Florida Clean Marina Program
Action Plan Checklist

Facility Name:

Reviewer Name: **Date Completed:**

This is a(n): ☐ **Initial Completion** ☐ **5 Year Renewal**

The following checklist is designed for use by marina operators to conduct self-assessments of their facilities. This form will be used by all Clean Marina Programs, including Clean Marina, Clean Boatyard, Clean Marina Retailer, Clean and Resilient Marina, and Clean Boater to verify self-assessments. For reference, review all *Best Management Practices* address in the Florida Clean Marina Guidebook to gather information of the subject matter.

SCORING:

Step 1: Check all sections that apply to your facility.

Step 2: For all selections made, please complete the attached Action Plan for those sections ONLY. Items highlighted in bold are requirements for these service areas.

Step 3: After you have completed the Action Plan for your facility, select "Yes" for all areas with completed requirements, or "No" for those in need of further review. All unmet requirements will need to be incorporated into your facility's Action Plan. If all qualifications have been met, you may move forward with the Florida Clean Marina application process.

Step 1: Check All That Apply	**Step 2:** Complete each Section (attached) that has a check mark by it.	**Step 3:** Requirement Met: "Yes"	"No"
☐	**Section 1:** New Marinas	☐	☐
☐	**Section 2:** Marina Management	☐	☐
☐	**Section 3:** Emergency Planning/Fire Safety	☐	☐
☐	**Section 3:** Hurricane Preparedness	☐	☐
☐	**Section 4:** Petroleum Storage Tanks / Fueling	☐	☐
☐	**Section 5:** Hazardous Waste	☐	☐
☐	**Section 6:** Liquid Waste Storage	☐	☐
☐	**Section 7:** Painting	☐	☐
☐	**Section 8:** Vessel Maintenance	☐	☐
☐	**Section 9:** Pressure Washing	☐	☐
☐	**Section 10:** Stormwater management - NPDES	☐	☐
☐	**Section 11:** Sewage Handling / Gray Water	☐	☐
☐	**Section 12:** Battery Management	☐	☐
☐	**Section 12:** Distress Signal Flares	☐	☐
☐	**Section 13:** Mercury lamps / Bilges	☐	☐
☐	**Section 14:** Refrigerants	☐	☐
☐	**Section 15:** Solid Waste	☐	☐
☐	**Section 16:** Fish Waste	☐	☐
☐	**Section 17:** Landscaping	☐	☐
☐	**Section 18:** Sensitive Habitats	☐	☐
☐	**Section 19:** Outreach & Boater Education	☐	☐

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Florida Clean Marina Program
Action Plan Workbook

Facility Name:

Reviewer Name: **Date Completed:**

This is a(n): ☐ **Initial Completion** ☐ **5 Year Renewal**

The questions contained in this Workbook will assist your facility to identify opportunities to improve and minimize environmental problems. Answer the questions by checking a "yes' or "no" or "N/A" (not applicable). After answering the questions in the Workbook, review those with a "No" response and evaluate the feasibility of implementing those measures. Not all measures are either necessary or feasible at all marinas in Florida. Factors such as a marina's size, location, other physical factors, and local regulations may help to define what is reasonable and appropriate for a specific facility. The questions in this Workbook reflect the suggested *Best Management Practices* of the Florida Clean Marina Guidebook.

Section 1.0 NEW AND EXPANDING MARINAS

1.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
☐	☐	☐	Avoid and protect known rare and endangered species? Have an approved protection plan to identify protected species?
☐	☐	☐	Avoid disturbing or shading submerged aquatic vegetation, wetlands and indigenous vegetation in riparian areas?
☐	☐	☐	Control sediment from construction sites?
☐	☐	☐	Maintain shoreline vegetation?
☐	☐	☐	Practice water conservation?
☐	☐	☐	Maintain all structures in good working order?
☐	☐	☐	Remove abandoned structures?
☐	☐	☐	Use environmentally neutral materials?
☐	☐	☐	Employ non-structural shore erosion control measures?
☐	☐	☐	Minimize the need for dredging by mooring boats at appropriate depths?
☐	☐	☐	Practice low-impact development?

