

WETLANDS AND SUBAQUEOUS LANDS SECTION PERMIT APPLICATION FORM

**For Subaqueous Lands, Wetlands, Marina and
401 Water Quality Certification Projects**

**State of Delaware
Department of Natural Resources and Environmental Control
Division of Water**

Wetlands and Subaqueous Lands Section



**APPLICATION FOR APPROVAL OF
SUBAQUEOUS LANDS, WETLANDS, MARINA
AND WATER QUALITY CERTIFICATION PROJECTS**

Section 1: Applicant Identification

1. Applicant's Name: Cape Shores Home Owners Assoc Telephone #: PRESIDENT of HOA
 Mailing Address: 17563 Nassau Commons Blvd Fax #: _____
Lewes DE 19958 E-mail: RICHARD ZUIDEMA
rwzuidema@gmail.com
2. Consultant's Name: N/A Company Name: _____
 Mailing Address: _____ Telephone #: 610 659 6778
 _____ Fax #: _____
 _____ E-mail: _____
3. Contractor's Name: N/A Company Name: _____
 Mailing Address: _____ Telephone #: _____
 _____ Fax #: _____
 _____ E-mail: _____

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):
Lease renewal SL-123/04
6. Check each Appendix that is enclosed with this application:

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

Section 3: Project Location

7. Project Site Address: No physical address County: ☐ N.C. ☐ Kent ☒ Sussex
located between 112 + 114 Site owner name (if different from applicant): _____
Breakwater Reach, Lewes Address of site owner: _____
8. Driving Directions: located off the beach in Cape Shores neighborhood, just west of and adjacent to Cape Henlopen State Park
 (Attach a vicinity map identifying road names and the project location)
9. Tax Parcel ID Number: 3-35-5.00-68 Subdivision Name: Cape Shores

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

Wetlands and Subaqueous Lands Section Basic Application Form

Section 3: Project Location (Continued)

10. Name of waterbody at Project Location: Delaware Bay waterbody is a tributary to: _____

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

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):

Susan Shea 112 Breakwater Reach, Lewes DE 19958
Randall & Tucker Robbins c/o Michael Klecko 1240 Kings Hwy
Lewes DE 19958

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):

N/A

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

none

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):

pier - grandfathered in 8 pilings - permit SL-123/04

*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: _____

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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 ☒

I, RICHARD ZUIDEMA, hereby designate and authorize _____
(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: _____ Telephone #: _____
Mailing Address: _____ Fax #: _____
_____ E-mail: _____

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.

Agent's Signature

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.

Richard Zuidema, President
Applicant's Signature

9-04-25
Date

RICHARD ZUIDEMA
Print Name

22. Contractor's Signature:

N/A - no construction

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.

Contractor's Name

Date

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.)

Lease renewal only

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
		Width ____ ft.	Length ____ ft.	Width ____ ft.	Length ____ ft.	
Dock, Pier, Lift, gangway						
<i>Pier</i>	<i>2500</i>	<i>20</i>	<i>810</i>			<i>maintain</i>
<i>dock</i>	<i>8</i>					
Freestanding Pilings	Number					
	<i>8</i>					

Mooring Buoy: How many moorings will be installed? *none*

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? *17 miles* ft. (measured from MLW to MLW)

4. What will be the mean low water depth at the most channelward end of the mooring facility? *10* 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. *no construction*

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)

none

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? 3000 ft.

