

Your Marina Name SWP3 Plan

Your Marina Name

Storm Water Pollution Prevention Plan

**TPDES Multi-Sector General Permit (TXR050000)
Certification Signature Page**

The Storm Water Pollution Prevention Plan (SWP3), which is required to be developed under the TPDES MSGP permit (TXR050000), must be signed according to 30 Texas Administrative Code 305.128 relating to Signatories to Reports. An authorized agent of the entity submitting the Notice of Intent for permit coverage must sign and date the SWP3 and maintain the signature within the plan.

“I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations.”

Signature

Title

Date

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Pollution Prevention Team

Team Member: Manny Stooge General Manager
Office Phone: 616-666-616 x 666
Cell: 727-777-727

Responsibilities: Directs all activities relating to identification, control, and clean up of all pollution situations that may have a detrimental effect to the environment, including assigning specific tasks to individual team members. Assigns duties for implementation of SWP3 and oversees compliance. Approves recommendations made by other team members designed to prevent pollution situations from occurring.

Team Member: Sally Doright Harbor Administrator
Office Phone: 818-888-2540
Cell: 828-888-2566

Responsibilities: Carry out tasks relating to a pollution/spill situation as assigned by the team leader. Direct and supervise Dock Master and any other harbor staff and assume responsibility of team leader in his absence. Notify authorities when appropriate. Conduct periodic inspections, maintain exposed inventory list, site map development and maintenance, employee training and documentation, maintenance of spill and leak log, annual comprehensive site compliance evaluation in conjunction with Team Leader, Dock Master, and Facilities Manager. Maintain any SWP3 revisions to plan. Responsible for maintenance of Rain Gauge Monitoring Log and monitoring of storm water run-off sampling and maintenance of Quarterly Visual Monitoring Form.

Team Member: Jack Sprat Dock Master
Office Phone: 818-888-2511 x 212
Cell: 828-888-6903

Responsibilities: Carry out all tasks as directed by team leader or Harbor Administrator. Responsible for storage and upkeep of containment booms and absorbents. Maintains good housekeeping measures, and follows Best Management Practices, as directed by Harbor Office. Active in spill prevention and response. Notifies authorities in the

Your Marina Name SWP3 Plan

absence of the Harbor Administrator. Conduct storm water sampling, and rain gauge monitoring. Conduct non-storm water investigations, if needed. Assist in the annual comprehensive site compliance evaluation.

Team Member:

Curly Que	Facilities Manager
Office Phone:	818-888-2511 x 223
Cell:	828-888-3722

Responsibilities:

Carry out all tasks as directed by team leader. Maintain good housekeeping measures, and follow Best Management Practices as provided by Plan. Will investigate any non-storm water discharges . Assist in the annual comprehensive cite compliance evaluation.

Worksheet 1

Non-Storm Water Discharges

Lawn watering is done only as needed, with conservation of water resources a primary concern. No watering to the point of run-off is permitted. Fertilizing of grass area is done only around the office and club house, once a year using an eco-friendly fertilizer.

All boats at facility are owned by individuals. Boat owners are encouraged to rinse their boats frequently with fresh water and to minimize the use of chemicals (even bio-degradable). Pressure washing is not allowed.

On 11/19/09, there was a discharge from fire fighting equipment, due to electrical fire at L-Pier pavilion. Only water was used, no foam.

Certification:

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Signature: _____ Title: _____ Date: _____

Description of Potential Pollutant Sources

Narrative

Description:

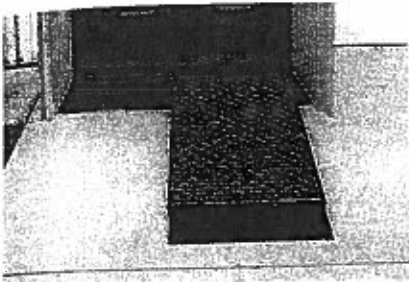
The New Pig brand Drum Roll Top Oil Waste Storage container is covered and enclosed, so is not subject to normal precipitation. However, it is normally located in an area that may flood during Tropical Storms/Hurricanes. At the first threat of a storm/hurricane, the entire container is emptied and moved to high ground, behind the fence at the maintenance facility. The Roll Top houses three (3) 50 gallon drums for used oil/diesel, and one (1) 50 gallon drum for used filters. The container includes a 75 gallon integral sump. It complies with 40 CFR 264.175 for containment of hazardous wastes. Helps comply with 40 CFR 122.26 as used with Best Management Practices in SWP3. A full cover drainage funnel is in place on the active drum. A commercial waste oil company recycles the waste oil and disposes of the filters.

