



WHITTIER HARBOR
P.O. Box 639 Whittier, Alaska 99693
907-472-2327 Ext 6 Fax 907-472-2472

E-mail: harbormaster@whittieralaska.gov

WHITTIER HARBOR POLICY & PROCEDURES RULES & REGULATIONS

Gateway to Prince William Sound



Harbor, City of Whittier
Rules, Regulations, & Procedures
2017

TABLE OF CONTENTS

1. PURPOSE-----	Pg. 4
2. IMPLIED AGREEMENT-----	Pg. 4
3. INJURY OR DAMAGE REPORTS-----	Pg. 4
4. HARBORMASTER-----	Pg. 4
5. DEFINITIONS-----	Pg. 4
6. SCHEDULE OF CHARGES OR FEES-----	Pg. 5
7. CHARGES AND FEES-----	Pg. 5
8. METHOD OF PAYMENT, PENALTIES, RESPONSIBILITY FOR CHARGES, AND PREPAYMENT-----	Pg. 5
9. TIME OF PAYMENT, ACCEPTABLE SECURITY, AND REFUND EXCESS-----	Pg. 5
10. WAIVER OF PREPAYMENT REQUIREMENT-----	Pg. 6
11. PENALTY CHARGES ON DELINQUENT ACCOUNTS-----	Pg. 6
12. SALES TAX-----	Pg. 6
13. CITY LICENSE-----	Pg. 6
14. LIENS, UNPAID CHARGES, FEES OR SERVICES-----	Pg. 6
15. MERCHANDISE LIABILITY-----	Pg. 6
16. PASSENGER USER FEES-----	Pg. 6
17. MOORAGE-----	Pg. 7
18. AIRCRAFT MOORAGE-----	Pg. 8
19. HARBOR MOORAGE CONTRACT AGREEMENT-----	Pg. 9
20. DISPOSITION OF IMPOUND BOATS AND/OR PROPERTY----	Pg. 10

TABLE OF CONTENTS (cont'd)

21. DEPARTURES-----Pg. 13
22. WAIT LIST-----Pg. 13
23. DUTIES OF BOAT OWNERS-----Pg. 14
24. PROHIBITED ACTS-----Pg. 15
25. HARBOR FACILITIES AND SERVICES-----Pg. 16
26. VIOLATIONS – PENALTY-----Pg. 21
APPENDIX A – GENERAL DEFINITIONS-----Pg. 22
APPENDIX B – HARBOR JURISDICTION-----Pg. 25

1.) PURPOSE: Establish rules and regulations for the harbor, sets reasonable fees for the use of the harbor facilities and harbor services. Provides for the orderly management, daily maintenance and expansion of the harbor. Protects and preserve private and public property within the harbor, the lives, safety, health and safety of persons who maintain property in the harbor, or work, fish, and pleasure boaters by safe and efficient use of the harbor. Prevent and abate navigational hazards, safety infringements and fire. Harbor usage of vessels that are derelict or a nuisance will be discouraged and prevented. Wherever possible the rules, tariffs, and schedule of charges adhere to Title 2, Title 3, Title 10, and Title 12 of the Whittier Municipal Code. In the event this policy conflicts with Whittier Municipal Code, the requirements of Whittier Municipal Code shall have priority

2.) IMPLIED AGREEMENT: The moorage or use or presence of any boat within the boat harbor shall constitute an agreement by the owner, operator, master or managing agent to conform to State and Federal laws, and the provision of these regulations and any rule, code or order made pursuant thereto.

3.) INJURY OR DAMAGE REPORTS: Any person who is involved in an accident or incident which results in the injury or death of a person or any property damage shall immediately notify the Harbormaster and file a written report. In the event that the harbor office is closed notification shall be given to the police department. The notification shall include the name and address of the person, the type and extent of the injury or damage, the location where the accident or incident occurred, the date and time of the accident or incident and name of witnesses.

4.) HARBORMASTER: The Harbormaster is charged with the duty of enforcing all the rules and codes for Title 2, Title 3, Title 10, and Title 12 of the Whittier Municipal Code as applicable. Supervises all personnel and manages all facilities of the Whittier Boat Harbor.

The Harbormaster is a peace officer of the City of Whittier and has exclusive power to designate harbor speeds, classifications of all facilities usage and may refuse moorage, storage or facilities to aircraft and floatplanes, floating vessels and any floating structure. The Harbormaster is authorized to direct any vehicular traffic within the harbor boundaries which includes parking and storage areas.

The Harbormaster can establish moorage agreements, board or move any vessel within the boundaries of the Whittier Boat Harbor for cause to include emergency and/or noncompliance to the rules of the City of Whittier, State of Alaska or the Federal Government. The Harbormaster may enlist the aid of a duly authorized police officer of the city to make arrest for violation of the provisions of the code or sections thereof.

5.) DEFINITIONS: For the purpose of the Whittier Boat Harbor Regulations, the terms defined herein have the meaning provided in Appendix A unless the context requires otherwise.

6.) SCHEDULE OF CHARGES OR FEES: The Whittier Harbor requires payment in advance or at the time of service. The Harbormaster may grant exception to persons repairing their vessel.

7.) CHARGES AND FEES:

All service and equipment fees, costs, penalty fines and facility usage rates are governed by tariffs set by the City of Whittier Council. All registration of boats, payments of moorage and other charges and other harbor facility business will be conducted at the harbor office.

A.) Moorage and storage charges and other fees for the use of facilities shall be paid in advance (or as noted in section 10.), unless special arrangements are made in writing with the Harbormaster. Failure to register or pay such rentals or fees shall be presumed to be abandonment.

B.) The charges and fees for preferential or annual transient moorage shall be on an annual basis; from January 1st through December 31st. If the boat in question is removed from the harbor and a written agreement is made to cancel the rental agreement prior to March 1st, a prorated refund shall be authorized.

C.) At his or her discretion, the Harbormaster may charge a new renter on a prorated basis from the date of entry into the harbor.

D.) For the purpose of determining any charges or fees, boat length shall be the overall length including bowsprits, swim steps or any other protrusions. For Preferential Berth Holder moorage fees, if the boat is less than the finger length or if the Berth Holder does not yet have a boat, the length of the finger for the slip size serves as a minimum.

