

NOACA Regional Storm Water Task Force

Storm Water Management Program
Model Plan Template

This Plan Template was prepared with the assistance of the City of Berea. All text printed in red needs to be modified to apply to other communities. Communities can substitute actions for those incorporated in this model template. However, any substitutions must address the Ohio EPA requirement that is shown for each section.

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**Storm Water Management Program
Minimum Control Measure #1 (Section 3.2.1 of Permit)
Public Education and Outreach on Storm Water Impacts**

Public Education & Outreach Program	
Permit Requirement (Section 3.2.1.1)	You must implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants in storm water runoff.
Program Objective:	The City of Berea has agreed to work in unison with the other communities in the Rocky River watershed on a comprehensive, watershed-based Public Involvement and Public Education (PIPE) Program. The City of Berea worked with the Cuyahoga Soil and Water Conservation District (SWCD), the Rocky River Watershed Council, and citizen volunteers to develop a unified PIPE Program. The BMPs, measurable goals, and responsible parties in this PIPE Plan are detailed in Table 1.
Program Description:	
<p>The City of Berea has agreed to work in unison with the other communities in the Rocky River watershed on a comprehensive, watershed-based Public Involvement and Public Education (PIPE) Program. The City of Berea worked with the Cuyahoga Soil and Water Conservation District (SWCD), the Rocky River Watershed Council, and citizen volunteers to develop a unified PIPE Program. The BMPs, measurable goals, and responsible parties in this PIPE Plan are detailed in Table 1.</p> <p>The Cuyahoga SWCD will serve as the watershed PIPE coordinator. They will work with a committee made up of representatives from all participating watershed communities to establish and implement a series of PIPE activities to advance the objective of storm water management. Programming will be monitored for completeness, effectiveness, and representativeness of affected public participation. Annual work plans will be developed in response to an evaluation of this monitoring. The City will participate in the regional PIPE initiative to be coordinated by the Northeast Ohio Areawide Coordinating Agency (NOACA).</p> <p>The BMPs, measurable goals, and responsible parties in this Public Involvement and Education Plan are detailed in Table 1.</p>	
Implementation Schedule: (Year by year description of program)	
Implementation Schedule detailed in Table 1.	
Decision Process: (Section 3.2.1.2)	You must document your decision process for the development of a storm water public education and outreach program. Your rationale statement must address your overall public education program and the individual BMPs, measurable goals and responsible persons for your program. The rationale statement must include the following information, at a minimum:
How you plan to inform individuals and households about the steps they can take to reduce storm water pollution. (Section 3.2.1.2.1)	
As presented in Table 1 , the City will inform its residents about the steps they can take to reduce storm water pollution and ways to get involved in the City's Storm Water Management Program through a	

**Storm Water Management Program
Minimum Control Measure #1 (Section 3.2.1 of Permit)
Public Education and Outreach on Storm Water Impacts**

<p>combination of workshops, community activities, (i.e. Berea Arts Fest, Rocky River Watershed Council Meetings, river/lake clean ups) and print media including newsletters, brochures and fact sheets, and web site postings, aimed at reaching the diverse audiences within the city. Work plans will be adjusted annually in response to the evaluation of the effectiveness of previous efforts.</p>
<p>How you plan to inform individuals and groups on how to become involved in the storm water program (with activities such as local stream and beach restoration activities). (Section 3.2.1.2.2)</p>
<p>Notices will be placed in the community's newsletter that reaches every resident and business three times a year. Notices will be posted at the City Hall and at community activities, including, Berea Arts Fest. The City will be upgrading its website to include information about Storm Water Issues and public participation.</p>
<p>Who are the target audiences for your education program who are likely to have significant storm water impacts (including commercial, industrial and institutional entities) and why those target audiences were selected. (Section 3.2.1.2.3)</p>
<p>Every attempt is being made to link to as many people in the watershed as possible as everybody has a role in storm water management. Information will be available at City Hall and will be distributed through internal channels, such as the community newsletter, and website. Community events, such as Berea Arts Fest and River Clean Ups provide opportunities for participation from a large variety of groups. Businesses will also receive information through the newsletter, website, and community events. Outreach to schoolchildren in the watershed will help educate a diverse student body and also provide opportunities for further involvement. Riparian landowners will receive information about stream stewardship and pollution prevention practices. Watershed activities will also include public meetings to raise awareness of storm water issues and meetings with various business entities. Special programming will be developed to reach any audience that is found to be under informed as the program progresses.</p>
<p>What are the target pollutant sources your public education program is designed to address. (Section 3.2.1.2.4)</p>
<p>The City will target pollutant sources common to the Rocky River watershed including sediment pollution from stream bank erosion and improperly controlled construction sites; habitat alteration due to land use changes; bacteria and nutrient pollution, and household hazardous wastes.</p>
<p>What is your outreach strategy, including the mechanisms (e.g., printed brochures, newspapers, media, workshops, etc.) you will use to reach your target audiences, and how many people do you expect to reach by your outreach strategy over the permit term. (Section 3.2.1.2.5)</p>
<p>The City's outreach strategy is to work with the other communities in the Rocky River Watershed to 1) raise awareness of watershed issues. 2) involve citizens in water quality discussions, 3) help change behaviors, and 4) encourage citizen participation in BMPs. Outreach mechanisms will be varied in an effort to reach diverse audiences. These mechanisms will include an exhibit for community events, brochures, articles, electronic information, school programs and community events. The media will be used to help promote programs and to report on the progress being made to address storm water concerns. The Rocky River Watershed PIPE Committee will select the specific outreach events and opportunities to be implemented throughout the watershed with the City's participation.</p>
<p>Measurable Goals: How will you evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs. (Section 3.2.1.2.7)</p>
<p>Measurable Goals for each BMP are detailed in Table 1. The Rocky River Watershed PIPE Committee will be responsible for evaluating the effectiveness of the overall PIPE program</p>

**Storm Water Management Program
 Minimum Control Measure #1 (Section 3.2.1 of Permit)
 Public Education and Outreach on Storm Water Impacts**

<i>Legal Authority Statement (Section 3.1.1.2):</i>	
The City of Berea requires no special legal authority for PIPE program implementation.	
<i>Responsible Party – Contact Information: (Section 3.2.1.2.6)</i>	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	
<i>Supporting Information:</i>	
A copy of the Memorandum of Understanding between the City of Berea and the Cuyahoga SWCD is enclosed.	
<i>Reporting Mechanism:</i>	
The Community Storm Water Manager and the Cuyahoga SWCD will provide annual reports for all PIPE activities.	

**Storm Water Management Program
Minimum Control Measure #1 (Section 3.2.2 of Permit)
Public Participation & Involvement**

Public Participation & Involvement	
Permit Requirement <i>(Section 3.2.2.1)</i>	You must at a minimum, comply with State and local public notice requirements when implementing a public involvement/participation program
Program Objective:	Public Participation and Involvement activities have been combined with Public Education and Outreach activities to form a comprehensive PIPE Program.
Program Description:	
The City will annually host a special meeting, focused on water quality issues, to educate stakeholders about water quality issues, best management practices and potential improvement actions. At this meeting, the City will report on the progress made in the implementation of this Storm Water Management Plan (SWMP) and solicit input as to the direction and priorities for the next year. The public notice requirements shall comply with State & local public notice requirements.	
Implementation Schedule: (Year by year description of program)	
Implementation Schedule detailed in Table 1.	
Decision Process: <i>(Section 3.2.2.2)</i>	You must document your decision process for the development of a storm water public involvement/participation program. Your rationale statement must address your overall public involvement/participation program and the individual BMPs, measurable goals, and responsible persons for your program. The rational statement must include the following information, at a minimum:
How have you involved the public in the development and submittal of your NOI and SWMP description? (Section 3.2.2.2.1)	
Throughout 2002, the City of Berea has hosted eight Rocky River Watershed Council work groups, which were open to the public. This Watershed Council met to discuss the permit requirements, and potential BMPs.	
The submission of this Storm Water Management Plan to City Council for its endorsement is the mechanism used to provide the public with an opportunity to review and comment on the plan.	
What is your plan to actively involve the public in the development and implementation of your program? (Section 3.2.2.2.2)	
<ul style="list-style-type: none"> • The Mayor shall appoint a committee that serves as the oversight committee for public involvement and education initiatives and represents the community at quarterly watershed planning meetings regarding the Public Involvement/Public Education (PIPE) Program. • The PIPE Program will offer opportunities to get the public active in visible pollution control. It will host an annual clean up or watershed improvement day where activities may include, but are not limited to stream clean ups, a beautification day; or a hazardous waste collection day. • The PIPE Committee will partner with organizations to provide information to teachers and local schools. • A page will be created on the City's website to address storm water concerns for the community. Information may include current PIPE activities, storm water/water quality information, and links to other sites. 	

**Storm Water Management Program
Minimum Control Measure #1 (Section 3.2.2 of Permit)
Public Participation & Involvement**

<ul style="list-style-type: none"> • The PIPE Committee will develop Community Newsletter Articles. • The PIPE Committee will make use of brochures, fact sheets or watershed newsletters suggested by the regional PIPE Coordination Project under the lead of NOACA. • The City will host a special community meeting annually, focused on water quality issues, to educate stakeholders about water quality issues, best management practices and potential improvement actions. 	
<p>Who are the target audiences for your public involvement program, including a description of the types of ethnic and economic groups engaged? You are encouraged to actively involve all potentially affected stakeholder groups, including commercial and industrial businesses, trade associations, environmental groups, homeowners associations, and educational organizations, among others. (Section 3.2.2.2.3)</p>	
<p>Every attempt is being made to link to as many people in the watershed as possible as everybody has a role in storm water management. Information will be available at City Hall and will be distributed through internal channels, such as the community newsletter, and website. Community events, such as Berea Arts Fest and River Clean Ups provide opportunities for participation from a large variety of groups. Businesses will also receive information through the newsletter, website, and community events. Outreach to schoolchildren in the watershed will help educate a diverse student body and also provide opportunities for further involvement. Riparian landowners will receive information about stream stewardship and pollution prevention practices. Watershed activities will also include public meetings to raise awareness of storm water issues and meetings with various business entities. Special programming will be developed to reach any audience that is found to be under informed as the program progresses.</p>	
<p>What are the types of public involvement activities included in your program? (Section 3.2.2.2.4)</p>	
<p>As detailed in Table 1, the City appointed a Community Storm Water Manager to facilitate/manage the development of our SWMP and its implementation during the permit term. The Cuyahoga SWCD has been hired as a Watershed Coordinator to help coordinate a watershed-based PIPE program in which the City will participate.</p>	
<p>Measurable Goals: How will you evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs? (Section 3.2.2.2.6)</p>	
<p>Measurable Goals Schedule detailed in Table 1.</p>	
<p>Legal Authority Statement (Section 3.1.1.2):</p>	
<p>The City of Berea requires no special legal authority for PIPE program implementation.</p>	
<p>Responsible Party – Contact Information: (Section 3.2.2.2.5)</p>	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	

**Storm Water Management Program
Minimum Control Measure #1 (Section 3.2.2 of Permit)
Public Participation & Involvement**

<i>Supporting Information:</i>
A copy of the Memorandum of Understanding between the City of Berea & the Cuyahoga SWCD is enclosed
<i>Reporting Mechanism:</i>
The Community Storm Water Manager and the Cuyahoga SWCD will provide annual reports for all PIPE activities.