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

no vessels use the pilings for docking. There are no docking facilities or structures

Make/model _____	length _____	width _____	draft _____
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. N/A

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. N/A

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

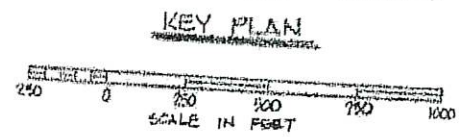
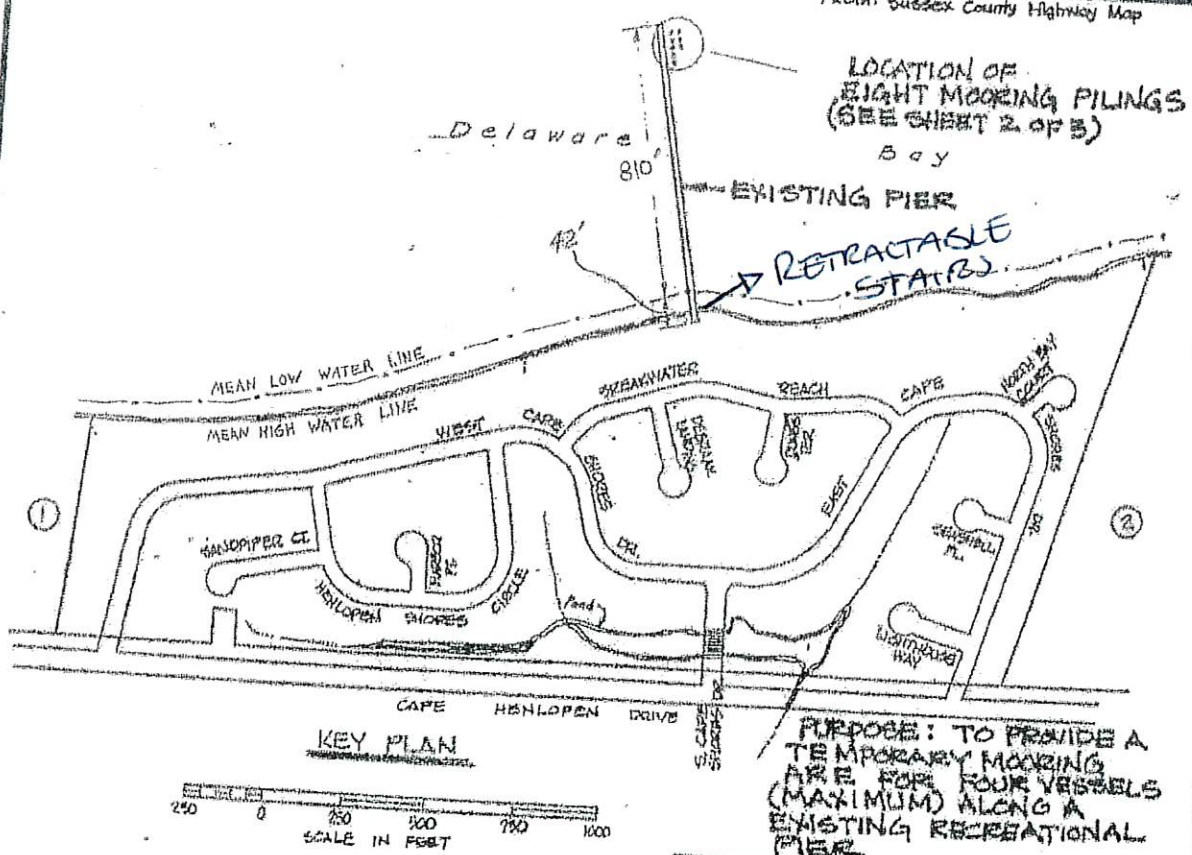
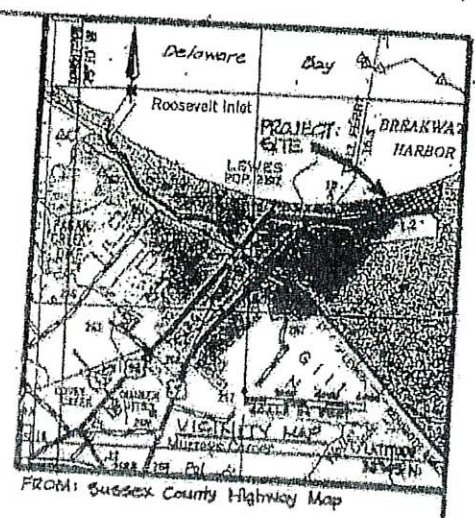
12. Do you plan to reach the boat docking facility from your own upland property? N/A ____ Yes ____ No If "No", explain your proposed means of access and provide documentation of easement or documentation authorizing access if you intend to cross someone else's property.

