



PARKS, RECREATION & WATERFRONT DEPARTMENT

### **Notice: Liveboard Waiting List at Berkeley Marina**

The Berkeley Marina is permitted to have 100 berths occupied by boaters who live aboard their vessel. These are considered Cruising Vessels used as a residence.

The City of Berkeley is now accepting new applications for persons interested in liveboard opportunities at the Berkeley Marina. These new applications will supplement our existing Liveboard Waiting Lists for size Groups A through F. Applications will be assigned to the bottom of the respective waiting list dependent on size.

Applications received will be placed into six separate “Groups” corresponding to vessel extreme length overall, beam, draft, and electrical service requirements. Length overall (“LOA”) is your extreme tip to tip length including any appendages (anchors, davits, swim steps, etc.). It is the applicant’s responsibility to be accurate in the length measurement of his or her vessel. The Groups are as follows:

#### Groups:

- A. 24’-28’ LOA
- B. 29’-35’ LOA
- C. 36’-43’ LOA
- D. 44’-48’ LOA
- E. 49’-53’ LOA
- F. 54’/87’ LOA

For current slipholders at the Berkeley Marina, only applicants in good standing with the City of Berkeley will be considered; in compliance with Marina Rules and Regulations and not in arrears with dockage, fees, or fines.

Applications are available for download at the Marina’s website [www.cityofberkeley.info/marina\\_home/](http://www.cityofberkeley.info/marina_home/) and may be submitted either in person to the Marina Office at 201 University Avenue, Berkeley, CA 94710, or by fax (510-981-6745), or by email to [marina@cityofberkeley.info](mailto:marina@cityofberkeley.info). Applications must be complete to be considered and application packages must include the following documentation:

- Berkeley Marina Liveboard Application
- Current vessel registration or USCG documentation for vessel to be berthed
- Copy of current valid California Boater’s Card (or proof of completed class)
- Copy of Driver’s License or other officially recognized form of identification of vessel owner/applicant
- Valid current vessel insurance certificate that must specifically include the following coverages either on the Declarations Page or within the Policy: General Liability Insurance coverage with a minimum limit of \$300,000 with coverages for:
  - \* Protection & Indemnity (“P&I”) or Watercraft Liability coverage
  - \* Wreck Removal coverage (cost recovery for salvage/wreckage)
  - \* Pollution coverage (cost recovery for oil/fuel spill and pollution control)
  - \* Proof of Insurance MUST state full time liveboard usage is not excluded
  - \* Endorsement Certificate (not due until time of move in) naming the City of Berkeley as “Additional Insured” as follows: *The City of Berkeley, its officers, agents, volunteers, and employees are named as additional insureds. Location: Berkeley Marina, 201 University Ave., Berkeley, CA 94710*

Application packages may be emailed, dropped off, or sent via regular mail to the Marina Office.

**Note: Application packages will not be screened for completeness and good standing by the Marina Office until they are selected for an available liveboard berth. It is the applicant’s responsibility to ensure that the application package meets the City’s requirements, and maintain their good standing by complying with marina regulations.**

Applications received will be placed into six separate “Groups” corresponding to vessel extreme length overall, beam, draft, and electrical service requirements. Length overall (“LOA”) is your extreme tip to tip length including any appendages (anchors, davits, swim steps, etc.). It is the applicant’s responsibility to be accurate in the length measurement of his or her vessel.

Whenever a liveaboard slip opportunity becomes available, Marina staff will identify the appropriate Group to fill the vacancy and initiate the application package qualifying process. From whichever Group is to be pulled from, Marina staff will screen the top ranked application package for the available slip size objectively for completeness and inclusion of all required documentation.

When initially contacting the next applicant for a liveaboard opportunity, they will be asked to pay a \$200 deposit towards their potential liveaboard status within 48 hours of notice. This can be paid in cash, check, or credit card. If the applicant fails to pay the deposit within 48 hours they will lose the opportunity and be moved to the bottom of the list.