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

Illicit Discharge Detection and Elimination Program	
Permit Requirement (Section 3.2.3.1.1)	Develop, implement and enforce a program to detect and eliminate illicit discharges, as defined Part 7 of this permit, into your small MS4 (for illicit discharges to your MS4 via a neighboring interconnected MS4, you are only required to inform the neighboring MS4 and Ohio EPA in your annual report submission, of their existence);
Program Objective:	Develop an illicit discharge detection and elimination program that includes the following required components: generation of a storm sewer base map, review of existing City regulations, develop a new Illicit Discharge and Connection Storm Water Ordinance, implement a detailed sampling survey, and educate City employees, local businesses and the General Public of the hazards associated with illegal discharges, and other non-storm water discharges.
Program Description:	
The City of Berea's Illicit Discharge Detection and Elimination Program will include a comprehensive Storm Sewer Base Map that will include all known home sewage treatment systems (HSTs). The City will identify existing City regulations dealing with Illicit Discharges, and develop a new comprehensive Illicit Discharge and Connection Storm Water Ordinance to fill any gaps in the existing base. The City of Berea and Cuyahoga County Board of Health have entered into an agreement to perform a Citywide four-year sampling survey to find Illicit Discharges. Through the PIPE section of the City's SWMP, the general public will be educated on hazards associated with illegal discharges.	
Implementation Schedule:	
Refer to the individual BMP implementation schedules.	
Decision Process: (Section 3.2.3.2)	You must document your decision process for the development of a storm water illicit discharge detection and elimination program. Your rationale statement must address your overall illicit discharge detection and elimination program and the individual BMPs, measurable goals, and responsible persons for your program. The rational statement must include the following information, at a minimum:
Refer to the individual BMP summary sheets for the details required regarding each decision process requirement for this minimum control requirement.	
Measurable Goals: How will you evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs? (Section 3.2.3.2.7)	
Refer to the following individual BMP implementation schedules.	

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

Storm Sewer System Map	
Permit Requirement (Section 3.2.3.1.2)	Develop, if not already completed, a storm sewer system map, showing the location of all outfalls and the names and location of all surface waters of the State that receive discharges from those outfalls.
Program Objective:	The goal of the development of a comprehensive storm sewer system map is to assist the community in the understanding of the MS4, and to provide support to all illicit discharge detection and elimination efforts.
Program Description:	
The Berea SWMP includes a plan for the completion of the storm sewer system map – including outfalls, and names and locations of all surface waters that receive discharges from these outfalls.	
Map Components:	
<ol style="list-style-type: none"> 1. A map of all known storm water outfalls. 2. A list of all on-site HSTSS connected to discharge to the City’s MS4. 3. A storm sewer map showing the location of all HSTSS connected to the MS4. This map will include details on the type and size of conduits/ditches that receive discharges from HSTSS, as well as the water bodies receiving the discharges from the MS4. 4. A complete inlet/catch basin survey will be included by December 2003. 5. All storm water basins. 6. Private storm sewer systems installed from 1993 – Present. 7. NEORSD Outfall Data Base information, when it is made available. 	
Implementation Schedule:	
2003	December 2003 - The City of Berea shall submit a completed Storm Sewer Base Map including Map Components 1-6.
2004	Update storm sewer system map as necessary (e.g. new construction, system changes, etc.) Continue coordination with Cuyahoga County Board of Health on the HSTS locations. Submit Annual Report. Incorporate NEORSD Outfall Data Base information.
2005	Update storm sewer system map as necessary (e.g. new construction, system changes, etc.) Continue coordination with Cuyahoga County Board of Health on the HSTS locations. Submit Annual Report.
2006	Update storm sewer system map as necessary (e.g. new construction, system changes, etc.) Continue coordination with Cuyahoga County Board of Health on the HSTS locations. Submit Annual Report.
2007	Update storm sewer system map as necessary (e.g. new construction, system changes, etc.) Continue coordination with Cuyahoga County Board of Health on the HSTS locations. Submit Annual Report.
Decision Process: (Section 3.2.3.2.1)	How you will develop a storm sewer map showing the location of all outfalls and the names and location of all receiving waters. Describe the sources of information you used for the maps, and how you plan to verify the outfall locations with field surveys. If already completed, describe how you developed this map. Also, describe how your map will be regularly updated.
The storm sewer system map and required information will be developed utilizing Auto Cad Map GIS technology.	
Sources of information to be used include the following:	
<ul style="list-style-type: none"> • Existing paper based maps, storm drainage plans and subdivision plans. • 2002 Cuyahoga County Digital Orthophotos for base maps. • Field Surveys as necessary. 	

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

Measurable Goals: (Section 3.2.3.2.7)		
<ul style="list-style-type: none"> • Develop storm sewer map outfall by December 2003. • Review and finalize list of all HSTS's by December 2003. This will be done in conjunction with the Cuyahoga County Board of Health. • Maintain map on an annual and/or as-needed basis. 		
Legal Authority Statement (Section 3.1.1.2):		
The City Engineer per the Charter of the City of Berea has the authority to make these map modifications.		
Responsible Party – Contact Information: (Section 3.2.3.2.6)		
Contact Name:		
Department:		
Address:		
Phone:		
Email:		
Signature:		
Supporting Information:		
A CD containing the Auto Cad Copy of the Preliminary Storm Sewer Map of the City of Berea shall be include in the March 2003 Permit Application submission to Ohio EPA.		
Reporting Mechanism:		
A description of work performed by City forces and private contractors, storm sewer maps updates, investigation reports - storm and sanitary sewer studies, inlet basin inspection logs will be submitted annually.		

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

Illicit Discharge Prohibition Ordinance	
Permit Requirement (Section 3.2.3.1.3)	To the extent allowable under State or local law, effectively prohibit, through ordinance, or other regulatory mechanism, illicit discharges into your storm sewer system and implement appropriate enforcement procedures and actions.
Program Objective:	Adopt an ordinance to prohibit illicit discharges to the MS4 and provide enforcement procedures.
Program Description:	
Develop an Ordinance base that ensures that sanitary and storm sewers are properly connected for all properties and to provide for municipal authority to access property to conduct testing necessary to identify if sanitary and storm facilities are properly connected.	
Implementation Schedule:	
2003	A supplemental Illicit Discharge & Connection Storm Water Ordinance will be adopted by December 2003.
2004	Any needed updates or modifications will be submitted in the annual SWMP report.
2005	Any needed updates or modifications will be submitted in the annual SWMP report.
2006	Any needed updates or modifications will be submitted in the annual SWMP report.
2007	Any needed updates or modifications will be submitted in the annual SWMP report.
Decision Process: (Section 3.2.3.2.2)	The mechanism (ordinance or other regulatory mechanism) you will use to effectively prohibit illicit discharges into the MS4 and why you chose that mechanism. If you need to develop this mechanism, describe your plan and a schedule to do so. If your ordinance or regulatory mechanism is already developed, include a copy of the relevant sections with your program.
<p>The City has selected a strategy of continuing existing efforts to control illicit discharges while expeditiously developing a comprehensive ordinance base that will maximize control efforts.</p> <p>The City will continue to implement existing City Ordinances that address this issue including:</p> <ul style="list-style-type: none"> ➤ Codified Ordinances of the City of Berea Section 313.13 a,b,c,d & h of Chapter 313. ➤ Ohio Plumbing Code, Chapter 3 – 301.3, 302.1,2, 312.8 Chapter 7 – 701.2,3 & 4. Chapter 4 – 405.7.1 Chapter 11 - 1101.1&2. ➤ Ohio Residential Code OBOA Sections 306.3,401.3, 405.1 405.1.1 and 405.2.3. <p>The City Engineer will introduce a comprehensive Illicit Discharge and Connection Storm Water Ordinance based on the attached model ordinance.</p> <p>The City Engineer will monitor the effectiveness of these mechanisms and will identify any needed changes as part of the annual report of the SWMP.</p>	

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

Decision Process: <i>(Section 3.2.3.2.3)</i>	Your plan to ensure through appropriate enforcement procedures and actions that your illicit discharge ordinance (or other regulatory mechanism) is implemented.
<p>Whenever the City Engineer finds that a person has violated a prohibition or failed to meet a requirement of this Ordinance, the City Engineer may order compliance by written notice of violation to the responsible person. Such notice may require without limitation:</p> <p>(a) The performance of monitoring, analyses and reporting;</p> <p>(b) The elimination of illicit connections or discharges;</p> <p>(c) That violating discharges, practices or operations shall cease and desist;</p> <p>(d) The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property; and</p> <p>(e) Payment of a fine to cover administrative and remediation costs; and</p> <p>(f) The implementation of source control or treatment BMPs.</p> <p>If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed.</p>	
Measurable Goals: <i>(Section 3.2.3.2.7)</i>	
<p>This ordinance shall be submitted to City Council by September 2, 2003. Council shall refer this ordinance to committee for discussion and may approve this ordinance December 2004.</p> <p>Yearly reports listing any violations or other actions taken shall be submitted in the annual SWMP update.</p>	
Legal Authority Statement <i>(Section 3.1.1.2):</i>	
<p>The previously cited existing sections of the City's building code give the legal authority for controlling illicit connections to the City Building Commissioner. With the proposed Ordinance, the City Engineer will be empowered to order compliance by written notice of violation to the responsible person.</p>	
Responsible Party – Contact Information: <i>(Section 3.2.3.2.6)</i>	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	
Supporting Information:	
<ul style="list-style-type: none"> Model Illicit Discharge & Connection Storm Water Ordinance (See Attachment). 	
Reporting Mechanism:	
<p>Annual evaluation of the adequacy of the Illicit Discharge and Connection Storm Water Ordinance base containing recommendations for any needed improvements.</p>	

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

Illicit Discharge Detection and Elimination Plan	
Permit Requirement <i>(Section 3.2.3.1.4)</i>	Develop and implement a plan to detect and eliminate non-storm water discharges, including illegal dumping, to your system;
Program Objective:	The City will develop an investigation program to perform initial and follow-up investigations designed to identify Illicit Discharges to the City's MS4.
Program Description:	
<ol style="list-style-type: none"> 1) Develop Investigation Program – The City will develop an investigation program to perform initial and follow-up investigations of all outfalls in the MS4. 2) Initial Inspection – The City will perform an initial inspection visually of known outfalls by December 2003. 3) Routine Follow-up Investigation – The City shall perform Routine Follow-up Investigations (Visual Screening) on an annual basis. 4) Dry -Weather Sampling – If outfalls are identified as flowing in dry-weather (dry-weather defined as less than .1” rain in past 72 hours), and the source and nature of that flow cannot be adequately determined, samples of the dry-weather flow will be taken to determine if the flow is contaminated due to illicit discharges. The City has contracted with the County Board of Health to perform this during a four-year program. 	
Implementation Schedule: (Year by year description of program)	
2003	Initial Inspection
2004	Phase 1 Dry -Weather Sampling & Follow up testing.
2005	Phase 2 Dry -Weather Sampling & Follow up testing.
2006	Phase 3 Dry -Weather Sampling & Follow up testing.
2007	Phase 4 Dry -Weather Sampling & Follow up testing.
Decision Process: <i>(Section 3.2.3.2.4)</i>	Your plan to detect and address illicit discharges to your system, including discharges from illegal dumping and spills. Your plan must include dry weather field screening for non-storm water flows and field tests of selected chemical parameters as indicators of discharge sources. Your plan must also address on-site sewage disposal systems (including failing on-lot HSTSs and off-lot discharging HSTSs) that flow into your storm drainage system. Your description must address the following, at a minimum:
Procedures for locating priority areas which includes areas with higher likelihood of illicit connections (e.g., areas with older sanitary sewer lines, for example) or ambient sampling to locate impacted reaches; (Section 3.2.3.2.4.1)	
The selected strategy includes surveying the entire City during 2003. If the number of problems identified exceeds the City's capacity to trace and eliminate them, a priority list will be created based on the severity of noted illicit discharges. The initial survey will be guided by the following: start in the Industrial Corridor where there have been several instances of industrial discharges into storm sewers and	

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

receiving streams; then proceed to the Southwest quadrant, the Southeast quadrant, and finally the Northeast quadrant. This schedule was developed to inspect the older Northeast section of town last due to the six (6) major Sanitary Sewer Projects planned over the next three years.