1.2 CLEAN RESILIENT MARINA CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	Conduct soils stability, or geotechnical testing before construction or expansion?
◯	◯	◯	Determine maximum potential wind speeds at site?
◯	◯	◯	Estimate potential wave height by determining distance wind travels over open water or fetch?
◯	◯	◯	Determine potential heights of elevated tidal and storm surge?
◯	◯	◯	Determine prevailing currents?
◯	◯	◯	Location provides shelter from water impact and storm surge?
◯	◯	◯	Harbor entrance channel is aligned to account for prevailing winds, waves, and currents?
◯	◯	◯	Located in area requiring a minimum of excavating, filling, and dredging?
◯	◯	◯	Improvements made to maximize circulation and minimize need for dredging?
◯	◯	◯	Water-calming measures employed as appropriate?
◯	◯	◯	Piers and docks extend into naturally deep waters?
◯	◯	◯	Launch ramps can accommodate high volume traffic in the event of an evacuation?
◯	◯	◯	Fuel tanks are located on-shore?
◯	◯	◯	Channels are of adequate width to promote safe movement of boats?
◯	◯	◯	Dock anchoring system are designed to resist storm surge, high winds, and floating debris?
◯	◯	◯	Docks and piers can bear the load of daily traffic as well as the increase stress of storm surge, high winds, and floating debris?
◯	◯	◯	Provide an adequate size and number of cleats or other tie-down and mooring tools for tenants?
◯	◯	◯	Dock system designed to allow for free exchange of water between harbor and surrounding water?

Section 2.0 MARINA MANAGEMENT

2.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
○	○	○	**Train employees on Stormwater Pollution Prevention Plans (SWPPP)?**
○	○	○	**Train employees to use equipment and chemicals per established standards?**
○	○	○	**Regularly review emergency response procedures with staff and maintain records?**
○	○	○	Train employees to watch for inappropriate discharges?
○	○	○	Have a predetermined procedure for handling polluters?
○	○	○	Incorporate Best Management Practices into all contracts and leases?
○	○	○	Post signs detailing Best Management Practices (BMPs)?
○	○	○	Distribute environmental education materials to patrons?
○	○	○	Host workshops to highlight and demonstrate BMPs?
○	○	○	Encourage and recognize boaters who try to prevent pollution?
○	○	○	Publicize your own environmental efforts?

Section 3.0 EMERGENCY PLANNING / HURRICANE PREPAREDNESS / FIRE SAFETY

3.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
○	○	○	**Marina staff is prepared for all emergencies or a spill?**
○	○	○	**Maintain Material Safety Data Sheets for all products used at your facility?**
○	○	○	**Have a Spill Prevention Control and Countermeasure (SPCC) plan?**
○	○	○	**Have a written, site specific Hurricane Preparedness Plan in place?**
○	○	○	**Marina staff is trained for emergencies or a spill?**
○	○	○	Have accessible, current, written emergency response plans for all likely threats?
○	○	○	Have regular emergency training and drills for staff?
○	○	○	Fire extinguishers clearly marked and readily available throughout your facility?
○	○	○	Store oil spill response equipment in a convenient, readily accessible location?
○	○	○	Keep all ingress and egress clear of obstacles in case of fire?
○	○	○	Acquaint subcontractors with plan?

3.2 CLEAN RESILIENT MARINA CHECKLIST QUESTIONS for EMERGENCY PLANNING

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	Have an active Emergency Preparedness Leadership Team?
◯	◯	◯	Boat owner requirements defined in the case of an emergency?
◯	◯	◯	Employee Instruction Program for emergency preparedness
◯	◯	◯	Evacuation procedures clearly communicated to staff including wet slip procedures, dry stack procedures, and staff evacuation?
◯	◯	◯	Support boat owners as they develop their own emergency plans?
◯	◯	◯	Posted signs describing emergency preparedness requirements and procedures?
◯	◯	◯	Require boaters to carry insurance?

