



CITY OF SPRING PARK

**R-3/C-3 DOCK PERMIT
APPLICATION CHECKLIST**

A permit issued by the City of Spring Park is required for the mooring or storing of boat at docks accessory to property located in the R-3 or C-3 Zoning District by persons other than the property owner or occupant. Issuance of a dock permit allows the mooring or storing of boats by such people subject to certain conditions and restrictions. Please refer to the Spring Park City Code for additional details.

Please include the following information. Applications that are not accompanied by the below required information and documentation are considered incomplete and will be returned to the applicant:

- A complete and signed application.
- Paid application fee
- Site plan drawn to scale which shows:
 1. Number and location of all boat slips/mooring spaces.
 2. Number and location of all required parking spaces.
 3. Location of all public restroom facilities.
 4. Location of all public trash receptacles.

Please note the following:

- The application fee is \$200.00 and can be paid by check or online at: <https://www.trafficpayment.com/SelectService.aspx?cid=1286&cname=Spring+Park&sid=24&sname=Minnesota>
- All application materials can be sent via email to jkhoffman@ci.spring-park.mn.us.

APPENDIX A – 2018 FEE SCHEDULE – CH. 11 – R-3 DOCKS		
		Fee
§11-12	<i>Annual application fee – dock permit</i>	200.00
§11-31	Violation – 1 st offense	250.00
§11-31	Violation – 2 nd offense	500.00
§11-31	Violation – 3 rd offense & additional offenses	750.00



Permit No.	-	DL
# of docks	_____	

CITY OF SPRING PARK
R-3/C-3 DOCK PERMIT APPLICATION

APPLICANT INFORMATION:

Applicant (Business Name) _____		Applicant Phone _____	
Applicant Address _____	City _____	State _____	Zip Code _____
Name of Main Contact _____		E-mail Address of Main Contact _____	
Property Owner of Record (if different from Applicant) _____		Property Owner's Phone _____	

DOCK DETAILS:

Has a Multiple Dock Permit been issued by the LMCD? Yes No

Total number of Boat Slips/Mooring Spaces available: _____

Total number of Slips/Spaces to be used by persons other than the Mortgagees/Occupants of the property: _____

Number of feet of property shoreline: _____

SITE PLAN DETAILS:

PARKING REQUIREMENTS

In addition to resident and guest parking required by Section 3, Subd. G of the Spring Park Zoning Ordinance, an applicant for a dock permit must provide one (1) parking space for every three (3) boat slips at docks serving the property. Location of all required parking spaces must be included on your attached site plan.

Total number of parking spaces on the property? _____

Number of parking spaces designated for boat slip parking? _____

GARBAGE & SANITATION

An applicant for a dock permit must provide public restroom facilities and trash receptacles. The location of all trash receptacles and public restroom facilities must be included on your attached site plan.

Are your outdoor trash receptacles accessible and available for boat slip guests? Yes No

Do you make indoor public bathrooms available for boat slip guests? Yes No

If yes, are the bathrooms located in a locked or secure area? Yes No

If yes, please describe how boat slip guests can access the bathroom facilities at your site:

APPLICANT ACKNOWLEDGMENT AND SIGNATURE:

In the course of your application for a permit, you may be asked to supply non-public data. The purpose and intended use of this data is to provide a means for the City to evaluate whether you comply with the application requirements for the general permit application. You may refuse to supply the requested data, but this may result in an incomplete application which may result in your application being denied. This non-public data may be reviewed by the City of Spring Park, employees of the City of Spring Park who are assigned to review such information, and the City of Spring Park's legal consultant. In addition, this data may be reviewed by specific advisory boards and subcommittees of the City of Spring Park, who assist the City in evaluating your application. You hereby agree to release the data to those boards and subcommittees for the purpose of effectuating that review.

The undersigned applicant agrees to comply with all applicable codes, ordinances, rules, and regulations of the City of Spring Park and the Lake Minnetonka Conservation District, including, but not limited to, all codes, ordinances, rules and regulations governing noise, nuisance, trespass, disorderly conduct, parking, and permissible number of restricted watercraft.

The undersigned applicant acknowledges and understands that administrative fines may be imposed and the permit may be suspending and/or revoked for violations of the conditions and restrictions contained in Chapter 11 of the City Code. No permit will be issued if there are any unpaid administrative fines from a previous year.

The undersigned has fully read and understands this application and Spring Park City Code Chapter 11 regarding dock regulations and agree to respect and obey all regulations of Spring Park's City Code with regard to docks. Therefore, the undersigned acknowledges and understands that docks in the R-3 residential zoning district may be used for the personal recreational use of the boat owners and their guests only. **A dock permit DOES NOT allow boats or docks to be used for commercial or business enterprises of any kind** (including, but not limited to, guide services, cruise services, fishing charters or other charter services, boat clubs, water taxis, docking services for boats stored off-site or boat repair services).

The undersigned represents and warrants that the undersigned is authorized to represent, act on behalf of and bind the applicant.

Also, the undersigned does hereby agree to defend, indemnify, and hold harmless, the City of Spring Park, its officers, employees and agents, for any and all claims, causes of action, lawsuits, losses or expenses, including reasonable attorney's fees and costs, on account of bodily injury, sickness, disease, death, and property damage as the result of any action of the undersigned.

The undersigned applicant states that the information contained in this application is true, correct and complete. If any information contained in this application is found to be false or to constitute a substantial misrepresentation, the application will be denied and/or the permit revoked.

Applicant Printed Name: _____ Date: _____

Applicant Signature: _____

(For office use only)

Date application received: _____ Fee Amount: _____ Receipt/Check #: _____

Site Plan attached? _____ Yes _____ No City Council Approval? _____ Yes _____ No

Any unpaid administrative fines? _____ Yes _____ No Date of Approval: _____

Orono Police Dept Notes Attached? _____ Yes _____ No Permit #: _____ Date Issued: _____

Comments: _____
