

BERKELEY MARINA BERTH RENTAL APPLICATION

BERKELEY WATERFRONT

Berth Assignment: _____

<p>REGISTERED OWNER</p> <p>FIRST MIDDLE LAST NAME</p> <p>ADDRESS CITY STATE ZIP</p> <p>Last 4 Digits SS#</p>	<p>CELL: ()</p> <p>EMAIL:</p> <p>DRIVERS LICENSE/STATE ID NO. EXP DATE</p>
<p>SPOUSE OR CO-OWNER</p> <p>FIRST MIDDLE LAST NAME</p> <p>ADDRESS CITY STATE ZIP</p>	<p>SPOUSE OR CO-OWNER</p> <p>CELL: ()</p> <p>EMAIL:</p>
<p>LEGAL OWNER OR LIEN HOLDER (If any)</p> <p>FIRST MIDDLE LAST NAME</p> <p>ADDRESS CITY STATE ZIP</p> <p>PHONE:</p>	<p>PERSON TO CONTACT IN AN EMERGENCY</p> <p>NAME:</p> <p>PHONE:</p> <p>RELATION:</p>
<p>Vessel Name: _____ CF No. or USCG Document No.: _____ Trailer Plate No. _____</p> <p>Make/Model _____ Hull ID No.: _____ Year Built _____</p> <p>Vessel Type: (sail, trawler, skiff, etc.) _____ Hull Material (fiberglass, wood, alum, etc) _____</p> <p>Overall length of vessel (including bowsprit, outboard etc): _____ Beam: _____ Draft: _____ Color _____</p> <p>Marine Sanitation Device (MMD) onboard: <input type="checkbox"/> Operational <input type="checkbox"/> Non-operational <input type="checkbox"/></p> <p>What brings you into the Berkeley Marina?</p> <p>Do you plan on ever operating as a Charter Boat for Hire? YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p><small>If you answered yes, please pick up a Charter Boat Permit Application from the marina office</small></p>	
<p>Vessel Presently Moored at:</p>	<p>Have you been referred by someone in the Berkeley Marina?</p> <p>Name Slip #</p>

Name: _____

Berth Assignment: _____

FOR OFFICE USE ONLY

- 1. Valid Photo ID (Driver's Lic. or State ID) _____
- 2. Proof of Vessel Registration/CG Documentation _____
- 3. Permanent Trailer ID for Dry Storage Vessels _____
- 4. Last 4 digits SS# _____
- 5. Insurance: _____
 - Minimum 300,000 Watercraft Liability or P&I _____
 - Wreckage Removal _____
 - Fuel Spill Liability _____
 - City of Berkeley listed as additional insured _____
- 6. Proof of residence (see below) _____
- 7. Boaters Best Management Practices _____
- 8. Measured for **length overall** at slip K 102 _____
- 9. CF #s/DMV Stickers/Vessel Name on Stern _____
- 10. First Month's Rent, Deposit & Keys _____

Length _____ feet

ALL INFORMATION MUST BE IN VESSEL OWNER'S NAME ONLY

***5. Proof of residence.** Must submit **one from each of the three groups** listed below – All Proofs must be current originals (issued within the last 2 months) imprinted with the name and current residential address of the applicant/owner of the vessel.

Documents cannot be registered to a PO Box.

Group A: (Must provide entire bill)	Group B:	Group C:
___ PG&E	___ Current bank statement (checking or savings only)	___ Rental property contract or lease, with payment receipt (dated within 45 days)
___ Landline phone (non-cellular)	___ Action letter from Social Services or government agency (cannot be property or business)	___ Renter's insurance or homeowner's insurance policy for the current year
___ Water	___ Recent paycheck stub or letter from employer on official company letterhead confirming residency address	___ Current property tax statement or property deed
___ Internet	___ Valid automobile registration in combination with valid automobile insurance	
___ Cable	___ Voter registration for the most recent past election or the most recent upcoming election	

- I understand that based on the S.F. Bay Conservation & Development Commission Permit No.5-79, **I cannot live-aboard unless approved by the Marina Manager/Harbormaster.** Violation of this provision will result in termination of berth permit.
- Permittee acknowledges that there may be noise and or occasional inconveniences from surrounding business and special events.
- By signing this application I agree to follow the rules and regulations of the Marina as mandated by the Marina Ordinance.

