



Date: 12/8/2022

Subject: **Boat Canopy and Boat Cover Assist systems and any other similar permanent structures**

Information and Instructions regarding Boat Canopy and Boat Cover Assist permitting.

Per Ordinance 22-05 (2) Boat Canopies and Cover Assist systems can be permitted per primary residence.

Regarding licensure: Marine Contractors, Aluminum Contractors and General Contractors can perform this work providing:

They have registered their license with the Building Services Division.

They have registered their portal account via Citizen Self Service form and online registration at the portal.

They also carry USL&H insurance in additions to the standard liability and workers compensation insurance.

To be submitted for Structural review:

Engineering for the structure indicating the design parameters (e.g., wind speed, exposure category), showing all the structural components, their specs (e.g., dimension, type, etc.), and how they are fastened.

The contractor may submit for a master plan, as we do for pool engineering.

To be submitted for Zoning review:

Site plan showing that the canopy or assist systems meets the setbacks and protrusion requirements according to code. If this structure falls outside the permitted dock, a final survey will be required. Provide an overhead view of the structure with the dimensions and setbacks shown.

Fee for a structure will be “ERI – Each Required Inspection” (rate is \$54 per required inspection.)

Additionally, there will be a 38% plan review fee and state surcharges in the amount of 1% and 1.5% of the permit fees respectively.

*Contractor Registration form, Citizen Self Service form, and Marine Permit application form are available at www.cityofmarcoisland.com > Our Government > Forms and Applications > Filter the list to show only the Building Services Department. The forms have instructions on them.

*The online permitting process is called out on the Instructions page of the Citizen Self Service portal.

<https://www.cityofmarcoisland.com/building/webform/link-citizen-self-service-portal-instructions-page>

For questions about permitting contact our permitting team at permitdesk@cityofmarcoisland.com