A 600 gallon tank to contain sanitary pump out waste is located in an area that may flood during Tropical Storms/Hurricanes. The pump-out facility is Certified annually by TCEQ. The tank is pumped out on an as called basis by a commercial sanitary tank truck. It is secured behind a concrete enclosure. It stayed in place during Hurricane Ike, so is considered to be secure.

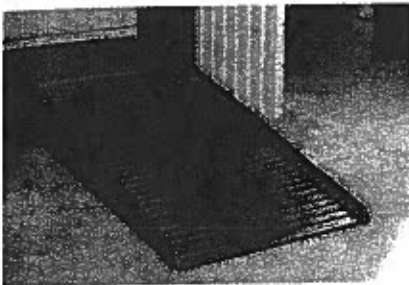
In the maintenance facility, a 40-yd. and 8-yd. dumpster is enclosed behind a fence and gate on high ground. This area is not subject to flooding by Tropical Storms/Hurricanes. The trash cans from thru-out the facility are emptied into these dumpsters by facilities personnel. An inspection of the trash for potential pollutants is done prior to emptying of cans into dumpster.

Trash cans placed about the property are enclosed within a wooden frame that keeps cans secure from being turned over and spilling contents. Each frame is labeled with a sign stating NO HAZARDOUS MATERIALS and directing oil to be dumped at provided Oil Waste Storage container.

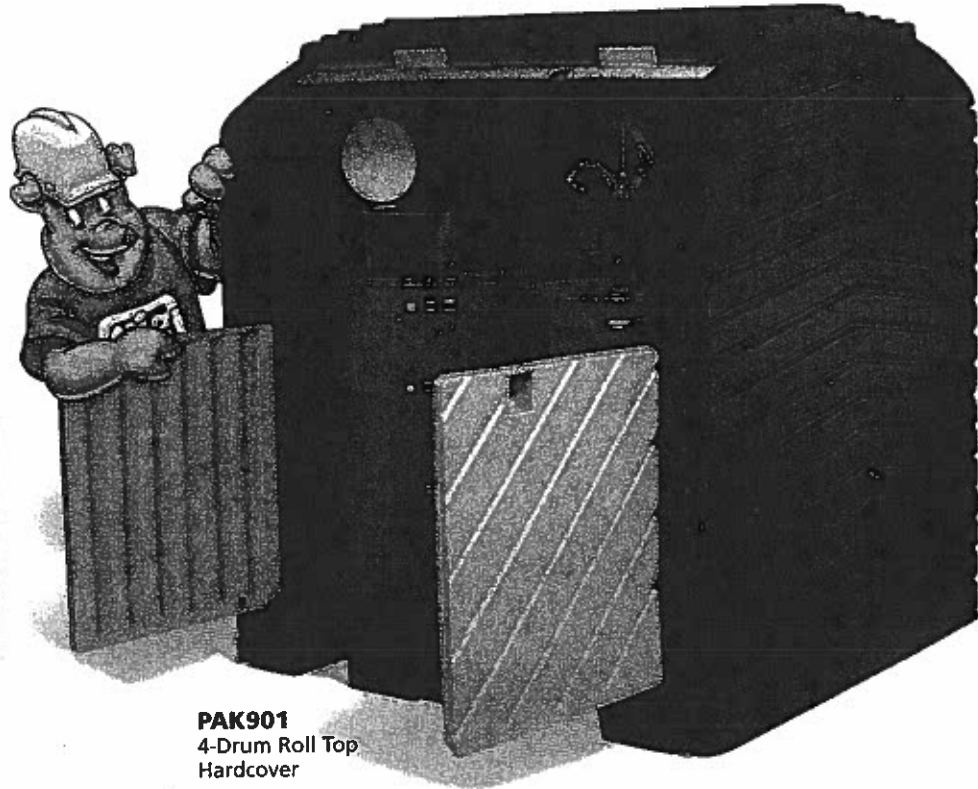
Place and meet containment and stormwater regs.



Heavy-duty Steel Ramp (PAK603, sold below) includes a non-slip poly grate for safe loading and unloading.



Light-weight Poly Ramp (PAK734, sold below) stores inside Roll Top Hardcover.



PAK901
4-Drum Roll Top Hardcover

Choose from 2- or 4-Drum models to meet your indoor and outdoor drum storage requirements.