X _____
Signature of Applicant

Date of Application

Reviewed and Accepted by Harbormaster

Date

BOATERS BEST MANAGEMENT PRACTICES

Vessel Care & Cleaning Maintenance

- ✓ Reduce your use of toxic cleaning products
- ✓ Choose less toxic cleaning products, such as, non- phosphate, biodegradable cleaners.
- ✓ Use less product and more elbow grease.
- ✓ Reduce the need for boat soaps by scrubbing and rinsing with freshwater after each trip.
- ✓ Use canvas boat covers to keep the boat clean between trips and reduce the amount of cleaning you need to do.
- ✓ Contain spill and debris using tarps.
- ✓ Collect debris using vacuums or brooms.

Spill-proof cleaning and maintenance activities

- ✓ Conduct maintenance work aboard your boat, not on the docks or over the water.
- ✓ Always mix paints, varnish, epoxy and other products over a tarp or in a drip pan to catch spills and drips. Keep absorbents nearby to wipe up spills.
- ✓ Tightly seal product containers when not in use to reduce spills.
- ✓ Plug scuppers to contain spills.

Minimize emissions from surface preparation

- ✓ Sand varnish using vacuum sanders with dust containment bags and high-density low-volume paint sprayers.
- ✓ Use tarps or visqueen (sheet plastic) to catch and control falling debris, and vacuum or sweep frequently to prevent discharge of debris into the water.
- ✓ For small jobs conducted in-water, attach tarps or visquine from boat to dock to catch debris.
- ✓ Put sanding dust into the trash.

Underwater Boat Hull Cleaning

- ✓ Use environmentally sound underwater hull cleaning practices, or select a diver who uses them.
- ✓ Perform regular hull maintenance to prevent hard marine growth and hull drag.
- ✓ Perform hull cleaning in accordance with the manufacturer's recommendations for the type of hull coating or bottom paint.
- ✓ Clean bottom paints using non-abrasive methods. Avoid creating a colored plume of paint in the water.
- ✓ Take zinc anodes back to shore and recycle or dispose of them properly

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- ✓ Ensure hull paint is properly applied and maintained to protect the hull from fouling organisms and thus improve your boat's performance.
- ✓ Wait 90 days after applying new bottom paint before underwater cleaning.
- ✓ Schedule Regular Hull Cleaning and maintenance to reduce the build up of hard marina growth and eliminate the need for hard scrubbing. Regularly scheduled gentle cleaning will also increase the effectiveness of the antifouling hull paint and extend its useful life
- ✓ Use, or ask your Hull Cleaning/Maintenance Service to use, Underwater Hull Cleaners' Best Management Practices. Do not leave zinc anodes on the dock. Take them back to shore and recycle or dispose of them properly. Boaters are encouraged to use boat hull cleaning companies and individuals that practice environmentally friendly methods.
- ✓ Repair paint bonding problems at haul out to avoid further chipping and flaking of paint in the water.
- ✓ Use or ask your diver to use, non abrasive scrubbing agents, soft sponges or pieces of carpet to reduce the sloughing of paint and debris. Encourage divers to use different types of pads when necessary to properly maintain a vessel's bottom paint (example; In many cases surfaces close to the waterline are more susceptible to higher growth rates therefore you need to use different pads in order to properly remove growth and corrosion. Likewise, a softer pad can be used for the rest of the vessel to maximize hull performance and optimize the lifespan of the paint).
- ✓ Boater should notify hull cleaners as to what type of bottom paint was used and when the bottom was last painted.

HAZARDOUS WASTE DISPOSAL

- ✓ Berkeley Marina provides our customers with an oil waste station located at the Maintenance yard directly across from the Marina Office. For oil only! We also provide a 55 gallon drum for waste oil filters and a 55 gallon container for rags and used bilge pads. **We do not take, batteries, paints, solvents, adhesives, sprays, pesticides or other items of this nature.**

- ✓ Alameda County has a drop off location for all items at 2100 East 7th Street, Oakland. This location is between West Marine & Sea Power off the 23rd Street exit on the 880 Freeway.

Web address: <http://www.stopwaste.org/home/index.asp?page=577>

Drop off times are every Thursday, Friday and Saturday 9am to 1pm.

The items they will accept are:

Paint, Stain, Shellac, Solvents, Thinners, Additives, Oil Paint, Latex Paint

Adhesives Putty, Caulk, Epoxy, Mortar, Stucco, Cement, Wood Glue

Auto Fuel, Waxes, Batteries, Additives, Motor Oil, Oil Filters, Antifreeze

Garden Sprays, Fertilizers, Ant Traps, Pesticides, Herbicides, Rat Poison, Gopher Bait

Misc. Propane, Spray Cans, Pool Chemicals, Photo Chemicals, Acids & Caustics, Waxes & Polishes, Bleach & Cleaners

If you have specific questions about battery recycling, call 925-449-6349 for details. Battery Specialists located at: 2824 San Pablo Avenue, Oakland will buy old batteries from your boat.

