

# WOODCLIFF PARK MEMBERSHIP APPLICATION 2024

Date Received

Date

Name

Address

Phone #  Type  Phone #  Type

Email Addresses

Names and ages of people in family (see definition of "family" in Section B)

1.  3.  5.

2.  4.  6.

Vehicle license plates in family (see definition of "family" in Section B)

1.  3.  5.

2.  4.  6.

Type of membership (see Membership and Rate Information in Section C)

*Max of 25 Non-Neighborhood Memberships available. Extras placed on a Waiting List*

Membership Amount

Boat Slip Request?  Yes  No Wet Slip

If yes, mark what you want  
(see Boat Slip Fees in Section D)

Dry Slip\*  Qty

**\*Dry Slips includes:**

kayaks and paddle boards - limit 2/member

Total From Above

If you do not currently have a wet location write a check for Membership fee and wait list fee but not for Boat Slip Fee at this time. If you are awarded a slip that opens up you will be required to pay the slip fee at that time. If no slip is available, you will be placed on a waiting list as long as you remain a member and send in your wait list fee with your application. Make check(s) payable to "Woodcliff Park Association". Include a self-addressed/stamped envelope **WITH** your application if you are requesting a dry slip.

Mail your check AND self-addressed/stamped envelope to: WPA Treasurer Ben VanderLaan 3734 Reeds Lake Blve SE Grand Rapids, MI 49506

By applying for membership to Woodcliff Park, you agree to the Woodcliff Park Rules  
By applying for membership to Woodcliff Park Association, you agree to abide by the Woodcliff Park Association rules.

Signature

Any questions should be emailed to [wpasec@gmail.com](mailto:wpasec@gmail.com)

# WOODCLIFF PARK RULES AND RATES

## **SECTION A: ENROLLMENT**

1. Application must be made between January 1 and March 15. You may obtain an application by making a request to [wpasec@gmail.com](mailto:wpasec@gmail.com). Neighborhood members buying a house in the WPA after January 1 of the current year and renters renting after January 1 of the current year and otherwise complying may apply at any time during the year but there may only be one membership for each residence.
2. If those applying for Non-Neighborhood Woodcliff Park Beach (WPB) Memberships exceed 25 Families, those chosen to be granted memberships shall be determined by lot; those not so chosen may be placed on an annual waiting list, for potential approval of membership, based on their respective dates of application, in the event of withdrawal or cancellation of other Non-Neighborhood Memberships. Enrollees will be alerted of their membership status by April 1.

*\*A person or family that is accepted for a WPB Non-Neighborhood Membership and has paid the required annual fee by the due date for their first year of membership is guaranteed a membership for the ensuing four years, subject to annually completing a Membership Application form with the completed family members and vehicle license plates information and timely paying the current annual fee, and if such person or family also pays the fee by the due date, then that person or family shall have a WPB Non Neighborhood Membership for that year; but if the person or family fails to return a completed Membership Application form or pay the annual fee by the due date for the next subsequent year (of such four ensuing years), such membership shall terminate, subject to the right of such person or family to reapply for a WPB Non-Neighborhood Membership, if available, in any subsequent year, to the same extent as others eligible for WPB Non-Neighborhood Memberships could do under the terms hereof.*

## **SECTION B: DESCRIPTION AND DEFINITION**

Woodcliff Park is limited for use by park members and their guests.

Memberships may be purchased by a **Family** as defined by the Grand Rapids Township Zoning Ordinance as:

1. One or more persons related by blood, marriage, or adoption, occupying a single dwelling unit and living as a single non-profit housekeeping unit.
2. A collective number of individuals occupying a single dwelling unit under one head whose relationship is a permanent non-transitory and distinct domestic character and cooking and living together as a single and separate housekeeping unit. This definition shall not include any society, club, fraternity, sorority, association, lodge, combine, federation, group, coterie, or organization which is not a recognized religious order nor include a group of individuals whose association is temporary and/or resort or seasonal in nature nor include state licensed residential facilities as defined by the Zoning Enabling Act of 2006, as amended.

## **SECTION C: MEMBERSHIP AND RATE INFORMATION**

The following rates reflect annual dues for the current calendar year and are subject to change each year by the Board of the Woodcliff Park Association (WPA).