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? 1500 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.

REF
 AUG 24 1993
 WETLANDS & AQUATIC
 PROTECTION BRANCH

+2.85 MEAN HIGH WATER
 +1.35 MGD 1979
 0.00 MEAN LOW WATER
 RANGE OF LOCAL TIDES
 DATUM: MEAN LOW WATER



PURPOSE: TO PROVIDE A
 TEMPORARY MOORING
 ARE FOR FOUR VESSELS
 (MAXIMUM) ALONG A
 EXISTING RECREATIONAL
 PIER.

ADJACENT PROPERTY OWNERS:
 ① PORT LEWES DEVELOPMENT
 ② UNIVERSITY OF DELAWARE

PLACEMENT OF MOORING PILES
 FOR TEMPORARY DOCKING AT
 CAPE SHORES SUBDIVISION
 ON DELAWARE BAY.
 CITY OF LEWES
 SUSSEX COUNTY STATE OF DELAWARE
 APPLICATION BY CAPE SHORES ASSOCIATES
 DWG. NO. 1 OF 3 DATE: 8/20/93



APPLICANT'S REVIEW BEFORE MAILING

DID YOU COMPLETE THE FOLLOWING?

_____ Yes	BASIC APPLICATION
_____ Yes	SIGNATURE PAGE (Page 3)
_____ Yes	APPLICABLE APPENDICES
_____ Yes	SCALED PLAN VIEW
_____ Yes	SCALED CROSS-SECTION OR ELEVATION VIEW PLANS
_____ Yes	VICINITY MAP
_____ Yes	COPY OF THE PROPERTY DEED & SURVEY
_____ Yes	THREE (3) COMPLETE COPIES OF THE APPLICATION PACKET
_____ Yes	APPROPRIATE APPLICATION FEE & PUBLIC NOTICE FEE (Separate checks made payable to the State of Delaware)

Submit 3 complete copies of the application packet to:

Department of Natural Resources and Environmental Control
Wetlands and Subaqueous Lands Section
89 Kings Highway
Dover, Delaware 19901

Before signing and mailing your application packet, please read the following:

The Department requests that the contractor or party who will perform the construction of your proposed project, if other than the applicant, sign the application signature page along with the applicant in the spaces provided. When the application is signed by the contractor as well as the applicant, the Department will issue the Permit to both parties. For Leases, the contractor will receive a separate construction authorization that will make them subject to all of the terms and conditions of the Lease relating to the construction

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY

Application Instructions:

1. Complete each section of this basic application and appropriate appendices as thoroughly and accurately as possible. Incomplete or inaccurate applications will be returned.
2. All applications must be accompanied by a scaled plan view and cross-section view plans that show the location and design details for the proposed project. Full construction plans must be submitted for major projects.
3. All applications must have an original signature page and proof of ownership or permitted land use agreement.
4. Submit an original and two (2) additional copies of the application (total of 3) with the appropriate application fee and public notice fee* (prepared in separate checks) to:

**Department of Natural Resources and Environmental Control
Wetlands and Subaqueous Lands Section
89 Kings Highway
Dover, Delaware 19901**

*Application and public notice fees are non-refundable regardless of the Permit decision or application status.