E.) Any accounts delinquent by sixty days constitutes justification for the Harbormaster to refuse any services except emergency entrance into the harbor until such fees are paid.

8.) METHOD OF PAYMENT, PENALTIES, RESPONSIBILITY FOR CHARGES AND PREPAYMENT: Terms of payment for all applicable harbor fees and charges shall be cash in advance, unless special arrangements are made in advance, and in writing, with the Harbormaster.

9.) TIME OF PAYMENT, ACCEPTABLE SECURITY AND REFUND ACCESS: All charges for services rendered by the Whittier Boat Harbor or for the use of harbor

Harbor, City of Whittier
Rules, Regulations, & Procedures
2017

facilities are due and payable after performance or when invoiced. See City of Whittier Tariffs.

10.) WAIVER OF PREPAYMENT REQUIREMENT: The Harbormaster in his or her sole discretion may waive the payment-in-advance as to all or any category or categories of its anticipated harbor charges when the party responsible for such charges has been identified as such to the satisfaction of the Harbormaster and:

A.) The party responsible has established credit worthiness acceptable to the Harbormaster.

B.) The agent requesting the harbor services or facilities usage or harbor equipment or any entity has personally accepted financial responsibility for the applicable charges.

C.) The customer or agent is enrolled in an automatic payment plan.

11.) PENALTY CHARGES ON DELINQUENT ACCOUNTS: All invoices will be declared delinquent twenty-five days after the date of the invoice and, as such will be charged a penalty of 1.5% (18%APR) for each month or portion thereof that the particular invoice remains delinquent. All extra expense including legal expense, litigation cost or costs of agents employed to effect collection shall also be assessed to and payable by such accounts.

12.) CITY LICENSE: Anyone conducting business within the City of Whittier, including the Whittier Boat Harbor, is required to have a City of Whittier Business License. This is in addition to any license required by the State of Alaska.

13.) LIENS FOR UNPAID CHARGES, FEES OR SERVICES: The City shall have a lien for any unpaid rentals, fees or services. If any such rentals or fees have been unpaid for a period of sixty consecutive days after due, any boat upon which such rental or fee has accrued shall be impounded and disposed of in the manner provided in the Whittier Municipal Code.

14.) MERCHANDISE LIABILITY: The City is not liable for damage to or loss of merchandise while it is on a municipal wharf or in a municipal storage area.

15.) MOORAGE: All owners or lessee(s) are required to register with the Harbormaster upon entering the harbor. Failure to register within four hours after entering the harbor is a violation. Preferential slips are assigned to private individuals for the purpose of mooring a vessel of the appropriate size. Fees assessed under the moorage Agreement are based on the length of the finger or the length of the vessel, whichever is the

Harbor, City of Whittier
Rules, Regulations, & Procedures
2017

greater. The Harbormaster has full authority and responsibility for making moorage assignments. Assignment of slips is Preferential or Transient. The practice of private "subleasing" is prohibited. No vessel with a length in excess of 100 feet shall be allowed to enter the harbor under any circumstances other than extreme emergency. Individual slips in the Whittier Harbor are designed to accommodate vessels 10% longer than the existing fingers. The Harbormaster will at his/her discretion, determine whether a vessel is excessively large for the float system and will not allow that vessel to tie secure to the float system. Barges, boathouses, boat shelters, log rafts, pile drivers and other cumbersome floating structures are prohibited.

A.) Preferential Moorage Agreement and fees are based on the length of the finger or the overall length of the vessel, whichever is the greater, and shall be paid in advance. Annual Transient Moorage Agreement fees are based on the length overall of the vessel and normally shall be paid in advance. Entering into a Preferential Moorage agreement or Annual Transient Agreement with the City of Whittier Boat Harbor will subject the boat owner to City of Whittier personal property tax in accordance with Whittier Municipal Code.

B.) Preferential Slip holders receive the privilege of occupying an assigned space on a preferential usage basis only if he/she owns at least 51% of the applied vessel and pays the prescribed fees, including personal property taxes and proof of insurance. The owner of at least 51% must be physically present when the vessel is moved out of the harbor during the required 3 times a year under its power.

If the preferential slip holder elects to lease a vessel to occupy the slip, he/she must submit a current copy of that lease agreement to the Harbor office. During the period of time covered by this agreement, the lessor/owner of the vessel shall not have any right of personal use of the leased vessel.

If the registered owner has the right of use or otherwise does use the Vessel during the term of the Moorage Agreement, the City shall deem the vessel a transient vessel and may terminate the agreement in accordance with the Moorage Agreement and, at the Harbormaster's discretion, initiate any and all applicable fees and penalties under the Whittier Municipal Code. No property or ownership rights are implied.

C.) The moorage or use or presence of any boat within the Whittier Harbor shall constitute an agreement by the owner, operator, master or managing agent to conform to State and Federal law, the provisions of these regulations and any rule, code or order made pursuant thereto.

D.) Daily or monthly transient moorage fees are based on the overall length of the vessel or the finger length, whichever is longer and shall be paid in advance.

Transient slips are assigned on the basis of availability. Every owner, master, operator or managing agent desiring to moor at a slip or store his boat in a designated storage area shall apply to the Harbormaster and pay the required rental fees.

E.) There are two options of the Moorage License Agreement for Transient Vessels; (1) Daily and/or Monthly or (2) Annual. Any vessel moored 90 days, or any vessel acquiring a slip on an annual basis, shall be subject to the City of Whittier Personal Property Tax under Whittier Municipal Code, Title 3.

G.) The Harbormaster has authority to permit other vessels to occupy any empty boat slip at any time the assigned vessel is absent from its assigned space. Any such vessel temporarily assigned by the Harbormaster to a reserved slip location is required to pay the appropriate Transient Moorage License Agreement fee. Any vessel that occupies a slip without being assigned by the Harbormaster will be moved, if required, and will be subject to towing charges and other applicable fees and penalties under the Whittier Municipal Code.

H.) The Harbormaster can refuse moorage to vessels when the harbor is full. Generally, the harbor would be considered "full" when all available slips are occupied, the 3-deep rafts at the end of floats have been utilized, and A-float is near or at maximum capacity (5 boats in a raft on the west side, and 3 boats in a raft on the east side). Preferential Berth Holder slips would remain available when they are expected to return to port. When vessels are refused moorage due to overcrowding, the Harbormaster will establish a wait list for moorage in the next available slip.