Procedures for tracing the source of an illicit discharge, including the specific techniques you will use to detect the location of the source; (Section 3.2.3.2.4.2)

Upstream Tracing – The City shall start to trace the illicit discharge upstream – beginning at the Outfall. The following items should be performed to help isolate the source of the illicit discharge

- **Visual Inspection of Storm Sewer System**
 - Start at Outfall
 - Check Upstream Manholes to identify where flow may be coming from. Additional samples may be needed to isolate/prioritize areas.
 - ◆ Utilize available storm sewer mapping to assist in upstream tracing.
 - ◆ Notes to assist in isolation of sources
 - Sanitary Blockages (usually higher flows)
 - Cross-Connects (usually much lower flows)
 - Narrow down areas and potential sources
 - ◆ Isolate an area (Point A to B)
 - ◆ Try to isolate sources even further
 - Perform dye-testing of connections (storm & sanitary)
 - Perform testing of sanitary sewers if Infiltration/Inflow is suspect
 - Perform televising as necessary

Dry-Weather Sampling – If outfalls are identified as flowing in dry-weather (dry-weather defined as less than .1” rain in past 72 hours), and the source and nature of that flow cannot be adequately determined the City will take samples of the dry-weather flow to determine if the flow is contaminated due to illicit discharges. Parameters to be sampled during dry-weather will be based on a logical decision based on observation of physical characteristics. For example, Bacteriological sampling should be done based on flow appearance and odor - representing sanitary/gray water conditions. The City will develop a detailed sampling protocol based on the experience gained during the Phase I inspection of the City’s outfalls.

Procedures for removing the source of the illicit discharge (Section 3.2.3.2.4.3)

Enforcement/Elimination Options

The Cuyahoga County Board of Health will be relied on to use its authority under OAC 3701-29-02 (Board of Health Powers):

The design, construction, installation, location, maintenance, and operation of household sewage disposal systems including, but not limited to, septic tanks, aerobic type treatment systems, filters, leaching tile fields, leaching walls, building sewers, and privies or parts thereof shall comply with these rules and engineering practices acceptable to the Ohio department of health and current Ohio environmental protection agency effluent standards.

- **ORC 3707.01 Powers of board; abatement of nuisances**
The board of health of a city or general health district shall abate and remove all nuisances within its jurisdiction. It may, by order, compel the owners, agents, assignees, occupants, or tenants of any lot, property, building, or structure to abate and remove any

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nuisance therein, and prosecute such persons for neglect or refusal to obey such orders. Except in cities having a building department, or otherwise exercising the power to regulate the erection of buildings, the board may regulate the location, construction, and repair of water closets, privies, cesspools, sinks, plumbing, and drains. In cities having such departments or exercising such power, the legislative authority, by ordinance, shall prescribe such rules and regulations as are approved by the board and shall provide for their enforcement.

The board may regulate the location, construction, and repair of yards, pens, and stables, and the use, emptying, and cleaning of such yards, pens, and stables and of water closets, privies, cesspools, sinks, plumbing, drains, or other places where offensive or dangerous substances or liquids are or may accumulate.

When a building, erection, excavation, premises, business, pursuit, matter, or thing, or the sewerage, drainage, plumbing, or ventilation thereof is, in the opinion of the board, in a condition dangerous to life or health, and when a building or structure is occupied or rented for living or business purposes and sanitary plumbing and sewerage are feasible and necessary, but neglected or refused, the board may declare it a public nuisance and order it to be removed, abated, suspended, altered, or otherwise improved or purified by the owner, agent, or other person having control thereof or responsible for such condition, and may prosecute him for the refusal or neglect to obey such order. The board may, by its officers and employees, remove, abate, suspend, alter, or otherwise improve or purify such nuisance and certify the costs and expense thereof to the county auditor, to be assessed against the property and thereby made a lien upon it and collected as other taxes.

- The City will use its authority under the existing ordinances identified previously and the Illicit Discharge and Connection Storm Water Ordinance when adopted by Council.

Procedures for program evaluation and assessment (Section 3.2.3.2.4.4)

The City Engineer with assistance from the Cuyahoga Board of Health will evaluate the effectiveness of the inspection and elimination program as part of the annual report on the City's SWMP. Recommended improvements will be identified as well as any needed modifications or additions to legal authorities.

Measurable Goals: (Section 3.2.3.2.7)

The City will complete an assessment of existing illicit discharges to the MS4 by December 2003. A plan will be prepared by June 2004 to provide for the elimination of all documented illicit discharges identified in this assessment. The plan will include a timetable for this elimination.

The City will develop a sampling protocol to be used to characterize and identify illicit dischargers by December 2003. This protocol will be followed as the City continues to monitor its MS4 for future illicit discharges. Annual reports will document all such discharges detected and identify corrective actions taken.

Legal Authority Statement (Section 3.1.1.2):

Existing sections of the City's building code previously identified give the legal authority to the City Building Commissioner. The proposed Ordinance will permit the City Engineer to order compliance by written notice of violation to the responsible person. The Cuyahoga County Board of Health has the authority to supplement City authorities when needed.

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Illicit Discharge Detection & Elimination**

Illicit Discharge Detection and Elimination Plan	
<i>Responsible Party – Contact Information: (Section 3.2.3.2.6)</i>	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	
<i>Supporting Information:</i>	
<ul style="list-style-type: none"> • Copy of Memorandum of Understanding between the City of Berea and the Cuyahoga County Board of Health. • City of Berea, Illicit Discharge Study Map. 	
<i>Reporting Mechanism:</i>	
Study area maps, county testing data and City follow up testing reports will be included in the annual SWMP update. A sampling protocol will also be developed.	

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

Public Education on Illicit Discharge Hazards	
Permit Requirement <i>(Section 3.2.3.1.5)</i>	Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.
Program Objective:	Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste in an attempt to minimize leaks, unreported spills, and illegal dumping to the MS4 and to encourage effective operation and maintenance of HSTs in the City.
Program Description:	
The Public Involvement and/or Public Education portion of the City of Berea SWMP include the necessary Illicit Discharge Hazards educational items in order to meet or exceed this Requirement. The BMPs, measurable goals, and responsible parties in this Public Involvement and Education Plan are detailed in Table 1 . Materials for distribution will include educational materials on impacts of illicit discharges through the storm sewer system on water quality.	
Implementation Schedule:	
2003	Include on the City's website a newsletter outlining proper maintenance and operation of home sewage treatment systems by December 2003
2004	Distribution of brochures, fact sheets and watershed newsletters outlining illicit discharge prevention as selected by the Rocky River Watershed PIPE Committee.
2005	Distribution of brochures, fact sheets and watershed newsletters outlining illicit discharge prevention as selected by the Rocky River Watershed PIPE Committee.
2006	Distribution of brochures, fact sheets and watershed newsletters outlining illicit discharge prevention as selected by the Rocky River Watershed PIPE Committee.
2007	Distribution of brochures, fact sheets and watershed newsletters outlining illicit discharge prevention as selected by the Rocky River Watershed PIPE Committee.
Decision Process: <i>(Section 3.2.3.2.5)</i>	How you plan to inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste. Include in your description how this plan will coordinate with your public education minimum measure and your pollution prevention/good housekeeping minimum measure programs.
The Public Involvement and Public Education portion of the City of Berea SWMP includes the distribution of Illicit Discharge Hazards educational items necessary to meet or exceed this Requirement. The Rocky River Watershed Committee operating in conjunction with the Regional PIPE Coordination Committee will recommend materials for use by the City in this matter. The Community Storm Water Manager will coordinate educational materials between the PIPE Committee and the efforts undertaken as part of the City's pollution prevention/good housekeeping program.	
Measurable Goals: (Section 3.2.3.2.7)	
A website newsletter on HSTS management and illicit discharge prevention. Distribution of brochures, fact sheets and watershed newsletters outlining home sewage treatment systems/illicit discharge prevention as determined by the Rocky River Watershed PIPE Committee. Continue our storm drain	

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

[stenciling educational program under the auspices of the PIPE Committee.](#)

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

<i>Legal Authority Statement (Section 3.1.1.2):</i>	
The Mayor, City Service Director and City Engineer have the authority to implement the educational programming BMP(s) for this Minimum Control Measure.	
<i>Responsible Party – Contact Information: (Section 3.2.3.2.6)</i>	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	
<i>Supporting Information:</i>	
Copy of Memorandum of Understanding between the City of Berea and the Cuyahoga SWCD to carry out PIPE coordination.	
<i>Reporting Mechanism:</i>	
The Community Storm Water Manager and the Cuyahoga SWCD will provide annual reports for all PIPE activities.	

**Storm Water Management Program
Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

Non-Storm Water Discharges with Significant Pollutant Contributions	
Permit Requirement (Section 3.2.3.1.6)	Address the following categories of non-storm water discharges or flows (i.e., illicit discharges) only if you identify them as significant contributors of pollutants to your small MS4: water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR §35.2005(20)), uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges, street wash water, and discharges or flows from fire fighting activities (by definition, not an illicit discharge).
List of Non-Storm Water Discharges that are Significant Contributors of Pollutant to MS4	
The City has no information or evidence that any of the activities listed in Section 3.2.3.1.6 are significant contributors of pollutants to the MS4. At the two City pools and the pools operated by the Berea Board of Education and Baldwin Wallace College, the dechlorinated discharges are directed to sanitary sewers. No other listed activity occurs in a manner or frequency so as to cause concern.	
Responsible Party – Contact Information: (Section 3.2.3.2.6)	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	
Reporting Mechanism:	
The City Engineer will review this requirement annually and provide an evaluation of its continued relevancy in the annual SWMP report.	

