

Summary Table of Model Plan Recommendations for the Pollution Prevention/Good Housekeeping For Municipal Operations Minimum Control Measure

Ohio EPA requirement: program must include employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance (Draft Ohio EPA MS4 Permit Section 4.2.6).

Best Management Practice	NOACA Model Plan Recommendation	Recommended Time Frame	Recommended Measurement	Departure from the Status Quo Recommended by the NOACA Model Plan
Chemical lawn care use	Minimize the use of herbicides, fertilizers, and insecticides by community personnel to no more than the recommended levels.	Develop policy and training program by December 2003. Implement annually through 2008.	Annual Report reviewing of use policies and application procedures.	Community must develop and implement a training program for employees, particularly park maintenance employees, to minimize the use of chemicals in landscaping activities. Community will need to document on-going effort.
Disposal of Construction Debris from Community projects	Verify that all construction debris is disposed in a proper manner.	Annually through 2008	Maintain a file containing the record of disposal of debris at an approved landfill. Document in Annual Report.	Community will need to document on-going effort.
Disposal of catch basin material	Verify that all catch basin debris is disposed in a proper manner, at a special waste landfill.	Annually through 2008	Maintain a file containing the record of disposal of catch basin debris at a certified special waste landfill. Document in Annual Report.	Plan recommends that communities continue existing efforts until Ohio EPA determines whether a more aggressive policy is required. Community will need to document on-going effort.
Disposal of Street Sweepings	Verify that all sweeping debris is disposed in a proper manner.	Annually through 2008	Maintain a file containing the record of disposal of sweeping debris at a garbage transfer station. Document in Annual Report.	Community will need to document on-going effort.
Fleet Maintenance	Inventory all maintenance locations. Determine if stored products are protected from spillage. Insure that all waste products are properly disposed or recycled. All spills shall be contained and collected.	Develop policy and training program by December 2003. Implement annually through 2008.	Maintain a file containing the record of inspections of maintenance sites, and documenting any spills and disposal of waste products. Document in Annual Report.	Community must develop and implement a training program for vehicle maintenance employees. Community will need to document on-going effort.
Leaf Recycling Program	Verify that the run off from stored leaves debris goes to a sanitary sewer. Site shall be checked after every rain to insure that site continues to drain properly.	Annually through 2008	Maintain a file containing the record of checking of the site after every significant rainfall event. Document in Annual Report.	Community will need to document on-going effort.
Municipal Parking Lot Sweeping (Optional element)	The city will sweep parking lots on an established schedule. Lots will only be swept when weather permits (normally April through November) No sweeping is done during inclement weather.	Annually through 2008	Maintain a file containing the record of parking lot sweepings. Document in Annual Report.	Communities are encouraged to develop a sweeping program of its communally owned parking lot if one is not in place. Community will need to document on-going effort.

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Best Management Practice	NOACA Model Plan Recommendation	Recommended Time Frame	Recommended Measurement	Departure from the Status Quo Recommended by the NOACA Model Plan
Open Space Management	Effective reduction of pollution by control of maintenance operations near natural watercourses, by leaving a buffer area that is natural and uncut near watercourses. Encouraging tree growth and shade to enhance natural watercourse health.	Develop policy and training program by December 2003. Implement annually through 2008.	Policy developed to protect and preserve open spaces buffer areas, and stream shading by December 2003. Annual report documenting implementation starting with 2003.	Park maintenance personnel are encouraged to establish no-mow zones so as to let shrubs and trees to reclaim stream banks wherever possible. Community will need to document on-going effort.
Outdoor Storage	Insure that all runoff is collected in a trapped, sumped catch basin(s). The drainage is to be checked at least twice per year, and cleaned as necessary.	Annually through 2008	Maintain a file containing the record of each inspection, and the work order for each cleaning required. Document in Annual Report.	Community will need to document on-going effort.
Salt Storage	Insure that all runoff is collected in a trapped, sumped catch basin(s). The drainage is to be checked at least twice per year, and cleaned as necessary.	Annually through 2008	Maintain a file containing the record of each inspection, and the work order for each cleaning required. Document in Annual Report.	Adherence to Ohio Department of Transportation guidance on proper storage practices is recommended. Community will need to document on-going effort.
Snow removal & Street Salting	Verify that the program for snow removal is followed to minimize salt discharge to the environment.	Annually through 2008	Maintain a file containing the record of snow removal practices and training provided. Document in Annual Report.	Community will need to document on-going effort.
Street Sweeping (optional element)	The community will sweep streets when weather permits (normally April through November) No sweeping is done during inclement weather.	Develop policy and training program by December 2003. Implement annually through 2008.	Annual report documenting miles swept per calendar year and estimated tonnage removed.	Plan recommends that communities continue existing efforts until Ohio EPA determines whether a more aggressive policy is required. Community will need to document on-going effort.
Waste Transfer Station garbage	Verify that the run off from stored garbage goes to a sanitary sewer. Site shall be checked after every rain to insure that site continues to drain properly.	Annually through 2008	Maintain a file containing the record of checking of the site after every significant rainfall event. Document in Annual Report.	Community will need to document on-going effort.
Waste Transfer Stations catch basin material	Verify that the run off from stored catch basin debris goes to a sanitary sewer. Site shall be checked after every rain to insure that site continues to drain properly.	Annually through 2008	Maintain a file containing the record of checking of the site after every significant rainfall event. Document in Annual Report.	Community will need to document on-going effort.
Ditch Cleaning (optional element)	The community will clean roadside ditches when weather permits (normally April through November) No cleaning is done during inclement weather.	Develop policy and training program by December 2003. Implement annually through 2008.	Annual report documenting miles cleaned per calendar year.	Community must evaluate current practices and revise as necessary to make them environmentally sound. Community must train their employees in the implementation of the revised practices.