5. No construction may begin at the project site before written approval has been received from this office.

Helpful Information:

1. Tax Parcel Information:

New Castle County	(302) 395-5400
Kent County	(302) 736-2010
Sussex County	(302) 855-7878
2. Recorder of Deeds:

New Castle County	(302) 571-7550
Kent County	(302) 744-2314
Sussex County	(302) 855-7785
3. A separate application and/or approval may be required through the Army Corps of Engineers. Applicants are strongly encouraged to contact the Corps for a determination of their permitting requirements. For more information, contact the Philadelphia District Regulator of the Day at (215) 656-6728 or visit their website at: <http://www.nap.usace.army.mil/Missions/Regulatory.aspx>.
4. For questions about this application or the Wetlands and Subaqueous Lands Section, contact us at (302) 739-9943 or visit our website at: <http://www.dnrec.delaware.gov/wr/Services/Pages/WetlandsAndSubaqueousLands.aspx>. Office hours are Monday through Friday 8:00 AM to 4:30 PM, except on State Holidays.



Retractable Steps –

Please see placement of retractable steps on the above map by the black arrow – The location is the right side of the pier when looking at the pier from the road, the pier is located between addresses 112 and 114 Breakwater Reach, Lewes (Cape Shores)

00666

#02453 2261

Prepared By: William E. Volpe
1632 Savannah Road, Lewes, DE 19658

Form 9-95-500-1

THIS NOTICE dated December 31, 1999 between:

CAPE SHORES ASSOCIATES, a Delaware Partnership of PO Box 477, Lewes, Delaware, 19658, Party of the first part.

And

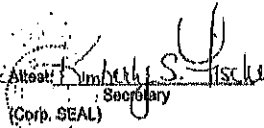
CAPE SHORES HOMEOWNERS ASSOCIATION, a Corporation existing under the Law of the State of Delaware, of 400 East Cape Shores Drive, Lewes, Delaware, 19658, Party of the first part.

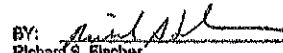
WHEREAS the declaration of Covenants, Restrictions and Conditions for Cape Shores, Section 3.6, Recorded in Deed Book 1800, Page 256 requires Notice of Turnover to be recorded and,

THEREFORE, effective January 1, 2000 Cape Shores Associates hereby relinquish control and hereby turn over control of the CAPE SHORES HOMEOWNERS ASSOCIATION and the CAPE SHORES ARCHITECTURAL REVIEW COMMITTEE to the members of the Cape Shores Homeowners Association.

IN WITNESS WHEREOF, the said party of the first part herunto sets its Hand and Seal the day and year aforesaid.

Cape Shores Associates
By: Fischer Development Corporation, Partner

Attest: 
Secretary
(Corp. SEAL)

BY: 
Richard S. Fischer
President

Received

JAN 10 2000

STATE OF DELAWARE :
SUSSEX COUNTY : S.S.

ASSESSMENT DIVISION
OF SUSSEX CTY

BE IT REMEMBERED, that on this 31st day of December, 1999, personally came before me, a Notary Public for the State and County aforesaid, Richard S. Fischer, President of Fischer Development Corporation, a corporation existing under the laws of the State of Delaware, Partner of Cape Shores Associates, a Party to this Indenture, known to me personally to be such, and he acknowledged this Indenture to be his Act and Deed, and the Act and Deed of the corporation and the

#02453 #262

Partnership and that the signature is in his own proper handwriting and the seal affixed is the common and corporate seal of said corporation, and that his act of sealing, executing, acknowledging and delivering said Indenture was duly authorized by a resolution of the Board of Directors of said corporation and by the partnership.

GIVEN under my Hand and Seal of Office the day and year aforesaid.

William E. Wright
Notary Public

WILLIAM E. WRIGHT
DELAWARE ATTORNEY AT LAW
NOTARIAL OFFICER 28 DEL.D. 4323

RECORDER OF DEEDS
RICHARD H. BELL, II
80 JAN -7 PM 12:43
SUSSEX COUNTY
DCC. SURCHARGE PAID

Received
JAN 10 2000
ASSESSMENT DIVISION
OF SUSSEX CTY

1-26-00
Wm Wright



PILOTTOWN
ENGINEERING & ARCHITECTURE
3700 W. 10TH AVE. SUITE 100
DENVER, CO 80202
PHONE: 303.733.1170
WWW.PILOTTOWN.COM

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PROJECT TITLE
**CAPE SHORES
COMMUNITY PIER**

