

**LEWISPORTE MARINA ADMINISTRATIVE AUTHORITY
MARINA RULES & REGULATIONS**

PREFACE

The rules and regulations detailed in this booklet are published in the interest of safe boating and in an effort to have informed resident boat owners. These regulations are promulgated for the benefit of all and used in conjunction with the Lewisporte Marina miscellaneous policies available through the office.

The key to a successful marina is the mutual respect one boat owner has for the rights of another.

Suggested amendments, additions or deletions to this booklet are welcome. Please pass your written comments to the management committee for consideration. The management committee is the author of these rules and regulations.

1. SAFETY

- a. All lines and fenders required to secure and protect a boat shall be supplied and maintained by the boat owner. Lines shall be sufficient strength to provide secure berthing.
- b. No lines, including electrical cords, shall be placed across the marina trunk or marina fingers in such a way as to constitute a tripping hazard.
- c. Idle speed shall be observed in the vicinity of the marina system, starting at the breakwater light. Excessive wake is to be avoided. This is a common courtesy extended to marina holders to avoid unnecessary stress on lines, damage to boats and personal injury.
- d. No boat shall be secured to a finger in such a way that any part of the boat extended over the main trunk – i.e. bowsprit or pulpit.
- e. No tender or other obstruction is to be left on the marina trunk. This includes permanently secured steps, dock boxes, etc. Anything left on the finger piers must be approved by the marina manager.
- f. Use of open flame, including BBQs is NOT permitted on the fingers or trunks of the marina system.
- g. Children 12 years of age and under MUST wear lifejackets or certified PFDs and be supervised by an adult at all times while on any dock.
- h. Access to, and use of, the docks are at individual's own risk.
- i. Skate boards and bicycles are not permitted on the docks.
- j. Only shore power cords designed for marine application shall be used. These cords must be rated for the amperage of the power pedestal that they are connected to.
- k. It is the responsibility of all boat owners to report any safety issues to the management committee or to the office, for corrective action, or other actions as considered necessary by management. Anyone witnessing a safety violation should inform the violator of the marina rules.

**All safety must be followed under Occupation Health & Safety Rules
SAFETY IS EVERYONES CONCERN**

2. FUEL DOCK REFUELING

- a. The Fuel Dock is to be used for refuelling only. No boat is to remain on the Fuel Dock unattended.
- b. A 30 minute time limit on the service/fuel dock usage will be strictly enforced. Boats exceeding the 30 minute limit may be subject to berth rental charges.
- c. Fuelling is to take place at the Fuel Dock only. Fuel may be transported onto the marina system in properly approved container. Jerry cans may be filled up at the Fuel Dock only.
- d. The hours of operation for the Fuel Dock will be posted on the fuel pump site.
- e. The Captain of the boat being refuelled is responsible in all respects for the fuelling of his/her vessel. The Fuel Dock attendant will pass the fuelling hose to the captain and stand by the pump until fuelling has been completed.
- f. Detailed instructions and safety information in respect to the fuelling of a vessel are displayed at the Fuel Dock. The Fuel Dock attendant shall have the right to refuse service to any craft not complying with these rules.
- g. Fuel prices are subject to change without notice.

3. MARINA FEES

- a. The fees for all marina services will be set and approved by the LMAA. Rates will be published annually.
- b. To retain a berth, a boat owner must pay the \$100 deposit by March 31.
- c. All marina fees must be paid in full by May 31, or before boat is launched, whichever occurs first.
- d. All marina fees must be paid in full before boat/vessel is launched or hauled out for storage.
- e. Marina fees to be paid prior to haul out.
 - lift fee, winter/summer storage fee, jack stand rental fee (if applicable), launch fee. (All marina related fees).
- f. All fees must be paid in full or boat/vessel will remain on land or in water.
- g. 2% interest charges will be charged on overdue accounts.