I.) Sale of a vessel constitutes termination of a Moorage Agreement unless the owner/operator replaces the vessel with an appropriate vessel or demonstrates to the satisfaction of the Harbormaster that he or she intends to replace the sold vessel within one year from the date of vessel sale. A slip so vacated is assigned to the first person from the appropriate size wait list.

J.) If a vessel under an Annual Transient agreement is sold, the moorage agreement may be either transferred to the new owner or retained by the original owner to be applied to a replacement vessel as long as the vessel is replaced within one calendar year.

K. If a preferential vessel is sold and the owner terminates the preferential moorage agreement, the vessel may be assigned an Annual Transient Agreement at the discretion of the Harbormaster.

16.) AIRCRAFT MOORAGE: Ordinarily, seaplanes, floatplanes and helicopters do not mix with boat traffic. The high-octane fuels and spinning propellers associated with aircraft use are dangerous in the crowded environment of the Whittier harbor. However, from time to time, emergencies arise from aircraft equipment failures or adverse weather

conditions that force use of the harbor by aircraft. Should this occur, such use should be limited to the duration of the emergency. Loading and unloading of passengers in the basin or in the harbor parking lot is generally prohibited, but again, during adverse weather such activity can sometimes be done only in the relative safety of the harbor. Emergency loading and unloading of medical casualties, supplies, or personnel is allowed in the harbor area.

No aircraft or floatplane shall land or take off from within the confines of the boat harbor or the entrance thereto. Any aircraft within these confines shall not be operated in excess of three miles per hour or at such speed as to leave a wake or wave action that can endanger, damage or cause undue distress to any boat, person or harbor property. Aircraft entering the harbor shall register with the Harbormaster to be assigned an area where the plane can be moored and pay the mooring charge.

17.) HARBOR MOORAGE CONTRACT AGREEMENT:

A.) The applicant agrees to abide by the rules and regulations and all amendments thereto relating to the Whittier Harbor as established by or pursuant to the Whittier Municipal Code as now constituted or hereafter amended.

B.) The applicant agrees that any unpaid fees and charges shall become a lien against the vessel described in this agreement.

C.) Nothing in the Whittier Municipal Code or in the ordinances and regulations of the City have been or shall be interpreted to impose upon the City any obligation or responsibility for the care and protection of any private property, including vessels. This agreement is limited to privileges of moorage space only. Applicant expressly consents and authorizes the City to move and/or dry-dock the vessel in the event that rents, fees or other charges are not paid, ordinances, regulations, State or Federal laws are violated, or in the event of necessity or emergency. The applicant further agrees to hold the City harmless against the loss or damage to the vessel. This includes all equipment, nets, gear, tanks, lines or other personal property on, attached or related to the vessel, resulting from the use of the City facilities and any movement of the vessel.

D.) Applicant consents to a physical inspection of the vessel and its equipment by the Harbormaster in the exercise of his/her duties as outlined in this chapter, at any time while the vessel is within the boundaries of the small boat harbor pursuant to the grant of harbor privileges.

E.) Possession of a reservation for a specific mooring space does not apply or guarantee to the holder any right to exclusive use of any such spot for the duration of reservation agreement. Possession of a reservation is a guarantee that the reserved space shall be available for the use of the holder of the reservation during those periods when the subject boat is within the harbor facilities. The Harbormaster may temporarily assign another boat to a reserved mooring space as he/she determines it expedient and only when the boat assigned to a reserved space is away from the harbor.

F.) In the event that the holder of a mooring space reservation returns to the boat harbor facility and finds his reserved space occupied, the holder shall contact the Harbormaster. The Harbormaster will cause the temporarily assigned boat to be moved to another location during regular Harbor operating hours.

G.) The boat owner who possesses a reservation for a mooring space shall not sublease or in any other manner permit the use of such mooring space to another boat owner.

H.) No property rights are created by this section. The holders shall have only a right to use the space reserved to them as provided for in these regulations.

I.) The boat owner agrees to maintain Liability Insurance for the vessel, owner, owner's employees, invitees, guests and passengers covering bodily injury and property damage arising in whole or in part out of the use or operation of the vessel or the insured's activities in Whittier. If the vessel does not carry passengers for hire, the liability insurance coverage shall be in an amount not less than \$300,000 per occurrence. If the vessel carries passengers for hire, the commercial liability insurance shall be in an amount not less than \$1,000,000 per occurrence. The City of Whittier Harbor should be named an additional interested party.

J.) In the event the vessel remains in the Harbor during the months of October through March, the boat owner agrees to provide a local agent/boatwatch for contact in case of an emergency.

K.) The surviving Spouse of a Preferential Birth holder or Annual Transient Slip will assume full rights and responsibilities in the event that the owner is deceased or incapacitated.

18.) DISPOSITION OF IMPOUNDED BOATS AND/OR PROPERTY:

A.) Vessels may be impounded if:

1. The vessel is within the harbor including its dry storage areas, and is a derelict or a nuisance as defined under the Whittier Municipal Code;
2. The fees for the vessel (on which the City has a lien) are sixty (60) days delinquent;
3. The vessel is located in the harbor, including its dry storage areas, and is in violation of the Whittier Municipal Code, or a state or federal law; or
4. The owner, operators, master or managing agent is not aboard the vessel and a name and/or number do not properly identify the vessel.

B.) Notice to Owner:

1. Contents: Prior to impounding any vessel, the Harbormaster shall prepare a written notice of intent to impound the vessel. This notice shall contain:
 - a. The name and/or official number or state registration number of the vessel;
 - b. The name and address, if known, of the owner, operator, master or managing agent, and the location of the vessel;
 - c. The basis or reason for impoundment; and
 - d. The reserved moorage space, if any, which will be forfeited if the vessel is impounded.
2. Distribution: The Notice of intent to impound shall be at least twenty-one (21) days before impoundment. The notice shall be:
 - a. Mailed by certified mail, return receipt requested, to the last known owner, master or managing agent of the vessel at his/her last known address;
 - b. Posted on the vessel, in the Harbormaster's office, and at the United States Post Office located in Whittier, Alaska.