CAPE SHORES LEVES DB

REVISIONS

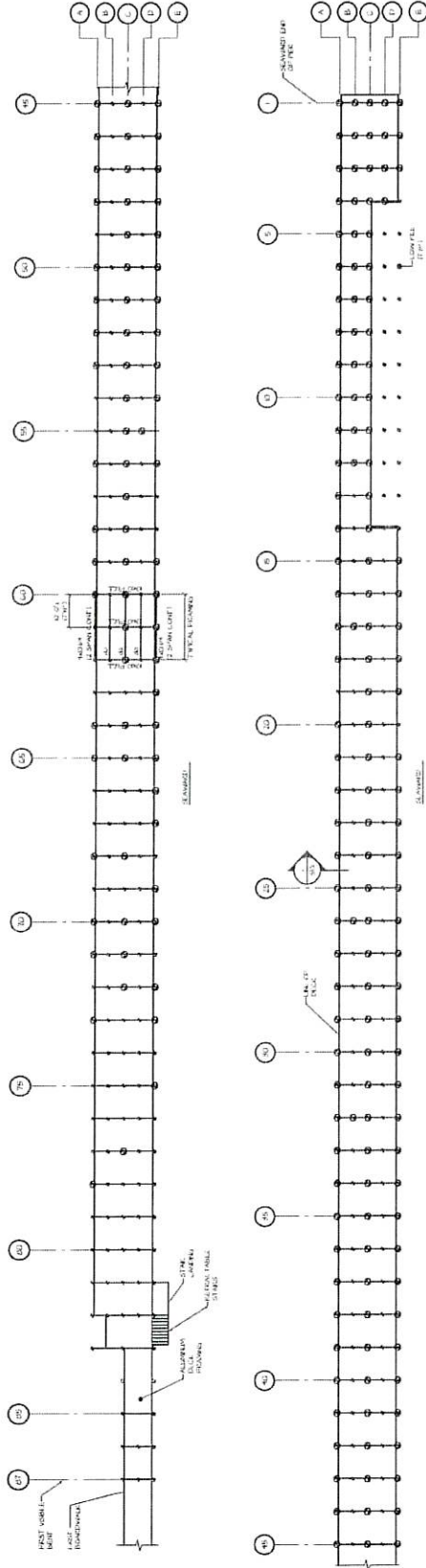
NO.	DATE	DESCRIPTION

DRAWN BY: JOT
DESIGNED BY: PMV
APPROVED BY: PMV
DATE ISSUED: 9/12/2023
DATE REVISED: 02-29-2024

SHEET TITLE
**PIER PLAN &
SECTION**

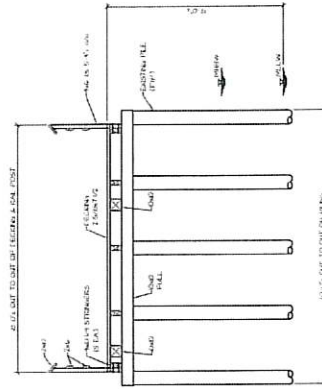
SHEET NUMBER

S101



LEGEND
○ 10' DIA. PIER
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○ 14' DIA. PIER
○ 16' DIA. PIER
○ 18' DIA. PIER
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○ 86' DIA. PIER
○ 88' DIA. PIER
○ 90' DIA. PIER
○ 92' DIA. PIER
○ 94' DIA. PIER
○ 96' DIA. PIER
○ 98' DIA. PIER
○ 100' DIA. PIER

PER PLAN
NOTES:
1. LOCATIONS OF REPAIRS SHALL BE IDENTIFIED BY CAPS IN THE PLAN.