THINK SAFETY EVERY DAY!

- ✓ Keep a serviced fire extinguisher available- see ABC's of Boating for Marine Type approved Fire Extinguishers
- ✓ Ensure engines and fluids are cooled before working to avoid burns
- ✓ Keep work area clean of oil and debris
- ✓ Provide continuous ventilation

FUELING TIPS FOR ALL BOATERS

- ✓ Fill tanks slowly to prevent overflows from the air vent. Avoid "topping off" the tank
- ✓ Don't rely on the automatic shut-off nozzle to prevent spills; they don't shut off in time.
- ✓ Leave the tank at least 5% empty because fuel expands when pumped from cool underground tanks to warmer temperatures.
- ✓ Keep "oil-only" absorbents on-hand to catch spills and drips from the nozzle, air vent, and fuel filler fitting.
- ✓ Prevent fires by shutting off motors and electrical equipment and ventilating boat before fueling. Keep fuel and fuel-soaked absorbents away from sources of ignition.

FUELING BUILT IN TANKS

- ✓ Install a fuel/air separator in air vent line to prevent spills or "splash-back".
- ✓ When filling, keep your hand at the air vent or Listen—air gushes when nearly full.
- ✓ At the end of the season, leave tank full to reduce corrosion and condensation. Add fuel stabilizer to prevent stale gas.
- ✓ "Oil- only" absorbents repel water and absorb oil and fuel. Oil or fuel-soaked absorbents must be disposed of as hazardous waste. Ask about proper disposal at the marina or call 1(800) CLEANUP for hazardous waste disposal locations.

FUELING OUTBOARD ENGINES

- ✓ Fuel on land whenever possible.
- ✓ Use funnels to fill portable tanks and "oil-only" absorbents to catch spills.
- ✓ Prevent stale gas by leaving outboards empty during long periods of inactivity.

BILGE CARE AND PREVENTING OIL SPILLS

- ✓ Never use soaps or detergents to clean oil or fuel! Soaps emulsify oil, breaking it into invisible droplets that disperse through the water. Adding soap is ILLEGAL and bad for the environment.
- ✓ Use oil absorbent pads in the bilge to prevent oil discharge from the automatic bilge pump.
- ✓ Secure absorbents to prevent clogging the automatic bilge pump or the pump sensor
- ✓ Use a bilge pumpout facility to pump oil or oily water out of the bilge. Check the website for locations: www.coastal.ca.gov
- ✓ Never use a sewage pumpout for the bilge!
- ✓ For a large oily mess in the bilge, use a steam cleaning service.

BERKELEY MARINA RULES AND REGULATIONS

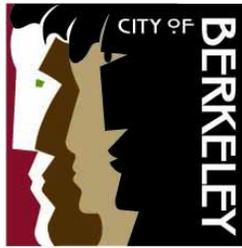
1. **HARBORMASTER AUTHORITY:** Every vessel entering the marina shall immediately subject to the order and direction of the Harbormaster, or designee. Vessels may berth in the marina only with the permission of the Harbormaster. The Harbormaster shall have the authority to designate the berth in which any vessel will be kept. (City Code Sec. 6.20.020)
2. **GEAR LOCKERS / DOCK BOXES:** One gear locker/dock box may be assigned to a permittee. Gear lockers and dock boxes shall be kept in a safe condition and may contain no flammable or combustible liquids, or other hazardous materials. Gear lockers/dock boxes must be clean and emptied out upon vessel permit cancellation. (City Code Sec. 6.20.120)
3. **HAZARDOUS CONDITIONS PROHIBITED:** Dock floats, gangways, Dock Boxes, and docks shall be kept clear at all time of skiffs, dinghies, boat gear, debris, hazardous or flammable materials, and other equipment. Boarding steps shall be easily moveable, and shall not be used as a storage locker and may not obstruct passage on any dock or float. Vessels in the marina, and the areas immediately surrounding the vessel, shall be kept in a clean, neat, and orderly condition at all times. (City Code Secs. 6.20.140 & 6.20.210)
4. **DISPOSING OF REFUSE:** No person shall discharge or cause to be discharged any refuse matter, including solid or liquid waste, oil, fuel, spirits, flammable or combustible liquids, or contaminated bilge water onto the waters or land area of the marina, or into any drains of the marina. All garbage must be deposited into receptacles furnished by the City for that purpose. (City Code Sec. 6.20.130)
5. **MAINTENANCE OF VESSEL:** Minor repairs and maintenance of a vessel is permitted, provided all such work is done within the confines of the vessel and is not carried on upon floats, gangways or docks. The use of welding equipment, burning torch, spray paint, sand blasting equipment, grinders, etc. is prohibited unless specifically authorized by the Harbormaster. (City Code Sec. 6.20.150)
6. **PROHIBITED ACTIVITIES:** Swimming, bathing, windsurfing in any portion of the marina except for Shorebird Park or South Sailing Basin is prohibited. Fishing from any vessel, structure, float, dock, or shoreline is prohibited. Use of all bicycles, skateboards, roller skates, roller blades and motor or sail-propelled vehicles (except wheelchairs for the disabled and City maintenance and emergency vehicles) is prohibited on any path, sidewalk, pier, float, dock, gangway in the marina, other than on paths so designated for their specific use. The use of any vehicle for eating or sleeping for over four hours per day while parked in the marina is prohibited. (City Code Secs.6.20.180 & 6.20.250)
7. **NOISE / QUIET ENJOYMENT:** Permittees shall use discretion in the use of TV sets, musical instruments, loud hailers, radios, and any other sound equipment so as not to create a nuisance or to disturb the quiet enjoyment of other permittees and their guests at the marina. There shall be no disorder or disorderly conduct by any permittee, their crew, or guests that might injure a person, cause damage to property, or disrupt the order of the marina.

