

# **PROPERTY OWNERS ASSOCIATION OF ARUNDEL-ON-THE-BAY**

**PO BOX 4665 ANNAPOLIS, MARYLAND 21403**

**[WWW.ARUNDELONTHEBAY.ORG](http://WWW.ARUNDELONTHEBAY.ORG)**

## **AOTB COMMUNITY KAYAK-CANOE STORAGE RACKS**

### **OPERATING POLICY AND PROCEDURE**

**(Effective March 1, 2015)**

1. The kayak-canoe storage racks located in the community have been made available for the benefit of the property owners and residents of Arundel-on-the Bay and shall be managed and maintained by the Property Owners Association of Arundel-on-the-Bay (POA-AOTB) in accordance with this Policy and Operating Procedure.
2. Eligibility - Each rack, having individually numbered spaces, shall be reserved for and utilized only by registered property owners and/or residents of AOTB.
3. Application for Space - In order to obtain a space a property owner or resident shall submit an application verifying their eligibility and payment of the required annual usage fee. Available spaces shall be assigned on a first come, first served basis as noted in Para. 5 herein.
4. Annual Usage Fee – The annual usage fee shall be determined annually at the January meeting of the POA-AOTB Board of Directors. The annual usage fee is fixed for a 12-month period and shall not be pro-rated for the month of signing up for, or leaving the program. The fee shall be due and payable by the property owner/resident for the space(s) occupied not later than 15 April of each year.

All fees collected shall be deposited into the POA-AOTB bank account by the Treasurer. The proceeds shall be used for the maintenance, repair and replacement of the storage racks, or such other recreational facility or activities at the discretion of the Board of Directors.

5. Storage Rack Space Assignments – As noted in Para. 3, storage rack location and space assignments will be made on a first come first served basis. Existing space holders shall have the first option on the space(s) they currently occupy, provided they have paid their renewal fee not later than April 15. If a renewal fee from an existing space holder is not received by April 15 it shall be understood that they do not want their space for the coming year and it will be reassigned. A waiting list shall be maintained, and those on the list will be offered space as vacancies become available, and in the order in which their application was received.

Before receiving their space assignment every prospective space holder shall provide the POA-AOTB with a duplicate key for the lock securing their boat to a rack. Occupying a numbered space not assigned to a space holder is not permitted without the prior approval of the POA- AOTB.

Maximum Boat Dimensions - 15.0 feet length by 2.5 feet wide by 1.5 feet high.

6. Period of Use – The storage rack space assignment and usage fee is for a 12-month period from May 1 through April 30. All rights and privileges to use the assigned space(s) shall cease when (a) a space holder is no longer a property owner or resident of AOTB, (b) the space holder does not occupy the space(s) for more than (120) days from May 1 through September 1 without notifying the POA-AOTB of their intentions, or (c) any kayak, canoe, or other similar small craft that is derelict

and/or has remained in disrepair for a period of (30) days or more may, after notification by the POA-AOTB, be removed at the space holder's expense.

7. Transfer and Assignment – The storage racks are the property of the POA-AOTB for the sole use of the property owners and residents of AOTB. Space(s) cannot be assigned, transferred to another party without the prior permission of the POA- AOTB.
8. Risk of Loss – Property owners, residents and their guests shall use the storage racks and adjacent AOTB property at their own risk, and are solely responsible for securing their watercraft to the storage rack. Further, the POA-AOTB shall be indemnified and held harmless against any and all claims of any kind, including personal injury and/or property damage arising out of the aforesaid parties use of the AOTB owned storage rack and adjacent property.
9. Storm Preparedness – In order to minimize storm damage and loss, storage space holders are (a) required to secure their watercraft to the rack, and (b) shall be responsible for moving their boat(s) to another location whenever severe storm warnings such as imminent hurricane conditions, or other extreme “heavy weather” events like “Nor’easters” are posted on the POA-AOTB web site, or published on the NOAA/National Weather Service site (<http://forecast.weather.gov/MapClick.php?lat=38.97&lon=-76.49#.VSGLQma0ylo>).

In the event of imminent extreme weather conditions, the Board of Directors may, at its discretion, may have any boats remaining on the racks removed at the owners' expense.

10. Parking – As with all streets in AOTB, no parking is permitted near the kayak racks on either Magnolia or Narragansett Avenues.
11. Administration – The responsibility for the management of the kayak-canoe storage rack program has been assigned to a property owner and resident who shall act as the Sub-Committee Chairperson for this activity. This Subcommittee shall oversee the use of all kayak-canoe racks as a component of the Pier and Boat Ramp Committee.

Committee Meetings – Pier and Boat Ramp Committee meetings shall be held during April and September annually.

Changes in Policy and Procedures proposed shall be approved by the Pier and Boat Ramp Committee prior to being forwarded to the Board of Directors for its approval. Changes become effective upon approval by the Board.

12. In the event of a conflict between this document, the order of precedence shall be the POA-AOTB Constitution, the POA-AOTB Rules and Regulations, the POA-AOTB Policies, and the Pier and Boat Ramp Committee Operating Procedures. Conflicts between this document and those noted shall be brought to the attention of the Pier and Boat Ramp Committee Chairperson for review with the AOTB Board of Directors.

**UNDERSTOOD AND AGREED:**

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
**Signature (Printed Name) (Date) (Space#)**

**ADDRESS:** \_\_\_\_\_