These innovative pallets with Roll Top Hardcover were designed to store drums securely — without removing the pumps and funnels! Keeps drum storage area neat and organized. Roll Top slides up and out of the way while you're working. Non-slip pallet surface provides secure footing.

Cover may be secured with padlock (not included). Optional Ramp, available in either Steel (PAK603) or Poly (PAK734), makes it easy to add or remove drums.

- More inside clearance, so you can store drums with pumps and funnels in place
- Roll Top easily slides up and out of the way to allow quick access to pumps or funnels while the rest of the unit stays closed
- Doors are lockable and can be secured with a padlock (sold separately on page 327)

- Front swing-out doors make loading and unloading easy

2-Drum Roll Top Hardcover (PAK601 and PAK718) hold up to 4,500 lbs. UDL and feature a 66-gallon sump capacity. Front access only.

4-Drum Roll Top Hardcover (PAK901) holds up to 9,000 lbs. UDL and features a 75-gallon sump capacity. The roll top and durable doors on front and rear of unit provide easy access from both sides.

- ◆ **Helps you comply** with 40 CFR 264.175 for containment of hazardous waste
- ◆ **Helps you comply** with 40 CFR 122.26 when used as a Best Management Practice in a Stormwater Pollution Prevention Plan
- ◆ **Helps you comply** with 40 CFR 262.34(c)(1) for satellite accumulation of or below 55 gallons

- ◆ **Helps you comply** with SPCC planning requirements where absorbents, barrier and containment devices can be used to control or prevent oil discharges

See page 465 for Single Drum Roll Top Hardcovers.

PIG® 4-Drum Roll Top Hardcover

Specify: With drain or without drain
Add \$15 to price shown for Roll Top with drain

PAK901 • 4-drum • Sump capacity 75 gal. Load capacity 9,000 lbs. • 64.5"W x 79"H x 62"D 470 lbs.	\$1431
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NOTE: If using this product with flammable liquids, please consider the regulations that apply to storage and handling of flammable liquids and the safety of this application, specifically flammable vapors, static discharge and heat sources. For further assistance, please call Technical Services.

PIG® Steel Loading Ramp

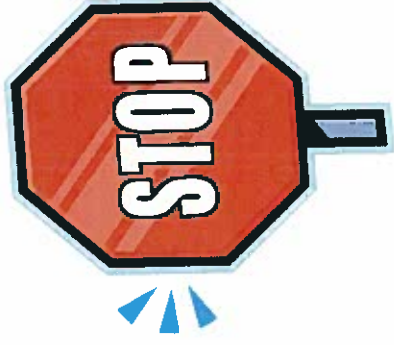
PAK603 • Load capacity 1,000 lbs. 67"L x 26"W x 8.75"H • 106 lbs.	\$431
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PIG® Poly Loading Ramp

PAK734 • For 8.75" and 10" high pallets Load capacity 700 lbs. • 28.5"W x 10"H • 44 lbs.	\$224
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Containment

No Hazardous Materials



**Please dispose of all
waste oil in container
by pump-out station.**

Pollution Prevention Measures & Controls		
Good Housekeeping Measures		Implementation
Location Within the Facility	Housekeeping Measure	Date
Oil Dump Site	Regular inspection of drums, housing and sump, keep area clean of debris, keep absorbant pad in place on active drum, wipe down drums of spills, monitor levels and call recycler when full, keep signage in good and readable condition.	
Grounds	All employees watch for trash on grounds, and pick up immediatly for proper disposal. Facilities staff use 'Billy Goat' vacuum on all hard surfaces to pick up dirt, sand, gravel and small debris to prevent being washed into sewers. Vegetation buffers are properly cared for to keep healthy and provide the optimum in natural filtration.	
Shop	Batteries are stored behind gated fence, on high ground. They are taken to or picked up for recycling. Paints, solvents, gasoline, and cleaners are stored inside, so as not to be exposed to precipitation.	
Pump-out Station	Used only under supervision by trained personnel. Hoses and fittings washed through suction into holding tank. Holding tank is secured and confined within concrete pad and perimeter and is inspected weekly. Holding tank is pumped out by commercial tank truck.	
Through out grounds	Trash cans are emptied daily and all staff are on constant lookout for trash on ground and trained to pick up immediatly for proper disposal.	

Pollution Prevention Measures & Controls

Spill prevention and response procedures:

Prevention:

The New Pig Roll Top Waste Oil Drum Storage Container is on a pallet that is moveable by fork lift or manpower. A plan is in place to remove from present location to high ground in the event of an expected Storm/Hurricane. Drums will be emptied by recycler prior to the move. Once moved it will stay on high ground until end of storm season. (Usually June-October).

