

OAK HARBOR MARINA BEST MANAGEMENT PRACTICES

The City of Oak Harbor and Oak Harbor Marina are committed to preserving our aquatic heritage and enhancing our environment through proper management of all activities that occur at this facility. Given this commitment, and in accordance with the Department of Ecology rules, United States Coast Guard regulations and the Federal Clean Water Act, we have established these Best Management Practices with the expectation that, with the cooperation and support of all of our Marina customers, they will help to ensure the safekeeping of our harbor and marine environment.

Marina management, and your moorage contract, require all vessel owners to adhere to the following Best Management Practices. They are common-sense procedures to ensure CLEAN BOATING and the protection of our marine heritage.

I. BILGE WATER MANAGEMENT AND USED OIL

- Discharge of contaminated bilge water is illegal. Do not discharge bilge water that is contaminated with oil, detergents, engine coolant or bilge cleaners. This discharge is toxic to marine life. Fines can be as high as \$20,000 per day, per violation.
- Do not drain oil into bilge. Fit a tray underneath engine to collect drips.
- Keep bilge area as dry as possible. Inspect fluid lines regularly, and fix all fluid leaks promptly.
- Use absorbent bilge pads to soak up oil and fuel.
- Clean bilge areas after engine maintenance.
- Recycle oil and diesel properly. See attendant for access to facility.
- Dispose of gasoline properly. See staff for authorized disposal sites.
- Recycle oil filters in the container provided. See attendant for access.
- Recycle used anti-freeze. **DO NOT MIX WITH OIL OR FUEL.**
- Marina staff will accept bilge water for recycling.
- Contact the staff for nearest recycling locations.
- **Do not dispose of fuels or used oil in the Marina's dumpsters.**

II. BOAT FUELING

- **Do not overfill your tanks.** Know their capacity, and estimate the amount of fuel you need before fueling. Do not wait for fuel to spurt out the overflow vent to indicate full.
- Slow down. Prevent that accidental spill.
- Use fuel absorbent pads when fueling. They are provided free by the fuel dock attendant.
- Place a bucket, pan or absorbent pad at the fuel vent to catch accidental overflow.
- Consider installing an in-line fuel/air separator.
- Use of detergents, dispersants and emulsifiers is prohibited.

III. HAZARDOUS CHEMICALS, CLEANERS AND WASTES

- Oak Harbor Marina staff will assist you with the proper disposal of your *household* (i.e., non-commercial) hazardous waste.
- Hazardous or flammable chemicals / materials are not allowed to be stored in dock boxes or on the floats. Such materials stored on the vessel should be covered and secured inside secondary containment. Try not to store hazardous or flammable materials on the vessel, because of the problems they cause in case of fire or sinking vessel.

OAK HARBOR MARINA BEST MANAGEMENT PRACTICES

- Purchase only the amount of chemicals/paints you need for the project.
- Review storage of paints and solvents every six months, and properly dispose of old or unnecessary products.
- Disposal of used oil, anti-freeze, paints, solvents, varnishes, gas cylinders, preservatives or batteries in the garbage is prohibited. Do not dispose of these wastes in the marina dumpsters and do not leave these wastes on the docks or in the dumpster areas without checking with Marina staff.

IV. REPAIR AND MAINTENANCE ACTIVITY

Owners may undertake minor repairs as needed to maintain their vessels' safety, appearance and utility, subject to the following policies. *New or substantial exterior work encompassing more than 25 per cent of the hull's surface above the water line is prohibited.* A privately owned and operated full service boat yard and engine repair facility are located at the south end of the Marina property. Extensive repair work and bottom cleaning must occur in a commercial and permitted boatyard or shipyard.

All self-employed boat workers and independent contractors (including divers) must register with and receive approval from the Harbormaster before beginning any work on Marina property. Contractors must provide a copy of their City of Oak Harbor business license and proof of adequate insurance as a condition for performing work in the Marina.

PAINTING AND VARNISHING

- Limit the amount of open solvents or paints on dock to one gallon or less.
- Always mix paints and epoxy over a tarp.
- Always use a drip pan and drop cloth.
- Spray painting is not allowed inside the Marina.
- Use up remaining bits of paint by spreading on an old board.
- **Do not dispose of paints or solvents in the Marina's dumpster s.**
- Contact the staff for nearest recycling and disposal locations.