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Minimum Control Measure #3 (Section 3.2.3 of Permit)
Illicit Discharge Detection & Elimination**

Occasional Non-Storm Water Discharges that will not be Addressed as Illicit Discharges	
Permit Requirement (Section 3.2.3.1.7)	You may also develop a list of other similar occasional incidental non-storm water discharges (e.g. noncommercial or charity car washes, etc.) that will not be addressed as illicit discharges. These non-storm water discharges must not be reasonably expected (based on information available to the permittees) to be significant sources of pollutants to the MS4, because of either the nature of the discharges or conditions you have established for allowing these discharges to your MS4 (e.g., a charity car wash with appropriate controls on frequency, proximity to sensitive water bodies, BMPs on the wash water, etc.). You must document in your SWMP any local controls or conditions placed on the discharges. You must include a provision prohibiting any individual non-storm water discharge that is determined to be contributing significant amounts of pollutants to your MS4.
Occasional Incidental Non-Storm Water Discharges that will not be Addressed as Illicit Discharges	
Noncommercial and charity car washes will continue to be allowed until such a time as it is demonstrated to be a problem. In the Public Education component of this permit, the individual stakeholders (e.g. service organizations, churches and schools, etc.) will be made aware of the appropriate controls on frequency and proximity to sensitive water bodies of noncommercial and charity car washes.	
Responsible Party – Contact Information: (Section 3.2.3.2.6)	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	
Supporting Information:	
Not applicable.	
Reporting Mechanism:	
The City Engineer will evaluate the status of noncommercial or charity car washes annually. This evaluation will document the educational outreach effort for these car washes and assess its effectiveness. The City Engineer will identify any recommended revisions to the SWMP in the annual report.	

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Construction Site Storm Water Runoff Control General Plan	
Permit Requirement (Section 3.2.4.1)	You must develop, implement, and enforce a program to reduce pollutants in any storm water runoff to your small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of storm water discharges from construction activity disturbing less than one acre must be included in your program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more. If Ohio EPA waives requirements for storm water discharges associated with small construction activity, you are not required to develop, implement, and/or enforce a program to reduce pollutant discharges from such sites.
Program Objective:	To minimize sediment and other pollutants in storm water runoff from areas disturbed by construction activity. This is to be accomplished through regulation supported by comprehensive training and educational outreach efforts.
Program Description:	
<p>The City of Berea will utilize the NOACA Storm Water Task Force Model Plan Recommendations, in order to meet and/or exceed the requirements of the Phase II Construction Site Runoff Control Minimum Control Measures. This will be accomplished through the implementation of the following six elements:</p> <ol style="list-style-type: none"> 1. Establish an ordinance or to require erosion and sediment controls, as well as sanctions to ensure compliance. 2. Establish requirements for construction site operators to implement appropriate erosion and sediment control best management practices. 3. Establish requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality. 4. Establish procedures for site plan review which incorporate consideration of potential water quality impacts. 5. Establish procedures for receipt and consideration of information submitted by the public. 6. Establish procedures for site inspection and enforcement of control measures. 	
Implementation Schedule: (Year by year description of program)	
Refer to individual element implementation schedules.	
Decision Process: (Section 3.2.4.2)	You must document your decision process for the development of a construction site storm water control program. Your rationale statement must address both your overall construction site storm water control program and the individual BMPs, measurable goals, and responsible persons for your program. The rationale statement must include the following information, at a minimum:
Refer to the individual element forms.	
Measurable Goals: (Section 3.2.4.2.8)	
Measurable Goals Schedule detailed in Table 2.	

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Construction Site Storm Water Runoff Control (Continuation of General Plan)			
<i>Legal Authority Statement (Section 3.1.1.2):</i>			
The Community Storm Water Manager, except as noted in Table 2 , will be responsible for program implementation.			
<i>Responsible Party – Contact Information: (Section 3.2.4.2.7)</i>			
Contact Name:			
Department:			
Address:			
Phone:			
Email:			
Signature:			
<i>Supporting Information:</i>			
Construction Site Storm Water Control Plan - Table 2.			
<i>Reporting Mechanism:</i>			
The Community Storm Water Manager and the City Engineer will provide annual reports for all new construction activities.			

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Erosion and Sediment Control Ordinance Element 1 of the Construction Site Storm Water Runoff Control Plan	
Permit Requirement (Section 3.2.4.1.1)	An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State or local law.
Program Objective:	The City of Berea will adopt an ordinance to require erosion and sediment controls on construction sites disturbing one (1) acre of land area or more, as well as sanctions to ensure compliance.
Program Description:	
The City plans on using the NOACA Regional Storm Water Task Force developed model ordinance, which maybe used by local communities to meet this requirement. The model ordinance is titled: “Ordinance Controlling Construction Site Soil Erosion and Sediment Storm Water Runoff, Storm Water Quality, Riparian Setback and Wetland Regulations.” NOACA’s development team engaged the Ohio EPA, NRCS and the City of Berea City Engineer to help insure that it is fully Phase II compliant.	
Implementation Schedule:	
2003	Adopted by the City of Berea City Council by December 2003.
2004	Updates or modifications shall be submitted in our annual report. See Table 2.
2005	Updates or modifications shall be submitted in our annual report. See Table 2.
2006	Updates or modifications shall be submitted in our annual report. See Table 2.
2007	Updates or modifications shall be submitted in our annual report. See Table 2.
Decision Process: (Section 3.2.4.2.1)	The mechanism (ordinance or other regulatory mechanism) you will use to require erosion and sediment controls at construction sites and why you chose that mechanism. If you need to develop this mechanism, describe your plan and a schedule to do so. If your ordinance or regulatory mechanism is already developed, include a copy of the relevant sections with your SWMP description;
The City of Berea will utilize the NOACA Storm Water Task Force Model (Ordinance Controlling Construction Site Soil Erosion, Sediment, Storm Water Runoff, Storm Water Quality, Riparian Setbacks and Wetland Protection). The City Administration and council are reviewing the ordinance in 2003 with the intention of passing the ordinances by December 2003.	
Since this ordinance has not yet been passed, the City has asked the local developers to follow the prescriptions contained in the model in all new site developments. To date all have agreed to this suggestion.	
The City’s Law Director and City Council are reviewing the ordinance with the intention of submitting the ordinance to Council for adoption by December 2003.	

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Erosion and Sediment Control Ordinance	
(Continuation of Element 1 of the Construction Site Storm Water Runoff Control Plan)	
Decision Process: <i>(Section 3.2.4.2.2)</i>	Your plan to ensure compliance with your erosion and sediment control regulatory mechanism, including the sanctions and enforcement mechanisms you will use to ensure compliance. Describe your procedures for when you will use certain sanctions. Possible sanctions include non-monetary penalties (such as stop work orders), fines, bonding requirements, and/or permit denials for non-compliance;
<p>The proposed ordinance has in place Notice of VIOLATIONS, PENALTIES and CONSTRUCTION AND MAINTENANCE GUARANTEE Provisions.</p> <p>VIOLATIONS:</p> <p>No person shall violate, or cause, or knowingly permit to be violated, any of the provisions of these regulations, or fail to comply with any of such provisions or with any lawful requirements of any public authority made pursuant to these regulations, or knowingly use or cause or permit the use of any lands in violation of these regulations or in violation of any permit granted under these regulations.</p> <p>PENALTIES:</p> <ol style="list-style-type: none"> 1. Whoever violates or fails to comply with any provision of this regulation is guilty of a misdemeanor of the first degree and shall be fined no more than one thousand dollars (\$1,000.00) or imprisoned for no more than one hundred eighty (180) days, or both, for each offense. 2. A separate offense shall be deemed committed each day during or on which a violation or noncompliance occurs or continues. 3. Upon notice from the City Engineer or designated representative that work is being performed contrary to this regulation, such work shall immediately stop. Such notice shall be in writing and shall be given to the owner or person responsible for the development area, or person performing the work, and shall state the conditions under which such work may be resumed; provided, however, in instances where immediate action is deemed necessary for public safety or the public interest, the City Engineer may require that work be stopped upon verbal order pending issuance of the written order. <p>The imposition of any other penalties provided herein shall not preclude the Community, by or through its Law Director and/or any of their assistants, from instituting an appropriate action or proceeding in a Court of Proper Jurisdiction to prevent an unlawful development or to restrain, correct or abate a violation, or to require compliance with the provisions of this regulation or other applicable laws, or ordinances, rules or regulations or the orders of the City Engineer.</p> <p>CONSTRUCTION AND MAINTENANCE GUARANTEE:</p> <p>All permanent storm water, soil erosion, sediment control and water quality practices not specifically waived by the Community shall be constructed prior to the granting of the Final Plat Approval. Upon the request of the owner, the Community may defer the construction or installation of a permanent storm water, soil erosion, sediment control or water quality practice prior to the approval of the final plat where, in the City Engineer's judgment, such proper construction or installation is not necessary for the protection of the public health and safety; and where the prior installation or construction of such improvement would constitute an undue hardship on the owner because in the case of new vegetation or</p>	

Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control

weather conditions, or in the case of concrete, building construction could cause cracking and excessive wear and tear on new structures. In such event, the Community shall require a Security Bond, Escrow Account, Certified Check or Cash to guarantee that such deferred improvements will be properly constructed or installed within an agreed specified time, but not to exceed six (6) months after the filing of such final plat.

The owner will provide a maintenance guarantee for all permanent improvements, soil erosion, sediment control and water quality practices.

The Community shall require a Security Bond, Escrow Account, Certified Check or Cash to guarantee that the planned temporary and permanent soil erosion, sediment control and water quality practices will be constructed and removed in a timely manner, as determined by the City Engineer.

1. The Guarantee: The guarantee of both performance and maintenance will be in the form of a Security Bond, Escrow Account, Verified Check or Cash. The Security Bond, Escrow Account, Verified Check or Cash will be used by the Community to complete any guaranteed construction or removal of improvements or temporary and permanent soil erosion, sediment control and water quality practices that are not adequately completed, maintained or removed by the owner in a timely manner, as determined by the City Engineer. The Security Bond, Escrow Account, Verified Check or Cash will be in the total amount of both the performance guarantee and the maintenance guarantee. Ohio municipalities and counties may require performance bonds or other guarantees for water management improvement as stated in the ORC Chapter 711.101.
 - A. Security Bond, Escrow Account, Verified Check or Cash shall be deposited with the Community prior to review by the City Engineer and/or its consultants to cover professional services of the City Engineer, Building Commissioner, Zoning Inspector and/or other experts required by the City Engineer, Community Council, Mayor or Review Boards.
 - B. No soil-disturbing activities shall be permitted until a Security Bond, Escrow Account, Verified Check or Cash has been posted to the satisfaction of the City Engineer sufficient for the Community to perform the obligations otherwise to be performed by the owner or person responsible for the development area as stated in this regulation, and to allow all work to be performed as needed in the event that the owner or person responsible for the development area fails to comply with the provisions of this regulation. The Security Bond, Escrow Account, Verified Check or Cash shall be released only after all work required by this regulation has been completed to the satisfaction of the City Engineer and all permit and inspection fees required by these regulations have been paid in full.
 - C. No project subject to this regulation shall commence without a Soil Erosion and Sediment Control Plan approved by the City Engineer.
2. Performance Guarantee: The furnishing of a performance guarantee will be maintained in an amount of not less than 120% of the estimate approved by the City Engineer, of installation of the deferred improvements.
3. Maintenance Guarantee: The maintenance guarantee shall be maintained for a period of not less than (two) 2 years after final acceptance of the storm water, soil erosion, sediment control, and water quality practices in an amount equal to 20% of the estimate approved by the City Engineer, of the construction of such practices.

