



NC CLEAN MARINA PROGRAM

North Carolina Clean Marina Application

The purpose of the North Carolina Clean Marina program is to give marina and boatyard facilities a chance to be recognized for their efforts towards environmental responsibility. It also gives customers a way of identifying facilities that are following best management practices. The program is strictly voluntary, but it shows that your facility cares about the environment.

A **MARINA** IS QUALIFIED IN THE Clean Marina Program as:

A publicly or privately owned dock, basin or wet boat storage facility built to accommodate more than 10 boats and providing permanent or temporary docking space dry stack storage and/or haul-out facilities

To participate in the Clean Marina Program, fill out the enclosed application identifying all the way that a clean environment is promoted at your marina. There are several areas where your marina must be using best management practices (BMP's) in order to be identified as a Clean Marina. If your facility qualifies on paper, a Clean Marina Program representative will visit your site to visually identify BMP's implemented at your facility.

When it has been verified that your facility meets the Clean Marina criteria, you will be issued a Clean Marina flag and Clean Marina Certificate, identified on the Clean Marina website (including a link to your website) and you will be able to use the Clean Marina logo in all of your publications. Re-certification of your facility by a Clean Marina representative is required every two years to renew your standing. You should reapply at least two months prior to the expiration of your certification.

Please send completed applications to: N.C. Clean Marina Program
400 Commerce Ave.
Morehead City, NC 28557

Or contact Pat Durrett, Clean Marina Program coordinator, at 252-808-2808 Ext. 228, or e-mail pat.durrett@ncdenr.gov.

CLEAN MARINA PROGRAM PARTNERS:

Division of Coastal Management
NC National Estuarine Research Reserve
NC Boating Industry Services

NC Division of Water Resources
North Carolina Sea Grant
Albemarle-Pamlico National Estuary

Best Management Practices

PROBLEM: HAZARDOUS WASTE

Oil and other hazardous materials spilled into waters through point sources or storm drains introduces toxins to aquatic life. These can be ingested or can coat species, disrupting normal body functioning. If proper disposal areas are not provided, patrons might dispose of hazardous materials directly on the ground or in a dumpster leaving the marina owner liable if the chemical explodes or if contamination of soils and groundwater occur.

BMP:

Locate and design fueling stations and hazardous waste usage areas to contain spills to a limited area. Develop a spill contingency plan. Design containment around fuel and hazardous materials storage areas. Have adequate spill containment and cleanup equipment onsite (booms, absorbent pads, gloves, etc). Use automatic shutoffs on fuel dispensers and promote the use of oil absorbing material in bilges. Provide separate, accessible containers for waste and used fuel recycling. Facilities must have properly trained and certified UST operators if required.

APPLICABLE RULES:

EPA requires a Spill Prevention containment and contingency plan for facilities storing 42,000 gallons underground or a combined above ground storage of 1,320 gallons. Tanks must have adequate containment to hold a spill from the largest storage tank plus room for precipitation, and tanks must be made out of an impermeable material. Dispensing nozzles used at marine service stations shall be of the automatic-closing type without a latch-open device (2000 NC Fire Code (IFC) SECTION 2209.3.3). Used oil containers must be stored on impervious surfaces with secondary containment (berm or double-walled tanks). Hazardous wastes collected on site must be contained in well-labeled covered containers. All facilities with UST systems permitted through the Division of Waste Management must have trained Primary and Emergency Response Operators.



PROBLEM: SEWAGE

Overboard dumping of boat heads causes high nutrient levels in the waterways that can result in algae blooms and fish kills. Sewage is highly organic, and when released into the water, it is broken down using dissolved oxygen that depletes the available oxygen for other marine life. The chemical additives in marine sewage can contain compounds that are toxic to marine organisms. Fecal matter may contain bacteria and viruses that can be harmful to humans who eat shellfish that have been taken from contaminated waters or who swim in contaminated waters.

