

TOWN OF SHELTER ISLAND
38 NORTH FERRY ROAD, P.O. BOX 1549
SHELTER ISLAND, NY 11964-1549
Dorothy S. Ogar, Town Clerk
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APPLICATION FOR PERMIT

Docks, Dredging, Bulkheads, Groins, Repairs, & Water Control Structures (excluding moorings)

Fees: Repairs - \$125.00, New Construction - \$250.00

Name _____ Telephone Numbers (include area code) _____
Mailing Address _____ Home _____
_____ Business _____
Email _____ Cell _____

Description of work to be done _____

Property Location/Street Address (include tax map number) _____

Name, Address, Telephone # of Contractor _____

Applicant agrees that when said permit is issued, it is on the express condition that the work to be performed pursuant thereto will not obstruct the right of the public to pass along the foreshore between the high and low water mark. In the event that such work shall interfere with or obstruct such right of the public, the permittee hereby expressly agrees that (s)he will provide and allow suitable passageway around or over the same so that the public will be given free and unobstructed passage along said foreshore.

It is expressly understood and agreed that the applicant hereby agrees to hold the Town of Shelter Island and its authorized representatives completely blameless for any liability in connection with property or bodily damages arising out of or incidental to the performance of the work involved in said permit.

Date

Signature of Applicant

INSTRUCTIONS & REGULATIONS

Docks

A permit shall be required for the construction, alteration or modification of a dock. A permit shall not be required for the repair of a dock, except in any of the following circumstances:

- when the total cost for such repair of an existing dock exceeds ten thousand (\$10,000.00) dollars;
- when the repair is other than in kind and in place;
- when no previous permit has been issued for the construction of the dock;
- when less than thirty (30%) percent of the original structure remains in a structurally sound condition;
- extension of utilities (including water, electric, cable and telephone) to a dock requires a building permit issued by the Town Building Department.

The dock permit shall be issued by the Town Board and will be valid for a period of twelve (12) months from the date of issuance and is conditioned on the issuance of permits from other governmental or municipal authorities as may be required. A permit may be extended by resolution of the Town Board for an additional period of six (6) months without a public hearing provided that the request for same is submitted no later than thirty (30) days prior to the expiration date. No dock construction may be commenced under the permit until the Building Department is notified by the dock contractor of the date construction will commence.

Sixteen (16) copies of the dock application shall be accompanied by sixteen (16) copies of the following:

-A certified survey of the owner's property on which the proposed dock is to be located, indicating the zoning district and showing property lines, exact location of the proposed dock and other structures, any unusual natural features on the property and adjacent waters, and depths to the nearest foot at ten (10) foot intervals to the end of the dock, measured at mean low water.

-An accurately dimensioned scale drawing of the proposed dock in plan and elevation format showing the structural design details of the dock, including the location and type of services and utilities (including water, electric, cable and telephone).

-Specifications for the construction materials to be used.

-The following proof of insurance in force: (a) from the owner, a certificate of insurance for at least \$300,00 liability on the location and operations covered by said permit; and (b) from the contractor performing the operations covered by said permit, an owner's/contractor's policy issued in favor of the Town of Shelter Island for the liability limits of at least \$500,000 covering operations of the contractor pursuant to said permit.

-Any copies of applications and permits related to other agencies as may be required.

In addition to the above, it shall be a prerequisite for a complete application that the off-shore location for the proposed structure shall be clearly delineated by a minimum of four stakes and that additional stakes be placed at the property boundaries nearest the dock. The location of these stakes should correspond exactly to the configuration of the proposed structure on the scale drawing accompanying this application.

Applications for the alteration, modification or repair of an existing dock which do not change the configuration of the dock are exempt from the requirements of a certified survey and accurately dimensioned scale drawing, and six (6) copies of the application and supporting documentation.

A dock shall not be an impediment nor a menace to navigation. The location of a dock shall cross the water frontage of a lot with the same setback requirements from the extremes of that water frontage as apply for the principal dwelling on that lot, but in no case less than twenty-five (25) feet. The dock shall extend seaward in a direction and configuration that does not intrude on neighboring lots' equivalent rights to current or future dock location.

Length and Depth of Docks:

-At mean low water, a private dock may not extend into the waterway farther than the equivalent of fifteen (15%) percent of the shortest distance at mean low water from the shoreline where the dock is located to the opposite shoreline.

-A private dock may not extend either: (i) more than one hundred (100) feet offshore from the mean high water mark on the owner's upland property, or (ii) beyond the point where mean low water depth reaches four (4) feet, whichever of these two conditions occurs sooner.

-A private dock may not extend in total linear measure of all walkways, ramps, floats, and distance to tie-off pilings more than one and one-half (1.5x) times the specified maximum off shore distance of the dock.

-A commercial dock may not extend either: (i) more than three hundred (300) feet offshore from the mean high water mark of the owner's upland property, or (ii) beyond the point where the mean low water depth reaches six (6) feet, whichever of these two alternative conditions occurs sooner.

Width of Docks

-A private dock, exclusive of floats, but including walkways and ramps shall be no wider than five (5) feet; the deck area of floats shall be no greater than two hundred (200) square feet.

-A commercial dock, exclusive of floats, but including walkways and ramps shall be no wider than ten (10) feet; floats shall be no wider than twelve (12) feet.

Any waterways illumination whether dock mounted or shore mounted, shall be focused downward and shall not directly light an area more than ten (10) feet beyond the foreshore or the footprint of the dock.

Private dock installations to store or convey fuel or sewage shall not be permitted.

Acceptance of a permit shall constitute an agreement that it shall be the owner's responsibility to ensure proper usage of the dock at all times, and to maintain the dock and all appurtenances and equipment in conformance with the Town of Shelter Island Dock Law and in the interests of public safety and protection of the waterways.

Other Water Control Structures

No person shall construct, repair, replace or reconstruct or place any bulkhead, pile, float, building, pier, wharf, jetty, groin, dolphin, dike, dam or other water control device or other structure, any part of which is embedded in or attached to land above or below water, in or on any Town waters, Town lands under water, foreshore or state or county lands under water within the geographical limits of the Town, nor shall any person remove or move any sand, gravel or other material from such lands in the Town of Shelter Island without first obtaining a permit from the Shelter Island Town Board.

The validity of any permits issued shall be conditioned on the issuance of permits from other governmental or municipal authorities as may be required.

In issuing a permit, the Town Board may impose such reasonable conditions and restrictions as will prevent the obstruction or interference with navigation, the public use of Town waters or lands under Town waters, or shall be in furtherance of the public interest.

Dock Application Statement

(must be signed by applicant, not agent or contractor)

The undersigned certifies the following:

1. The materials and design of the dock will meet all pertinent federal, state, county and town regulations.
2. Acceptance of the permit shall constitute an agreement that the permittee:
 - a) will indemnify and hold the Town of Shelter Island and its authorized representatives harmless from any liability in connection with any property damage or bodily injury that may occur as a result of the issuance of a permit under the Town of Shelter Island Dock Local Law, nor is the Town responsible for the loss, damage or theft to boats and/or their contents;
 - b) consents to the entry on the property by the Dock Inspector or other authorized representative of the Town in order to make such inspections as the Town may deem necessary to ensure compliance with the terms and conditions of the permit.

Date

Signature of Applicant