### **Memberships offered**

#### **1. Woodcliff Park Association (WPA) Neighborhood Memberships.**

The Neighborhood Members refers to all WPA Members that reside in the Woodcliff Park Association Neighborhood Boundaries (see Section M for the map):

- WPA Neighborhood Membership (as defined in attached WPA neighborhood boundary map Section M)
- **\$350/membership**
- **\$175/membership if a member in 2020 ending on December 31, 2029**
- **\$75/membership for seniors (65 and older)**

#### **2. Woodcliff Park Beach (WPB) Non Neighborhood Memberships**

Non Neighborhood Members refers to all other persons admitted as members other than the Neighborhood Members. A total of 25 memberships are available for Non Neighborhood Members residing outside the Woodcliff Park Association Neighborhood Boundaries. *The members in the following Non Neighborhood Membership categories will need to reapply every five years and will go to the end of any annual waiting list for Non-Neighborhood Memberships.*

- A. Grand Rapids Township WPB Membership (those living outside the WPA Neighborhood Boundaries but within Grand Rapids Township):
  - **\$600/membership**
- B. Outside Grand Rapids Township WPB Membership:
  - **\$600/membership**

## **SECTION D: BOAT SLIP FEES**

All boats (with and without motors) must be approved by the Dock Master. Wet slips are defined as a floating dock location. Dry slips are defined as a spot on the boat rack on dry land.

### **Boat slips fees are as follows:**

#### **A. Woodcliff Park Association (WPA) Neighborhood Membership**

- Wet slips: \$500 annually. (first year: \$750)
- Dry slips (kayak or paddle boards-limit-limit 2 per member): \$25 annually
- Wet Slip Wait List: \$100- current year wait list fee applies to first year Wet slip fee.

#### **B. Woodcliff Park Beach (WPB) Non-Neighborhood Membership**

- Wet slips: \$1,000 annually. (first year: \$1,250)
- Dry slips (kayak or paddle boards-limit-limit 2 per member): \$50 annually
- Wet Slip Wait List: \$200

## **SECTION E: MEMBERSHIP RULES**

1. Members are defined as those who are in good standing and up to date with their membership dues.
2. Members use park, beach and docks and slips at their own risk. WPA is not responsible for any personal property left at the park for any reason.
3. Membership of the park does not automatically include the launch, tying up, or storing of boats or storing of boat trailers. (See WATERCRAFT SLIP RULES)
4. Combination to the park gate will be given to all members and is not to be shared with nonmembers.
5. A member may not loan or transfer their membership to anyone.
6. The Woodcliff Park Association (WPA) is responsible for the use and management of the park. Any questions about park rules and conditions should be addressed to the WPA executive committee by contacting the WPA secretary at [wpasec@gmail.com](mailto:wpasec@gmail.com)

## **SECTION F: WATERCRAFT WET AND DRY SLIP RULES**

1. Boat slip fees are due by March 15 of applicable year. If a member does not pay the boat slip fees by the due date, the member may lose the slip at discretion of the Dock Master.
2. **Wet slips**- Total number of floating (wet) slips is 22. Shore stations are not allowed however there is one shore station that is grand fathered. Availability of a slip occurs only if fewer than 22 slips are in use. There will be no installation of new docks or shore stations. No mooring boats on buoys. Boats must be removed from wet slips by dock removal date (mid-October).
3. **Dry slips**- Total number of dry slips is a maximum of 52. Dry slips will be filled on a first-come, first served basis with a waiting list to be handled the same as the wet slips. All other member rowboats, canoes, kayaks, smaller child kayaks etc., must be ported in and out of the park daily, not to be left overnight. Annual stickers we provide each year are required to be placed on your dry slip item. Dry slip items with no stickers may be removed from the park and discarded without any notification. No dry slip boats items are to be left on the beach or the swim area. When not in use they need to be in the Dry Slip area. No watercraft items, except those in a dry slip location, and no trailers will be stored on the grounds anywhere in the park. There is a limit of 2 Dry slips per member. Paddle boats, sail boats and canoes are not allowed to be stored in the dry slip area. There is one paddle boat and one sailboat grand fathered in.
4. Proof of current registration must be presented to the Dock Master prior to each boating season for all watercraft as required by law. The boat must be registered to the head of the household who has been assigned to that dock slip.
5. A member may not loan or transfer their slip (wet or dry) to any member or non-member.
6. Members may not exchange their dock slip location with another dock slip member without permission of the Dock Master.
7. Boats must be securely fastened to the dock in the assigned slip.
8. Attachments or alterations made to the slip/dock must first be approved by the Dock Master and removed each fall prior to dock removal. Unauthorized installations will be removed by the Dock Master without notification to the holder.
9. Any damage to assigned slip/dock is the responsibility of the slip holder and slip holder has full financial responsibility for any damage to assigned slip/dock by persons or by any boat for any reason.
10. At no time are any boats, kayaks, canoes, etc., allowed on the swimming beach area.
11. Each person with a Wet Dock slip shall provide the Dock Master with written confirmation of liability insurance for their boat, either through a homeowners policy with their boat added with minimum liability insurance of \$50,000 or through a separate policy.
12. Dock space/location is determined by the Dock Master upon receipt of boat owner's annual dockage fees.
13. Wet slips use requirement: If a boat Wet Dock slip is left vacant for two full seasons, in the following season the slip must be occupied as of June 1 or assignment of the slip will be forfeited as of June 1.
14. Non-compliance of these Boat Slip Rules will result in the Dock Master recommending to the WPA Officers that slip privileges be revoked or further action be taken, resulting in loss of use of the slip space. Dispute resolution by Woodcliff Park Association Officers is final.
15. No new Jet Skis/Seadoos will be permitted to be stored on Park property overnight