BMP:

Install a pumpout system to pump boat waste safely from the boat's holding tank to an available sewage treatment location. Funding for pumpout systems is available through the Clean Vessel Act that pays for 75% of installation costs (for more information on the N.C. Pumpout Grant Program, contact the N.C. Division of Coastal Management or the Clean Marina coordinator at 252-808-2808). Use adequate signage to advertise the pumpout service and to remind boaters that the basin is a **no** discharge area. Also have directions on pumpout use available to patrons, as well as information on the importance of using pumpouts. If pumpout service is not available at your facility, you should post information on where the service can be obtained.

APPLICABLE RULES:

Under CAMA permit conditions, all new marinas and marinas undergoing expansion or installing fuel docks are required to install a pumpout if there will be more than 25 slips and the facility will accommodate boats with holding tanks.



PROBLEM: IN-WATER BOAT MAINTENANCE ACTIVITIES

Performing cleaning and maintenance operations on boats in the water allows harmful cleaners, solvents and paint to enter the water, contribute to pollution and are toxic to marine life. Sediments contaminated with toxic residues from antifouling paints can result in future problems and expenses for marina operators when faced with dredge material disposal.

BMP:

Prohibit in-water boat painting of hulls and provide biodegradable cleaners for sale in the ships store.

APPLICABLE RULES:

Boat maintenance areas shall be designed so that all scraping, sandblasting, and painting will be done over dry land with adequate containment devices to prevent entry of waste materials into adjacent waters (NCAC 15A:.07H.0208b(5)(N)).



PROBLEM: EDUCATION AND TRAINING

Lack of boater and employee education in the potential environmental hazards and pollutants contribute to the improper discharge of waste.

BMP:

Public education, outreach and training programs should be instituted including providing and posting written material on proper fueling, sewage dumping, fish cleaning, trash disposal and other Clean Marina activities. Distribute [“A Boater’s Guide to Protecting North Carolina’s Coastal Resources,”](#) available from the Division of Coastal Management. Ensure that all patrons receive a copy of the marina policies regarding various activities at the facility. Require all employees to read the “Best Management Practices for North Carolina Marinas,” available from the Division of Coastal Management at 252-808-2808 or <http://deq.nc.gov/about/divisions/coastal-management/coastal-management-recognition/clean-marinas-program/marina-operators-can-help> . Ensure that all employees, subcontractors and doo-it-yourselfers receive a copy of the marina policies regarding various activities at the facility.

APPLICABLE RULES:

Marinas shall post a notice prohibiting the discharge of any waste from boat toilets and explaining the availability of information of local pumpout services (NCAC 15a: 07H.0208(b)(5)(M)).



PROBLEM: FISH WASTE

The decomposition of excessive fish waste concentrated in a marina basin with poor water circulation can cause a decrease in available oxygen for aquatic species. This can cause fish kills and can leave harmful levels of bacteria that create a foul-smelling environment.

BMP:

Establish fish cleaning areas and educate boaters on the need for and how to use these areas. An area with water and appropriate waste containment should be provided. Inform boaters on the marina policy for cleaning and disposing of fish and carcasses. Conduct daily trash pickups and provide recycling containers for boaters.

APPLICABLE RULES:

North Carolina G.S. §113-265(b); N.C. G.S. §130A-309.01 through 309.29 Non-hazardous solid waste management; N.C. G.S. §130a-309.07(7) State Solid Waste Management Plan. The NC Wildlife Resources Commission and the Marine Fisheries Commission have statutory authority to regulate the disposal of fish waste. Division of Marine Fisheries law states that “(n)o one may possess aboard a vessel or while engaged in fishing any fish subject to limits without head and tail attached, except for alewife and blueback herring used for bait provided not more than two fish per boat/operation may be cut at any one time” (15A NCAC 3M .0101).

Clean Marina Application

A marina is any publicly or privately owned dock, basin or wet boat storage facility built to accommodate more than 10 boats and providing permanent or temporary docking space, dry stack storage and/or haul-out facilities.