3.3 CLEAN RESILENT MARINA CHECKLIST QUESTIONS for EVACUATION PROCEDURES

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	Have an active evacuation plan for hurricanes or other disasters
◯	◯	◯	Action plan for the countdown to a major storm?
◯	◯	◯	Boaters are familiar with the marina's evacuation policies and procedures?
◯	◯	◯	Ability to mobilize large number of boats in a short time span?
◯	◯	◯	Boaters file a clear plan of their intentions in the event of a storm?
◯	◯	◯	Active Hurricane Response Team (HRT) of marina employees, boat owners & other volunteers?
◯	◯	◯	Established Wet slip and/or Dry dock evacuation procedures?
◯	◯	◯	For boats that do not evacuate, storm resistant tie-down procedures and responsibilities clearly defined?
◯	◯	◯	Boat preparedness steps defined in berthing agreement?
◯	◯	◯	Clearly identified hurricane evacuation routes?
◯	◯	◯	Safe Harbors identified?

Section 4.0 PETROLEUM CONTROL AND CONTAINMENT / STORAGE TANKS / FUELING

4.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	**Are you in compliance with petroleum (fuel & oil) storage requirements?**
◯	◯	◯	**Storage tanks are registered with the State and placard displayed? (Above ground > 550 gallons and Underground > 110 gallons).**
◯	◯	◯	**For diesel over water an approved Spill Prevention Control and Countermeasures Plan prepared? Facility has a Certificate of authorization #:_____**
◯	◯	◯	**Facility with storage tanks in excess of ten thousand pounds of hazardous material, gas exceeding 1,500 gallons of diesel exceeding 1,400 gallons, has filed EPCRA Tier II Reporting as of March 1st of each year?**
◯	◯	◯	**Registration placard properly displayed?**
◯	◯	◯	**Fuel Spill addressed in Panic Preventer?**
◯	◯	◯	Do you regularly inspect/repair fuel transfer equipment?
◯	◯	◯	Have environmental control at the pump?
◯	◯	◯	Train staff to promote environmental precautions while fueling?
◯	◯	◯	Maintain for available use oil absorbent materials at your fuel dock?
◯	◯	◯	Take precautions to minimize spills and leaks from machinery?
◯	◯	◯	Promote the use of fuel/air separators on air vent/overflow systems installed on inboard fuel tanks and vent/overflow collection devices?
◯	◯	◯	Personnel are supervising when customers are fueling?
◯	◯	◯	Have customers avoid fuel discharges to the water by not allowing topping off?
◯	◯	◯	Provide signage that stress the impacts from spills and proper fueling activities?

Section 5.0 HAZARDOUS WASTE CONTAINMENT AND DISPOSAL

5.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	**Maintain records of hazardous waste recycling and disposal at the facility?**
◯	◯	◯	**Determine which waste streams are hazardous?**
◯	◯	◯	**Determine quantity of hazardous waste generated?**
◯	◯	◯	**Properly store solvents/hazardous materials in fire safe containers and in accordance with federal and state regulations?**
◯	◯	◯	**EPCRA Tier II Reporting for Hazardous Waste?**
◯	◯	◯	**Contract with an approved Hazardous Waste Hauler?**
◯	◯	◯	**Soiled cloths stored in fire proof, labeled containers until laundered or disposed?**
◯	◯	◯	Use environmentally friendly products?
◯	◯	◯	Provide spill control material and empty contain for clean up?
◯	◯	◯	Use snap top funnels that automatically close?
◯	◯	◯	Recycle solvents?
◯	◯	◯	Provide for the convenient disposal of hazardous waste by your patrons?
◯	◯	◯	**All containers clearly marked or labeled as to their contents?**
◯	◯	◯	**Containers marked with the appropriate accumulations start date if SQG?**
◯	◯	◯	**Marina has EPA ID number?**
◯	◯	◯	**Emergency phone numbers posted in all appropriate areas?**
◯	◯	◯	**Appropriate personnel trained on proper hazardous waste management?**
◯	◯	◯	**Designated Emergency Coordinator?**
◯	◯	◯	**Segregate incompatible wastes?**
◯	◯	◯	**Provide adequate aisle space for container inspections?**
◯	◯	◯	**Fire Department and Police are familiar with potential emergencies that may occur?**
◯	◯	◯	**Marina operates to minimize the possibility of fire, explosions or non-sudden release of hazardous waste?**