Upon satisfactory completion of vessel inspection and awarding of a liveaboard permit the deposit will be released and applied to the first month of liveaboard fees. Any applicant who fails to provide the required paperwork, fails an inspection, or otherwise turns down the opportunity will be charged 25% of the deposit and returned the remainder (Applied towards active marina account or released via check to non-slip holders).

If that Application is determined to be complete and satisfactory then that applicant will be provisionally assigned that available berth opportunity within that Group (pending vessel liveaboard inspection and completion of payment and paperwork requirements).

If the Application package screened by Marina staff is determined to be incomplete or missing required documentation, that applicant will be notified by the Marina Office of the deficiencies, and the applicant shall have fourteen days to make corrections to the Application package and resubmit.

If, after second review, the Application package is determined to be complete, the applicant will move on to the inspection process. If, after second review, the Application package is determined to be incomplete or insufficient again, the applicant will be placed at the bottom of that group’s list.

Applicants having been provisionally selected for an available liveaboard berth opportunity will be contacted by the Marina Office and notified of their status, and given an opportunity to schedule a vessel liveaboard inspection to be conducted at the marina no later than fourteen days after being contacted by the Marina.

Vessel liveaboard inspections: Provisional applicants whose vessel passes inspection will be offered a liveaboard slip and have five business days from notice of intent to complete a Permit Agreement, provide insurance endorsement certificate listing City of Berkeley as additional insured as spelled out in the website notification announcement, and make payment for dockage. Liveaboard status may start immediately following a successful inspection or the next calendar month. Liveaboard fees are \$200/month and cannot be prorated.

Applicants whose vessels fail the liveaboard inspection shall have fourteen days from notice of failure to correct those deficiencies and be re-inspected; applicants passing second and final inspection shall be approved for liveaboard status; applicants failing the second and final inspection shall be removed from consideration for the present opportunity and placed at the bottom of that Group’s List.

Any applicant who did not respond to the opportunity, failed to provide the required paperwork, failed an inspection, or otherwise turned down the opportunity (or any combination of the three) over the course of two separate opportunities will be removed entirely from the waiting list and must re-apply if they are still interested.



Parks Recreation & Waterfront

201 University Ave.  
 Berkeley, CA 94710  
 510.981.6740 Fax 510.981.6745  
[www.cityofberkeley.info/marina](http://www.cityofberkeley.info/marina)  
[marina@cityofberkeley.info](mailto:marina@cityofberkeley.info)

## BERKELEY MARINA LIVE-ABOARD APPLICATION

Last Name		First Name		Middle Name		Last four of SS #		
Driver's License/ID Number		State	Expiration Date		Other ID		Date of Birth	
Home Phone Number			Cell Phone Number			E-mail Address:		
Present Occupation				Employer Name				
How long have you been employed with this employer?				Employer Address				
Employer Contact & Phone Number				Employer City State Zip				
Vessel Name				Documentation/Registration No./ State		Expiration Date		
Vessel Make & Model				Vessel Description				
Year	Extreme Length of Vessel (LOA)		Beam	Draft	Type <input type="checkbox"/> Sail <input type="checkbox"/> Power	USCG Approved Head & Holding Tank? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Hull Type:	Wood <input type="checkbox"/>	Fiberglass <input type="checkbox"/>	Steel <input type="checkbox"/>	Alum <input type="checkbox"/>	Other <input type="checkbox"/>	Note: Type I & II MSDs are NOT authorized for use within the marina.		
Motor:	Inboard <input type="checkbox"/>	Outboard <input type="checkbox"/>	Auxiliary <input type="checkbox"/>	Other <input type="checkbox"/>	Fuel Type :			Diesel <input type="checkbox"/>
Current Marina (Most recent if vessel is in transit)				Location		Marina Phone Number		
Have You Lived Aboard this Vessel Before? <input type="checkbox"/> YES <input type="checkbox"/> NO When? Where?								
How long have you owned this boat?								
Occupants: List all in addition to yourself.	Name (Applicant)			Name				
	Name			Name				
Pets	Pet Name		Description		Pet Name		Description	
Present Address				City		State	Zip Code	
Date In	Date Out	Owner/Agent Name			Owner/Agent Phone No.			
Reason for Moving:								
Previous Address				City		State	Zip Code	
Date In	Date Out	Owner/Agent Name			Owner/Agent Phone No.			
Reason for Moving:								
Next Previous Address				City		State	Zip Code	
Date In	Date Out	Owner/Agent Name			Owner/Agent Phone No.			
Reason for Moving:								