SURFACE PREPARATION

- Use biodegradable cleansers and teak cleaners.
- Liberally use tarps to capture all scrapings, debris and drips.
- Stretch tarps between side of boat and dock when working over the water.
- Vacuum dust and debris every time you move the tarp, or every hour.
- Wherever possible, use power equipment with vacuum system.
- Reverse boat in slip to work on far side.
- Work from lighters (pontoons, small floating docks, barges or floats) is prohibited. Vessel must be rotated to allow tarping and containment on the pier or shore.
- **If sanding dust, residue, etc., is reaching the water, you're not doing it right!**

HULL MAINTENANCE

- Hulls with anti-fouling bottom paint which leaves residue or color in the water **may not be scrubbed** in the Marina, either by divers or on boat dollies. Permitted haul-out facilities must be used. Hulls may be wiped or sponged by divers authorized to work in

OAK HARBOR MARINA BEST MANAGEMENT PRACTICES

the marina, so long as visible paint residue (i.e. , a blue or red cloud) is not created in the water.

- Hulls which do not have anti-fouling bottom paint may be cleaned in the water by divers authorized to work in the marina.
- The Marina office maintains a list of dive services that have met the criteria for performing work in the Marina. Tenants should check this list and ensure the divers they hire to perform work on their boats are authorized by the Marina to do so.
- On-shore washing by any means of boat hulls having anti-fouling paint is prohibited. The drains in these areas discharge directly into marina waters.
- The tidal grid may **not** be used for routine maintenance, hull cleaning or painting. It is available only for through hull work, replacement of zincs, minor propeller and rudder maintenance, the conduct of surveys and emergency repairs. Any use must be scheduled through the Marina office.
- Hull cleaning and/or painting may not be done ashore on dollies or trailers located on marina property. These are defined boatyard activities, and the Marina is not a permitted boatyard.
- **No hull work or painting is allowed on boats in hoist.**

V. SPILL PREVENTION AND RESPONSE

- Should a spill occur on or from your vessel, immediately stop the spill or leakage at its source and contain the spill. Report the spill immediately to Marina staff. If spill occurs outside of marina hours, notify ICOM at 911.
- Maintain a supply of petroleum absorbent materials (spill pads, pillows, socks, etc.) on board your boat.
- Do not use detergents or soaps to clean up spills. Oil and detergents are toxic to fish and other marine life.
- Dispose of used absorbent materials by wrapping in newspaper, double wrapping in plastic, and placing in the dumpster.

VI. SOLID WASTE AND RECYCLING

- Dispose of all garbage in proper shore-side or guest dock receptacles.
- Let empty paint cans dry thoroughly before disposing in trash.
- Recycle aluminum cans, cardboard and newspapers in containers provided.
- Oak Harbor Boat Works / Adventure Marine will accept used batteries for recycling.

VII. PARKING LOT / VEHICLES

- Performing maintenance on vehicles in the parking lot is not allowed.
- Vehicle painting and engine or transmission removal are prohibited.
- Ensure that any vehicles you bring to the Marina parking lot do not pollute by leaking fuel, oil, anti-freeze or transmission fluid. Vehicles that leave significant amounts of these fluids in the parking lot are prohibited and may be towed at the owner's expense.
- If your vehicle does foul the parking lot, you are responsible for cleanup and proper disposal.
- No car washing is allowed on Marina property. Use a commercial car wash facility that recycles the wash water.

OAK HARBOR MARINA BEST MANAGEMENT PRACTICES

- Remember - **Parking lot runoff enters Marina waters through the storm drain system. It's important to our water quality that we keep the parking lot clean.**

VIII. SEWAGE

- **Boat sewage ("black water") shall never be discharged directly overboard in Oak Harbor Marina or Oak Harbor Bay, regardless of the type of MSD installed.**
- Sewage pump-out and porta-potty discharge stations are located at the fuel dock, and on board SS WATERLOO in slip F-01 (except during winter). These facilities are available free of charge, 24 hours per day, to all Marina tenants and visiting boats.
- Shore-side rest rooms, showers and laundry facilities are likewise available 24 hours per day. Use shore-side facilities as often as possible.
- Y-valves must be safety wired to ensure sewage flows into holding tank only.
- Store sewage in holding tanks and dispose of properly at pumpout stations.
- Use shore-side facilities as often as possible.
- All Marina tenants must complete a "Best Management Practices" form on which they specify the method of sewage disposal they will use to comply with black water disposal requirements.
- Pet waste can be a substantial source of fecal contamination to the waters of Oak Harbor Bay. All pet waste must be promptly removed and properly disposed of in the garbage. "Poop Scoops" are provided free of charge in dispensers at the head of the dock and in the pet walking areas.