Please note that this application applies only to marinas without active boat maintenance yards. If your facility combines these services, you will need to apply to the Clean Marina Program using the separate **Marina/Boatyard Application.*

Please complete the following checklist as a self-assessment of the activities that occur at your marina. This form will also be used by the NC Clean Marina Representative to verify the checklist and compile data about your marina. Please include a map of your entire facility and required checklist items.

Clean Marina certification will be presented to those marinas that achieve a minimum score required in each section (80%). While it is not necessary to implement all of the recommended practices, **certain BMPs are required (marked with a star ★)** to be recognized as Clean Marina.

Scoring will be based only on applicable items. A "not applicable" option (NA) is offered in order to indicate which items do not apply to your operation and will not be counted against you in the evaluation. If you do not provide fuel service for example, indicate this by "NA" in the appropriate sections. There is a space at the end of each section to explain why a particular BMP would not apply or if an alternative management strategy is being used. You can also use this space to clarify answers and offer additional information about your marina's facilities.

Clean marinas will be recertified every two years to maintain their Clean Marina status. The Clean Marina program requires that all Clean Marinas comply with all applicable permit conditions. Any Notice of Violation (NOV) not resolved in due course may jeopardize the facility's standing as a Clean Marina. The program encourages marinas to work closely with district offices to ensure compliance when making any changes or renovations to their facility.

Name of Marina/Boatyard: _____

Mailing Address: _____

Physical address (if different than mailing): _____

Phone: _____ Fax: _____ E-mail: _____ Website: _____

Contact Person: _____ Title _____

County: _____ River basin: _____ Water body: _____

Signature _____ Date: _____

Check One

This application is for a _____ **New Facility** _____ **Recertification**

Those facilities requesting recertification need only fill out areas of the application where items have changed.

FACILITY INFORMATION:

Public Private/Residential Commercial Other

Does your marina offer the following? (Please check all that apply)

Boat slips Boat yard Boat Ramp

Dry stack storage Haul out facility Repair services

* Pump-out service Fueling service Power washing

* Type of pump-out:

Mobile system (hand truck)

Mobile system (boat)

Direct slip-side connection

Permanently attached to dock

What do you charge for pumpout use? _____

Is your pumpout funded by Clean Vessel Act money? _____ Year awarded: _____

Number of: _____ Permanent slips _____ Transient slips _____ Liveaboards

Approximate number of annual:

Haul-outs/Repairs: _____ Pumpouts: _____

Do you have a system installed to treat the discharge from pressure wash water? _____ Indicate type of system:

Are you required to have the following? Please submit a copy of each with your Application.

N.C. Coastal Area Management Act (CAMA) Permit

Required for all development in Areas of Environmental Concern (AEC's). Administered by N.C. Division of Coastal Management.

National Pollutant Discharge Elimination System (NPDES)/General Stormwater Permit NCG190000

Permit required for facilities that discharge stormwater through a point source on their property directly into the water basin. Administered by N.C. Division of Water Resources.

Spill Prevention Control and Countermeasure (SPCC) plan

Is required for facilities storing fuel 42,000 gallons underground, or any single above ground tank larger than 1,320 gallons or the aggregate total above ground storage is over 1,320 gallons, and is regulated by Environmental Protection Agency. Facilities with UST systems permitted through the Division of Waste Management must have trained Primary and Emergency Response Operators.

Number and size (gallons) of storage tanks: _____ Above Ground _____ Underground _____
Training Completed _____

Emergency Planning and Community Right-to-Know Act (EPCRA)

Requires that marinas with 10,000 pounds or more of petroleum (approximately 1,250 gallons) file "SARA Tier Two" forms with emergency response agencies by March 1 of each year.

