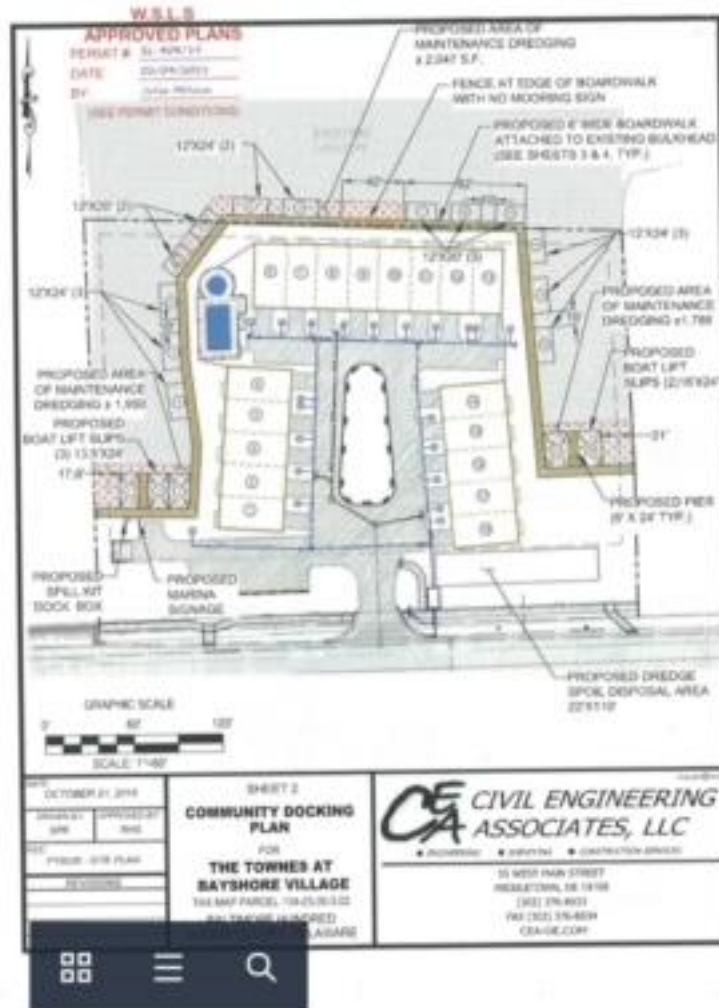


Notary Public



< Marina Welco...shore Village.pdf ...

ERI ENVIRONMENTAL RE-SOURCES, INC.	Date: 10/26/2014	Drawn By: J.W.	Sheet:
	Revision:	7/26/2015	1



Share







Hand DNREC Application

Final Audit Report

2025-05-05

Created:	2025-05-02
By:	Kayla Short (oceancitylifts.kayla@aol.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAQt20QieQMnAdM1T-v9lZsyO3_ax0HQS6

"Hand DNREC Application" History

-  Document created by Kayla Short (oceancitylifts.kayla@aol.com)
2025-05-02 - 3:20:50 PM GMT
-  Document emailed to Matt Manning (matt.manning@rbc.com) for signature
2025-05-02 - 3:21:01 PM GMT
-  Email viewed by Matt Manning (matt.manning@rbc.com)
2025-05-02 - 3:21:55 PM GMT
-  Signer Matt Manning (matt.manning@rbc.com) entered name at signing as Matthew Manning
2025-05-05 - 12:59:13 PM GMT
-  Document e-signed by Matthew Manning (matt.manning@rbc.com)
Signature Date: 2025-05-05 - 12:59:15 PM GMT - Time Source: server
-  Agreement completed.
2025-05-05 - 12:59:15 PM GMT