C.) Hearing:

1. Demand for Hearing: The owner, master or managing agent or any other person in lawful possession of a vessel proposed for impoundment has the right to a pre-impoundment administrative hearing to determine whether there is cause to impound the vessel. Any such person desiring a hearing shall file a written demand with the City Clerk within ten (10) days after the mailing and posting of the notice of intent to impound.

2. Hearing Procedure: The hearing shall be conducted within seventy-two (72) hours of receipt of a written demand therefore from the person seeking the hearing unless such person waives the right to a speedy hearing. Saturdays, Sundays and City Holidays are to be excluded from the calculation of the seventy-two (72) hour period. The hearing officer shall be designated by the City Manager and shall be someone other than the Harbormaster. The sole issue before the hearing officer shall be whether there is cause to impound the vessel in question. "Cause to Impound" shall mean such a state of facts as would lead a reasonable person exercising ordinary prudence to believe there are grounds for impounding the vessel.

The hearing officer shall conduct the hearing in an informal manner and shall not be bound by technical rules of evidence. The person demanding the hearing shall have the burden of establishing that he or she has the right to possession of the vessel. The Harbormaster shall have the burden of establishing that there is cause to impound the vessel. Failure of the owner, operator, master or managing agent to request or attend a scheduled impoundment hearing shall be deemed a waiver of the right to such a hearing and consent to the impoundment action.

D.) Decision:

At the conclusion of the hearing, the hearing officer shall prepare a written decision. The hearing officer shall only determine that as to the vessel in question, either that there is cause to impound the vessel or that there is no such cause. A copy of the decision shall be provided to the person demanding the hearing, and the owner of the vessel, if the owner is not the person requesting the hearing. The hearing officer's decision shall in no way affect any criminal proceeding in connection with the impoundment in question, and any criminal charges involved in such proceeding may only be challenged in the appropriate court. The decision of the hearing officer is final.

E.) Impoundment:

In the event the hearing officer determines there is cause to impound the vessel, the Harbormaster may proceed immediately with the impoundment of the vessel. The Harbormaster may impound the vessel by immobilizing it, removing it or having it removed from the water and placing it in public or commercial storage, with all expenses of haul out and storage and an impound fee to be borne by the owner of such vessel. At any time prior to the sale of the vessel, the owner, operator, master or managing agent, or person in lawful possession of the vessel may redeem the vessel by a cash payment of all fees against the vessel, including interest and costs.

F.) Notice of Sale:

1. Contents: Prior to the sale of any impounded vessel, the Harbormaster shall prepare a written notice of sale of the vessel. The notice shall contain:

- a. The name and/or official number or state registration number of the vessel;
- b. The date, time and place of the sale; and
- c. The fees, interest, and costs which are due against the vessel and terms of sale, provided by Whittier Municipal Code, which shall govern the sale.

2.) Distribution: The notice of sale shall be at least thirty (30) days before the sale, and shall be:

- a. Mailed by certified mail, return receipt requested, to the last known owner, master or managing agent of the vessel at his or her last known address;
- b. Posted on the vessel, in the Harbormaster's office, and in the United States Post Office in Whittier; and
- c. Published in a newspaper of general circulation in Anchorage at least once.

G.) Sale:

1. Bids: The minimum acceptable bid shall be a sum equal to the fees against the vessel, including interest and costs to be paid in cash at the time of sale or within twenty-four (24) hours thereafter. The proceeds of such sale shall be first applied to the cost of sale, then to interest, then to fees accrued and the balance, if any, shall be held in trust by the City for the owner of the vessel to claim. If such balance is not claimed within two (2) years, the balance shall be forfeited to the City. Upon sale being made, the City shall make and deliver its bill of sale, without warranty, conveying the vessel to the buyer.

2. No Bids: If at the public sale there are no acceptable bids for the vessel, the City may destroy, sell at a private sale, or otherwise dispose of the vessel. Such disposition shall be without liability to the owner, master or managing agent, person in possession of the vessel, or lien holder of the vessel.

3. Terms of Sale. The terms and method of sale shall be governed by the procedures outlined in Whittier Municipal Code.

19.) DEPARTURES:

A. Vessels must move at their own expense when ordered to do so by the harbormaster for reasons relating to safety of persons or property, efficient use of port or nonpayment of tariff or other charges. If the person in control of the vessel does not comply with the Harbormaster's orders, the harbormaster may take control of the vessel. The Harbormaster may then remove the vessel from the wharf or take whatever action is

necessary to alleviate the situation, which forms the basis of the order. Expenses incurred under this section will be charged pursuant to Whittier Municipal Code.

B. Upon the order of the harbormaster, a transient vessel shall immediately vacate its berth so that a preferred vessel may berth there. Failure of a vessel to comply with such an order shall be a violation of this section and will subject the vessel to liability for all damages sustained by the preferred vessel.

The Harbormaster recommends that you file a float plan with the harbor office or a friend before you leave on your boating adventure. For your convenience there are drop boxes with float plans located at the head of each launch ramp, in front of the Harbor Office, and several other harbor front locations.

20.) WAIT LIST: Wait lists are maintained by the Whittier Harbormaster. The lists reflect the acceptable boat lengths for the harbors slip sizes. The harbor may at times accept boats as long as sixty-four feet at the transient dock; berths are not awarded to boats longer than 60 ft. A person's name is placed on the waiting list upon receipt of non-refundable deposit made out to the Whittier Boat Harbor and the application. The applicant's request must be consistent with the size of boat that person intends to berth. Applicant may elect to apply for as many sizes as they wish.

Vacancies on the roster of preferential berth holders are filled from the top of the waiting list. Preferential Moorage holders who wish to upgrade their boat size beyond the size limits of their present slip can sign up for the next size wait list.

Only one individual's name may appear on the application to be accepted as a preferential lessee. The wait list applicant must own or retain ownership of at least fifty-one percent (51%) of the boat to be moored or have a vessel leased for a minimum of one year. Applicant does not need to own a vessel to be placed on a waiting list. If the applicant comes to the top of the list they will be notified by certified mail. Applicant must respond within (30) days and either:

- A. Accept the slip. If they do not have a vessel they have one year from the date of notification to obtain a vessel of the appropriate length.
- B. Return to the bottom of the list.
- C. Be removed from the list altogether.