Section 6.0 RECYCLED LIQUID WASTE MANAGEMENT / STORAGE MANANGEMENT

6.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
○	○	○	**Used oil placed in closed containers, drums or tanks labeled "USED OIL"?**
○	○	○	**Used oil containers are stored inside or otherwise protected from the weather?**
○	○	○	**Used oil containers are double-walled or stored on an oil-impermeable surface with secondary containment capable of holding 110% of the largest container?**
○	○	○	**Used oil filters thoroughly drained and placed in containers labeled "USED OIL FILTERS"?**
○	○	○	**Used oil and used oil filters sent to a permitted facility for recycling and records maintained?**
○	○	○	**Facility uses Florida registered used oil transporter?**
○	○	○	**Used antifreeze is in labeled containers?**
○	○	○	**Used antifreeze recycled on-site or sent to a permitted facility for recycling?**
○	○	○	Provide convenient collection for recycling and disposal of used antifreeze?
○	○	○	If no roof over secondary containment, any drain valves are kept closed and facility has written protocol for removal of the industrial wastewater from the structure?
○	○	○	Train staff about proper management and disposal of all liquid waste and response to spills?
○	○	○	Spill Contingency Plan for other than fuel?
○	○	○	Signs posted that indicate wastes only be put in storage under the supervision of the staff?

Section 7.0 PAINTING

7.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
○	○	○	**Hazardous waste determinations conducted for paint filters and proper disposal?**
○	○	○	**Marina has air permit?**
○	○	○	**Small quantity generator conducts and documents weekly container inspections?**
○	○	○	**Solvents used for spray gun cleaning are directed into a container for disposal rather than directed into the air?**

○	○	○	**Solvent soaked rags are recycled by an industrial laundry service or disposed of as hazardous waste?**
○	○	○	**Provide a fire proof container for soiled contaminated cloths?**
○	○	○	**Maintain records of hazardous waste disposal for a minimum of three years?**
○	○	○	**Store paint and solvents in fire proof cabinet?**
○	○	○	**Properly manage solvent paint waste as hazardous waste?**
○	○	○	**Allow empty paint cans to dry before disposal?**
○	○	○	**Provide labeled closed container for ignitable paint waste?**
○	○	○	Prohibit spray painting during windy conditions which render containment ineffective?
			Mix Paints and solvents in designated areas?
○	○	○	Have absorbents and other cleanup items readily available for immediate cleanup?
○	○	○	Marina employs best management practices to minimize emissions to environment?
○	○	○	Keep paint and paint thinner away from traffic areas to avoid spills?
○	○	○	Recycle paint, paint thinner, and solvents?
○	○	○	Employees trained on proper painting and spraying techniques?
○	○	○	Stormwater sampling and records keeping is on schedule?

Section 8.0 VESSEL MAINTENANCE AND REPAIR

8.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
○	○	○	**"No Smoking" signs posted near flammable products?**
○	○	○	**Flammable parts cleaning solvent recycled: by tolling agreement with a recycling service/contractor or recycling on-site?**
○	○	○	**Corrosive carburetor cleaner properly managed/disposed of as hazardous waste?**
○	○	○	**Solvent soaked and oily rags recycled by an industrial laundry service or disposed as hazardous waste?**
○	○	○	**Records of hazardous waste recycling (waste antifreeze, spent parts washer, solvent soaked rags) and disposal maintained for 3 years?**
○	○	○	**Metal shavings and scraps from metal working and grinding are recycled as scrap metal?**