8. **BILGE PUMPS:** All vessels must have adequate, permanently installed electrical or mechanical bilge pumps in working order and in constant state of readiness. Switches should be labeled and installed in readily discernable locations.
9. **ACCESS TO VESSELS/FACILITIES:** The berthing areas of the marina are closed to the general public. Only permittees, their guests, hired personnel, and those receiving authorization from the Harbormaster may enter upon the docks. Dock “K” is open and accessible to the public during regular marina business hours. (City Code Sec. 6.20.110)
10. **SOLICITATION & ADVERTISING:** Solicitation of patronage for private or commercial business without a permit is prohibited. No distribution of commercial or noncommercial literature (brochures, pamphlets, or other material) is permitted in the marina area at any point more than six feet away from any trash, litter, or refuse receptacle. No person shall row, propel, navigate, or maintain any vessel or float in the marina for the purpose of advertising. (City Code Sec. 6.20.270)
11. **VESSELS IN SEAWORTHY CONDITION ONLY:** No person shall berth within the marina any vessel of any kind whatsoever that is in such a condition that it is liable to sink or damage docks, floats, or other vessels, or that may become a hazard to navigation. (City Code Sec. 6.20.080)
12. **DISCHARGE OF WASTE PROHIBITED:** It is unlawful for any person to discharge or cause to be discharged any solid or liquid wastes (including bilge water, sewage, or gray water) or other pollutants into the waters of the marina. (City Code Sec. 6.20.210)
13. **FIRES & FLAME PRODUCING EQUIPMENT:** No fires of any type are allowed in the marina, except in designated fire pits and barbecues and in properly and safely barbecues on the docks and vessels. (City Code Sec. 6.20.160)
14. **REMOVAL OF VESSELS WITH DELINQUENT DOCKAGE PROHIBITED:** No person shall remove or cause to be removed from the marina any vessel for which charges are delinquent, without first paying all such delinquent charges. The Harbormaster is authorized to take actions necessary to prevent the removal of a vessel owing delinquent charges, including moving, securing, or otherwise detaining the vessel. (City Code Sec. 6.20.050)

For the full version of the Marina Rules and Regulations, visit:

https://www.cityofberkeley.info/Parks_Rec_Waterfront/Marina/Marina_FAQ.aspx

Scroll to the bottom for Marina Ordinance 6.20



INSURANCE REQUIREMENTS FOR BERKELEY MARINA BERTHERS

- The City of Berkeley Marina requires general liability insurance coverage from all berthers that includes valid Protection & Indemnity (P & I) or Watercraft Liability Insurance with limits of at least \$300,000.
- The insurance policy must contain a provision that covers cost recovery for oil spill/pollution control.
- The insurance policy must contain a provision that covers cost recovery for salvage/wreckage removal.
- The endorsement must also name the City of Berkeley, 201 University Ave Berkeley, CA 94710, as additional insured, and that coverage shall not be cancelled except after thirty (30) days prior written notice has been given to the boater and the City of Berkeley.

Please email Declarations page with these coverages to:

Marina@Cityofberkeley.info

Please note that The City of Berkeley requires current insurance on file for all Marina slipholders.

These requirements are based on current industry standards throughout California and they are the best way to protect boaters and marinas from the significant financial losses that can occur due to hazardous spills, sunken vessels and accidental property damages.