

**Port of Friday Harbor
Jacksons Beach Business Use Policy**

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Map of Use Zones

Exhibit A

Port of Friday Harbor

Jacksons Beach Use Policy

1. PURPOSE

- A. The primary purpose of Jacksons Beach is to provide free outdoor recreation opportunities for the residents of San Juan Island and visitors. Certain areas of the beach have been developed with Washington State grant funds to support the free public boat launch and parking of vehicles and trailers. Businesses can not be permitted to interfere with this use.
- B. The purpose of the Jacksons Beach Use Policy is to allow appropriate water dependent businesses to provide a diverse range of marine activities to residents and visitors of the Port District. The Port will strive to serve as many different businesses and business owners as possible within the confines of available space.
- C. This policy provides an orderly way to guide the uses of the Jacksons Beach public facility. The policy identifies zones on this Port property that may be used by businesses

2. APPLICATION PROCEDURES FOR JACKSONS BEACH USE AGREEMENT

- A. Port Documents - Prior to use of Jacksons Beach, the business owner will sign the Port's Jacksons Beach Business Use Agreement, and certify that they reviewed the Port's Marina Rules and Regulations. Businesses that have previously operated from Jacksons Beach and are in good standing with the Port will have priority to receive annual permit. Business owners are required to contact the Harbormaster and submit Use Agreement prior to March 1st of each calendar year. The Port will not be responsible for automatic renewal of annual use permit.
- B. Licenses Required - Business must have all applicable State, Federal and County licenses for the proposed business.
- C. Insurance Required - Business owners must provide proof of insurance that shows \$1,000,000 liability insurance. The Port must be listed as an additional insured on the policy. Copies of the insurance certificate must be on file before beginning operation with the Port and kept current at all times.
- D. All documents must be submitted to the Port at least 14 days prior to first planned use.
- E. Business Use permit will be issued after the Port has received all documents listed in section 3 and payment of annual fee. The number of permits issued each year is limited to 6 businesses.

3. BUSINESS PERMITTED IN CERTAIN AREAS OF JACKSONS BEACH.

- A. Portions of the beach are the only location available for commercial use. No business use is allowed at either the boat launch float or ramp area. The specific trailer parking area to be used by businesses is identified on Exhibit 'A' as BTP (Business Trailer Parking).

ZONES – See Exhibit 'A' for Map

4. USE OF JACKSONS BEACH

- A. Only companies using non-motorized craft, ie. kayaks, dinghies, paddle boards, paddle boats, canoes, etc. are allowed to do business at Jacksons Beach.
- B. Business owner completes Application Procedures. If the maximum allowed number of businesses is reached, then a waitlist will be created and maintained according to application date by the Harbormaster. Businesses that have previously operated from Jacksons Beach and are in good standing with the Port will have priority to receive annual permit.
- C. Overnight storage of equipment, vehicles, water-craft trailers, etc. is not permitted.
- D. Business operators agree to fill out the provided logbook at Jacksons Beach to record usage. Failure to do so after three warnings may result in termination of permitted business use.

5. FEE POLICY FOR USE

Businesses using Jacksons Beach will be charged a minimum \$100 annual flat fee and any other fees adopted by the Port Commission. All fees are described in the Annual Schedule of Fees and Charges.

6. PARKING

- A. Trailer and vehicle parking area is shown on attached map. Businesses must have an annual Port parking permit displayed in windshield.
- B. No overnight parking or camping is allowed at Jacksons Beach.

7. BUSINESS ACTIVITY REPORT

All businesses are required to report passenger activity as required by the Harbormaster.

8. RENEWAL

1. Jacksons Beach Use Agreement must be renewed annually before March 31st. Jacksons Beach Use Agreements shall be renewed if the business continues to operate to the benefit and in the interests of the Port District, has maintained all insurance and required licenses, and has continued to pay Business Use Fees. The Port reserves the right to verify the activity of businesses operating at Jacksons Beach.

9. TRANSFER OF JACKSONS BEACH USE AGREEMENT

- A. Transfers of use agreement are not permitted.

10. SIGNS

- A. Signs or advertisements are not permitted at Jacksons Beach. By request, the business web site may be linked to the Port's web site.

11. GARBAGE

- A. All businesses are responsible for packing out their refuse from Port property.

12. TERMINATION

- A. The Jacksons Beach Use Agreement will be terminated under the following conditions after review by Port staff:
 1. Non-payment of fees.
 2. Failure to maintain insurance requirements.
 3. When a business interferes with other customers' use and enjoyment of the facility.
 4. Failure to maintain registration permits to operate a business.
 5. When a business proves not to operate in the public interest or its services are substandard and become a detriment to the facility.
 6. When the business places greater demands upon the Port staff than the Port can reasonably expect to support.
 7. When a business or vessel violates Federal, State or Local laws or is improperly licensed or registered.
- B. Termination of Use Agreement
 1. The Port or the business customer has the right to terminate the account with 5 days written notice.

13. PERIODIC REVIEW

The Port of Friday Harbor Commission may periodically review the Jacksons Beach Use Policy. The Commission has the authority to change or update this policy as deemed necessary. It is the responsibility of business owners to review any changes to the policy.