

**BIRCHWOOD DOCK ASSOCIATION
BOAT SLIP PERMIT**

First Name _____ Last Name _____

Address _____

Phone _____ E-Mail Address _____

Name of Insurance Company _____

Policy Number _____

Boat Length _____ft. Boat Width _____ft. Boat Model _____

Note: Boat length and width are determined one of two ways per 617.380(7) – First, by the manufacturer’s specification, which shall be used without regard to motors, swim platform, or other appurtenances that add to the dimensions. Second, by physical measurement of the boat. Length shall be measured at the longest part and width measured at the widest part of the vessel.

Note: The Dock Association shall have the discretion to determine the physical boat slip to be used by each individual who has a valid Boat Slip Permit. The Dock Association shall assign slips as to maximize the useable number of boat slips.

Total slip fees Due: \$1,000

Note: Total slip fees include Dock, City, and boat lift storage fees for the dock season.

SUBMIT your completed application form, verification of residency, a copy of your liability insurance per Birchwood Code 617.390(2), and payment in full by **December 1** to:

Birchwood Dock Association
c/o 700 Hall Ave, Birchwood MN 55110
e-mail: [Birchwooddocks@gmail.com](mailto: Birchwooddocks@gmail.com)

The information being collected is to evaluate your application. You are not legally required to provide any or all of the requested information. Refusing to provide any or all of the requested information may, however, result in denial of your application. The data you provide may be provided to City staff, consultants, and city council members who have a bona fide need to review the information in the course of evaluating your application

By signing below, you hereby authorize the inspection and gathering of data retained by any agency, individual or institution that is deemed necessary to determine whether you are prohibited by Minnesota Statute and/or City of Birchwood Village Ordinance Codes from obtaining the license(s) or permit(s) for which you applied. Failure to complete and sign this release of information form will result in the inability to process this license application(s). You may be asked at a future date to sign additional release of information forms if it is deemed necessary.

Date: _____ Signature _____

For Office Use Only

Fee: _____ Cash__ Check # _____ Receipt#: _____
Insurance Copy _____ Verified By: _____ Dock Assigned: _____
Notes: _____

617.370

Boat Slip Permits. Use of a boat slip on a Public Lake Tract shall require a Dock Association Boat Slip Permit. The Dock Association shall manage the assignment of Boat Slip Permits on docks installed on its Public Lake Tracts as follows:

- (1) On November 15 of each year, the Dock Association shall determine if each boat slip permit holder is eligible for a boat permit slip for the following year, and if so, send written notice to each permit holder to renew their permit for the next boating season. Failure to reply and pay the Boat Slip permit fee and provide proof of insurance by December 15 of that same year will result in forfeiture of any remaining Boating Seasons for such permit holder.
- (2) The Dock Association shall assign any Boat Slip Permits that are not renewed by December 15, shall be filled according to the provision set out in 617.410 by March 1 for the following boating season.
- (3) Boat Slip permits shall be assigned by Dock Association by March 1 of each boating season and shall be valid for the boating season if the requisite fee has been paid and proof of insurance in compliance with 617.390(2) are provided to the Dock Association.
- (4) Boat Slip Permits are not transferable or assignable by the holder.
- (5) Boat Slip Permits may not be used for any commercial purpose.
- (6) No person or household shall be permitted more than one (1) boat slip on the Public Lake Tracts.
- (7) The maximum number of years an individual or household may use a Boat Slip Permit is six (6) continuous full Boating Seasons. A Boat Slip permit holder may begin another six year period if no other applicants on the Boat Slip Wait List desire that assigned boat slip.
- (8) The Dock Association shall maintain an up-to-date list of individuals assigned a Boat Slip Permit that includes their accrued number of years of use and provide that list as part of its yearly Dock permit application.
- (9) Upon a Dock Association member reaching the maximum number of years of Boat Slip Permit, said Dock Association member shall relinquish his or her Boat Slip Permit, and his or her years of accrued use shall be set back to zero years. Thereafter, said Dock Association member may submit an application for the Boat Slip Waiting List pursuant to the provisions of Section 617.400.
- (10) An individual may voluntarily relinquish their Boat Slip Permit at any time but shall be required to reapply to be added to the Boat Slip Waiting List pursuant to Section 617.410 to regain a Boat Slip Permit.
- (11) The Dock Association shall have the discretion to determine the physical boat slip to be used by each individual who has a valid Boat Slip Permit. The Dock Association shall assign slips as to maximize the useable number of boat slips. The City reserves the right to monitor the Dock Association's boat slip assignment process and to recommend changes to the Dock Association's boat slip assignment process.
- (12) The maximum number of boat slips that can be approved by the City for each of its Public Lake Tracts is as follows:
 - a. Curt Feistner Beach – 0
 - b. Ash Beach – 8
 - c. Birch Beach – 10
 - d. Elm Beach – 6
 - e. Dellwood Beach – 8
 - f. Kay Beach – 0

617.390

- (2) Prior to receiving a Boat Slip Permit, each boat owner shall provide the Dock Association with a Certificate of Insurance showing proof of liability insurance in the minimum amount of \$1,000,000 per occurrence, covering bodily injury and property damage related to the boat and boat lift (if applicable). An umbrella or excess liability insurance policy may be used to supplement the boat owner's policy limits to satisfy the full policy limits required by this section. The boat owner shall certify the policy will remain in full force and effect for the duration of the Boating Season. Any boat slip permit without valid insurance is void and the next eligible boat slip permit applicant shall be offered the boat slip.
- (3) The boat must be registered and insured to the person holding the permit.