

**252.1 SUBJECT: PERMIT TO PLACE BOAT UPON WATERS OF LAKES OR CITY-OWNED OR CONTROLLED SHORELINES****:1 OBJECTIVE:**

A procedure for administering boat launching permit applications and applications for permits to place boats upon publicly-owned shorelines; to issue such permits; and enforce provisions of City of Orlando Code, Chapter 35.

**:2 AUTHORITY:**

This procedure amended by City Council September 15, 2003.

**:3 DIRECTION:**

The Recreation Division Manager, as an appointed official, serves at the pleasure of the Mayor and receives direction through the Families, Parks & Recreation Director.

**:4 METHOD OF OPERATION:****A. General Rule**

Any person wishing to launch a boat from the publicly-owned shoreline or publicly-owned property contiguous to or surrounding any lake listed in Section 35.09 of the Orlando City Code shall apply to the Recreation Division Manager for a Boat Launching Permit, except that no permit is required when utilizing the facilities located at Gilbert McQueen, Lake Fairview, Lake Underhill, Lake Ivanhoe, Clear Lake, and Lake Lawne.

Any person wishing to place a boat upon the publicly-owned shoreline or publicly-owned land surrounding any lake listed in Sections 35.09 or 35.10 of the Code shall apply to the Recreation Division Manager for a Permit to Place a Boat Upon Publicly-Owned Shoreline, except when utilizing City boat launching facilities at Lake Fairview, Lake Underhill, Lake Ivanhoe, and Clear Lake.

**B. Application Forms and Processing**

1. An applicant for a boat launching permit shall complete Form 552.2(A) and pay a fee of \$10.00 plus tax as same shall become due, to cover administrative costs prior to the processing of the application. An applicant for a permit to place a boat upon the publicly-owned shoreline or publicly-owned land surrounding any lake in the City shall complete Form No. 552.2(B) and pay a fee of \$10.00 plus tax as same shall become due, to cover administrative costs, prior to the processing of the application. The Recreation Division Manager or designee shall determine from the information included in completed Form No. 552.2(A) and/or 552.2(B) whether the permit(s) shall be issued to the applicant.

2. The Recreation Bureau Division Manager or designee shall consider the following factors in determining whether a boat launching permit shall be issued:

- a. size and and ecological concerns (protection of shoreline wildlife habitants of lake;
- b. size and type of boat;

- c. availability of publicly-owned land contiguous to the lake appropriate for the launching of the boat;
  - d. number of boat launching permits previously granted for the lake;
  - e. the hours the applicant wishes to go boating on the lake;
  - f. the number of boat launching permits previously issued to the applicant;
  - g. the proximity of the lake to the applicant's residence; and
  - h. if any privately-owned property is located on the lake.
  - i. purpose for which craft will be used while on the lake.
3. The Recreation Division Manager or designee shall consider the following factors in determining whether a permit to place a boat upon the publicly-owned land surrounding the lake shall be issued:
- a. whether the applicant has a valid boat launching permit to launch a boat from the publicly-owned land surrounding the subject lake, or whether the applicant has applied for such a permit;
  - b. availability of publicly-owned land contiguous to the lake appropriate for the placing of a boat;
  - c. the nature of and condition of the publicly-owned land contiguous to the lake;
  - d. the number of permits previously granted for the placing of boats upon the publicly-owned shoreline of the particular lake;
  - e. the size and type of boat;
  - f. the hours and/or period of time the applicant wishes to place the boat upon the publicly-owned shoreline;
  - g. the proximity of the lake to the applicant's residence; and
  - h. if any privately-owned property is located on the lake.
  - i. purpose for which craft will be used while on the lake.
  - j. protection of ecologically sensitive areas.
4. The Recreation Division Manager shall process each application and

either stamp the application as approved or inform the applicant that the Permit is denied and the reason for the denial within five (5) working days of the receipt by the Recreation Bureau of the completed application and application fee.

5. In the event the application is approved, the stamped application form will indicate the period of time for which the permit is valid, not to exceed one year, and subject to all restrictions and specifications listed in the application.

6. In the event the application is denied, such denial may be appealed by the applicant to the City Council.

:5 FORMS:

552.2(A)2, Application for Boat Launching Permit; 552.2(B), Permit to Place a Boat Upon Publicly-Owned Shoreline.

:6 COMMITTEE RESPONSIBILITIES:

None.

:7 REFERENCE:

Orlando City Code, Chapter 35. Procedure adopted by City Council November 29, 1976, Item 37; amended August 13, 1984, Item 12 (A-10), amended April 19, 1993, Item VV; amended September 15, 2003.

:8 EFFECTIVE DATE:

This procedure effective September 15, 2003.