

1.Options for the kayak rack in terms of size and associated costs -

We recommend custom built racks—2 racks that hold 6 paddle craft per rack. It is difficult to find a product already on the market that is sturdy enough for outdoor use, and we can't find a product that is already commercially available that might not tip over if someone climbs on it.

We estimate that materials and labor to construct 2 racks, holding a total of 12 paddle craft will be \$4000 to \$5000.

We estimate that materials and labor to construct 1 rack, holding a total of 6 paddle craft will be \$2000 to \$2500

	1 rack, holds 6 PC	2 racks, holds 12 PC
Costs For Rack(s)	\$2000-\$2500	\$4000-\$5000
Costs For Stickers	\$75/year	\$75
Labor-field phone calls, collect waiting list forms, collect applications and photos, daily checks for compliance with rules, completion of logs, enforce rules by emails, warnings, tickets, forfeiture of space, supervision of seasonals keeping logs	Estimate 110 hours per year X \$25/hour = \$2750 per year	Estimate 148 hours per year X \$25/hour = \$3700 per year
Total First Year	\$4825-\$5325	\$7775-\$8775
Less Income From Participants/ Waiting List Fees Assumes Residents Pay \$300/ year and Non-Residents Pay \$600/year	\$2550-\$3100 assumes 15-20 on waiting list and 5 to 6 residents and 0/1 non-resident participant	\$4350-\$5200 assumes 15-20 on waiting list and 10 to 12 residents and 0 to 2 non-resident participants
Costs First Year	\$1725-\$2725	\$2575-\$4425
Total Costs Each Year Thereafter	\$2825	\$3775
Less Income From Participants/Waiting List Fees	\$2550-\$3100	\$4350-\$5200
Net Costs Per Subsequent Year (After Year 1)	+\$275— - \$275	-\$575— - \$1425

2. Location options:

**At the museum on Back Creek (McNasby's)
4th Street (Near Davis' Pub)
Amos Garrett
Cheston Avenue
Shipwright**

3. Sample Contract

Annual Paddle Craft (PC hereafter) Permit for City-owned Rack

Application Per City Code Chapter 15.10 FAILURE TO RETURN A FULLY COMPLETED APPLICATION WITH ALL REQUIRED ATTACHMENTS, AND PAYMENT OF ALL FEES, WILL RESULT IN THIS APPLICATION NOT BEING PROCESSED AND THE PERMIT BEING OFFERED TO THE PERSON NEXT ON THE WAITING LIST. (YEARLY RENEWAL IS NOT AUTOMATIC.)

(___) Check if Renewal

Previous Year PC Decal Number _____

VESSEL INFORMATION

Vessel Color//Make/Model

Hull Identification Number or MD DL number inscribed on vessel

Vessel Overall Length

VESSEL OWNER (PERMIT HOLDER) INFORMATION

Mailing Address

Cell Number Owner

E-mail

We/I hereby make application for a permit to place and maintain a paddle craft on the City-owned rack at _____(location)

Owner Signature _____ Date _____

FOR CITY USE ONLY

Application received by _____

Date Received _____

Fee Paid: _____

Residency Verified

Ownership Verified Permit Validated (with number) _____

Assigned Permit Number _____

Approved by _____ Harbor # ___ Date _____

1. Purpose of the Annual Paddle Craft Permits: To promote safe, fair, and ecologically sound allocation of the use of City waters under public trust standards and according to the needs of the City.

2. Term of Paddle Permit: April 1st, 2024 through December 1st, 2024. YEARLY RENEWAL IS NOT AUTOMATIC.

3. Types and Costs of Paddle Craft Permits Available:

A. Residential PC Permit: \$300.00

Available only to City residents that provide proof of residency at a street address within the City. Demonstration of just ownership of City property is insufficient. Acceptable proofs of residency include a Maryland state identification card or driver's license, along with one or more of the following: voter registration card, water bill, tax bill, City residential parking permit, or lease agreement for a City property. To avoid permit processing delays, please include copies of these items with the Application.

B. Non-Residential PC Permit. \$600.00

Available to non-residents of the City.

4. What an Annual PC Permit Authorizes: A Paddle Craft Permit authorizes a vessel owner (permit holder) to place and use a single paddle craft in a City-designated space on the City-owned rack at _____ (location)

A person, either as an individual or as an agent of an entity, may hold only one PC Permit for any year. In the case of a residential or non-residential PC permit, it authorizes use by only the vessel specified in the Application.

The authorized PC must display the sticker issued by the Harbormaster on the forward half of the vessel (bow), and on the upward facing deck so as to be easily visible.

5. Who is Eligible to Obtain a PC Permit: Any individual or entity who has risen through a City PC Waiting List, and who owns paddle craft between 8 and 14 feet in length. The PC Permit will only be offered and given to the individual or entity named on the applicable City PC Waiting List. An individual or entity who has not risen through a City PC Waiting List may not obtain an annual PC permit, even if someone on such a list offers their spot to them.

Rack assignment offers are accepted by replying to the email or phone offer within 7 days—in writing, confirming the rack location, spot number and the type of vessel to be stored.

Payment for newly accepted rack assignment offers must be received by the Harbormaster's office within 30 days of accepting the offer.