## **SECTION G: PARK RULES**

1. Park hours 6a.m.-11p.m.
2. Parking for Neighborhood and Non-Neighborhood members of the park shall only be in the designated parking area which has a gravel and/or crushed concrete surface, which will be filled on a first-come, first served basis. Please be mindful that streets surrounding the park are narrow so for safety reasons, if you are not able to get a parking space in the park, please walk or bike in as parking on the street is prohibited. Guests may not park a vehicle at the park.
3. There is a maximum of TWO (2) vehicles per household to park in the lot at any time unless you have made a reservation at that time. Any special circumstances requiring additional parking must have prior approval from the board.
4. No overnight parking of vehicles.
5. Pick up and pack out any trash, toys, and other equipment as you leave the park. Do not put trash in the port-a-john.
6. Members are responsible for the safety of their children and/or those of their guests when using the park. Children age 7 and under must be under the supervision of an adult at all times. All guests must be accompanied by a member when in the park. Unaccompanied guests are NOT permitted to use the park.
7. Members and/or guests are responsible for the restoration of any damage incurred when using the park.
8. Trimming, planting, removing plants/trees is not permitted except by approval of the Woodcliff Park Association.
9. No peddling or solicitation of business of any nature.
10. No person shall engage in any violent, abrasive, loud, boisterous, vulgar, obscene, or otherwise disorderly behavior tending to create a breach of peace, or disturb or annoy a reasonable person using the park in a proper manner.
11. No discharge, or possession of any fire arms, fireworks, or any substance of an explosive nature.
12. No person shall throw, cast, lay, drop or discharge into or leave in waters any substance, matter or thing, liquid or solid which may result in the pollution of the waters or wetland areas.
13. Dogs must be on a leash. (per Grand Rapids Township ordinance # 203)
14. Dog owners must clean up after their dog. (per Kent County animal control regulation section # 705)

## **SECTION H: WATERCRAFT RULES**

1. All docked watercraft are to be registered with the Dock Master.
2. Watercraft cannot be left on the sandy beach area.
3. Watercraft cannot be used or anchored inside designated swimming area.
4. All watercraft must be cleared from the park prior to fall dock removal (mid-October).

## **SECTION I: NON COMPLIANCE**

Those found in violation of park or boat rules will receive the following:

On first offense, written warning by the WPA President.

On second offense, review by the WPA Officers who have the option of revoking offender's membership with no refund of membership dues.

### **Zero Tolerance Policy**

Woodcliff Park Association (WPA) is committed to providing a safe park for all members to enjoy. This policy is intended to create a safe and inclusive environment, free from discrimination and harassment. We are a community, and we expect all members (and guests) to treat each other, and the park, with respect at all times. The WPA has a zero-tolerance policy meaning we will not tolerate harassment of any kind, threats, threatening language, theft, or any other acts of aggression or violence. If you believe you have been subjected to and/or witnessed objectionable conduct at the park which violates this policy, you should report it immediately to the President, Vice President or any member of the Board of Directors or, where safety is an immediate concern, to local law enforcement. Do not allow an inappropriate situation to continue by not reporting it, regardless of who is creating that situation. No member or guest is exempt from this policy.

All complaints will be promptly investigated and will be treated with as much confidentiality as possible, recognizing the need to thoroughly investigate all complaints. All individuals must cooperate; the WPA will not permit retaliation of any kind against any member or guest who makes a good faith complaint of discrimination or harassment, or who assists/participates in an investigation. Upon review, if the WPA Board of Directors find that this policy was violated, appropriate action will be taken, which could include a written warning, or if severe and /or pervasive, could result in immediate dismissal from the WPA without refund of membership dues.

Dispute resolution by Woodcliff Park Association Officers is final.