MARINE SEWAGE

NO DISCHARGE

Yes/No/NA

- ★ Sign posted indicating the location of nearest/on-site pumpout facility, including other appropriate waste disposal information at the entrance and exit of main piers.
- ★ Prohibit the discharge of sewage in the marina basin.
- ★ Boaters are informed of the no-discharge policy for the marina basin (in lease or on signage).
- Monitor discharge (Y-valve closed) in the marina basin (consider use of dye tablets in each MSD).

MARINE SEWAGE HANDLING

Yes/No/NA

- ★ Have a functioning and regularly maintained septic system or use city sewer system.
- Have a functioning pumpout (portable or stationary) (**Indicate on map**).
- Have a dump station or wand attachment for portable toilets (Not applicable if have pumpout available).
- Have a maintenance schedule for your pumpout.
- Have directions for pumpout use displayed near pumpout or have only trained personnel perform pumpouts.

ONSHORE WASTE

Yes/No/NA

- Encourage customers to clean up after their pets by posting signs and/or providing bags to scoop up waste.
- Have clean, functioning restrooms (**Indicate on map**).
- Address the sewage needs of live-aboards (functioning pumpouts, onshore restrooms)

OTHER MARINE SEWAGE BEST MANAGEMENT PRACTICES: *(Indicate alternative solutions or site specific conditions precluding the need for one of the items listed above)*

TOTAL MARINE SEWAGE CATEGORY SCORE:

 # OF YES RESPONSES / NUMBER OF APPLICABLE ITEMS X 100 = %

FUEL STORAGE AND HANDLING

FUEL STORAGE TANKS

Yes/No/NA

- Have trained employees for fuel spills/leaks
- ★ Have proper containment around fuel tanks (impermeable surface, double-walls, berms etc.). Type of containment: _____
- ★ Storage tanks have state register and placard displayed.
- Posted "no smoking" sign near storage tanks
- Have scheduled inspection & repair of fuel transfer equipment
- ★ Facilities with UST systems permitted through the Division of Waste Management must have trained Primary and Emergency Response Operators.

FUEL HANDLING

Yes/No/NA

- Boat fueling is monitored at all times.
- Have trained employees to promote environmental & safety precautions while fueling
- ★ Removed all fueling clips.
- Have environmental controls at pumps (prevent overflow, backwash, absorbent pads, fueling collars, etc). Type: _____
- Have scheduled inspection & repair of fuel transfer equipment

OTHER FUEL STORAGE & HANDLING BEST MANAGEMENT PRACTICES: *(Indicate alternative solutions or site-specific conditions precluding the need for one of the items listed above)*

TOTAL FUEL STORAGE & HANDLING CATEGORY SCORE:

___ # OF YES RESPONSES / ___ NUMBER OF APPLICABLE ITEMS X 100 = ___ %

SOLID WASTE

TRASH AND RECYCLING

Yes/No/NA

- Provide trash cans, bins and dumpsters that are covered, well-marked and labeled in convenient locations around the boatyard (**indicate on map**).
- Conduct a daily trash pickup within the boatyard.
- Post a sign near dumpsters with instructions of how/where to properly dispose of hazardous waste (used oil, lead batteries, old gasoline, and diesel).
- Have labeled recycling containers for materials such as aluminum, plastic, newspaper (**Indicate on map**).

FISH-CLEANING

Yes/No/NA

- Post a sign or otherwise inform patrons of fish-cleaning procedures and policies.
- Provide boaters with information on proper fish-cleaning practices and marina policies.
- Provide fish-cleaning station with a labeled, covered receptacle for waste disposal (**indicate on map**).

OTHER SOLID WASTE BEST MANAGEMENT PRACTICES: *(Indicate alternative solutions or site specific conditions precluding the need for one of the items listed above)*

TOTAL SOLID WASTE CATEGORY SCORE:

___ # OF YES RESPONSES / ___ NUMBER OF APPLICABLE ITEMS X 100 = ___ %

IN-WATER BOAT MAINTENANCE

BOAT CLEANING

Yes/No/NA

- Allow in-water boat maintenance only when no debris will fall in the water.
- Do not allow underwater work, including the removal of seaweed and marine debris, where paints can be released in the waters.
- Use biodegradable and phosphate-free cleaners, or other environmentally-friendly products for boat maintenance. Promote the use of water as a natural cleaner.
- Provide educational information on proper boat maintenance to customers.
- Provide an oil/water separation service to filter bilge water or use filters, absorbent bilge socks etc. in all boats to ensure that no oily water will be discharged when in boatyard.