4. ASSIGNMENT OF BERTHS

- a. Requests for a berth or a request for a move to a new berth must be made in writing to the marina manager. Verbal requests will NOT be accepted. The waiting lists for these requests are based on the date of the requests. The waiting lists are maintained by the marina manager.
- b. The marina manager, on behalf of the LMAA, will have complete authority over the placing of boats on the marina.
- c. When a suitable berth becomes available, and the boat owner at the top of marina waiting lists does not wish to occupy it at that time, their name will be moved to the bottom of the waiting list.
- d. Boats shall be measured by their LOA.
- e. The size (length and width) of a boat and whether the boat owner has requested 30 amp

electrical power will be taken into consideration when allocating a berth space. Should it be necessary to bypass a boat owner due to the size of their boat, they shall retain their place at the top of the list until a suitable berth becomes available.

- f. Move/waiting list can be viewed at the marina office during office hours.
- g. Only boats that are assigned to that dock can use that dock. One boat/vessel only.

5. RELEASE OF MARINA BERTHS UPON SALE OF BOAT

- a. A berth is assigned to a boat owner, not a boat, therefore, when a boat is sold or ownership changes, it must be removed from the berth and the marina manager advised.
- b. A boat owner who ceased to be a boat owner may retain his berth for the current season and the next season so long as they remain in good standing at the marina. In this case all fees must be paid by May 1, start of boating season.
- c. Should a boat owner relinquish his berth, the marina manager is to be advised in writing.

6. DAILY BERTH RENTALS

- a. Management has the exclusive right to rent vacant marina berths.
- b. Boat owners who will not be occupying their berths for one week are requested to notify the marina manager.
- c. The private sub-letting of berths by boat owners is strictly prohibited.
- d. Berth rentals are charged on a daily basis and are payable in advance.
- e. No person will be allowed to live aboard their vessel on a full time basis during the off season from, November 01 to April 30, without the permission of the marina manager.
- f. A fee may be levied when a boat has to be moved from a berth for safety reasons or for any infraction of regulations.

7. BOAT STORAGE CRADLES

- a. All cradles will be constructed in such a manner as to enable the marina lifting equipment to affect a lift. The bunks of the cradle should be so located as to not interfere with the lifting equipment slings.
- b. Cradles will be inspected by the yard staff. Staff will determine whether the cradle is fit in all respects to hold the boat and to be transported by the Travel Lift Trailer. Yard staff is authorized to refuse a lift if the cradle is considered to be unsafe.
- c. All cradles must be constructed of steel with adjustable heads (free of rust and easy to adjust) if heads can't be adjusted by hand and tools are required boat owner must supply.
- d. No wooden cradles can be used.
- e. Empty cradles will have storage charges.
- f. Cradles must have boat name written on cradle (front, back)
- g. If cradles have to be moved by strap lift or econo lift fees will apply.

8. WINTER/SUMMER STORAGE

- a. Boat/vessel location in yard will be decided by yard staff and marina manager.
- b. Electrical and water hook ups are in several locations and it is boat owner's responsibility to run extra cords and hoses if they require them.
- c. No boat can be hooked up to electrical in the winter season unattended.
- d. All jackstands must be adjustable and free of rust. If tools are required for jack stands boat owners must supply
- e. A boat owner is responsible for providing adequate blocking for the keel of the boat and for the location of the stands placed under the vessel. Proper safety chains must be used in conjunction with jack stands. Marina manager will inspect and approve jack stands.
- f. The marina manager will have the authority to move any boat in the yard in order to facilitate the regular launching and placement of other vessels at the club. The boat owner is responsible for the periodic inspection of their vessel while on jack stands
- g. Boat owner is responsible for securing lines, hatch covers, tarps etc, that may blow around in windy conditions causing damage to other persons property.
- h. It is the boat owner's responsibility to inspect and maintain their boat while being stored on land. The marina manager will advise the vessel owner of any irregularities or safety concerns.

