

Clean Marina Award Checklist

Marina Name	
Owner/Manager	
Address	
Website	
Phone	
Email	
Date	

This form is designed for use by marina operators to conduct self-assessments of their facilities. This form will also be used by the Marina Technical Advisory Program and the Marina Technical and Environmental Advisory Committee to verify self-assessments. Page numbers are listed with each best management practice to provide a quick reference of the subject matter in the Virginia Clean Marina Guidebook.

Designation as a Virginia Clean Marina will be for those marinas that meet **100%** in the regulatory and legal requirements (bold and ■) and at least **80%** in the program recommended areas. It is not necessary to implement all the recommended practices as scoring is based only on those items applicable to the facility.

Virginia Clean Marina Guidebook:

<https://www.vims.edu/research/units/centerspartners/map/vacleanmarina/docs/cleanmarinaguide.pdf>

Our website: <https://www.vims.edu/research/units/centerspartners/map/vacleanmarina/>

The 'not applicable' (N/A) option is appropriate for those items that are beyond the control of the marina or that simply do not apply to the operation of the marina. **The N/A checks are not counted against a marina in the scoring process.**

Area 1: For New or Expanding Marinas

Activity	Page	Yes	No	N/A
1L. Avoid disturbing or shading submerged aquatic vegetation, wetlands & indigenous vegetation in riparian areas ■	12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2L. Control sediment from construction sites ■	56	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Maintain shoreline vegetation	12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Avoid creosote coated structures; use coated/encapsulated floatable foams	15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Minimize the need for dredging by mooring boats at appropriate depths	15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Practice water conservation	16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Maintain all structures in good working order	16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Remove abandoned structures	16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Employ non-structural shore erosion control measures	15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Practice low-impact development	55	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Area 2: Marina Management

Activity	Page	Yes	No	N/A
11. Maintain training records	18	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Incorporate best management practices into contracts	18	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13L. Train staff on Stormwater Pollution Prevention Plans ■	17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Distribute or post signs detailing best management practices	18	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Area 3: Emergencies

Activity	Page	Yes	No	N/A
15. Have accessible, current, written emergency response plans	22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Have at least annual emergency training drills for staff	22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Prepare for hurricanes, floods, storms	22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Prepare for fires	22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19L. Have an attendant present during fueling operations ■	22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20L. Provide fire extinguishers on each dock within 25' of the head of the gangway ■	22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

21L. Post warning signs at fuel dock ■	23	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. Prepare for medical emergencies	22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. Maintain oil spill response equipment	23	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. Have emergency response equipment	21	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25L. Inform local authorities what materials you store ■	22	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26L. Maintain Material Safety Data Sheets for all products used at your facility ■	21	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Area 4: Petroleum Control

Activity	Page	Yes	No	N/A
27. Regularly inspect/repair fuel transfer equipment	27	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. Have environmental controls at the pump	27	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. Train staff to promote environmental & safety precautions while fueling	28	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30L. Always have a trained employee at the fuel dock to assist with fueling ■	28	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31. Routinely use oil absorbent materials at your fuel dock	29	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32. Take precautions to minimize spills & leaks from machinery	30	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33L. Prepare a SPCC* plan (if required) ■	25	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34. Recycle oil absorbent materials or dispose of them in accordance with regulations	29	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35L. Follow state requirements for above & underground oil storage where applicable ■	26	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36L. All tanks comply with NFPA 30 requirements ■	26	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Spill Prevention, Control & Countermeasure Plan

Area 5: Sewage & Gray Water

Activity	Page	Yes	No	N/A
37L. Have a well maintained & accessible pump out system ■	32	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38L. Have clean, functional & ample restrooms ■	33	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
39. Ensure your on-site septic system is regularly maintained & functional	33	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40. Display NO DISCHARGE ZONE signs & prohibit discharge of head waste in your marina	33	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

41. Use water saving devices (low flow shower heads, low flush toilets, etc.)	34	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Area 6: Waste Containment & Disposal

Activity	Page	Yes	No	N/A
42L. Accept garbage from vessels that normally do business with you ■	36	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
43. Reduce waste in your daily operations	36	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44. Provide trash cans, bins, dumpsters that are covered, well-marked & convenient	36	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45. Conduct regular trash pick-up within marina & along shoreline	36	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
46. Provide clearly marked solid waste recycling receptacles	36	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
47. Control the disposal of fish scraps so as not to impair water quality	37	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
48L. Bulk containers of liquid waste cannot be disposed of at a landfill ■	37	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
49. Provide clearly marked liquid waste recycling receptacles	37	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
50. Minimize your use of hazardous products	38	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
51L. Properly store solvents/hazardous materials in closed, firesafe containers ■	39	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
52L. Follow recommended & required waste disposal methods ■	40	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Area 7: Vessel Maintenance & Repair

Activity	Page	Yes	No	N/A
53L. Restrict maintenance activities to designated work areas at least 100' from shore ■	44	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54L. Contain dust from sanding/use vacuum sanders ■	48	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55L. Perform blasting only in an enclosed structure ■	48	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
56L. Contain & manage waste waters from pressure washing activity ■	46	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
57. Prohibit in-water: pressure washing & hull scraping	44	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
58. Paint over tarps or other impervious surface	45	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
59L. Conduct engine repair & maintenance over impervious surface ■	49	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

60. Recommend bottom coatings with minimal environmental impact	45	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
61. Handle solvents appropriately	47	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
62. Use propylene glycol antifreeze for all systems during winterization	49	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Area 8: Stormwater

Activity	Page	Yes	No	N/A
63L. Have a Stormwater Pollution Prevention Plan ■	54	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
64. Store potentially harmful materials under cover	54	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
65. Limit the use of chemicals with integrated pest management	54	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
66. Minimize impervious areas	55	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Area 9: Habitat & Species

Activity	Page	Yes	No	N/A
67L. Avoid & protect known rare & endangered species / Have an approved protection plan for identified protected species ■ (https://services.dwr.virginia.gov/fwis/)	12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
68. Practice proper cleaning techniques for transporting trailered boats	58	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
69. Practice water-wise landscaping	58	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
70. Develop & maintain vegetated areas	60	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
71. Practice habitat & native species restoration	61	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
72. Post guidelines for responsible vessel operation around wildlife	61	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Area 10: Boater Education

Activity	Page	Yes	No	N/A
73. Give clean boating tip sheets to your boaters	132-138	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
74. Distribute VA Clean Boater Program information		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
75. Provide clear signage around your marina		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
76. Post environmental signs in highly visible area		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
77. Encourage patrons to review contracts		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Marina Owner/Manager (print name)

Marina Owner/Manager (sign or type name)

____/____/____
Date

If returning checklist by mail, please mail to:
Clean Marina Program, VIMS
PO Box 1346
1370 Greate Rd
Gloucester Point, VA 23062

If returning checklist by email, please email to:
acclark@vims.edu or askvcmp@vims.edu

For Clean Marina Program to fill out:

Legal: #Yes_____ / #Applicable_____ [25 – N/A = #Applicable]
VCMP: #Yes_____ / #Applicable_____ [52 – N/A = #Applicable]

Legal/Regulatory Score:_____%. VCMP Score:_____%

VCMP Manager

____/____/____
Date