In its normal location, the container sits on concrete and is surrounded by curb on all three water sides. Beyond curb is a grassy area before access to water. Dock Master inspects area on a three times a week basis. A 75 gallon sump is integral to the unit in the event of drum overflow. Labeling of drums is in place to designate oil/filter usage. A full cover drainage funnel is used so that all oil is directed to receiving drum. A drum top absorbent pad is in place on the active drum. Signage in highly visible on the exterior of unit for oil, diesel and filter dumping only.

600 gallon sanitary waste tank is located inside a concrete perimeter that would necessitate flood waters exceeding 17' to be in danger of floating out. No measures are in place to remove tank from its current location.

Trash containers thru-out facility are surrounded by wood cages, so cans and contents are secure from being blown away by wind or floating away from storm water run-off. Each is marked with signage indicating no hazardous materials and directing disposal of oil to drum container. Dumpster is located in a secure place, behind fence and gates on high ground. Only staff empties trash from facility wide bins into dumpster, allowing for inspection of waste for hazardous material prior to dumping. This area is not subject to flooding during Storms/Hurricanes.

Response Procedures:

Oil Dump Site: Booms for spill containment and absorbent pads are on hand at site to prevent migration of spilled material into water. Any spill beyond the capacity of our personnel to handle, Harbors Environmental (281-478-7700) will be called to respond. Reports will be made to the NRC and Texas GLO.

Pollution Prevention Measures & Controls

Maintenance Program for Structural Controls				
Structural Control	Inspection Schedule	Inspector	Maintenance Frequency	Volume of Solids Removed

Your Marina Name has no structural controls

Pollution Prevention Measures & Controls

Best Management Practices		
Location Within the Facility	Best Management Practice	Implementation Date
Near Sanitary Pump Out station or during storm season on high ground, behind fence, in Maint. area	Provide waste oil drums that are clearly marked for use, the dock master does a visual check 3 times a week and maintains cleanliness of roll top. Harbor Master calls recycler for collection of used oil and filters as needed.	
Harbor Office and saw shop	A written spill contingency plan is in Harbor Office. Containment booms and oil zorb pads are stored in a clearly marked area at the saw shop.	
Marina harbor	Normal maintenance by boat owners is encouraged, but any work that can cause an environmental hazard is required to go to a boat yard. This includes grinding, heavy sanding, stripping, scraping, sand blasting, power washing, painting, etc.	
Facilities maintenance area	Limited fuel for use in lawn equipment and golf carts is stored in approved containers, under cover. Paints and other chemicals are stored inside buildings. Only empty cans, with dried paint residue are disposed of in dumpster.	

Pollution Prevention Measures & Controls

pg.2

Best Management Practices		
Location Within the Facility	Best Management Practice	Implementation Date
Entire club/marina property	Solid waste containers are placed in numerous places about the grounds. Two plastic cans sit inside of wooden enclosures that secure cans in place. These are emptied daily for more often if needed) and inspected for hazardous waste prior to disposal in dumpster. Signage is displayed at each station advising NO HAZARDOUS WASTE and directing waste oil to go to waste oil container.	
Fence enclosed maintenance area	Dumpsters are located behind enclosed fence, near Security station to prevent unauthorized use. Only club staff are allowed access to this area.	

Pollution Prevention Measures & Controls

Employee Training Program							
Training Topic	Was this topic covered?		Date of Training				
	Yes	No	Year 1	Year 2	Year 3	Year 4	Year 5
Material management & handling							
Spill prevention methods							
Location of spill cleanup supplies							
Spill cleaning equipment							
Spill cleanup techniques							
Proper spill reporting							
Good housekeeping measures							
Best Management Practices							
Goals of the SWP3							
Basic goals of the SWP3							
Contacting the Pollution Prevention Team							

Pollution Prevention Measures & Controls

Periodic Inspections- Quarterly					
Inspection Date: _____					
Inspection Element	Inspector	Evaluated		Findings	Corrective Action
		Yes	No		
Good housekeeping measures					
Spill prevention & response					
Erosion control measures					
Maintenance program for structural controls					
Best Management Practices					
Employment training & education program					

