



Mattituck Park District

Commercial Dock Policy

A. Intent

The Mattituck Park District Board of Commissioners finds that the municipal dock located within the Mattituck Park District (hereafter “MPD”) on the Mattituck Inlet is primarily intended for public recreational boating and waterfront access. The MPD further recognizes that marine contractors, including dock builders and repair contractors, periodically require temporary access to such facilities to transport materials and equipment associated with waterfront construction projects.

The purpose of this policy is to regulate commercial use of the municipal dock in order to:

1. Protect public access to municipal waterfront facilities.
2. Promote safe and orderly use of the dock.
3. Protect municipal infrastructure and property.
4. Minimize conflicts between commercial operations and recreational users.
5. Establish a permitting system governing such commercial activities.

B. Definitions

For purposes of this section, the following terms shall have the meanings indicated:

Commercial Use

The use of a municipal dock or waterfront facility by any person, business, or contractor for purposes of conducting business, transporting construction materials, mobilizing equipment, or performing services for compensation.

Commercial Vessel

Any vessel used in connection with a commercial enterprise, including but not limited to marine construction, dock building, bulkhead installation, pile driving, dredging, or marine repair.

Marine Contractor

Any individual, partnership, corporation, or other entity engaged in marine construction or repair activities including dock building, pile installation, shoreline stabilization, or similar waterfront construction work.

Municipal Dock

The dock and boat ramp are situated at 1215 Love Lane, in the Hamlet of Mattituck, Southold Town.

C. Permit Required

1. No person or entity shall use the municipal dock for commercial purposes without first obtaining a Commercial Dock Use Permit issued by the MPD.
2. The District Clerk shall issue such permits in accordance with this section.

3. A permit shall be required for each commercial project or for such other duration as may be approved by the MPD.

C-1. Regulatory Permit Prerequisite

All work to be performed in connection with a Commercial Dock Use Permit shall be conducted in accordance with, and in full compliance with, any applicable permit issued by the New York State Department of Environmental Conservation (“DEC”) and/or the Southold Town Board of Trustees. As a precondition to accessing MPD property, every applicant shall demonstrate that all required governmental permits for the underlying waterfront project have been duly issued and remain in effect. No person or entity shall be permitted access to the municipal dock or MPD property in connection with a waterfront project for which required DEC and/or Southold Town Board of Trustees permits have not been obtained.

D. Permit Application

Applications for a Commercial Dock Use Permit shall be submitted on forms prescribed by the MPD and shall include, at minimum:

1. Name, address, and contact information of the contractor.
2. Description and registration of any vessel to be used.
3. The address or location of the waterfront project being serviced.
4. Description of materials, equipment, or activities associated with the use of the dock.
5. Proposed dates and times of dock usage.
6. Proof of insurance.
7. A copy of any applicable New York State Department of Environmental Conservation (“DEC”) permit and/or Southold Town Board of Trustees permit required for the proposed waterfront work. No applicant shall be granted access to MPD property unless and until all required governmental permits for the underlying waterfront project have been issued.
8. The MPD may require additional information as necessary to evaluate the application.

E. Insurance Requirements

As a condition of permit issuance, applicants shall provide a certificate of insurance demonstrating:

1. Commercial general liability coverage in an amount not less than \$1,000,000 per occurrence.
3. Workers’ compensation coverage as required by law.
4. Marine liability coverage where applicable. Marine liability coverage in an amount not less than \$1,000,000 per occurrence, which shall be required for all commercial vessel operations.

The MPD shall be named as additional insured, and such insurance shall remain in effect throughout the duration of the permit.

F. Seasonal Limitations

Commercial use of municipal dock facilities shall generally be limited to the customary marine construction seasons as follows:

1. Spring Season:

February 15 through the weekend before Memorial Day Weekend

2. Fall Season:

The weekend following Labor Day through Thanksgiving

The MPD may approve commercial use outside these periods upon a finding that such use will not interfere with public use or municipal operations.

G. Hours of Operation

Unless otherwise authorized by the MPD, commercial use of the municipal dock shall be limited to the following hours:

- Monday through Friday: 7:00 a.m. – 5:00 p.m.
- Saturday: 8:00 a.m. – 3:00 p.m.
- Sundays and legal holidays: Prohibited

H. Operational Restrictions

All commercial users shall comply with the following requirements:

1. Commercial vessels may occupy the dock only for the period necessary to load or unload materials or equipment.
2. No commercial vessel shall be moored, berthed, or stored overnight at the municipal dock unless expressly authorized by permit.
3. Materials, debris, or equipment shall not be stored on municipal property without written approval of the MPD.
4. Commercial activities shall not unreasonably interfere with recreational use of the dock or park facilities.
5. Contractors shall always maintain safe public access to the dock and surrounding park facilities.
6. Contractors shall promptly remove all construction debris, packaging, and waste from the premises.