To remain on a wait list applicant must:

- A. Inform the harbor of any change in their address via phone, e-mail or mail service.
- B. Pay the annual fee by December 31 deadline, each year.

The Harbormaster will send a reminder. It is the applicant's responsibility to renew. Failure to pay the fee in a timely manner (no later than the 15th of January) will enable the Harbormaster to remove applicant from the Wait List. .

21.) DUTIES OF BOAT OWNERS

- A. Every owner, operator or managing agent of any boat using the harbor facilities shall take reasonable precautions to see that the boat in charge is kept clean, well-secured, free from fire hazards of all types, sufficiently pumped-out to maintain the boat afloat and to otherwise attend to the requirements of the boat to avoid damage to other boats or to the harbor.
- B. The Harbormaster is granted the power and authority, from time to time but without obligation or liability to do so, to replace defective mooring lines, pump out boats which are in danger of sinking, or move any boat which may be creating a hazard to other boats or the harbor facilities. The boat owner is required to pay for these services.
- C. No person shall bring into, moor or berth within the harbor any vessel of any kind whatsoever which is not seaworthy, or is in such a badly deteriorated condition that it is liable to sink or damage boat harbor facilities or other vessels, or which may become a menace to navigation, except in extreme emergency; in which case the owner shall be liable for any damage caused by such vessel. In the event a vessel or other craft is wrecked or sunk within the harbor, it shall be the owner's responsibility to mark its location and provide for the raising and disposition of such vessel or craft and assume all liabilities for damage to City property and other vessels in the harbor. All vessels moored in Whittier Harbor must be capable of immediate cruising in local waters. Vessel owners must, at the direction of the Harbormaster, be prepared to get underway with reasonable warning. Failure to maintain a vessel in operable condition will result in the loss of the moorage agreement.
- D. No person shall permit any boat or vessel to be and remain swamped or wrecked. Any boat or vessel found in such conditioned may be impounded or released to the owner or his agent only upon payment of all costs and charges incurred for damages, storage or handling of said vessel or boat.
- E. Any person having knowledge of a petroleum spill within the boat harbor shall immediately report such spill to the Harbormaster, or if the harbor office is closed, to the department of public safety.
- F. No aircraft or floatplane shall land or take off from within the confines of the boat harbor or the entrance thereto. Any aircraft within these confines shall not be operated in excess of three miles per hour or at such speed as to leave a wake or wave action that can endanger, damage or cause undue distress to any boat, person or harbor property. Aircraft entering the harbor shall register with the Harbormaster

to be assigned an area where the plane can be moored, and pay the mooring charge.

- G. Vehicles and boat trailers must be removed from boat launching areas after the boat has been launched, and parked only in areas designated and posted by the Harbormaster as parking areas. Vehicles and boat trailers parked in other than parking areas during the absence of the owner or operator shall be removed and impounded.
- H. Launching or hauling out of boats on skids is prohibited. Boat trailers or other wheeled conveyances must be used. Boats shall be launched at designated launching areas only.
- I. Due to the limited space, beach storage of supplies, merchandise or other property of boat owners shall be limited to areas designated by the Harbormaster.

22.) PROHIBITED ACTS: It is unlawful for any person using the boat harbor facilities to:

- A. Operate or to be in the actual control of any boat when under the influence of intoxicating liquor, elicit narcotics or other dangerous drugs.
- B. Operate or cause to be operated any boat within the boat harbor facilities that exceeds the posted speed limit or causes a wake or wave action which will damage or endanger, or be likely to endanger, any other boats or any boat harbor facilities, including but not limited to, floats, finger floats, other boats or occupants thereof.
- C. Operate or cause any boat to be operated recklessly or otherwise engages in a course of conduct within the boat harbor facility that is dangerous or a nuisance to persons or property.
- D. Throw or otherwise cause to be deposited any gasoline, oil, sewage, trash, garbage, or debris of any type into the waters or into the entrance to the boat harbor facilities, nor upon the grounds thereof.
- E. Create or maintain any nuisance within the boat harbor facilities or to become a nuisance thereon.
- F. Allow dogs or any animals to run at large on any of the boat harbor facilities. Dogs must be on a leash and accompanied by the owner who will be responsible for cleaning any offal left by the animal.
- G. *Allow children under the age of twelve years within the float or beach areas of the harbor facilities unless they are accompanied by the parent or other responsible adult.*
- H. Erect, place, post or maintain any advertising matter, other than legal notices, upon any part of the boat harbor facilities without the approval thereof first being obtained from the Harbormaster. All unauthorized advertising and signs shall be removed by the Harbormaster.
- I. Disregard, deface, remove, tamper with or damage any sign or notice posted by the Harbormaster relating to the use of harbor facilities.
- J. Fail to register with the Harbormaster any vessel prior to occupying any of the boat harbor facilities.

- K. Pump bilge containing petroleum products or chemicals or brine tank into boat harbor waters.
- L. Deposit, place or leave any cargo, merchandise, supplies, articles or things upon any float, ramp, decline, walk or other public place within the facility excepting at such places as may be designated as loading areas by the harbor.
- M. Dump any offal or refuse, including but not limited to, fish carcasses, waste materials from canneries, fish processors and other land-based or water-based facilities within the harbor or in such close proximity as to cause overflow or drift of such material into the harbor facilities or the entrance thereto.
- N. Store any explosives, gasoline or any other flammable substance in drums, cans or any other type of containers within the boundaries of the boat harbor facilities; with the exception of small amounts of gasoline in approved containers on vessels.
- O. Set any net or fish-taking device within the harbor facility unless it is attended at all times, and shall not interfere with the movement of vessels within the harbor.
- P. Swim, water-ski, or use any unorthodox type of boat, raft or other device within the harbor.
- Q. Loiter around the premises of the harbor facility without lawful reason or justification.
- R. Refuse to comply with any lawful order of the Harbormaster.
- S. Failure to provide designated agent to provide boat care if owner cannot respond to an emergency call within one hour of notification.
- T. In mooring any boat or vessel within the port facilities, the master of the boat or vessel or any person having charge thereof, to leave or permit any fire aboard the vessel or leave unattended fire which creates an unjustifiable risk of harm to person or to property. Heating devices for long-term use such as furnaces, thermostatic controlled heaters, and heat lamps are excluded from this prohibition. Cooking stoves used also as heating units are classified as an unjustifiable risk. An unjustifiable risk is a risk of such nature and degree that a failure to avoid it constitutes a deviation from the standard of care that a reasonable person would observe in the situation.