Applicant represents that all of the above statements are true and correct and hereby authorizes verification of the above items including, but not limited to, the obtaining of a credit report and agrees to furnish additional credit references upon request. Applicant consents to allow Owner/Agent to disclose tenancy information to previous or subsequent Owners/Agents.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Section 6.20.190 Cruising vessels used as a residence.**

To provide additional security and assistance in emergency situations, the Harbormaster may designate a limited number of berths as residences. These berths will be dispersed throughout depending upon the total number of berths in a section, and will be subject to the following conditions:

- A. The Harbormaster will grant residential privileges only for a cruising vessel minimum 24 feet in length, kept in good repair and in **seaworthy** condition. The vessels must not be permanently attached to the dock and must leave the marina waters at least once each 180-day period.
- B. Any emergency situation, unusual event, or violation of this chapter or any regulations promulgated hereunder noted by a permittee with residence privileges shall be reported to the Harbormaster.
- C. Only a permittee with residential privileges and up to three other persons may use the vessel as a residence on a continuing basis. Persons who are not permittees may reside on the vessel only when a permittee is in residence. The Harbormaster is to be notified in writing of the names of all persons residing on the vessel. A cruising vessel may not be rented for residential purposes.
- D. Residence privileges are not transferable with the sale of the vessel. Permittees who have residence privileges may purchase a new vessel and still retain these privileges, provided that a suitable berth for the new vessel is available, and the vessel otherwise meets the requirements in subsection A of this section.
- E. The owner of a pet that creates a public nuisance will be required to remove the pet from the marina permanently.
- F. Permission to use a vessel as a residence will be revoked if complaints are received by the Harbormaster of loud, boisterous, or inappropriate conduct that disturbs others, by those on board, or for violation of this chapter or the regulations promulgated hereunder.
- G. The vessel must be equipped with a sink and marine head and must be equipped with a holding tank designed to retain all sewage from the marine head until these wastes can be discharged into a sanitary sewer system or otherwise discharged in accordance with law. The permittee shall allow the Harbormaster to inspect such holding tanks from time-to-time upon demand. No waste matter from marine heads, holding tanks or any other receptacles shall be discharged into the waters of the marina, and no waste or other matter shall be discharged or thrown into said water.
- H. Permittees receiving residential privileges shall keep the area immediately surrounding their vessels in a sanitary and orderly condition in order to assure the preservation of the public health and safety. Failure of any person residing on a vessel in the marina to abide by these requirements shall be cause for revocation of the residence privilege.
- I. Payments of berthing fees and all other residence related charges must be kept current. If any charges become delinquent for 35 days, the residence privilege will be revoked unless there are extenuating circumstances.
- J. On June 30th and December 31st of each year, a permittee granted residence privileges must submit to the Harbormaster a log of his/her vessel's trips out of the marina and a log of the dates the holding tank Title 6 Page 20 Chapter 6.20 pump-out station was used by the permittee.
- K. Permittee must reside at least 50% of the year in his/her vessel or his/her residence privilege shall be revoked.
- L. Persons residing on board a vessel must obtain a permit from the Harbormaster to park his/her vehicle in a marina parking lot on a regular basis. (Ord. 6925-NS § 1 (part), 2006: Ord. 6645-NS § 1, 2001)

**Section 6.20.020 Harbormaster authority.**

- E. The Harbormaster has the right to refuse the application for use of the marina by and/or cancel a berthing permit for derelict vessels, vessels in need of major overhaul and vessels not in operational order as intended by design. The Harbormaster may require that vessels be inspected to determine whether they are operable and seaworthy.

\*seaworthy definition: "Seaworthy" means capable of independently navigating the central portion of San Francisco Bay in typical summer afternoon weather conditions, in safety and with no significant probability of requiring assistance.

I have read this document, understand, and agree to comply with the contents herein.

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_