○	○	○	**Prevent engine maintenance/repair materials/waste from being poured down floor drains, sinks or outdoor storm drains?**
○	○	○	Restrict maintenance activities to designated work areas?
○	○	○	Contain dust from sanding?
○	○	○	Contain debris from blasting?
○	○	○	Minimize impacts of pressure washing?
○	○	○	Recommend bottom coatings w/ minimal environmental impacts?
○	○	○	Minimize impacts of painting operations?
○	○	○	Handle solvents appropriately?
○	○	○	Offer spill-proof oil changes?
○	○	○	Provide an oil/water separation service to filter bilge water?
○	○	○	Offer Marine Sanitation Devices I (MSD) inspections and maintenance?
○	○	○	Recommend/offer environmental audits or retrofits for vessel sanitation systems?
○	○	○	Minimize environmental impacts from engine repair and maintenance?
○	○	○	Minimize environmental impacts from in-water maintenance?
○	○	○	Minimize environmental impacts from underwater hull cleaning in marina waters?
○	○	○	Discourage in-water maintenance and cleaning?

8.2 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS FOR BOAT CLEANING AND SALT WATER RINSING

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
○	○	○	Prohibit the use of cleaners that contain ammonia, petroleum distillates, sodium hypochlorite or chlorinated solvents?
○	○	○	**Use cleaning methods that prevent the release of pollutants to surface waters?**
○	○	○	Post signs or displays to promote proper boat cleaning methods?
○	○	○	Bilges are checked and contents disposed of properly before drain plug is pulled? If vessel has through-hull discharge, bilges are checked to ensure that no oily water or
○	○	○	Prohibit cleaning and scraping of hull bottoms, including barnacle scraping of running gear while vessels are in the water?
○	○	○	Use filtration in drains to remove visible solids and nutrients?

Section 9.0 INDUSTRAIL WASTEWATER PERMITTING - PRESSURE WASHING FOR VESSELS

9.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	DOES YOUR FACILITY OR STAFF:
◯	◯	**Facility has permit to operate a Non-Discharging/Closed Loop Recycle System?**
◯	◯	**Facility has obtained permission and shows compliance with pretreatment standards, if any?**
◯	◯	**Facility has Industrial Wastewater Permit for ground water discharges?**
◯	◯	**Facility has obtained Industrial Waste Water permit?**
◯	◯	Restrict maintenance/pressure washing activities to designated work areas?

Section 10.0 NPDES - STORMWATER MANAGEMENT

10.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	**Facility has a National Pollutant Discharge Elimination System (NPDES) stormwater permit?**
◯	◯	◯	**Facility has a current Stormwater Pollution Prevention Plan (SWPPP)?**
◯	◯	◯	**Stormwater sampling and records keeping is on schedule?**
◯	◯	◯	Have a stormwater management system?
◯	◯	◯	Limit the use of chemicals with integrated pest management?
◯	◯	◯	Cultivate vegetated areas?
◯	◯	◯	Limit the paved surfaces at the marina?
◯	◯	◯	Stencil or mark storm drains?
◯	◯	◯	Practice good housekeeping methods to reduce stormwater pollution?
◯	◯	◯	Inspect your stormwater system regularly?
◯	◯	◯	Use oil and grit separators in storm drains?
◯	◯	◯	Use stormwater management procedures to reduce the concentration of pollutants entering surface waters (ex: Brick pavers, vegetation, buffers, sloped areas)?

10.2 CLEAN RESILIENT MARINA CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	Stormwater is treated for pollutant removal (including sediment) onsite?
◯	◯	◯	Stormwater is treated for pollutant removal (including sediment) offsite?
◯	◯	◯	Areas of potential stormwater pollution have been identified?
◯	◯	◯	Erosion control measures use Best Management Practices that work with existing soils?
◯	◯	◯	Facility housekeeping is completed on a regular basis?
◯	◯	◯	Erosion and sediment control plans are required for construction and landscape projects?
◯	◯	◯	Natural erosion protection is used where possible to limit damage to shoreline?
◯	◯	◯	"Living shoreline", or natural control and stabilization procedures are employed?