I. Environmental Protection

All permit holders shall comply with applicable federal, state, and local environmental regulations and shall:

1. Prevent the discharge of fuel, oil, construction debris, or other pollutants into the waterway.
2. Remove any materials that inadvertently enter the water.
3. Properly contain and store fuels, lubricants, and hazardous materials.

J. Fees

The MPD Board of Commissioners may establish fees for commercial dock use by resolution, including but not limited to:

1. Daily commercial dock use fees.
2. Project-based permit fees.
3. Seasonal contractor permits.

K. Liability and Indemnification

All permit holders shall indemnify and hold harmless the MPD, its officers, employees, and agents from any claims, damages, or liabilities arising out of the permit holder's use of the municipal dock or park facilities.

L. Revocation of Permit

The MPD may suspend or revoke any permit issued under this section for:

1. Violation of the provisions of this chapter.
2. Unsafe operation or conditions.
3. Interference with public use of the dock.
4. Damage to municipal property.

M. Penalties

Any person who violates the provisions of this section shall be subject to: revocation of permit privileges; and/or

Each day a violation continues shall constitute a separate offense.

N. Authority to Adopt Regulations

The MPD may adopt additional rules and regulations governing the operation, scheduling, and management of municipal dock facilities consistent with the provisions of this section.

O. Material Staging and Storage

1. No contractor, permit holder, or commercial user shall store, stage, or stockpile construction materials, equipment, or supplies on the municipal dock, park grounds, parking areas, or other MPD property without prior written authorization from the MPD.
2. Where staging is authorized, the MPD may designate specific areas within the park or waterfront facility for the temporary placement of materials or equipment.
3. Any materials temporarily staged pursuant to such authorization shall:
 - Be limited to the minimum quantity necessary for the immediate work being performed;
 - Not obstruct pedestrian pathways, boat launching areas, parking facilities, or emergency access routes;
 - Be removed from MPD property at the end of each workday unless otherwise authorized by permit.
4. The MPD may impose time limitations, space limitations, or additional conditions on staging activities to protect park facilities and ensure continued public access.
5. The permit holder shall be responsible for any damage to municipal property resulting from the staging or handling of materials.

P. Use of Heavy Equipment

1. No person shall operate or place heavy equipment upon a municipal dock or other waterfront structure owned by the MPD without prior written authorization from the MPD.
2. For purposes of this section, heavy equipment shall include, but not be limited to:

- Cranes
 - Forklifts
 - Excavators
 - Skid steers
 - Front-end loaders
 - Mechanical lifts
 - Any vehicle or machinery exceeding weight limits established by the MPD.
3. The MPD may require submission of equipment specifications, including weight and operational details, prior to granting authorization.
 4. The MPD may prohibit the use of heavy equipment on the dock if such use could reasonably result in:
 - Structural damage to the dock or bulkhead;
 - Interference with safe public access;
 - Damage to park grounds, paved surfaces, or utilities.
 5. Where the use of authorized equipment requires protective measures, the MPD may require the permit holder to install protective decking, mats, or other measures to prevent damage to municipal infrastructure.
 6. Any damage caused to municipal property by equipment used in connection with commercial activities shall be repaired at the expense of the permit holder.

RESOLUTION 2026-30 ADOPTING COMMERCIAL DOCK USE POLICY FOR MUNICIPAL DOCK FACILITIES

WHEREAS, the Mattituck Park District owns and operates a municipal dock located at 1215 Love Lane, Mattituck, New York; and

WHEREAS, the Board of Commissioners has determined the need to regulate commercial use of said dock in order to protect public access, ensure safe and orderly operations, protect municipal infrastructure, and minimize conflicts between commercial and recreational use; and

WHEREAS, the Board has reviewed a proposed Commercial Dock Use Policy establishing permitting requirements, operational restrictions, insurance requirements, seasonal limitations, and enforcement provisions;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby adopts the **Commercial Dock Use Policy** as presented; and

BE IT FURTHER RESOLVED, that said policy shall govern all commercial use of the municipal dock and waterfront facilities owned by the District; and

BE IT FURTHER RESOLVED, that the District Clerk is authorized to administer permits in accordance with said policy; and

BE IT FURTHER RESOLVED, that the Board may amend such policy from time to time by resolution.

RESULT: Motion by **A. Getches**, seconded by **K. Byrne**, all in favor and motion carried unanimously approve Resolution 2026-30.