23.) HARBOR FACILITIES AND SERVICES: It is the responsibility of the Harbormaster to supervise and manage the Whittier Boat Harbor facilities, which include but are not limited to:

a.) **HARBOR OFFICE:** The office is open 363 days a year. The seasonal schedule for office hours are: mid-May to October 1st (varying) 0700 to 1900 and October to mid-May 0800 to 1700.

b.) **COMMUNICATIONS:** The harbor office maintains VHF radio CH 16 and CH 68 monitoring during office hours. The primary function of the system is both emergency communication and small boat harbor traffic control. Boaters are encouraged to use channel 68 only to hail the harbor for traffic control and using channel 16 for emergencies.

c.) **BULLETIN BOARD:** There is a bulletin board in the hallway outside the rest rooms on the first floor of the Harbormasters building. The bulletin board is for public use with permission from the Harbormaster.

*d.) **PASSENGER DOCK & OCEAN DOCK:** The Floating Passenger Dock & the Ocean Dock is primarily used for on and off-loading of passengers. They are not intended for permanent moorage. Transient vessels moored on the floating passenger dock must have a person and/or crew on board at all times with qualifications to drive the vessel. This person shall take necessary precautions to see that the vessel in his/her charge is kept well secured, free from fire hazards of all types, sufficiently pumped-out to maintain the boat afloat and be able to take the vessel out of the harbor during periods of severe weather and wind conditions. This person must attend to the requirements of the vessel to avoid damage to other vessels or to the harbor. Vessel Master must sign an agreement with the harbor before mooring the vessel.*

*e.) **LOADING ZONES:** The Harbormaster has established loading zones on the floats and at the harbor dock. These areas are necessary for the convenient loading and unloading of gear and passengers and on the city dock for the use of the dock crane.*

Use of the loading zones on the floats should be limited to the time necessary to load and unload. At times the loading zones are assigned for transient vessels to moor. The city dock is an available transient area for vessels between 30' and 60' in length. Use of this loading area for moorage is limited to times of overcrowding and the vessels using this area must keep a crew on board at all times.

*f.) **BOAT LAUNCH RAMP:** Boats on trailers may use this facility, however all vessels using the launch ramp must pay a fee for its use at the Harbormasters Office or the drop boxes at the head of the launch ramp and in front of the harbor office. Vehicles and boat trailers must be removed from boat launching areas after the boat has been launched, and parked only in areas designated and posted as parking areas. Vehicles and boat trailers parked in other than parking areas during the absence of the owner or operator shall be removed and impounded. Launching or hauling out of boats on skids is prohibited. Boat trailers or other wheeled conveyances must be used. Boats shall be launched at designated launching areas only. Due to the limited space, beach storage of supplies, merchandise or other property of boat owners shall be limited to private areas.*

*g.) **GRIDIRON:** The Whittier Boat Harbor gridiron is designed to accommodate keeled vessel loadings of 15 tons per bent. Any vessel over 45 DWT should clear use of the gridirons with Harbormaster. Use of the gridiron by any vessel with exposed running gear (i.e., shafts, rudders, struts and props) should not use the gridiron without prior consultation with the Harbormaster.*

*h.) **CITY DOCK AND HYDRAULIC HOIST USE:** The city dock is on a first come first served basis. Vessels wishing to use the city dock hydraulic hoist must sign an agreement and check out the key at the harbor office. The use of the crane will be charged from the time the key is checked out until the key is checked back in to the harbor office. The City Dock is primarily used for on and off-loading from vessels. It is not intended for permanent moorage. Transient vessels moored on the City Dock must have a person and/or crew on board at all times with qualifications to drive the vessel. This person shall take necessary precautions to see that the vessel in his/her charge is kept well secured, free from fire hazards of all types, sufficiently pumped-out to maintain the boat afloat and be able to take the vessel out of the harbor during periods of severe weather and wind conditions. This person must attend to the*

requirements of the vessel to avoid damage to other vessels or to the harbor. Vessel Master must sign an agreement with the harbor before mooring the vessel.

j.) PUBLIC SHOWER AND RESTROOMS: Restrooms with showers are provided year around on the first floor of the harbor office building. Showers must be purchased in advance at the harbor office before the shower will be turned on. Additional restroom facilities may be found in other areas long the harbor.

j.) FISHING: Fishing in the Harbor is permitted in designated areas and with the understanding that the fisherman is responsible for any involvement in an accident or incident which results in the injury or death of a person or any property damage. The fisherman shall immediately notify the Harbormaster and file a written report. In the event that the harbor office is closed, notification shall be given to the police department. The notification shall include the name and address of the person, the type and extent of the injury or damage, the location where the accident or incident occurred, the date and time of the accident or incident, and names of witnesses. Fish are to be cleaned at the fish cleaning stations provided by the harbor. Cleaning of fish is not permitted on the dock. Carcasses are to be deposited in the fish waste containers at the designated cleaning stations or with the State of Alaska Fish & Game as they may require.

k.) BOATLIFT: This lift is designed to remove from or place into the water vessels from 22 to 45 feet in length, weighing up to 15 tons. People wishing their boat placed in dry storage in Whittier must bear in mind that space is very limited and on a first come-first serve basis and for no more than 9 months at a time. The Harbormaster may make an exception to this rule at his or her discretion. Boatlifts should be scheduled at least 24 hours in advance, and should be scheduled between the hours if 8am and 5pm. People utilizing the boat lift service or their appointed agent are required to be available during lifts, and must provide their own cradles and blocking. Maintenance of boats in dry storage is the responsibility of the boat owner.

l.) BOAT TOWING AND GOOD SAMARITAN: The harbor has a skiff for towing disabled boats within the harbor area, and under certain conditions from outside of the harbor breakwater. All tows will be made at the discretion of the Harbormaster; taking into consideration vessel size, weather conditions, indemnification, and access to certified boat-towing enterprise. A fee will be charged according to Whittier Municipal Code & Tariffs.