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Construction Site Storm Water Runoff Control**

4. Time Extension: The City Engineer may extend the time allowed for the installation of the improvements for which the performance guarantee has been provided with the receipt of a written request from the owner.
5. Completion: Upon completion of the construction of improvements or temporary and/or permanent, soil erosion, sediment control, and water quality practices and the removal of the temporary soil
 - A. Erosion, sediment control, and water quality practices for which the performance guarantee has been provided the owner shall notify the City Engineer of this fact.
6. Slow Release Devices: Performance and maintenance, including final removal guarantees will be maintained on the temporary sediment removal slow release devices installed in detention and retention basins until at least 95% of the site has reached final soil stabilization.

Measurable Goals: (Section 3.2.4.2.8)

Council adoption of the proposed ordinance by December 2003.

Legal Authority Statement (Section 3.1.1.2):

The City has the required legal authority to pass and implement the proposed ordinance.

Responsible Party – Contact Information: (Section 3.2.4.2.7)

Contact Name:

Department:

Address:

Phone:

Email:

Signature:

Supporting Information:

The NOACA Regional Storm Water Task Force “Ordinance Controlling Construction Site Soil Erosion and Sediment Storm Water Runoff, Storm Water Quality, Riparian Setback and Wetland Regulations.”

Reporting Mechanism:

The Community Storm Water Manager and The City Engineer will provide annual reports for all new construction activities.

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Construction Site Erosion & Sediment Control BMPs Element 2 of the Construction Site Storm Water Runoff Control Plan	
Permit Requirement <i>(Section 3.2.4.1.2)</i>	Requirements for construction site operators to implement appropriate erosion and sediment control BMPs;
Program Objective:	<i>To select and implement BMPs that will control erosion on construction sites and resulting sediment to predevelopment conditions.</i>
Program Description:	
<p>The BMPs that the operator feels most comfortable with are the ones that are likely to get the job done best. The City of Berea proposed ordinance permits a construction site operator to select the practices and methods that will work best to control erosion and sedimentation on any given construction site.</p> <p>While the operator is free to select the practices and methods that work best to control erosion and sedimentation on a given construction project, the City Engineer must approve the operator's plan. The NOACA Regional Storm Water Task Force has identified a series of best management practices that are critical to insuring proper control of erosion and sedimentation on construction sites. It is a critical element of every construction site runoff control program to maximize the proper use of these practices on all construction sites. The City Engineer will seek to maximize the use of these critical BMPs:</p> <ul style="list-style-type: none"> • Proper use and maintenance of silt fence; • The rigorous use of temporary seeding and mulching; • Continuous inlet protection; • Maintenance of protected construction entrances; • Proper design and location of sediment basins; and • Proper trench dewatering procedures. <p>The proposed ordinance to be adopted by the City includes a two-stage building permit that calls for the site to be stabilized after major land disturbing activities are completed and prior to the onset of building.</p> <p>The City will participate in regionally sponsored workshops on erosion and sediment control best management practices, how to comply with the regulation, and other information relevant to development projects. Construction Site Inspection Staff will attend one regionally sanctioned training session per year beginning in 2003.</p>	

Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control

Construction Site Erosion & Sediment Control BMPs (Continuation of Element 2 of the Construction Site Storm Water Runoff Control Plan)	
Implementation Schedule:	
2003	Construction Site Erosion and Sediment Control Ordinance adopted by the City of Berea City Council by December 2003. Have each site inspector attend Cuyahoga Soil and Water Conservation District training on the proper design, use, and maintenance of construction site runoff control practices. All developers and contractors shall be encouraged to attend these training sessions.
2004	Continue to implement the Construction Site Erosion and Sediment Control Ordinance. Continue to participate in site inspector training.
2005	Continue to implement the Construction Site Erosion and Sediment Control Ordinance. Continue to participate in site inspector training.
2006	Continue to implement the Construction Site Erosion and Sediment Control Ordinance. Continue to participate in site inspector training.
2007	Continue to implement the Construction Site Erosion and Sediment Control Ordinance. Continue to participate in site inspector training.
Decision Process: (Section 3.2.4.2.3)	Your requirements for construction site operators to implement appropriate erosion and sediment control BMPs and control waste at construction sites that may cause adverse impacts to water quality. Such waste includes discarded building materials, concrete truck washouts, chemicals, litter, and sanitary waste;
The approach to controlling erosion and sediment from construction sites is that which is incorporated in the NOACA Storm Water Task Force Model Ordinance. This approach has the endorsement of the experts who comprised the Task Force and is compatible with model ordinances previously endorsed by Ohio EPA and the Ohio Department of Natural Resources.	
Measurable Goals: (Section 3.2.4.2.8)	
Table 2 includes a statement of the BMP'S and measurable goals for this element.	
Legal Authority Statement (Section 3.1.1.2):	
The City Engineer will be authorized by the Construction Site Erosion and Sediment Control Ordinance to evaluate erosion/sediment control BMPs to ascertain how well developers and contractors are implementing the regional priority BMPs and to identify other highly effective BMPs that need to be encouraged on future sites.	

**Storm Water Management Program
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Construction Site Storm Water Runoff Control**

Construction Site Erosion & Sediment Control BMPs		
(Continuation of Element 2 of the Construction Site Storm Water Runoff Control Plan)		
<i>Responsible Party – Contact Information:</i> (Section 3.2.4.2.7)		
Contact Name:		
Department:		
Address:		
Phone:		
Email:		
Signature:		
<i>Supporting Information:</i>		
A Copy of the Ordinance Controlling Construction Site Soil Erosion and Sediment Storm Water Runoff, Storm Water Quality, Riparian Setback and Wetland Regulations. is included.		
<i>Reporting Mechanism:</i>		
The Community Storm Water Manager and The City Engineer will provide annual reports for all New Construction activities.		

**Storm Water Management Program
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Construction Site Storm Water Runoff Control**

Construction Site Waste Control Requirements Element 3 of the Construction Site Storm Water Runoff Control Plan	
Permit Requirement <i>(Section 3.2.4.1.3)</i>	Requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;
Program Objective:	Control of Materials and Debris: Site management practices shall be implemented to prevent toxic materials, hazardous materials, or other debris from entering the Community's and state's water resources.
Program Description:	
Site management practices will include, but are not limited to, the following:	
<ul style="list-style-type: none"> A. A covered dumpster shall be made available for the proper disposal of construction site waste materials, garbage, plaster, drywall, grout, gypsum and etc. A second covered dumpster will be provided for the proper disposal of toxic and hazardous wastes. B. The washing of excess concrete material into a street, catch basin, or other public facility or natural resource shall not occur. A designated area for concrete washouts shall be made available and used for all concrete washouts. C. All fuel tanks and drums shall be stored in a marked storage area. A dike shall be constructed around this storage area with a minimum capacity equal to 110% of the volume of the largest container in the storage area. All additional requirements of the local fire authority must be followed. If the fuel tanks have a self-contained "dike," the plug will be kept in the "dike" tank at all times. A mobile fueling spill prevention and response plan must be prepared a followed by all site personnel. D. Any toxic or hazardous waste and contaminated soils shall be disposed of properly. E. Runoff from contaminated sites shall not be allowed to leave the site. F. Proper permits shall be obtained for development projects on solid waste landfill sites. 	
Implementation Schedule:	
2003	Construction Site Erosion and Sediment Control Ordinance adopted by the City of Berea City Council by December 2003.
2004	Continue to implement the Construction Site Erosion and Sediment Control Ordinance.
2005	Continue to implement the Construction Site Erosion and Sediment Control Ordinance.
2006	Continue to implement the Construction Site Erosion and Sediment Control Ordinance.
2007	Continue to implement the Construction Site Erosion and Sediment Control Ordinance.

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Construction Site Waste Control Requirements	
(Continuation of Element 3 of the Construction Site Storm Water Runoff Control Plan)	
Decision Process: (Section 3.2.4.2.3)	Your requirements for construction site operators to implement appropriate erosion and sediment control BMPs and control waste at construction sites that may cause adverse impacts to water quality. Such waste includes discarded building materials, concrete truck washouts, chemicals, litter, and sanitary waste.
The requirement to control wastes such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary wastes have been included in the construction site permits issued by Ohio EPA since those permits were first issued. The same language used in the Ohio EPA permit has been incorporated into the model ordinance recommended for use by the NOACA SWTF. Once the city adopts this ordinance it will be compliance with this requirement.	
Measurable Goals: (Section 3.2.4.2.8)	
See Table 2 for BMP'S and measurable goals.	
Legal Authority Statement (Section 3.1.1.2):	
The City Engineer will be authorized by the Construction Site Erosion and Sediment Control Ordinance to evaluate erosion/sediment control BMPs to ascertain how well developers and contractors are implementing the regional priority BMPs and to identify other highly effective BMPs that need to be encouraged on future sites.	
Responsible Party – Contact Information: (Section 3.2.4.2.7)	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	
Supporting Information:	
A Copy of the Ordinance Controlling Construction Site Soil Erosion and Sediment Storm Water Runoff, Storm Water Quality, Riparian Setback and Wetland Regulations. is included.	
Reporting Mechanism:	
The Community Storm Water Manager and the City Engineer will provide annual reports for all New Construction activities.	

