

## **Proposed Annual Registration Guidelines for Private Facilities**

### **PURPOSE**

The purpose of the proposed registration and annual review requirements is to establish and maintain accurate shoreline facility records, support implementation of the Shoreline Management Plan (SMP), improve inventory and record management, verify facility status and authorizations, and provide a consistent framework for shoreline administration, inspections, and compliance monitoring within the Project Boundary.

### **PROGRAM OBJECTIVES**

The Shoreline Facility Registration and Compliance Program is intended to:

- Maintain accurate shoreline facility records and ownership information.
- Establish and maintain a complete inventory of shoreline facilities within the Project Boundary.
- Support GIS-based facility mapping and record management.
- Support annual review of shoreline facilities to verify continued compliance with permit conditions, approved plans, shoreline facility requirements, and applicable SMP provisions.
- Improve communication between Tri-Dam and shoreline property owners.
- Provide a consistent administrative framework for permitted and grandfathered shoreline facilities.
- Improve identification and documentation of unauthorized shoreline facilities and improvements.
- Support ownership transfers and maintenance of current shoreline facility records.
- Provide a funding mechanism for ongoing shoreline management, compliance monitoring, inspections, and program administration.

### **REGISTRATION REQUIREMENTS**

All private shoreline facilities located within the Project Boundary are required to participate in the registration program. Registration information requirements may include, but are not limited to:

- The name of the property owner, Trust, LLC, corporation, or other legal entity holding title to the property, as reflected in County Assessor and/or Recorder records, including primary contact information, mailing address, email address, and telephone number.
- Property address, Assessor Parcel Number (APN), and lot number, if applicable.
- Indicate whether the property is located within a homeowner's association (HOA).
- Inventory of all shoreline facilities and improvements located within the Project Boundary (515-foot contour), including docks, slips, personal watercraft ports, boat lifts, boathouses, gangways, canopies, launch ramps, retaining walls, shoreline stabilization features, low-water supports, stairways, walkways, decks, viewing platforms, utility infrastructure, electrical systems, fuel systems, pump houses, water withdrawal systems, intake lines, storage tanks, landscaping improvements, vegetation management areas, non-native vegetation plantings, shoreline erosion control measures, bottom barrier mats, fences, gates, signage, storage structures, and other shoreline improvements.
- Quantity of each facility type, including identification of properties containing multiple docks, slips, personal watercraft ports, boat lifts, boathouses, canopies, retaining walls, launch ramps, stairways, walkways, decks, or other shoreline facilities.
- Identification of any irrigation, landscaping, agricultural, domestic, or other water withdrawal systems utilizing reservoir water, including pumps, intake lines, distribution lines, filtration systems, storage tanks, and associated infrastructure.
- Documentation demonstrating compliance with aquatic vegetation management requirements, including evidence of aquatic vegetation clearing within ten (10) feet of any dock, gangway, or other in-water structure, where applicable.
- Identification of floating swim platforms, waterslides, and other recreational shoreline facilities, including temporary, if present.
- Identification of address signage and reflective markers, if applicable.
- Identification of long-term vessel mooring areas, vessel storage areas, or other watercraft-related facilities, if applicable.

- Identification of any facility, structure, modification, expansion, or improvement operating under an approved variance.
- Identification of shoreline facilities located on adjacent parcels that are utilized by, connected to, or serve the registered property, if applicable.
- Identification of facilities extending more than forty (40) feet waterward of the 510-foot contour line.
- Identification of all utility services and infrastructure associated with shoreline facilities, including electrical service, lighting, outlets, charging stations, generators, water lines, pumps, pump houses, intake lines, fuel systems, and other utility-related improvements.
- Current facility dimensions, configuration, and location.
- Current photographs sufficient to document existing shoreline conditions and shoreline facilities located on the property.
- Copies of existing approved permits, drawings, approvals, agreements, licenses, variances, or authorizations issued by Tri-Dam, counties, state agencies, federal agencies, or other applicable entities, if available.
- Documentation supporting grandfathered status, prior authorization, variance approval, or other special authorization, if applicable.
- Date ownership was acquired and ownership history, if available.
- Pictures of facilities in good working order
- The CF# of each vessel that will require an annual sticker.

### **ANNUAL COMPLIANCE CERTIFICATION**

Property owners shall annually certify that the registration information on file remains accurate and current, including ownership information, contact information, and facility inventory information. If no changes have occurred, the property owner shall certify that the previously submitted registration information remains accurate and current.

All watercraft and personal watercraft utilizing shoreline facilities within the Project Boundary shall be required to display a valid Tri-Dam annual sticker. Annual stickers shall be issued upon completion of the annual registration and compliance review process.

The annual registration and review process is intended to ensure shoreline facilities located within the Project Boundary remain consistent with approved permits, approved plans, Shoreline Management Plan requirements, and other applicable authorizations.

As part of the annual review process, Tri-Dam may verify shoreline facility compliance, including facility configuration, address placards, approved shoreline improvements, vegetation management requirements, and other applicable permit conditions. Property owners may be required to submit photographs, permits, approvals, or other supporting documentation necessary to verify compliance.