Section 11.0 SEWAGE HANDLING AND GRAY WATER

11.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	**Have a well-maintained pumpout system?**
◯	◯	◯	**Have a dump station or a wand attachment to empty portable**
◯	◯	◯	Have clean, functional restrooms available 24 hours a day?
◯	◯	◯	Address the special sewage handling needs of live-aboards?
◯	◯	◯	Septic or private sewage treatment system regularly maintained and functional?
◯	◯	◯	Record or log of use and maintenance of your pumpout system?
◯	◯	◯	Address Marine Sanitation Device laws in your contracts for slips, transients and liveaboards?
◯	◯	◯	Address gray water concerns via encouraging the use of shore side facilities?
◯	◯	◯	Provide visible signage?
◯	◯	◯	Educate boaters on impact of effluent on waterways?

Section 12.0 BATTERY AND FLARE WASTE MANAGEMENT

12.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	**Used batteries stored with caps closed on an impervious surface & protected from weather?**
◯	◯	◯	**Used batteries sent off-site for recycling?**
◯	◯	◯	**Records of proper battery disposal or recycling are maintained on-site?**
◯	◯	◯	**Proper management and disposal of waste safety flares?**
◯	◯	◯	Post sign proper flare disposal methods?

Section 13.0 MERCURY

13.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	**Recycle discarded fluorescent and HID lamps used in the marina?**
◯	◯	◯	Educate boaters about the proper disposal of fluorescent HID lamps and bilge switches?
◯	◯	◯	Encourage boaters to recycle bilge switches?

Section 14.0 REFRIGERANTS

14.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	**Provide convenient collection for recycling and disposal of used refrigerants?**
◯	◯	◯	**Used refrigerant in labeled containers?**
◯	◯	◯	**Used refrigerants sent to a permitted facility for recycling?**

Section 15.0 NON-HAZARDOUS SOLID WASTE

15.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	**Properly manage and dispose of all solid waste?**
◯	◯	◯	Train staff on proper waste management and storage procedures?
◯	◯	◯	Implement recycling and trash reduction programs?
◯	◯	◯	Provide patrons with convenient trash disposals that have wind/wildlife-proof covers?
◯	◯	◯	Schedule walkthroughs of facility ensuring litter and debris are picked up?
◯	◯	◯	Install adequate signs identifying waste disposal practices?

Section 16.0 FISH WASTE

16.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	Educate boaters on fish waste management?
◯	◯	◯	Proper fish cleaning station and use fish macerator?
◯	◯	◯	Promote fish waste as chum bait?
◯	◯	◯	Implement fish composting?
◯	◯	◯	Post signage on proper fish waste disposal?
◯	◯	◯	Control the disposal of fish scraps to areas/methods which will not impair water quality?

Section 17.0 LANDSCAPING

17.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	**Follow manufactures instructions for fertilizers and pesticides?**
◯	◯	◯	Use landscaping techniques that reduce stormwater pollutants?
◯	◯	◯	Minimize fertilizer use?

◯	◯	◯	Use environmentally friendly methods?
◯	◯	◯	Create a compost are for yard debris?
◯	◯	◯	Use native plants for landscaping?

Section 18.0 SENSITIVE HABITAT & ENDANGERED SPECIES

18.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	Provide marker or signage to restrict boating activities (ex: shallow areas, speed)?
◯	◯	◯	Post daily tide charts in a visible location?
◯	◯	◯	Educate boaters and staff about sensitive habitats and endangered species in cruising area?
◯	◯	◯	Create environmentally friendly habitat along shoreline?
◯	◯	◯	Provide monofilament line recycling collection boxes?