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Site Plan Review Procedures	
Element 4 of the Construction Site Storm Water Runoff Control Plan	
Permit Requirement (Section 3.2.4.1.4)	Implement procedures for site plan reviews that incorporate consideration of potential water quality impacts.
Program Objective:	<i>To increase the effectiveness erosion and sediment control plan implementation by developing a communication between the developer and the City before construction operations begin.</i>
Program Description:	
Site plan review provisions have been incorporated into the regional model ordinance. Adoption of the ordinance will meet this requirement. The City shall require a Erosion and Sediment Control Plans be developed in accordance with pre-construction site plan review to aid in the compliance and enforcement efforts since it alerts the community early in the process to the planned use and non-use of proper BMPs and provides a way to track new construction activities.	
Implementation Schedule:	
2003	Construction Site Erosion and Sediment Control Ordinance adopted by the City of Berea City Council by December 2003. The City Engineer will attend Cuyahoga Soil and Water Conservation District training on site plan reviews. All developers and contractors shall be encouraged to attend these training sessions.
2004	The City Engineer will attend Cuyahoga Soil and Water Conservation District training on site plan reviews. All developers and contractors shall be encouraged to attend these training sessions.
2005	The City Engineer will attend Cuyahoga Soil and Water Conservation District training on site plan reviews. All developers and contractors shall be encouraged to attend these training sessions.
2006	The City Engineer will attend Cuyahoga Soil and Water Conservation District training on site plan reviews. All developers and contractors shall be encouraged to attend these training sessions.
2007	The City Engineer will attend Cuyahoga Soil and Water Conservation District training on site plan reviews. All developers and contractors shall be encouraged to attend these training sessions.
Decision Process: (Section 3.2.4.2.4)	Your procedures for site plan review, including the review of pre-construction site plans, which incorporate consider of potential water quality impacts. Describe your procedures and the rationale for how you will identify certain sites for site plan reviews, if not all plans are reviewed. Describe the estimated number and percentage of site that will have pre-construction site plans reviewed;
The City shall require a review of <u>all</u> Erosion & Sediment Control pre-construction site plans if an NPDES permit is required. The developer/builder shall submit an approved copy of the Ohio EPA Permit to the City prior to issuance of a building site/development permit.	

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Site Plan Review Procedures	
(Continuation of Element 4 of the Construction Site Storm Water Runoff Control Plan)	
Measurable Goals: (Section 3.2.4.2.8)	
One the Ordinance is approved, the City will distribute educational materials to land developers/builders with the applications for building permits and other land development/redevelopment permits or approvals.	
Legal Authority Statement (Section 3.1.1.2):	
The City Engineer will be authorized by the Construction Site Erosion and Sediment Control Ordinance to evaluate site plan reviews.	
Responsible Party – Contact Information: (Section 3.2.4.2.7)	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	
Supporting Information:	
A Copy of the Ordinance Controlling Construction Site Soil Erosion and Sediment Storm Water Runoff, Storm Water Quality, Riparian Setback and Wetland Regulations. is included.	
Reporting Mechanism:	
The Community Storm Water Manager and The City Engineer will provide annual reports for all New Construction activities. Yearly building activity reports will also be submitted.	

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Public Input/Consideration Procedures	
Element 5 of the Construction Site Storm Water Runoff Control Plan	
Permit Requirement (Section 3.2.4.1.5)	Procedures for receipt and consideration of information submitted by the public;
Program Objective:	US EPA requires the development of procedures for the receipt and consideration of public inquiries, concerns, and information submitted regarding local construction activities. This provision is intended to further reinforce the public participation component of the storm water program.
Program Description:	
The City will establish an Environmental Complaint Line for complaints about construction sites. Citizens will receive information related to sediment and erosion and will be encouraged to get involved by calling in complaints. Staff will inspect any reported site and issue written notification regarding sediment and erosion control needs at the site. Builders and developers will need to remedy the problem within 7 days or a stop work order will be issued. The City will establish a tracking process that documents all information received and referred to the appropriate site inspector and records of actions taken. A report on follow up actions taken will be supplied to the community's public involvement/public education organization.	
Implementation Schedule:	
2003	The City will establish an Environmental Complaint Line and implement a tracking system by December 2003.
2004	Continue to implement complaint line and tracking system.
2005	Continue to implement complaint line and tracking system.
2006	Continue to implement complaint line and tracking system.
2007	Continue to implement complaint line and tracking system.
Decision Process: (Section 3.2.4.2.5)	Identify your procedures for receipt and consideration of information submitted by the public. Consider coordinating this requirement with your public education program;
The City will be required to demonstrate acknowledgment and consideration of the information submitted. A simple tracking process will be in place in which information submitted is recorded and given to the construction site inspector for follow-up. This information will be shared with the Community PIPE Committee.	
Measurable Goals: (Section 3.2.4.2.8)	
Annual report that summarizes information received and actions taken starting with 2003.	
Legal Authority Statement (Section 3.1.1.2):	
The City has the necessary authority to implement this action.	

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Public Input/Consideration Procedures	
(Continuation of Element 5 of the Construction Site Storm Water Runoff Control Plan)	
Responsible Party – Contact Information: <i>(Section 3.2.4.2.7)</i>	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	
Supporting Information:	
None required.	
Reporting Mechanism:	
The Community Storm Water Manager and The City Engineer will provide an annual report on all incoming Calls and follow-up activities.	

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Site Inspection and Enforcement of Control Measures Element 6 of the Construction Site Storm Water Runoff Control Plan	
Permit Requirement (Section 3.2.4.1.6)	Identify your procedures for site inspection and enforcement of control measures.
Program Objective:	The City is required to develop procedures for site inspection and enforcement of control measures to deter infractions.
Program Description:	
<p>The Construction Site Erosion/Sediment Control Section of the City Ordinance provides for site inspections and enforcement of control measures. The ordinance requires all residential subdivision and industrial/commercial developers to submit copies of the weekly inspection reports required by Ohio EPA to the community on a monthly basis.</p> <p>Individual site permittees will submit copies of weekly inspection reports to the community at the time that they apply for their permit to begin the building phase.</p>	
Implementation Schedule:	
2003	Adopted by The City of Berea City Council by December 2003.
2004	Submit an annual report on compliance of inspection report starting 2004.
2005	Submit an annual report on compliance of inspection & report enforcement actions taken.
2006	Submit an annual report on compliance of inspection & report enforcement actions taken.
2007	Submit an annual report on compliance of inspection & report enforcement actions taken.
Decision Process: (Section 3.2.4.2.6)	Your procedures for site inspection and enforcement of control measures, including how you will prioritize sites for inspection;
<p>City inspectors will concentrate on monitoring the critical BMPs:</p> <ul style="list-style-type: none"> • Proper use and maintenance of silt fence; • The rigorous use of temporary seeding and mulching; • Continuous inlet protection; • Maintenance of protected construction entrances; • Proper design and location of sediment basins; and • Proper trench dewatering procedures. <p>These are the controls that are most important on any construction site in the region.</p>	
Measurable Goals: (Section 3.2.4.2.8)	
Submit an annual report on compliance of inspection & reports of enforcement actions taken.	

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)
Construction Site Storm Water Runoff Control**

Site Inspection and Enforcement of Control Measures			
(Continuation of Element 6 of the Construction Site Storm Water Runoff Control Plan)			
<i>Legal Authority Statement (Section 3.1.1.2):</i>			
The Community Storm Water Manager and The City Engineer will responsible to provide annual reports on compliance of inspection & enforcement actions taken.			
<i>Responsible Party – Contact Information: (Section 3.2.4.2.7)</i>			
Contact Name:			
Department:			
Address:			
Phone:			
Email:			
Signature:			
<i>Supporting Information:</i>			
The Community Storm Water Manager and The City Engineer will provide annual reports on compliance of inspection & of enforcement actions taken.			
<i>Reporting Mechanism:</i>			
A summary of compliance with construction site regulations should be shared with the Community’s PIPE Share information with Committee established under the Public Involvement/ Public Education Minimum Measures.			

**Storm Water Management Program
Minimum Control Measure #5 (Section 3.2.5 of Permit)
Post-Construction Storm Water Management in New Development & Redevelopment**

Post-Construction Storm Water Management General Plan	
Permit Requirement (Section 3.2.5.1.1)	Develop, implement, and enforce a program to address storm water runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, that discharge into your small MS4. Your program must ensure that controls are in place that would prevent or minimize water quality impacts.
Permit Requirement (Section 3.2.5.1.2)	Develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for your community;
Permit Requirement (Section 3.2.5.1.3)	Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State or local law;
Permit Requirement (Section 3.2.5.1.4)	Ensure adequate long-term operation and maintenance of BMPs.
Program Objective:	The objective of this program is to prevent or minimize water quality and water quantity impacts associated with new development and redevelopment projects.
Program Description:	
The City of Berea will utilize the NOACA Storm Water Task Force Model Plan Recommendations, in order to meet and/or exceed the requirements of the Phase II Post-Construction Storm Water Management Control Measure. The City will accomplish this through the following actions: 1) enact and implement the NOACA STWF Regional Model Ordinance for Post Construction Runoff Control to provide for the protection of the functioning of riparian and wetland area through the use of setbacks; 2) encourage development practices that preserve open spaces, and that minimize land disturbances and degree of imperviousness; 3) provide for the control of the volume and rate of post-construction runoff through the use of the “Critical Storm” method; 4) manage post-construction runoff quality through reliance on water quality ponds; and 5) provide for the long-term operation and maintenance of all structures used to accomplish the above stated objectives.	
Decision Process: (Section 3.2.5.2)	You must document your decision process for the development of a post-construction SWMP. Your rationale statement must address your overall post-construction SWMP and the individual BMPs, measurable goals, and responsible persons for your program. The rational statement must include the following information, at a minimum:

**Storm Water Management Program
Minimum Control Measure #5 (Section 3.2.5 of Permit)
Post-Construction Storm Water Management in New Development & Redevelopment**

Post-Construction Storm Water Management (Continuation of the General Plan)	
Decision Process: <i>(Section 3.2.5.2.1)</i>	Your program to address storm water runoff from new development and redevelopment projects. Include in this description any specific priority areas for this program.
<p>The City will enact and implement the NOACA SWTF Regional Model Ordinance for Post Construction Runoff Control from new development and redevelopment projects to provide for the protection of existing stream channel stability and aquatic habitat quality by requiring the use of the “Critical Storm” approach for managing storm water runoff quantities from development actions. It will rely on a requirement for the use of storm water ponds for water quality protection. The City will target <u>all</u> new construction and redevelopment projects that disturb one acre of land or more.</p>	
Decision Process: <i>(Section 3.2.5.2.2)</i>	How will your program will be specifically tailored for your local community, minimize water quality impacts, and attempt to maintain pre-development runoff conditions.
<p>The City of Berea is a residential community with commercial and industrial developments. The water quality concerns are those related to increases in storm water runoff as impervious cover increases and include sedimentation due to stream bank erosion, increased flooding due to increases in storm water volume, increased stream temperatures due to increases in storm water temperature in detention facilities, and habitat loss as riparian and the remaining wetland areas are impacted by development.</p> <p>To address this the City will complete its comprehensive land use plan detailing remaining undeveloped parcels and the natural resource features and functions, including flood control, erosion control, and water quality protection of these parcels. From this plan, the City will explore initiatives that encourage non-structural storm water management. This includes riparian and wetland setbacks.</p> <p>The City will also adopt an improved storm water management regulation that addresses both storm water quality and quantity and encourages the use of non-structural storm water management techniques.</p>	
Decision Process: <i>(Section 3.2.5.2.3 and Section 3.2.5.2.4)</i>	Identify any non-structural and structural BMPs identified in Sections 3.2.5.2.3.1-4 and Section 3.2.5.2.4.1-4 that you have selected for inclusion in your program.