## **SECTION J: IMPORTANT DATES**

Enrollment period: **January 1-March 15**

Docks in: **mid April**

Docks out: **mid October**

Block out dates for reserving the park: **Memorial Day, Independence Day, Labor Day**

## **SECTION K: PARK RESERVATIONS**

1. Reservations are required when a member wishes to hold a function that includes a minimum of 10 people.
2. Reservations should be made by emailing [wpasec@gmail.com](mailto:wpasec@gmail.com). Reservations will be granted on a first come, first served basis.
3. Park may be reserved by members of Woodcliff Park Association only and the member must be in attendance during the entire time reserved. Maximum number of attendees is 40.
4. Members are limited to two functions per year.
5. Whoever makes the reservation is responsible for any damage to the park or surrounding property resulting from their guests and/or function.
6. Whoever makes the reservation is responsible for making sure no more than 3 vehicles are parked in the lot and that other guests are not parked in the streets next to the park.
7. Plan to pick up and pack out any trash, toys, and other equipment as you leave the park. Do not put trash in the port-a-john.
8. No function will have exclusive use of the park. Maximum of two functions at the park at a time.
9. Block out dates for park reservation: **Memorial Day, Independence Day, and Labor Day.**
10. Reservations must be made no less than 48 hours in advance. Confirmation of the reservation will be sent in advance.

## **SECTION L: BOAT SLIP WAITING LIST**

The Dock Master and Treasurer maintain roster and waiting list for wet slips and dry slips as needed.

1. Member's name may be placed on either or both boat slip waiting lists (wet or dry and WPA Neighborhood Member and WPB Non-Neighborhood Member so there are a total of 4 waiting lists). Members will be placed on the Boat Slip Waiting list in the order of the date the membership application is received by the treasurer. If two or more applications are received on the same date, a coin toss will determine the order on the wait list. The Dock Master and Treasurer will file a copy.
2. Of the 22 wet slips available there will be 18 assigned to WPA Neighborhood Members and 4 assigned to WPB Non-Neighborhood members. There is a separate waiting list for the 18 Neighborhood Member slips and a separate waiting list for the 4 Non-Neighborhood Member slips. For a WPA Neighborhood Member to be awarded a slip another WPA Neighborhood Member must vacate a slip. For a WPB Non Neighborhood Member to be awarded a slip another WPB Non-Neighborhood Member must vacate a slip.
3. Of the 52 dry slips available there will be 42 assigned to WPA Neighborhood Members and 10 assigned to WPB Non-Neighborhood Members. There is a separate waiting list for the 42 WPA Neighborhood Member dry slips and a separate waiting list for the 10 WPB Non-Neighborhood Member dry slips. For a WPA Neighborhood Member to be awarded a dry slip another WPA Neighborhood Member must vacate a dry slip. For a WPB Non-Neighborhood Member to be awarded a dry slip another WPB Non Neighborhood Member must vacate a dry slip. To clarify 52 dry slips means there is room available for a variety of 52 watercraft such as kayaks, canoes and paddle boards. A member can have up to 2 watercraft in dry slip area but the total of watercraft as an association cannot exceed 52.
4. Once a wet or dry slip is assigned, a member is entitled to keep that slip for each subsequent year as long as the member remains a member in good standing and pays the annual membership dues and the annual boat slip fee. A member may not transfer a boat slip to any other member, existing or new, and the boat slip is not transferable with any residence when it is sold or leased.
5. The Dock Master and the Treasurer will maintain the Boat Slip Waiting Lists. Total wet slips are 22 and total dry slips are 52.
6. Dock Master will contact the member whose name is at the top of the respective Boat Slip Waiting List when a slip becomes available. The Dock Master must be given acceptance or refusal within five days of notification or the slip will be deemed refused. If refused, the next member on the respective waiting list shall have the option to obtain the slip using the same procedure. Wait list fees paid in prior years will be applied toward first year dock fees only. the remaining balance must be paid to secure the dock space.
7. Woodcliff park slips cannot accommodate all drafts or lengths of boats. If you are assigned a slip your boat must fit in the assigned slip.
8. If a member finds the available slip unacceptable, they have a choice to accept the available slip or relinquish it to the person next on the list and be placed back on the top of the respective Boat Slip Waiting List.
9. If there is a vacancy on one boat slip type and no one is on that type's waiting list, it will go to the next person on the same class of slip (wet or dry) of the other type (WPA Neighborhood Member or WPB Non Neighborhood Member). Subsequently if that type of slip is relinquished by any member of that type of slip it will revert to its original classification.
10. Memberships must be renewed annually and wait list fees sent in with your application no later than March 15 to remain on the Boat Slip wait list.