IX. GRAY WATER

- We encourage the use of shore-side facilities (restrooms, showers, laundry) to reduce gray water generation.
- Reduce gray water generation by minimizing the use of sinks, soaps, and detergents, and by rinsing your vessel with clean water only. If you must use soap, use more environmentally friendly soaps (no chlorine or petroleum distillates).
- If gray water discharge displays turbidity, oil sheen or discoloration to the receiving water, this violates the Department of Ecology water quality standards (RCW 90.48). Example: Soap suds in the water violates this standard. Vessel owners are subject to fines and penalties when this standard is violated.
- Gray water discharge from sinks, dishwasher, laundry and showers may be harmful to aquatic life within the marina, and contains bacterial in sufficient quantities to be a public health concern.
- If using on board showers, boaters should contain the gray water and dispose of it at the pumpout stations.
- Use sink screens or strainers, and dispose of strained waste in the garbage.

ALL HAZARDOUS WASTE MUST BE DISPOSED OF PROPERLY
USE OF DUMPSTERS IS NOT PROPER DISPOSAL OF HAZARDOUS WASTE!

Contact Marina management for more information, or call **1-800-RECYCLE**

Sewage Handling and Disposal: Discharge of untreated sewage anywhere within the waters of Puget Sound, including Oak Harbor Bay and Marina waters, is prohibited by law (Federal Water Pollution Control Act, 33 USC 1322; Washington State Water Pollution Control Act, Chapter 90.48 RCW, and other federal, state and local laws and regulations. Discharge of treated sewage in the waters of Oak Harbor Bay and the Marina is also specifically not allowed.

**OAK HARBOR MARINA
BEST MANAGEMENT PRACTICES**

METHOD OF SEWAGE HANDLING (TO BE COMPLETED BY LIVE ABOARD WET MOORAGE CUSTOMERS)

I use the following method of sewage disposal on my vessel: (Please initial one)

Initial _____ The vessel has no head (toilet). I only use shore side facilities. I understand that my vessel will be inspected by Marina staff, initially and on an annual basis, to verify that I do not have a head on my vessel. I will notify the marina office immediately if a head is installed on my vessel.

Initial _____ The vessel has a working porta -pottie that is dumped at the discharge stations located at the fuel dock and on SS WATERLOO (Slip F-01). I will provide written verification, along with my monthly moorage payment, of the dates on which I used a porta -pottie dump station. I understand that failure to provide this monthly verification will result in termination of this liveaboard authorization and my moorage agreement.

Initial _____ The vessel has a working Type III Marine Sanitation Device (MSD III), that is pumped out regularly at the self-service pumpout stations located on the fuel ock and on SS WATERLOO (Slip F-01). I will provide written verification, along with my monthly moorage payment, of the dates on which I used a self-service pumpout station. I understand that failure to provide this monthly verification will result in termination of this liveaboard authorization and my moorage agreement.

Initial _____ The vessel has a working USCG certified Type I or Type II Marine Sanitation Device (MSD I or MSD II). I understand that I am not allowed to discharge from these devices into the waters of Oak Harbor Bay and the Marina. I understand that the overboard discharge valve will require an Oak Harbor Marina tie-off seal. I understand that my vessel will be inspected on an annual basis to insure that he Oak Harbor Marina seal is intact. If I use my MSD I or MSD II outside of Oak Harbor Bay, I will request the Marina office to install a new tie-off seal.

Initial _____ The vessel has a working USCG certified Type III MSD that I do not use. I use shore side facilities only. I understand that the overboard discharge valve will require an Oak Harbor Marina tie-off seal. I understand that my vessel will be inspected annually by Marina staff, to ensure this tie-off seal is intact. If I need to use the overboard discharge outside of Puget Sound, I will request the marina office to install a new tie-off seal.

I / we have read and will adhere to these Best Management Practices, and will help Oak Harbor Marina achieve the goal of zero discharge to the environment.

Moorage Customer Name(s) *Please Print:* _____

Signature(s): _____

Date: _____