**Storm Water Management Program
Minimum Control Measure #5 (Section 3.2.5 of Permit)
Post-Construction Storm Water Management in New Development & Redevelopment**

Post-Construction Storm Water Management (Continuation of the General Plan)	
<p>The City intends to follow the NOACA Regional SWTF Model Plan that recommends two non-structural BMPs for use in all communities that will realize significant development or redevelopment activity:</p> <ul style="list-style-type: none"> • The first is the adoption of a Riparian and Wetland Setback Ordinance based on the model endorsed by the NOACA SWTF. • The second is active support for use of development practices commonly referred to as low-impact design, conservation development, or open space development. <p>The City intends to follow the NOACA Regional SWTF Model Plan that recommends two structural BMPs for use in all communities that will realize significant development or redevelopment activity.</p> <ul style="list-style-type: none"> ▪ The use of what is known as the “critical storm” approach that specifies methods to be used in determining runoff quantities that must be controlled. ▪ The use of “Water Quality Ponds to provide for treatment of storm water runoff for pollutant removal. 	
Decision Process: <i>(Section 3.2.5.2.5)</i>	<p>What are the mechanisms (ordinance or other regulatory mechanisms) you will use to address post-construction runoff from new developments and redevelopments and why you chose that mechanism? If you need to develop a mechanism, describe your plan and a schedule to do so. If your ordinance or regulatory mechanism is already developed, include a copy of the relevant sections with your program.</p>
<p>As discussed above, the mechanisms the City will use to address post-construction runoff from new development and redevelopment include ordinances requiring riparian and wetland setbacks, an improved storm water management regulation, and an ordinance or other provision providing landowners with the option of developing conservation designed subdivisions.</p> <p>We chose these mechanisms because they address our water quality concerns, which are related to increases in storm water runoff as land is developed. These mechanisms provide flexibility to landowners, while ensuring that new impervious cover is minimize; the flood control, erosion control, and water quality functions of our watercourse and wetlands are maintained; and that when storm water is created, it is managed for both quality and quantity.</p>	
Measurable Goals: (Section 3.2.5.2.8)	
<ul style="list-style-type: none"> • See the individual Program Elements 	
Legal Authority Statement (Section 3.1.1.2):	
<p>The Community Storm Water Manager and the City Engineer will have the legal authority for program implementation with the adoption of the NOACA Regional SWTF Model Ordinance.</p>	

**Storm Water Management Program
 Minimum Control Measure #5 (Section 3.2.5 of Permit)
 Post-Construction Storm Water Management in New Development & Redevelopment**

Post-Construction Storm Water Management (Continuation of the General Plan)		
<i>Responsible Party – Contact Information: (Section 3.2.5.2.7)</i>		
Contact Name:		
Department:		
Address:		
Phone:		
Email:		
Signature:		
<i>Supporting Information:</i>		
A copy of the NOACA SWTF “ <i>Ordinance Controlling Construction Site Soil Erosion, Sediment, Storm Water Runoff, Storm Water Quality, Riparian Setbacks and Wetland Protection.</i> ” is included.		
<i>Reporting Mechanism:</i>		
See individual Program Elements for details.		

**Storm Water Management Program
Minimum Control Measure #5 (Section 3.2.5 of Permit)
Post-Construction Storm Water Management in New Development & Redevelopment**

Riparian Area and Wetland Protection Element 1 of the Post-Construction Storm Water Management Program	
Permit Requirement (Section 3.2.5.2.3.1)	<ul style="list-style-type: none"> Compliance with Section 3.2.5.2.3.1 that calls for the protection of sensitive areas such as wetlands and riparian areas.
Program Objective:	<ul style="list-style-type: none"> Provide for the protection of sensitive areas such as wetlands and riparian areas.
Program Description:	
<ul style="list-style-type: none"> Enact and implement the NOACA Regional Task Force Model Ordinance for Riparian Setback and Wetland Protection. 	
Implementation Schedule: (Year by year description of program)	
2003	Develop and implement a public education strategy by December 2003 to educate riparian landowners of the need to provide setbacks.
2004	Submit a copy of enacted legislation that meets or exceeds the Riparian/Wetland Setback Section of the NOACA Regional SWTF Model Ordinance by December 2004
2005	Submit an annual report that summarizes implementation of the Model Riparian and Wetland Protection Ordinance and identifies any variances granted.
2006	Submit an annual report that summarizes implementation of the Model Riparian and Wetland Protection Ordinance and identifies any variances granted
2007	Submit an annual report that summarizes implementation of the Model Riparian and Wetland Protection Ordinance and identifies any variances granted
Decision Process: (Section 3.2.5.2.2)	Describe how your program will be specifically tailored to your local community.
In 2003 the City will explore the appropriateness of ordinance based riparian and wetland setbacks. If appropriate, due to the limited development areas left in the City, the City will work with the NOACA SWTF to tailor these requirements for implementation in its zoning code.	
Measurable Goals: (Section 3.2.5.2.8)	
Implement riparian and wetland setback ordinance or zoning code changes by December 2004.	
Legal Authority Statement (Section 3.1.1.2):	
The Community Storm Water Manager and the City Engineer will have the legal authority for program implementation with the adoption of the NOACA Regional SWTF Model Ordinance.	

**Storm Water Management Program
 Minimum Control Measure #5 (Section 3.2.5 of Permit)
 Post-Construction Storm Water Management in New Development & Redevelopment**

Riparian Area and Wetland Protection		
(Continuation of Element 1 of the Post-Construction Storm Water Management Program)		
<i>Responsible Party – Contact Information: (Section 3.2.5.2.7)</i>		
Contact Name:		
Department:		
Address:		
Phone:		
Email:		
Signature:		
<i>Supporting Information:</i>		
A copy of the NOACA SWTF “ <i>Ordinance Controlling Construction Site Soil Erosion, Sediment, Storm Water Runoff, Storm Water Quality, Riparian Setbacks and Wetland Protection.</i> ” is included.		
<i>Reporting Mechanism:</i>		
The Community Storm Water Manager and The City Engineer will provide an annual report that summarizes implementation of the Model Ordinance.		

**Storm Water Management Program
Minimum Control Measure #5 (Section 3.2.5 of Permit)
Post-Construction Storm Water Management in New Development & Redevelopment**

Low Impact Development Initiatives Element 2 of the Post-Construction Storm Water Management Program	
Permit Requirement (Section 3.2.5.2.3.1)	<ul style="list-style-type: none"> Compliance with Section 3.2.5.2.3.1 that calls for the use of measures that maintain and/or increase open space, minimizes impervious surfaces, and minimize disturbance of soils and vegetation.
Program Objective:	<ul style="list-style-type: none"> Maintain and/or increase open space, minimizes impervious surfaces, and minimize disturbance of soils and vegetation.
Program Description:	
<ul style="list-style-type: none"> Implement an ordinance or other provision providing landowners with the option of developing conservation designed subdivisions. To address this the City will complete its comprehensive land use plan detailing remaining undeveloped parcels and the natural resource features and functions, including flood control, erosion control, and water quality protection of these parcels. From this plan, the City will explore initiatives that encourage non-structural storm water management. The outcome from this activity will be incorporated into the City's Public Involvement and Public Education Program. 	
Implementation Schedule: (Year by year description of program)	
2003	Develop and implement a public education strategy by December 2003 to educate all parties on the principles of Low Impact Development.
2004	Submit a copy of enacted legislation or other relevant procedures that allow and encourage low impact developments by December 2004. Submit an annual report that summarizes implementation of the progress of the Low Impact Development Initiative.
2005	Submit an annual report that summarizes implementation of the progress of the Low Impact Development Initiative.
2006	Submit an annual report that summarizes implementation of the progress of the Low Impact Development Initiative.
2007	Submit an annual report that summarizes implementation of the progress of the Low Impact Development Initiative.
Decision Process: (Section 3.2.5.2.2)	Describe how your program will be specifically tailored to your local community.
In 2003 the City will explore the appropriateness of ordinance based Low Impact Design procedure. If appropriate, due to the limited development areas left in the City, the City will work tailor this initiative for implementation in its zoning code.	
Measurable Goals: (Section 3.2.5.2.8)	
Implement Low Impact Design ordinance or zoning code changes by December 2004.	

**Storm Water Management Program
 Minimum Control Measure #5 (Section 3.2.5 of Permit)
 Post-Construction Storm Water Management in New Development & Redevelopment**

Low Impact Development Initiatives			
(Continuation of Element 2 of the Post-Construction Storm Water Management Program)			
<i>Legal Authority Statement (Section 3.1.1.2):</i>			
The Community Storm Water Manager and the City Engineer will have the legal authority for program implementation with the adoption of the scheduled Low Impact Design ordinance or zoning policy change.			
<i>Responsible Party – Contact Information: (Section 3.2.5.2.7)</i>			
Contact Name:			
Department:			
Address:			
Phone:			
Email:			
Signature:			
<i>Supporting Information:</i>			
Not applicable.			
<i>Reporting Mechanism:</i>			
The Community Storm Water Manager and The City Engineer will provide an annual report that summarizes implementation of the Low Impact Design policy.			

**Storm Water Management Program
Minimum Control Measure #5 (Section 3.2.5 of Permit)
Post-Construction Storm Water Management in New Development & Redevelopment**

Post-Construction Runoff Quantity Ordinance Element 3 of the Post-Construction Storm Water Management Program	
Permit Requirement (Section 3.2.5.1.3)	Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State or local law;
Program Objective:	Protect existing stream channel stability and aquatic habitat quality by managing storm water runoff quantities from development actions.
Program Description:	
Enact and implement the Regional Model Ordinance for Post Construction Runoff Control to provide for the protection of existing stream channel stability and aquatic habitat quality by requiring the use of the “Critical Storm” approach for managing storm water runoff quantities from development actions.	
Implementation Schedule: (Year by year description of program)	
2003	Certifications by City Engineer that storm water retention/detention basin design requirements incorporate the Critical Storm procedure as defined in the Regional Model Ordinance by December 2003.
2004	Submit a copy of enacted legislation that meets or exceeds all areas of the Regional Model Ordinance by December 2004. Submit an annual report that summarizes implementation of the Model Ordinance and identifies any variances granted.
2005	Submit an annual report that summarizes implementation of the Model Ordinance and identifies any variances granted.
2006	Submit an annual report that summarizes implementation of the Model Ordinance and identifies any variances granted.
2007	Submit an annual report that summarizes implementation of the Model Ordinance and identifies any variances granted.
Measurable Goals: (Section 3.2.5.2.8)	
<ul style="list-style-type: none"> Enactment and implementation of the Regional Model Ordinance for Post Construction Runoff Control requiring the use of the “Critical Storm” approach for managing storm water runoff quantities. 	
Legal Authority Statement (Section 3.1.1.2):	
The Community Storm Water Manager and the City Engineer will have the legal authority for program implementation with the adoption of the NOACA Regional SWTF Model Ordinance.	