TYPICAL PIER SECTION
SCALE: 1/4\"/>



PILOTOWN
ENGINEERING
1700 BAYVIEW AVENUE
SUITE 1000
SCARBOROUGH, ONTARIO
M1S 1B5
PHONE: 416-291-1170
FAX: 416-291-1171
WWW.PILOTOWN-ON.COM

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WITHOUT THE WRITTEN PERMISSION
OF PILOTOWN ENGINEERING.

CAPE SHORES
COMMUNITY PER

CAPE SHORES LEVES DE

REVISIONS

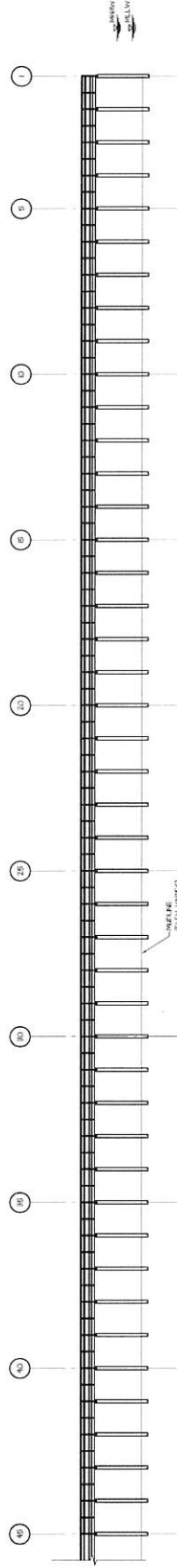
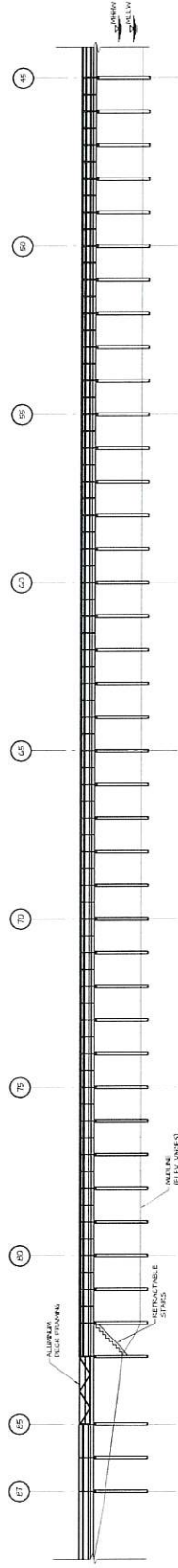
REV. NO.	DATE	DESCRIPTION

DRAFTED BY: JOT
DESIGNED BY: PMY
APPROVED BY: PMY
DATE ISSUED: 02/04/2016
DATE REVISED: 02/04/2016

SHEET TITLE
ELEVATIONS &
SECTIONS

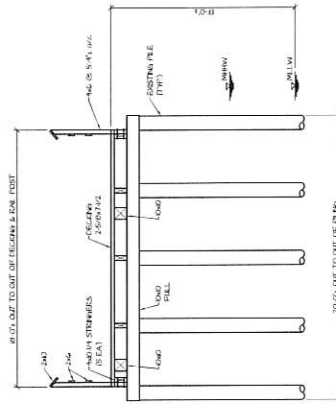
SHEET NUMBER

S102



PER ELEVATION

SCALE: 1/4" = 1'-0"



TYPICAL PER SECTION
SCALE: 1/4" = 1'-0"

Cape Shores Homeowners Association

Board of Directors Meeting

August 30, 2025

A meeting of the Cape Shores Homeowners Association Board of Directors was held on August 30, 2025 shortly after the adjournment of the Association's Annual Meeting at approximately 11:15 am.

Board member present:

Tony Baffone

Barry Denenberg

Peter McLean

Safa Muhtaseb

Frank Van Lint

Bob Whetzel

Dick Zuidema

Officers of the Board were unanimously elected to the following positions by the Board:

President – Dick Zuidema

Vice President – Bob Whetzel

Treasurer – Safa Muhtaseb

Secretary – Tony Baffone

The meeting was adjourned at approximately 11:20 am.