If no changes have occurred, the property owner shall certify that the previously submitted registration information remains accurate and current.

Upon transfer of property ownership, the new property owner shall be required to submit a new registration at next annual registration time frame.

Any modification, addition, replacement, expansion, or other activity requiring approval under the Shoreline Management Plan shall remain subject to the applicable permit review and approval process.

Failure to submit an annual compliance certification, required supporting documentation, or applicable registration fees may result in administrative fees, compliance review, suspension of annual sticker eligibility, or other enforcement actions, up to and including removal of facilities.

## **PROPOSED FEE STRUCTURE**

Applicable to individual residential shoreline facilities, including permitted facilities, grandfathered facilities, and other authorized shoreline facilities associated with a single residential parcel.

### **Registration and Annual Permit Renewal Fee – Residential**

| <b>Facility Type</b>                                                                                                                                                                                                                                                                                                                                                                                               | <b>Annual Registration &amp; Compliance Fee</b> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| Annual Registration for Residential Shoreline                                                                                                                                                                                                                                                                                                                                                                      | \$150                                           |
| New Ownership Transfer Registration                                                                                                                                                                                                                                                                                                                                                                                | No Fee*                                         |
| Registration Reinstatement Fee (Expired Registration)                                                                                                                                                                                                                                                                                                                                                              | \$200**                                         |
| 2nd Consecutive Year Non-Registration                                                                                                                                                                                                                                                                                                                                                                              | Compliance Review and Enforcement Action        |
| Failure to Comply                                                                                                                                                                                                                                                                                                                                                                                                  | Up to \$2,000                                   |
| Abandoned or derelict docks/water facilities                                                                                                                                                                                                                                                                                                                                                                       | \$2,000                                         |
| *A New Ownership Registration is required upon transfer of ownership to ensure Tri-Dam's ownership records remain current. No additional fee is required if the property's current Annual Registration and Compliance Fee have already been paid. If the fee has not been paid, the applicable Annual Registration and Compliance Fee shall be due at the next scheduled annual registration or compliance review. |                                                 |
| **In addition to the permit fee.                                                                                                                                                                                                                                                                                                                                                                                   |                                                 |

### **Existing Permit and Administrative Fees**

| <b>Permit or Administrative Action</b>           | <b>Fee</b>     |
|--------------------------------------------------|----------------|
| New Facilities, Including Replacement Facilities | \$1,500        |
| Additions to Existing Permitted Facilities       | \$750          |
| Pre-Application Consultation (2–3 Hours)         | \$250          |
| Pre-Application Consultation (4–5 Hours)         | \$500          |
| Extension of Time                                | \$150          |
| Performance Deposit                              | \$3,000        |
| Low Water Supports                               | \$250          |
| Personal Watercraft Port Replacement Only        | \$150          |
| Vegetative Management (Bottom Barrier Mats)      | \$200          |
| Permit Change Request                            | \$400          |
| Re-Inspection Fee                                | \$150          |
| After-the-Fact Additional Permit Fee             | \$250–\$3,000* |

\*Any work performed in the 515' contour elevation requires a permit, even if there is no fee

### **HOA, Commercial, and Marina Facilities**

Registration, compliance, and enforcement for homeowner associations, commercial facilities, and marinas shall be administered in accordance with the terms and conditions of their applicable Non-Project Use Agreement.

## **REGISTRATION DISCLAIMER**

- Registration does not constitute approval of a facility, confirmation of grandfathered status, authorization of an existing facility, or approval of any modification, replacement, expansion, or change in use.
- Registration of a facility shall not be construed as recognition, confirmation, or establishment of grandfathered status.
- Tri-Dam may require additional information to verify permit status, grandfathered status, variances, or other authorizations applicable to a shoreline facility.

## **ENFORCEMENT AND NON-COMPLIANCE**

- Failure to register, maintain current registration information, submit required certifications, or comply may result in administrative fees, compliance review, permit restrictions, permit revocation, denial of future permit requests, removal of unauthorized facilities, or other enforcement actions.

## **IMPLEMENTATION SCHEDULE**

### **Phase 1 – Program Outreach and Initial Registration**

- Conduct stakeholder outreach and education.
- Implement shoreline facility registration requirements.
- Collect registration forms, supporting documentation, and applicable fees.
- Collect ownership, facility, and shoreline inventory information.
- Establish a comprehensive shoreline facility database.
- Verify registration information and supporting documentation.
- Review registration information and available documentation to determine permit status, grandfathered status, and other applicable authorizations.
- Update shoreline facility records and GIS mapping information.

### **Phase 2 – Ongoing Annual Registration and Administration**

- Maintain shoreline facility records and inventories.
- Process annual registrations and compliance certifications.
- Update ownership, facility, and contact information.
- Conduct compliance monitoring and inspections.
- Continue stakeholder outreach and shoreline program administration.
- Implement compliance and enforcement actions, as necessary.