



CITY OF BIRCHWOOD VILLAGE BOAT SLIP WAITLIST APPLICATION

Please place my name on the waiting list for a Boat Slip Permit at:

- check only the Public Lake Tract you would consider for a Boat Slip Permit
- maximum boat length for all slips is 19 feet, except at Birch, which is 22 feet

Ash Birch Elm Dellwood

Refundable Waitlist Fee is \$200 payable to the dock association.

First Name _____ Last Name _____

Address _____

Phone _____ E-Mail Address _____

I own a boat at this time Yes No

If YES, list Boat Length, Boat Width and Boat Model

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.

I have read and understand the following regulations:

1. A resident/family is allowed to rent only one Boat Slip Permit.
2. Resident may not sub-lease their Boat Permit Slip.
3. The Boat Permit Slip is for the boat listed on the application only.
4. The boat cannot be used or rented for commercial purposes.
5. The holder of a boat permit slip must report any change of status to the City within ten days of that change. If the renter's address changes to one outside the City of Birchwood Village, the renter must forfeit the Boat Slip Permit.
6. No person shall build, construct or erect any wharf, boathouse or other structure on or over the dock or slide. Anchor posts may be installed in the water only by permission of the City.
7. Rental fees must be paid in full to the Birchwood Dock Association at the time of the Boat Slip Permit assignment, along with a copy of insurance pursuant to Birchwood Code 617.390(2).
8. Failure to abide by all applicable terms of Birchwood Code 617 could result in revocation of the Boat Slip Permit.

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 _____

Boat Slip Waitlist. The City and Dock Association shall use the following procedures to maintain and implement the Boat Slip Wait List:

- (1) Any Birchwood resident or property owner requesting a boat slip shall submit a complete application to the City for the Boat Slip Wait List and pay a deposit of \$200 payable to the dock association.
- (2) The Dock Association shall hold the \$200 deposit and apply the deposit to the first year's dock permit slip fee, or return the deposit in full if the applicant rescinds their application prior to being awarded a dock slip permit.
- (3) Current boat slip holders cannot apply to be placed on the Waitlist until the last day of their lease.
- (4) Applicants must declare which Public Lake Tract Dock they are requesting. More than one dock location may be selected. Only one slip permit per application will be awarded.
- (5) Only one application per household is allowed.
- (6) Places on the Boat Slip Wait List are not transferable or assignable.
- (7) The City shall add names to the Boat Slip Wait List in the order received.
- (8) If there is a boat slip opening for the upcoming boating season, the Dock Association shall offer a boat Slip Permit in descending order to the applicant(s) on the Boat Slip Wait List until all Boat Slip Permits are assigned or until all applicants on the Boat Slip Wait List have been offered and have declined a boat slip permit.
- (9) An applicant may decline and remain in the same position on the Boat Slip Wait List until the applicant has been offered a Boat Slip permit at each of the Public Lake Tracts selected on the application. Once an applicant has declined an offer at each one of their Public Lake Tracts they will no longer be eligible for a Public Lake Tract boat slip unless they resubmit a Waitlist application for consideration.
- (10) If a boat slip becomes available during the boating season, the Dock Association shall offer the slip to the next applicant on the Wait List in descending order. If accepted, the associated Boat Slip Permit Fee shall be prorated based on the number of months remaining in the current Boating Season.
- (11) Within ten days of issuance of a Boat Slip Permit, the Dock Association shall notify the city of acceptance of a boat slip application, and confirm the applicant has provided valid insurance. The City shall then remove the applicant's name from the Wait List.