



## Charlevoix City Marina Rules and Regulations

### A. Compliance with all State and Federal Laws

Use of the Charlevoix City Marina will comply with all state and federal laws. Boaters must follow all directives of law enforcement, operate vessels in accord with local ordinances, and observe posted notices and directions. For information regarding State of Michigan Boater Laws, visit <https://www.michigan.gov/dnr/things-to-do/boating/rules-and-regs>

### B. Reservations and Slips

No person shall moor a vessel at a slip without first obtaining an official permit and assignment from the Harbormaster or his/her designee. A fee shall be charged from opening day through October 15th each year. Annually, the City Council shall determine the opening date, fees, and other charges described herein. Daily fees include usage of assigned dock, access to the Harbormaster Building, and the services of water, electricity, and garbage collection.

1. The slips are numbered and in accordance with the berthing spaces as shown on the marina map.
  - a. Reservations may be made up to 180 days in advance of arrival date, subject to the Michigan DNR rules.
  - b. Advanced reservations are made via the DNR call center or DNR website <https://midnrreservations.com/>.
  - c. Same-day reservations are made directly with marina staff who are available to assist in the reservation process. For general questions, or more information on docking facilities, contact the Harbormaster at 231-547-3272 during the boating season. For those on the water, the marina monitors VHF channel 9.
2. Docking in an unassigned reserved slip is strictly prohibited.
3. Only one boat per slip reservation.
4. Rafting only at the direction or the approval of the Harbormaster.
5. Boaters are advised to use radio channel 9 to contact the marina when approaching the harbor for additional instructions and confirmation of slip assignment.
6. The rate per night is dependent on the overall length of the boat. (Failure to report the correct length of your boat may result in the termination of your reservation upon arrival and/or additional fees.)
7. Daily Check In is at 1:00 PM. Check out is 11:00 AM.
8. Currently the City of Charlevoix City Council has determined that we have two commercial slips that are selected through a formal process. All remaining slips are only to be used for private, recreational purposes and commercial operations are strictly prohibited.
9. Boaters arriving after office hours on your check-in date must contact the marina office one hour before closing on the day of arrival for any additional instructions. Office hours will be posted and updated on the marina website.
10. The duration of the permit is limited to a maximum of 7 days during July and August. In other months of operation, the Harbormaster may allow extensions if they determine there is

availability. Permit extensions are not guaranteed and can only be granted after incoming reservation have been assigned.

11. Due to high demand, slip availability may be very limited throughout the summer months. All assignments are slip specific and determined at the time of booking.
12. With the approval of the City Council, some special events will result in on-line reservations being blocked. Currently this is limited to the Trout Tournament and the Venetian Festival.
13. The Trout Tournament Director will provide eligible boaters with a code and instructions for contacting the Charlevoix City Marina for reservations and slip assignments.
14. Charlevoix Venetian Festival slip reservations may be made by sending an email to the Charlevoix City Marina at [marina@charlevoixmi.gov](mailto:marina@charlevoixmi.gov) on July 1<sup>st</sup> at 8am EDT. Boats will be assigned by the Harbormaster based on the order received and slip availability. Include name of boat, boat length and contact information. All boaters who are selected for a slip, will be required to fill out the [Venetian Slip Agreement](#) and return it via email or drop-off at the marina office prior to being assigned a slip. Annually, some slips will be set aside for donors to the festival.
15. Seasonal and commercial slips will be assigned by the Harbormaster.
16. The Harbormaster is authorized to change the vessel slip assignment.
17. No permit or fee shall be required of government vessels (i.e. DNR Vessels, Coast Guard, law enforcement) when slips are available. Availability and slip assignment will be determined by the Harbormaster.

### **C. General Rules on the Docks**

1. All vessels shall be operated at no-wake speeds within the marina.
2. No riding of bikes or scooters on the docks.
3. No grilling on the docks. Grilling is permitted onboard vessels with proper equipment and while under supervision. The Marina also has a grill available for boaters to use during their stay.
4. Quiet time is from 11:00 PM to 7:00 AM
5. No swimming, diving, or entering the water is permitted from piers or vessels. Entering the water within the marina is extremely dangerous due to numerous factors, including but not limited to rotating propellers, moving vessels, potential electric current and difficult visibility around piers.
6. Major repairs and maintenance are prohibited (including painting, sanding, power washing and extensive engine work). Only nontoxic, phosphate-free, biodegradable soap may be used to wash vessels and equipment.
7. Vessel owners shall keep finger piers free of refuse, debris, and accessories.
8. Pets must be under immediate control and on a leash not exceeding six feet in length. Owners must pick up and dispose of pet waste.
9. Electrical outlets are not to be used to operate power tools, equipment, machinery, or similar devices without permission from Marina Staff.
10. Electric pedestals operate to current standards; vessel owners are responsible to ensure compliance with this standard.
11. Fishing is only allowed in designated areas in the marina. Fishing is not allowed where vessels are docked. Fish waste must be properly bagged and disposed of into the provided containers.
12. Parking permits are available from marina staff during registration. The only parking designated for marina guests is clearly marked and available off Mason Street near the library. It is the driver's responsibility to ensure they are parked properly and always displaying a permit. The marina is not responsible for fines, fees, and citations from improperly parked vehicles.

#### **D. Day Dock Rules and Regulations**

The marina has a limited number of day docks, and they are labeled as "Day Docks". Vessels wishing to use these should contact the Harbormaster at 231-547-3272 or radio channel 9. There is no fee to use the day docks and they are available on a first come, first served basis.

1. Usage of day docks is limited to two hours.
2. Overnight dockage is not permitted at the day docks. Berthing hours of the day dock is between 7:00 AM and 11:00 PM
3. Day visitors that moor in a reserved slip are subject to tickets and fines up to \$15 for each occurrence.
4. Commercial vessels may not utilize the day docks for business purposes of loading or unloading passengers.