Kayaks and canoes must be turned upside down so retained water will not overload the racks. All small boats should be secured to prevent overturning or displacement in storms

Stored items must not be in an advanced state of disrepair. Upon notice from the Harbormaster that the small vessel is considered to be in a non-working condition or in an advanced state of disrepair, the resident will have 30 days from the date of the notice to correct the condition or the small vessel may be removed at resident's risk and expense and without further notice.

All kayaks, canoes and dinghies must be secured to the rack to avoid damage to the rack or other vessels. Unsecured vessels may be removed, at the direction of the Harbormaster. The cost of removing and securing the vessel shall be billed to the owner. Failure to pay or multiple violations will result in forfeiture of the rack space.

6. Transferability of Annual Permits / Renewal: An annual PC permit is not transferable, conveyable, or assignable as an adjunct right or privilege to real property or a vessel in any way, and is valid for one term (as specified above) only. Renewal is not guaranteed, but is at the discretion of the Harbormaster subject to the best interests and laws of the City.

7. Need for PC Permit: The vessel owner (permit holder) must demonstrate a continuing need for a PC permit. No person may loan, rent, donate, sell or lease his/her assigned paddle craft rack space to another person.

In accordance with Section 15.20.150 of the City Code, as may be amended, (we probably need a corresponding edit to Title 15 here so that we can enforce these contract rules)a

paddle craft's designated rack space shall not be in disuse by the permitted vessel for more than thirty consecutive days from June 1 through October 1, unless the permit holder has provided advance written notice to the Harbormaster. Such written notice shall include the first day of disuse, and the expected duration of disuse not to exceed seventy consecutive days. If any single duration of disuse by the permitted vessel is more than seventy consecutive days from June 1 through October 1, the City shall be entitled to assume that the permit holder has no continuing need for the PC permit, and the permit shall automatically forfeit to the City.

"Permitted vessel" shall mean the vessel specifically named and described in the PC Permit Application, and shall expressly not include any other vessel.

8. Position of Paddle Craft: An Annual PC Permit is valid only at the specific location on the City-owned rack assigned by the Harbormaster. Any PC found out of its assigned and approved position must be repositioned to its assigned and approved position within 5 days, or the permit may be subject to termination.

9. Interference: If any other person should substantiate interference with the vessel rack or with any other person's permitted vessel, the Harbormaster may revoke the permit at the vessel owner's (permit holder's) expense. Interference must be substantiated by the Harbormaster with reference to applicable provisions in City Code, Chapter 15.10.

10. Maximum Size of Racked Vessels: A new PC Permit will not be issued for a vessel in excess of 14 feet in overall length.

11. Minimum Size of Moored Vessels: An PC Permit will not be issued for a vessel less than 8 feet in overall length.

12. Conformity with Law: Vessel Owners (permit holders) of Annual Mooring Permits must comply with federal, state, local and City laws and regulations while exercising the privileges of that permit.

13. Application Deadline / Timely and Complete Response to Correspondence: All PC Permit applications and notices of renewal must be completed and returned to the Harbormaster on or before Friday, February 9th, 2024, along with a photo of the vessel and a photo of the inscribed hull identification number or MD Driver's license/ID number and payment of the applicable fee. All other correspondence from the Harbormaster must be answered promptly and completely, but in no event any more than 10 business days from receipt.

14. Termination of PC Permit: Any termination of a PC Permit by either the Harbormaster or the vessel owner (permit owner) will not result in reimbursement, reduction or pro rating of any fees. The vessel owner (permit holder) may terminate its PC Permit voluntarily at any time with written notice to the Harbormaster of the intent to do so. The Harbormaster may terminate a PC Permit for cause in any instance where the use or condition of the vessel do not meet applicable laws, the terms and conditions of the Application. In the event of termination, any continued use, occupancy, or presence of a mooring after the termination date will result in a \$200.00 per day civil fine. **All vessels must be removed from the PC rack between December 2nd and March 31st of each year or the Harbormaster has the right to terminate the permit and the vessel will become the property of the City.**

20. FREQUENTLY ASKED QUESTIONS ON PC PERMITS

Q1: How many PC permits can I hold for a rack space owned by the City? A1: One, and one only.

Q2: How big (or small) a vessel am I allowed to place on the PC Rack? A2: Only boats over 8 feet and under 14 feet length overall are allowed.

Q3: What happens if you offer me a PC Permit and I refuse it, or say that I will accept but do not conform to the terms and conditions of the Application and any other applicable laws, rules or regulations? A3: Your name will be removed from the waiting list and the permit will be offered to the next name on the PC Waiting List. Any fees paid will be forfeited.

Q4: How do we know if a permit holder is conforming to the terms and conditions of the Application and any other applicable laws, rules or regulations? A4: In order to be fair to the many residents who are waiting for a chance to obtain an PC Permit, we will check the rack daily in season, and will record our findings on a log

ACCEPTANCE OF ALL TERMS AND CONDITIONS FOR PADDLE CRAFT PERMIT:

I have read and understand the above terms and conditions, including the Application, for issuance and use of a Paddle Craft Permit. I also understand that, should I at any time fail to comply with these terms and conditions, or with the Application, my PC Permit will be revoked, not issued to me, or not renewed. I will be required to cease using and remove my vessel or I may incur fines of \$200.00 per day.

4. Recommended cost to join waiting list:

\$50.00

5. Recommended cost to store paddle craft/year:

\$300.00 for City Residents, \$600.00 for non-residents