9. LIFTING AND LAUNCHING

- a. Boat owners must book minimum one day in advance for lifting and launching.
- b. Sign required paper work.
- c. Provide insurance company, policy number and phone number.
- d. Office staff must verify insurance before lifting and launching.
- e. Lifting and launching fees are based on one hour time limit. If extra time is needed extra fees will apply.
- i. Boat owner is responsible for carpet to go under straps to prevent bottom paint and strap marks on boats.
- j. No boat will be lifted on land until all fees are paid in full.
- k. No boat owner allowed with in 20 mt of lift when boat is being lifted or being placed for winter storage
- l. Boat owner will be given the time to inspect boat before final placement.
- m. Boat owners are responsible for taking away their own jackstands and blocks.
- n. Marina owned stands and blocks will be removed by marina staff.
- o. If boat owner wants boat lifted or moved in anyway after placement and lift has moved away, owner must pay extra lifting charges.
- n. The Travel Lift operator shall be the authority when lifting a vessel. It is at the discretion of the operator to determine if conditions are suitable for the lift of a vessel.

10. MAST STORAGE

- a. Any masts being stored on the mast rack must have their spreaders and any other mounted equipment such as radars, wind instruments, etc. removed. The mast must have the name of the person or boat clearly marked on the mast for identification purposes. All lines must be secured when mast is being stored.
- b. Marina fees will apply for mast storage on rack and designated area for mast storage
- c. If masts have to be transported on Econo lift/strap lift fees will apply.

11. GENERAL

- a. All pets are to be on a leash at all times. The pet owner is responsible for cleaning up after their pet. No pets are allowed in clubhouse.
- b. The rights of others on the marina are to be respected at all times.
- c. In case of an oil spill, the marina staff must be notified immediately. The boat owner is responsible for the cost of the cleanup.
- d. Used oil shall be disposed of in our designated waste oil tank. Boat owners are responsible for the disposal of oil filters.
- e. All trailers and cradles left in the yard during the summer season must have the owner's name on them. A storage fee will be charged for trailers and cradles left in the yard during the summer season.
- f. Boat owners are responsible for cleaning up the yard around their boat after doing maintenance.
- g. The marina VHF radios will monitor channel 68.
- h. Dock carts must be returned to their designated loading ramp area immediately after use.
- i. Fishing from the wharf or floating piers is not permitted
- j. Proof of boat 3rd party liability insurance for a minimum of \$1,000,000 must be shown when berth fees are paid.
- k. Insurance must be carried on boat/vessel if a dock is rented, winter/summer storage or any lifting with marina lifts.
- l. No empty trailers can be left at the marina with vehicle left hook up (unless keys are left with marina office).
- m. Empty trailers can be stored for summer season with a storage fee.
- p. Free wifi, this service is limited to the number of users. More users the less speed
- q. The marina manager has full authority to move a vessel from its location on the marina if circumstances deem it necessary to move it.
- r. It is not permitted to leave your engines running unattended, or for long periods of time, at the marina.
- s. All halyards and other rigging must be secured in such a manner as to not have them hitting the mast or other parts of the boat that may cause unnecessary noise.
- t. The noise curfew is 11:00 p.m. at the marina. Audio equipment is to be turned down so as not to disturb others on the marina. Please respect others on the marina.
- u. Marine contractors are permitted on the site to perform repair on resident boats and visitor's boats in an emergency. All contractors must submit copies of proper liability insurance and Worker's Compensation to the office prior to any work being performed. All contractors must be in compliance with all applicable Occupational Health and Safety Guidelines
- v. The length of boat for inside berths LOA (maximum length 22 ft)

- w. Full-time user rents dock and winter/summer storage and LYC membership fee
- x. Part-time user winter/summer stores and lifting for repair and maintenance and LYC membership fee.
- y. All boat maintenance should be completed on land. Any maintenance done at the dock should be approved by the marina manager.

LMAA MARINA RULES & REGULATIONS

1. Safety
2. Fuel Dock (Refueling)
3. Marina Fees
4. Assignment of Berths
5. Release of Marina Berths upon Sale of Boat
6. Daily Berth Rentals/Guest Berths
7. Boat Storage Cradles
8. Summer Storage/Winter Storage
9. Lifting & Launching
10. Mast Crane/Mast Storage
11. General