OTHER BOAT MAINTENANCE BEST MANAGEMENT PRACTICES: *(Indicate alternative solutions or site-specific conditions precluding the need for one of the items listed above)*

TOTAL BOAT MAINTENANCE CATEGORY SCORE:

 # OF YES RESPONSES / NUMBER OF APPLICABLE ITEMS X 100 = %

HAZARDOUS MATERIALS HANDLING AND STORAGE

HAZARDOUS WASTE

Yes/No/NA

- Procedures in place for the proper management and disposal of hazardous wastes generated.
- ★ Have separate, well-labeled containers for all hazardous liquids with proper containment, if you accept these wastes (**Indicate on map**).
- ★ Facilities with storage tanks in excess of ten thousand pounds of hazardous materials (including gas and diesel) have filed EPCRA Tier II report as of March 1st of each year.
- ★ Have a spill response plan (SPCC). *Required for an aggregate above ground storage capacity greater than 1,320 gallons; or a total underground storage capacity greater than 42,000 gallons of petroleum. (40CFR 112 SPCC Rule) (Submit with application).*
- ★ Have a spill prevention and response plan if SPCC not required (**Submit with application**).
- ★ Have spill containment equipment on site (booms, absorbent pads etc.).
- ★ Have trained 100% of employees in spill response steps.
- Post emergency response phone numbers, including spill response numbers (Coast Guard Spill Response Center, local fire and police department and DENR office).

USED PETROLEUM PRODUCTS

Yes/No/NA

- Have oil recycling program in place.
- ★ Have closed containers, drums or tanks labeled "used oil" if you accept it (**Indicate on map**).
- ★ Used oil containers are stored inside or protected from the weather (roof, lid).
- ★ Used oil containers are double-walled or stored on an impervious surface with secondary containment capable of holding 110% of largest container.
- Used oil filters thoroughly drained and placed in containers labeled "used oil filters."

____ Used oil and oil filters are hauled to a permitted facility for recycling or proper disposal.

OTHER HAZARDOUS MATERIALS BEST MANAGEMENT PRACTICES: *(Indicate alternative solutions or site-specific conditions precluding the need for one of the items listed above)*

TOTAL HAZARDOUS MATERIALS CATEGORY SCORE:

____ # OF YES RESPONSES / ____ NUMBER OF APPLICABLE ITEMS X 100 = ____ %

STORMWATER MANAGEMENT

STORMWATER MEASURES

Yes/No/NA

- ____ ★ Marina has National Pollution Discharge Elimination System (NPDES) /General NCG19 Stormwater permit through the Division of Water Quality.
- ____ Uses stormwater management procedures to reduce the concentration of pollutants entering surface waters (ex. brick pavers, vegetation, buffers, sloped areas, wetlands, bioretention ponds).
- ____ Minimize use of lawn and garden chemicals to the greatest extent possible

OTHER STORMWATER BEST MANAGEMENT PRACTICES: *(Indicate alternative solutions or site specific conditions precluding the need for one of the items listed above)*

TOTAL STORMWATER CATEGORY SCORE:

____ # OF YES RESPONSES / ____ NUMBER OF APPLICABLE ITEMS X 100 = ____ %

SAFETY AND EMERGENCY PLANNING

EMERGENCY RESPONSE

Yes/No/NA

- ____ Have first aid/lifesaving equipment readily available.
- ____ Have regular emergency/spill training for employees.
- ____ Post emergency numbers in appropriate, easy to access area.
- ____ ★ Maintain files on Material Safety Data Sheets as required by OSHA.
- ____ ★ Have SARA Tier II reports on file if have greater than 1,250 gallons petroleum onsite **(Submit with application)**
- ____ Have adequate lighting for security and safety.
- ____ Have theft prevention - identify type: _____

