



State of Delaware
Department of Natural Resources & Environmental Control
Division of Watershed Stewardship

285 Beiser Blvd., Suite 102, Dover, DE 19904
(302)739-9921 FAX (302)739-6724

**APPLICATION FOR CONSTRUCTION LETTER OF APPROVAL FOR A
TEMPORARY STRUCTURE**

This application form is provided for construction of a temporary structure seaward of the DNREC Building Line as required by Part 3.8 of the Regulations Governing Beach Protection and the Use of Beaches.

Temporary structures must be designed so that the structure can be easily removed or otherwise relocated landward of the Building Line in a short time frame. Temporary structures must be removed from the site during the time frame established in the letter of approval and in the case of the threat of a coastal storm.

**Please answer all questions thoroughly and provide the applicable drawings.
Incomplete applications will be returned.**

Name of Property Owner: _____

Mailing Address: _____

City/State/Zip Code: _____

E-Mail Address: _____

Telephone Numbers: A/C () _____ Residence A/C () _____ Office

Name of Authorized Agent: _____

(Optional)

Mailing Address: _____

City/State/Zip Code: _____

E-Mail Address: _____

Telephone Numbers: A/C () _____ Residence A/C () _____ Office

Location of proposed work:

Lot(s) Number: _____ Block Number: _____

Street: _____

Subdivision/Community: _____

Tax Map #: _____

Type of Temporary Structure(s):

Between what dates will the structure be placed seaward of the DNREC Building Line?

Please supply the following information:

- 1) Copy of deed, lease, sales contract or other instrument showing legal interest the property upon which work is to take place.

- 2) An **8 1/2" X 11"** plan (drawn to scale), indicating:
 - a. The location of the temporary structure on the lot and in relation to the existing structure(s), lot boundaries and the DNREC Building Line.
 - b. The dimensions of the temporary structure.
 - c. A profile view (cross section) of the temporary structure.
 - d. An explanation of how the structure is to be moved when needed.

SIGNATURE PAGE

As legal property owner, I (we) accept the legally binding nature of the Construction Letter of Approval application and enclosed plans for construction of a pedestrian dune crossover and acknowledge the ultimate responsibility of the owner in executing the conditions of the approval.

I (we) also understand that any unauthorized additions or modifications of the final approved construction plans will be considered a violation of the Construction Letter of Approval and the Regulations and are therefore subject to penalties found in the Beach Preservation Act and the Regulations.

Signature of Property Owner(s) **Date**

Signature of Property Owner(s) **Date**

Statement of Agent Authorization

I hereby designate and authorize _____
to act in my behalf as my agent in the processing of this Construction Letter of Approval application and to furnish, as requested, supplemental information in support of this application.

As legal property owner, I (we) accept the legally binding nature of this Construction Letter of Approval application and enclosed plans for construction of a pedestrian dune crossover and acknowledge the ultimate responsibility of the owner in executing the conditions of the approval. I also understand that this authorization does not transfer ultimate responsibility for this approval to the agent.

Major modifications or subsequent additions involving horizontal or vertical expansion of the initial construction must be entered as a new application subject to conditions for construction outlined in the Regulations. Copies of the Regulations are available upon request from the Shoreline & Waterway Management Section.

Signature of Property Owner(s) **Date**

Signature of Property Owner(s) **Date**

Application is hereby made for a beach construction Letter of Approval in the State of Delaware. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge; such information is correct and complete. I further certify that I am authorized to undertake the proposed activities or I am acting as the duly authorized agent for the applicant.

Signature of Authorized Agent **Date**