Section 19.0 OUTREACH & BOATER EDUCATION

19.1 CLEAN MARINA, BOATYARD, AND RETAILER CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
◯	◯	◯	Provide clean boating sheets to boaters?
◯	◯	◯	Provide clear signage regarding clean practices around the marina?
◯	◯	◯	Encourage patrons to review contracts?
◯	◯	◯	Encourage and recognize boaters who try to prevent pollution?
◯	◯	◯	Post environmental information in clearly marked places?
◯	◯	◯	Post signs detailing Best Management Practices (BMPs)?
◯	◯	◯	Distribute environmental education materials to patrons

19.2 CLEAN RESILIENT MARINA CHECKLIST QUESTIONS

Yes	No	*N/A*	DOES YOUR FACILITY OR STAFF:
○	○	○	Signage and storm drain stenciling educate boaters on stormwater pollution prevention?
○	○	○	No-wake zones are clearly defined using signage?
○	○	○	No-wake zones are described in contracts and rental agreements?
○	○	○	Provide boaters educational materials on proper boat cleaning and maintenance techniques?
○	○	○	Provide boaters with handbook for potential emergency situations?
○	○	○	Use social media to communicate Clean & Resilient practices with boaters?
○	○	○	Provide video clips for employee and boater training that demonstrate Clean & Resilient marina practices?
○	○	○	Post phone numbers at marina for emergency situations?
○	○	○	Post clearly labeled facility and vicinity maps with evacuation routes and shelter areas?
○	○	○	Provide training for boaters and owners about safe boat storage for storm events?
○	○	○	Include information on all emergency preparedness and evacuation policies and procedures in berthing agreements?

Clean Marina Action Plan Analysis

Assessment of _____ facility operations reflected in the program criteria as scored below:

CATEGORY 1

CMAP Page		REQUIRED	REQUIRED TOTAL	OPTION AVAILBLE	OPTION TOTAL
3	Emergencies	20		40	
3	Hurricane Preparedness	20		20	
3	Fire Safety	0		40	
9	Boat Cleaning	10		50	
10	Stormwater Management	30		10	
11	Sewage/Gray Water	0		120	
13	Landscaping	10		30	
13	Solid Waste	10		90	
14	Sensitive Habits	0		60	
	SUBTOTAL *Need 100 out of 100 pts*		0	*Minimum 340 out of 460 pts.*	

CATEGORY 2 – OPTIONAL SERVICES

If you provide the following services, you ***must*** include their scoring within your Self-Assessment.

CMAP Page		REQUIRED	REQUIRED TOTAL	OPTION AVAILABLE	OPTION TOTAL
5	Fueling	20		40	
5	Storage Tanks	150		0	
6	Hazardous Waste	60 or 160*		50	
7	Liquid Storage Management	0		130	
7	Soiled Rags	10		10	
7	Painting	130		70	
7	Used Petroleum	60		10	
7	Used Antifreeze	20		10	
8	Engine Maintenance	70/90		50	
8	Pressure Washing	80		20	
12	Battery Management	30		0	
12	Refrigerants	30		0	
12	Distress Signal Flares	10		20	
12	Mercury Lamps/Bilges	10		30	
13	Fish Waste	0		60	
	SUBTOTAL *Up to 800 pts. available* *Need 100% for each service provided*			*Minimum 60% for total optional*	

**If Small Quantity Generator (SQG)*

REQUIRED		**OPTIONAL**	
CATEGORY 1 (100 PTS.)		**CATEGORY 1 (460 PTS.)**	
CATEGORY 2 (Up to 800 PTS.)		**CATEGORY 2 (490 PTS.)**	