SPILL RESPONSE

Yes/No/NA

- ____ ★ In compliance with petroleum storage requirements (See Best Management Practices).
- ____ ★ Have a spill response plan (SPCC). Required for an aggregate above ground storage capacity greater than 1,320 gallons; or a total underground storage capacity greater than 42,000 gallons. (40CFR 112 SPCC Rule) **(Submit with application)**.
- ____ ★ Have a spill prevention and response plan if SPCC not required **(Submit with application)**.
- ____ ★ Have spill containment equipment on site (booms, absorbent pads etc.).

- ★ Have trained 100% of employees in spill response steps.
- Post signs about spill response measures, including spill response numbers (Coast Guard Spill Response Center, local fire and police department and DENR office) in area accessible to all boaters.

HURRICANE PREPAREDNESS

Yes/No/NA

- ★ Have a hurricane preparation plan in place for boatyard (**Submit with application**).
- Acquaint employees and subcontractors with hurricane preparation plan.

FIRE SAFETY

Yes/No/NA

- Have clearly marked and readily available firefighting equipment throughout the yard.

OTHER SAFETY AND EMERGENCY PLANNING BEST MANAGEMENT PRACTICES: *(Indicate alternative solutions or site-specific conditions precluding the need for one of the items listed above)*

TOTAL SAFETY AND EMERGENCY PLANNING CATEGORY SCORE:

 # OF YES RESPONSES / NUMBER OF APPLICABLE ITEMS X 100 = %

BONUS POINTS

If your marina provides any of the following innovative services, your marina may be awarded one bonus point per item towards your overall score.

- Participate in monofilament recovery and recycling program. (Indicate outdoor or indoor bin). Educate boaters on opportunity for monofilament line recycling.
- Participate in an oyster restoration program.
- Provide marker or signage to restrict boating activities and indicate sensitive habitats (i.e. shallow areas, speed zones, sea grass beds)
- Provide Clean Boating workshops or events (i.e. Invite the U.S. Power Squadron or U.S. Coast Guard Auxiliary to perform complimentary onsite vessel checks).
- Encourage boaters to complete a Boater Safety course or host one at your marina.
- Provide personal floatation devices (PFDs) for children to borrow while boating.
- Organize a marina cleanup to involve patrons and the community.
- Stencil storm drains to prohibit dumping into water system.
- Compost appropriate onsite waste.
- Offer biodiesel (100% or blend) to customers. Educate and encourage customers to switch to biodiesel.
- Offer Marine Sanitation Device inspections and service.
- Require use of dye tablets in MSD tanks to enforce a no-dumping policy in your marina basin.
- Other:

Total bonus points:

SCORING

The minimum required score for each category is 80%. If you have not met the requirements for this program, please contact the Clean Marina Program for further assistance in upgrading your facility to Clean Marina standards. Please remember to clarify answers using the extra space provided and indicate why a particular BMP would not apply or if an alternative management strategy is being used.

Category	Self-Assessment Score (Completed by Marina)	Marina Certification Score (Completed by Clean Marina Program)
Marine Sewage	%	%
Fuel Storage and Handling	%	%
Solid Waste	%	%
In-water Boat Maintenance	%	%
Hazardous Materials Storage and Handling	%	%
Stormwater Management	%	%
Safety & Emergency Response	%	%
Bonus Points	%	%

If your score is equal or greater than the minimum score of 80% required for each category, mail or fax the entire checklist to:

North Carolina Clean Marina Program
400 Commerce Ave.
Morehead City, NC
Phone: (252) 808-2808
Fax: (252) 247-3330

North Carolina Clean Marina Certification

Verified by NC Clean Marina Representative:

_____ On _____