m.) PUMPING: Owners are responsible for keeping their boats pumped and free of water and pollutants. The harbor may provide this service in an emergency for a fee. The harbor has several pumps, gas and electric, that may be available.

n.) WINTER BOAT WATCH AND SNOW REMOVAL: For all vessels remaining in Whittier Boat Harbor for the winter between October 1st and March 31st, the owners shall be required to provide a licensed and insured agent to provide this boat watch service. The designated agent is to provide boat watch in the event the owner cannot respond to an emergency call within one hour of notification. In the event of an emergency where NO pre-established boat watch can be located the Harbormaster shall direct harbor staff to take any and all necessary actions to remedy the emergency situation. This emergency service shall result in a fee for the services provided. This harbor service for labor and equipment shall be

charged at the rate that is set at the time by the City Council. Full-time live-a-boards must comply with this provision when they are not on board.

o.) FRESH WATER: Fresh water is provided from May through October on the floats system. The locations are the gridirons, two faucets at the boat lift dock. Water is available November through April at the harbor shop.

p.) UTILITIES: The Whittier Harbor offers electrical service. All of the floats with the exception of and “H” and “W” floats are provided with metered electrical outlets. The Harbor does not guarantee quality, consistency or availability of electrical services. Harbor personnel maintain the outlets and meters, and bill the customers for use. Adverse weather creates a situation requiring constant maintenance on the system. All new hookups are required to be performed under the supervision of harbor personnel. The harbor has a provision for prosecution of person(s) caught stealing electrical power or tampering with any previously hooked up outlets. The harbor has an auxiliary generator for the float system that provides emergency power during power outages. The dry storage area does not have electrical power available. There is an outlet on the EVOS building that may be used temporarily with the permission of the Harbormaster. Request for special services i.e. outlets, meter, increased breaker amperage must be approved by the Harbormaster. Any cost incurred shall be payable according to City of Whittier Ordinance and Title 3, Title 10, and Title 12.

q.) UTILITY COMPLIANCE: Whittier Harbor does not guarantee voltage, amperage, quantity or quality of shore power supplied to the slips. Vessels using harbor electric service must comply with the following:

A. Cords with current carrying capacity of less than fifteen (15) amps shall not be used.

B. Flexible cords shall be used only in continuous lengths without splices, or using tape.

C. Cords, attachment plugs and connector bodies shall not be smaller than required for the rated current of the attached cord or connected equipment. Maximum Allowable current-carrying capacity of flexible cords.

D. Attachment plugs shall be of the weatherproof type.

E. Infrared heating lamps may only be used with porcelain-type sockets.

F. Any heater capable of causing a fire if overturned must be equipped with a safety switch which shall disconnect the electric current to the heater if overturned.

G. The following power cord types are approved for use: SO, ST, STO, POW, K and S.

H. The following power cord types are not approved for use: SP3, SPT3, TP, TPT, TS, TST, AFC, AFPO, AFPO, CFC, CFPO, CFPD, PO1, PO2, PO, SPT1, SP1, C, PD, P1, P2, P, PW1, PW2, SV, SVT, SJ, SJO, SJT, and SJTO.

I. Any cord not listed must be inspected and approved by the Harbormaster prior to its use.

J. Electrical cords must be directly to the boat and positioned in a safe manner

r.) **GARBAGE:** The harbor provides garbage dumpsters for public use. Dumpsters are at the head of the approach ramp and at the launch ramp. It is unlawful for any person to place or deposit any rubbish, refuse or articles of an offensive character likely to create a nuisance upon any wharf or wharf road or street leading to a wharf, or in the waters of the small boat harbor. Waste may be deposited in the appropriate receptacles provided for by the harbor or otherwise removed from the city.

s.) **SEWAGE BILGES OR HOLDING TANKS:** The harbor has a portable sewer pump mounted on a trailer for use on the city dock. Please contact the Harbor Office to arrange for this service. Bilges, holding tanks or other tanks containing waste shall not be pumped or drained into the waters of the small boat harbor. This includes gas and all petroleum products. Off-loading of petroleum products shall be into suitable containers as permitted by the Harbormaster, and subject to applicable state and federal regulations.

t.) **ENVIRONMENTAL OIL STATION (EVOS) USED OIL DISPOSAL STATION:** The harbor will accept used oil only at the EVOS building. There is a fee for this service so please contact the Harbor Office.

OILY BILGE WATER: The harbor provides a tank on a trailer for the pumping of oily bilge water. Check with the harbor office for availability and scheduling. There is a fee for this service so please contact the Harbor Office.

BATTERIES: The harbor will accept used batteries to be stored properly in a closed container inside the EVOS to be disposed of or recycled. Check with the harbor office. There will be a charge for the disposal of all batteries.

PAINTS, SOLVENTS, GAS, & CLEANERS: The harbor **does not accept** paints solvents or cleaners. You must use a disposal service to dispose of these hazardous materials.

u.) **FUELING:** There are two types of fueling facilities generally utilized in the Whittier harbor; the fuel float and mobile fueling trucks. Although the operation of the fuel float comes under strict lease provisions with the City of Whittier, State and Federal laws regulate mobile fueling operations. All fuel deliveries at Whittier harbor must pay a wharfage rate established by the City of Whittier. All carriers are expected to observe maximum safety and environmental standards during loading and off-loading operations.

v.) **EMERGENCY MEDICAL SERVICES:** Emergency Medical Services respond to all 911 medical emergencies and Clinic personnel.

w.) **FIREFIGHTING:** Fire equipment on site at the harbor is in the form of mobile extinguishers, located on the floats in the fire equipment building by the main ramps.

24.) VIOLATION/PENALTY:

A. A person who violates the provisions of the Harbor's policies, procedures, rules and regulations is subject to a civil penalty as set out in the Whittier Municipal Code.