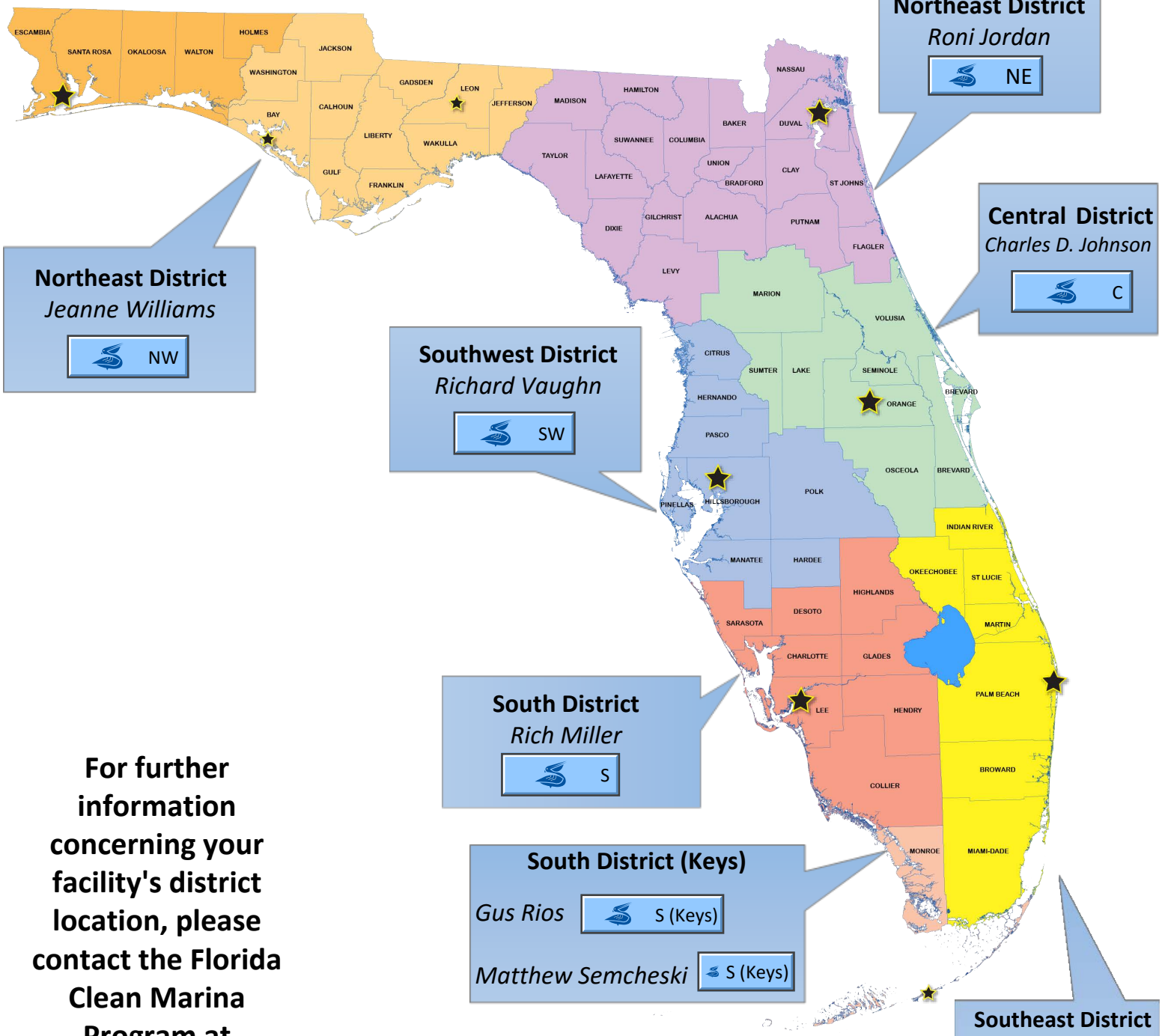
Print Name of Owner/Dockmaster _____ Signature _____ Date _____

Address _____ City _____ Phone _____

Florida Clean Marina Program

District Coordinators

To electronically submit your Clean Marina Action Plan (CMAP), please note Florida Department of Environmental Protection's District Map listed below. CMAPs can be e-mailed directly to your facility location District Coordinator at the provided contact information.



Northeast District
Jeanne Williams
NW

Northeast District
Roni Jordan
NE

Central District
Charles D. Johnson
C

Southwest District
Richard Vaughn
SW

South District
Rich Miller
S

South District (Keys)
Gus Rios S (Keys)
Matthew Semcheski S (Keys)

Southeast District
Rich Ohnmacht
SE

For further information concerning your facility's district location, please contact the Florida Clean Marina Program at (850) 245 - 2847.