



# Port of Juneau

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**From:** *Carl Uchytel*  
Carl Uchytel, Port Director

**To:** Boat Shelter Applicants

**Date:** November 21<sup>st</sup>, 2024

**Re:** APPLICATION PROCESS– AURORA HARBOR NEW BOAT SHELTER

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## Application for Aurora Harbor Boat Shelter space AG22/23:

Any application requesting permission to construct a boat shelter in Aurora Harbor (AG22/23) shall be filed with the Port Director not later than January 15<sup>th</sup>, 2025 on this form. [Only forms completed in full and accompanied by a \$100.00 filing fee will be accepted for filing. Filing fees are not refundable.]

Docks & Harbors will select the successful applicant based on the highest sealed offer provided on this form, subject to the following requirements:

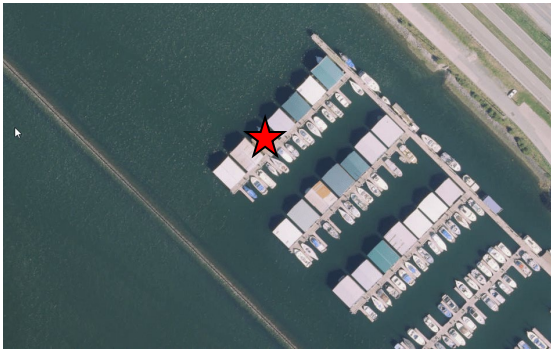
- a. Minimum bid \$500.
- b. Successful applicant must construct the boat shelter by January 2026.
- c. Boat Shelter may not exceed the maximum length of the longest boat shelter on Float G.
- d. Boat Shelter may not shed onto adjacent boat shelters.
- e. Boat Shelter applicant must retain ownership of at least ½ of the Boat Shelter through January 2031.
- f. Upon Boat Shelter selection, applicant shall be subject to the square foot fee covered under 05 CBJ AC 20.170 - Private boathouse surcharge.
- g. Upon Boat Shelter construction, owner shall be subject to harbor fees and property taxes payable to the CBJ Assessor.
- h. Boat Shelter applicant must secure all applicable building permits through CBJ Community Development Department.
- i. Any changes/disputes/modifications to these guidelines shall be adjudicated through the Board.

The successful applicant shall, within 30 days of notification, submit the following:

1. A sketch, with dimensions, of proposed boat shelter;
2. Proposed building construction material; and,
3. The dates construction is estimated to commence and be completed;

I acknowledge the above requirements [ including \$100 non-refundable application fee] and offer a bid of  
\$ \_\_\_\_\_ [minimum bid \$500]

Name: \_\_\_\_\_  
Address \_\_\_\_\_  
City, State \_\_\_\_\_  
Email: \_\_\_\_\_



★ Depicts location of Aurora Boat Shelter G22/23  
Photo does not show recently constructed H-Float

This RFI is to determine if there are individuals who desire an opportunity to construct and maintain a boat shelter in Aurora Harbor. Regulations pertaining to Boat Shelters can be found [05 CBJAC 40.015](#) or below: [05 CBJAC 40.015 Boat shelters](#).

- (a) Definition and approval required. Boat shelter means a structure that houses vessels. Except for a boat shelter moored on the north sides of Float E, Float F, and Float G in Aurora Harbor, no person may bring a boat shelter into the small boat harbors without the approval of the Docks and Harbors Board.
- (b) Access by Harbormaster. The owner of a boat shelter shall provide the Harbormaster and the Fire Department with a means to access the boat shelter in the event of an emergency. The cost of installing and maintaining the access system shall be borne by the shelter owner.
- (c) Storage of flammable liquids. The owner of a boat shelter shall ensure that all flammable liquids are stored in approved containers. An owner shall store no more than two six-gallon containers of flammable liquids per vessel in a boat shelter. This restriction does not apply to fuel stored in or upon a vessel.
- (d) Maintenance. Each boat shelter owner shall maintain the shelter in a condition that does not present a danger to surrounding vessels, other boat shelters, or other harbor users.
- (e) Modification. Other than basic maintenance, a boat shelter owner shall obtain approval of the Harbormaster prior to undertaking any modification or reconstruction of a boat shelter. In addition, the owner shall obtain the approval of the Docks and Harbors Board prior to undertaking any modification or reconstruction that changes the dimensions of the boat shelter.
- (f) Boat shelter sales. Reserved moorage status within a boat shelter may transfer between the seller and buyer of a boat shelter. In order to transfer the reserved moorage status within a boat shelter, the owner of a boat shelter shall inform the Port Director of the owner's desire to sell a shelter before offering the shelter for sale to the general public. The Docks and Harbors Board has the first right of refusal to purchase the shelter at fair market value. If the Board does not exercise its first right of refusal within 30 days after notice, the owner may offer the shelter for sale to the general public. If the owner sells the shelter without informing the Port Director and allowing the Docks and Harbors Board its first right of refusal, the reserved moorage within the shelter will not transfer to the buyer. This subsection does not allow an inappropriately sized vessel to be assigned reserved moorage space within a boat shelter.
- (g) Applicability of regulations. All requirements of 05 CBJAC 40 apply to the owner of a boat shelter and the vessels within a boat shelter except for the following: (1) 05 CBJAC 40.020(d), (e), and (i); and (2) 05 CBJAC 40.035(a)(5), (6), and (7).

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