Rain Gauge Monitoring and Recordkeeping

Month:		Year:		Rain Gauge Monitoring Log				
				Facility Name:				
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
Day:	Day:	Day:	Day:	Day:	Day:	Day:	Day:	Day:
Time:	Time:	Time:	Time:	Time:	Time:	Time:	Time:	Time:
Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:
Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:
Day:	Day:	Day:	Day:	Day:	Day:	Day:	Day:	Day:
Time:	Time:	Time:	Time:	Time:	Time:	Time:	Time:	Time:
Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:
Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:
Day:	Day:	Day:	Day:	Day:	Day:	Day:	Day:	Day:
Time:	Time:	Time:	Time:	Time:	Time:	Time:	Time:	Time:
Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:
Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:
Day:	Day:	Day:	Day:	Day:	Day:	Day:	Day:	Day:
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Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:
Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:
Day:	Day:	Day:	Day:	Day:	Day:	Day:	Day:	Day:
Time:	Time:	Time:	Time:	Time:	Time:	Time:	Time:	Time:
Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:	Rain Gauge Reading:
Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:	Sample Taken:

Annual Comprehensive Compliance

Comprehensive Site Compliance Inspection Report					
Inspection Date: Are you substituting this inspection for one of your quarterly inspections					
Inspection Element	Inspector	Evaluated		Findings	Corrective Action
		Yes	No		
All areas identified in the inventory of exposed materials section of your SWP3					
All structural controls, including maintenance and effectiveness					
All nonstructural controls, including BMP effectiveness, good housekeeping measures and spill prevention					
All reasonably accessible areas immediately downstream of each storm water outfall					
Review all records required by MSGP					
Employee training & education program					

Annual Comprehensive Compliance

Revision of the SWP3?			
Element	SWP3 Updated		
	Yes	No	N/A
Any additional elements (e.g. structured controls or BMPs) that should be added or modified for prevention of pollution			
The site map			
The inventory of exposed materials			
The description of good housekeeping measures			
The description of nonstructural controls			
Any other elements of the plan that were found to be inaccurate or that will be modified:			

Signature: _____ Date: _____

SWP3 Quarterly Visual Monitoring Form

Outfall #	Person collecting/examining sample:	
Quarter/year	Date & time collected:	Date & time examined:
Rainfall Amount:	Qualifying:	Runoff source: Rainfall

Parameter	Parameter Description	Parameter Characteristics
Color	Does the water appear to be colored? Yes No	Describe:
Clarity	Is the water clear of transparent, meaning can you see through it? Yes No	Which of the following best describes the clarity of the water? Clear Milky Opaque Muddy
Oil Sheen	Can you see a rainbow effect or sheen on the water surface? Yes No	Which of the following best describes the water sheen? Oily Silver Iridescent N/A
Odor	Does the sample have an odor? Yes No	Describe:
Floating solids	Is there something floating on the surface of the water? Yes No	Describe:
Suspended solids	Is there something suspended in the water column or sample? Yes No	Describe:
Settled solids	Is there something settled at the bottom of the sample? Yes No	Describe:
Foam	Is there foam or material forming on top of the water? Yes No	Describe:

Detail any concerns, corrective actions taken and any other obvious indicators of pollution present in sample:

Collector's Signature:

Step by Step Cheat Sheet SWP3

Rain Gauge	Monitor once a week, or once per day during storm events. Record findings on rain gauge log.
Visual Monitoring	Examine and assess a grab sample of storm water runoff for these characteristics: color, oil sheen, odor, solids, foam, or other obvious indicators of water pollution. Must describe your process in detail in your SWP3.
Grab Sample	<p>A water sample collected all at once, in a clear glass jar, from each of your facility's outfalls or a representative outfall if all are similar. Document in your SWP3 Plan how you determined that all are similar. ATTEMPT TO OBTAIN SAMPLE WITHIN 30 MINUTES after discharge or explain why not in SWP3. Daylight hours only. ONLY ONCE PER QUARTER.</p> <p>This should be done quarterly.</p>
Outfalls	The point or points at the boundary of your property where storm water runoff enters a receiving water.
NOI	<i>Notice of Intent.</i> The permit application form.
When to Monitor	<i>After qualifying rain event:</i> produces 0.1 inches in measured rainfall causes runoff to be present at the outfall, and occurs at least 32 days from previous 0.1 inch rainfall
What if	Can't get sample because overnight or hazardous storm. GET TWO NEXT QUARTER.
SWP3 Log	If no sample for a quarter, give reason ie. drought conditions, rainfall occurred overnight, hurricane- evacuated, etc. Complete Quarterly Visual Monitoring Form, one page for each sample.