Harbor, City of Whittier
Rules, Regulations, & Procedures
2017

- B. Notwithstanding the availability of any other remedy, the City or any aggrieved person may bring a civil action to enjoin any violation of the Harbor's policies, procedures, rules and regulations, or the Whittier Municipal Code, or to recover money due and owing or to obtain damages for any injury the plaintiff suffered as a result of the violation.
- C. Each act or condition violating the Harbor's policies, procedures, rules and regulations, or the Whittier Municipal Code, and each day during which the act or condition exists, continues, or is repeated, shall be a separate and distinct violation.
- D. The penalties and remedies provided for violation of the Harbor's policies, procedures, rules and regulations, or the Whittier Municipal Code are in addition to and not in lieu of any other penalty provided for in state or federal law, or municipal ordinance, or any civil remedy available to the City.

Appendix A

General Definitions

- **ANNUAL TRANSIENT MOORAGE:** Transient moorage billed at the annual rate. Subjects the boat owner to City of Whittier personal property tax in accordance to Whittier Municipal Code. No specific slip is assigned by this agreement, and slip availability is not guaranteed.
- **APPOINTED AGENT:** A legal representative of a vessel owner or one who hold 51% ownership in any vessel.
- **BEAM:** The greatest overall width of a vessel.
- **BOAT:** All vessels, ships, boats, skiffs, and watercraft of every kind and description.
- **BOAT OWNER:** The actual or registered owner, master, agent or the person in navigational control, or person legally responsible for the operation of the boat.
- **BUSINESS:** A person, firm, association, organization, partnership, business trust, corporation, company, or any other business entity.
- **COMMERCIAL VESSEL:** Any vessel used in any commercial enterprise, including state vessels, cruise line operators, used for the purpose of hauling passengers or freight and cargo for a fee.
- **DAILY TRANSIENT MOORAGE:** A lessee or renter without an annual transient agreement occupying a berth or slip.
- **DERELICT:** Any watercraft moored or otherwise located within the Harbor, which is forsaken, abandoned, deserted or whose owner fails to contact the Harbormaster.
- **DOCKAGE:** A charge made for vessels at wharves or moored on city property.
- **FACILITIES:** All waters, improvements, and appurtenances of the boat harbor and the waters of Passage Canal within two hundred feet of the harbor.
- **FISCAL YEAR:** The fiscal year of the City currently runs from January 1 – December 31.
- **GURRY:** Fish waste byproduct.
- **HARBOR:** The City of Whittier Harbor.
- **HARBORMASTER:** The official hired by the City, or a person designated by him to manage and enforce provision of Title 12 of the Whittier Municipal Code.

- **HARBOR FACILITIES:** All docks, dry storage, floats, berths or slips, wharves, and other landing, launching, mooring, cargo, or other facilities located within the Whittier Boat Harbor.
- **HARBOR MOORAGE CONTRACT AGREEMENT:** Preferential Moorage Agreement given to ownership of at least 51% of the vessel to be moored and the provisions of Whittier Municipal Code.
- **HOUSE BOAT:** A dwelling unit built upon a barge, log raft or similar floating structure, constructed for habitation, and for which no other reasonable use appears or can be demonstrated.
- **JURISDICTIONAL WATERS OR WATERS WITHIN THE JURISDICTION:** of the City of Whittier means all navigable waters within the city boundaries of the City of Whittier as those boundaries are defined in the Whittier Municipal Code.
- **MANIFEST:** A detailed statement of a vessel's cargo, passengers giving of lading numbers, marks, number of packages, names of shippers, names' of consignee, weight, or total measurement, of goods, rate of freight, and where payable.
- **MONTHLY TRANSIENT MOORAGE:** 20 days accumulative within one month occupying a slip or slips.
- **MOORAGE:** Securing a ship or vessel or any floating object in a particular place by weight, chain, rope, float, structure, or any appliance used for anchoring purposes by a watercraft which is not carried aboard watercraft as a part of it.
- **MOORING:** Securing or otherwise attaching a boat to any harbor facility.
- **NUISANCE:** When considering vessels in the harbor, including its dry storage areas, any vessels that may become a menace to the safety or welfare of other boats or their occupants.
- **PASSENGER:** Fee-paying passengers on board any vessel within jurisdictional waters of the City for hire loading or unloading at a dock or wharf facility located within the city limits of the City of Whittier.
- **PASSENGER MANIFEST:** Commercial cruise line's manifest or equivalent indicating the number of passengers loading or unloading from a commercial cruise line within the city limits of the City of Whittier.
- **PERSON(S):** An individual, firm, association, organization, partnership, business trust, incorporation or company.
- **REASONABLE PERSON:** A person possessing sound judgment.
- **REGULATIONS:** The Whittier Boat Harbor regulations.
- **SCHEDULE OF CHARGES:** Fee schedule authorized by Whittier Municipal Ordinance.

Harbor, City of Whittier
 Rules, Regulations, & Procedures
 2017

- **TARIFFS:** A schedule of rates or charges of a business or a public utility.
- **TERMINAL CHARGES:** Includes only charges for facilities, goods, or services provided by the city.
- **TRANSIENT VESSEL:** Any vessel that is not registered by a preferential berthing agreement in the boat harbor.
- **VESSEL:** Ships or crafts of all types. This includes but not limited to the following: motor ships, steam ships, canal boats, tugs, barges, sailing vessels, motor boats, and every structure adapted to be navigated from place to place for the transportation of property and persons by any means.
- **WATERCRAFT:** Any vessel, including but not limited to houseboats, floatplanes, water borne aircraft, floats, scows, rafts, pile drivers, helicopter, or any other floating structure adapted to be navigated from place to place, used for recreational, commercial, or other purpose on the waterways, within the City of Whittier Harbor.
- **WHARF:** Every pier, bulkhead, quay, dock, landing, float, gridiron, and other structure to which vessels make fast or upon which persons or cargo are discharged from a vessel or from which persons or cargo are loaded upon a vessel.
- **WHARFAGE:** The charge made against any cargo and commodities passing over city premises.
- **WHARFAGE DEMURRAGE:** The charge made against cargo and commodities left on city premises beyond the time specified.
- **WHITTIER BOAT HARBOR:** All tide and submerged lands, uplands, improvements and appurtenances thereto leased from the state and which are located in Passage Canal at the City of Whittier, Alaska.

Appendix B

Harbor, City of Whittier
 Rules, Regulations, & Procedures
 2017