**Storm Water Management Program
 Minimum Control Measure #5 (Section 3.2.5 of Permit)
 Post-Construction Storm Water Management in New Development & Redevelopment**

Post-Construction Runoff Quantity Ordinance		
(Continuation of Element 3 of the Post-Construction Storm Water Management Program)		
<i>Responsible Party – Contact Information: (Section 3.2.5.2.7)</i>		
Contact Name:		
Department:		
Address:		
Phone:		
Email:		
Signature:		
<i>Supporting Information:</i>		
A copy of the NOACA SWTF “ <i>Ordinance Controlling Construction Site Soil Erosion, Sediment, Storm Water Runoff, Storm Water Quality, Riparian Setbacks and Wetland Protection.</i> ” is included.		
<i>Reporting Mechanism:</i>		
The Community Storm Water Manager and The City Engineer will provide annual reports that summarizes implementation of the Model Ordinance with certification by City Engineer that storm water retention/detention basin designs requirements incorporate the “Critical Storm” procedure.		

**Storm Water Management Program
Minimum Control Measure #5 (Section 3.2.5 of Permit)
Post-Construction Storm Water Management in New Development & Redevelopment**

Post-Construction Runoff Quality Ordinance Element 4 of the Post-Construction Storm Water Management Program	
Permit Requirement (Section 3.2.5.1.3)	Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State or local law;
Program Objective:	Reduce the pollutant content of post-construction runoff through the controlled release of that runoff with the use of storm water ponds or other appropriate structural post-construction BMPs.
Program Description:	
Enact and implement the Regional Model Ordinance for Post Construction Runoff Control to provide for the controlled release of the quality of post-construction runoff with the use of storm water ponds or other appropriate structural post-construction BMPs.	
Implementation Schedule: (Year by year description of program)	
2003	Certifications by City Engineer that storm water retention/detention basin design requirements incorporate the “Storm Water Pond” procedure as defined in the Regional Model Ordinance by December 2003.
2004	Submit a copy of enacted legislation that meets or exceeds all areas of the Regional Model Ordinance by December 2004. Submit an annual report that summarizes implementation of the Model Ordinance and identifies any variances granted.
2005	Submit an annual report that summarizes implementation of the Model Ordinance and identifies any variances granted.
2006	Submit an annual report that summarizes implementation of the Model Ordinance and identifies any variances granted.
2007	Submit an annual report that summarizes implementation of the Model Ordinance and identifies any variances granted.
Measurable Goals: (Section 3.2.5.2.8)	
<ul style="list-style-type: none"> Enactment and implementation of the Regional Model Ordinance for Post Construction Runoff Control requiring the use of the “Storm Water Pond” approach for managing storm water runoff quantities. 	
Legal Authority Statement (Section 3.1.1.2):	
The Community Storm Water Manager and the City Engineer will have the legal authority for program implementation with the adoption of the NOACA Regional SWTF Model Ordinance.	

**Storm Water Management Program
 Minimum Control Measure #5 (Section 3.2.5 of Permit)
 Post-Construction Storm Water Management in New Development & Redevelopment**

Post-Construction Runoff Quality Ordinance		
(Continuation of Element 4 of the Post-Construction Storm Water Management Program)		
<i>Responsible Party – Contact Information: (Section 3.2.5.2.7)</i>		
Contact Name:		
Department:		
Address:		
Phone:		
Email:		
Signature:		
<i>Supporting Information:</i>		
A copy of the NOACA SWTF “ <i>Ordinance Controlling Construction Site Soil Erosion, Sediment, Storm Water Runoff, Storm Water Quality, Riparian Setbacks and Wetland Protection.</i> ” is included.		
<i>Reporting Mechanism:</i>		
The Community Storm Water Manager and The City Engineer will provide annual reports that summarizes implementation of the Model Ordinance with certification by City Engineer that storm water retention/detention basin designs requirements incorporate the “Storm Water Pond” procedure.		

**Storm Water Management Program
Minimum Control Measure #5 (Section 3.2.5 of Permit)
Post-Construction Storm Water Management in New Development & Redevelopment**

Long-Term BMP Operation & Maintenance Element 5 of the Post-Construction Storm Water Management Program	
Permit Requirement (Section 3.2.5.1.4)	Ensure adequate long-term operation and maintenance of BMPs.
Program Objective:	Provide the authority and resources to maintain retention basins over the long-term.
Program Description:	
The City shall require the owners of future retention basins, either on their own or through the establishment of a homeowner association, to finance and undertake maintenance when required. Storm water quality ponds rely on aquatic vegetation to provide for pollutant reductions and the use of sediment forebays to reduce sediment infill. Some degree of annual maintenance of these ponds is likely to be necessary. The Regional Model Ordinance has provisions in it to assist communities in their effort to maintain retention basins over the long-term.	
Implementation Schedule: (Year by year description of program)	
2003	Submission to City Council an ordinance that includes a provision certified by the City Engineer that the storm water retention basin operation and maintenance requirements are as defined in the Regional Model Ordinance by December 2003.
2004	Submit a copy of enacted legislation that meets or exceeds all areas of the Regional Model Ordinance by December 2004. Submit an annual report that summarizes implementation of the Model Ordinance in a manner that provides for long-term maintenance of retention basins.
2005	Submit an annual report that summarizes implementation of the Model Ordinance in a manner that provides for long-term maintenance of retention basins.
2006	Submit an annual report that summarizes implementation of the Model Ordinance in a manner that provides for long-term maintenance of retention basins.
2007	Submit an annual report that summarizes implementation of the Model Ordinance in a manner that provides for long-term maintenance of retention basins.
Decision Process: (Section 3.2.5.2.6)	How you will ensure the long-term operation and maintenance (O&M) of your selected BMPs. Options to help ensure that future O&M responsibilities are clearly identified include an agreement between you and another party such as the post-development landowners or regional authorities.
Post-development homeowners associations or landowners will maintain structural BMPs created through our improved storm water management regulation. If these landowners do not complete necessary operation and maintenance, the City will reserve the right to complete this work and assess these landowners.	
Measurable Goals: (Section 3.2.5.2.8)	
Submit a copy of enacted legislation that meets or exceeds all areas of the Regional Model Ordinance.	

**Storm Water Management Program
 Minimum Control Measure #5 (Section 3.2.5 of Permit)
 Post-Construction Storm Water Management in New Development & Redevelopment**

Long-Term BMP Operation & Maintenance		
(Continuation of Element 5 of the Post-Construction Storm Water Management Program)		
<i>Legal Authority Statement (Section 3.1.1.2):</i>		
The Community Storm Water Manager and the City Engineer will have the legal authority for program implementation with the adoption of the NOACA Regional SWTF Model Ordinance.		
<i>Responsible Party – Contact Information: (Section 3.2.5.2.7)</i>		
Contact Name:		
Department:		
Address:		
Phone:		
Email:		
Signature:		
<i>Supporting Information:</i>		
A copy of the NOACA SWTF “ <i>Ordinance Controlling Construction Site Soil Erosion, Sediment, Storm Water Runoff, Storm Water Quality, Riparian Setbacks and Wetland Protection.</i> ” is included.		
<i>Reporting Mechanism:</i>		
Annual report starting with 2003.		

**Storm Water Management Program
Minimum Control Measure #5 (Section 3.2.5 of Permit)
Post-Construction Storm Water Management in New Development & Redevelopment**

Pollution Prevention/Good Housekeeping for Municipal Operations	
Permit Requirement (Section 3.2.6.1.1)	Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.
Permit Requirement (Section 3.2.6.1.2)	Using training materials that are available from Ohio EPA or other organizations, your 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.
Program Objective:	Prevent or reduce pollutant runoff from municipal operations through the development and implementation of a pollution prevention/good housekeeping program supported by on-going employee training efforts.
Program Description:	
<p>The NOACA Regional SWTF identified a series of activities that must be addressed to meet the requirements of the USEPA Phase II Regulations. For each of these activities that apply to the City's operation, City's pollution prevention plan, will identify:</p> <ul style="list-style-type: none"> • the department or group of individuals who are affected by the activity, • the goal of the activity, • a description of the program to be implemented, • the records that are to be maintained and the methods to be used to measure compliance, • the means by which communities will report on the activity, and • the person(s) responsible for implementing each activity. <p>The NOACA SWTF Illicit Discharge/Good Housekeeping Work Group has identified 15 activities that communities should consider for inclusion in their pollution prevention plan. The NOACA Model Plan recommends that the City incorporate into their plan all of the activities that they are already implementing, and identify for implementation additional activities that apply to their operations.</p> <p>A comprehensive training program will be undertaken, dealing with pollution prevention program for municipal operations, focusing particularly on vehicle maintenance, fueling and washing, chemical lawn care, disposal of construction debris, street sweeping, leaf recycling, open space management, outdoor storage, salt storage, snow removal and road salting.</p>	

**Storm Water Management Program
Minimum Control Measure #5 (Section 3.2.5 of Permit)
Post-Construction Storm Water Management in New Development & Redevelopment**

Pollution Prevention/Good Housekeeping for Municipal Operations (Continued)	
Implementation Schedule:	
2003	Conduct basic awareness training for municipal employees.
2004	Train municipal employees on new procedures developed for storm water facility operations, maintenance and inspection, for vehicle maintenance, fueling and washing, etc.
2005	Train new employees and update training procedures.
2006	Train new employees and update training procedures.
2007	Train new employees and update training procedures.
Decision Process: (Section 3.2.6.2.1)	Your operation and maintenance program to prevent or reduce pollutant runoff from your municipal operations. Your program must specifically list the municipal operations that are impacted by this operation and maintenance program. You must also include a list of industrial facilities you own or operate that are subject to Ohio EPA's Industrial Storm Water General Permit or individual NPDES permits for discharges of storm water associated with industrial activity that ultimately discharge to your MS4. Include the Ohio EPA permit number or a copy of the Industrial NOI form for each facility.
The City of Berea, Service garage is located at 400 Barrett Road, Berea, Ohio 44016. The Implementation Schedules are noted in the following sections apply to this location only. The City does not operate any industrial facility that is subject to Ohio EPA's Industrial Storm Water General Permit or individual NPDES permits.	
Decision Process: (Section 3.2.6.2.2)	Any government employee training program you will use 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. Describe any existing, available materials you plan to use. Describe how this training program will be coordinated with the outreach programs developed for the public information minimum measure and the illicit discharge minimum measure.
The City plans to follow this three step approach:	
<ul style="list-style-type: none"> • Conduct basic awareness training for all municipal employees. • Ensure that the employees understand the new procedures developed under this program • Utilize existing training information (i.e. ODOT, Ohio EPA, and Cuyahoga County) 	
The City plans to establish a basic level of awareness of storm water issues among municipal employees, especially those in management and those responsible for implementing this program. The educational materials provided to the public in general PIPE and illicit discharge programs will be used for that awareness training as well as other information tailored for the municipal employee.	
Measurable Goals: (Section 3.2.6.2.5)	
Measurable Goals are noted in the following activity sheets.	

**Storm Water Management Program
 Minimum Control Measure #5 (Section 3.2.5 of Permit)
 Post-Construction Storm Water Management in New Development & Redevelopment**

Pollution Prevention/Good Housekeeping for Municipal Operations (Continued)	
<i>Legal Authority Statement (Section 3.1.1.2):</i>	
<i>The City has the authority to implement municipal pollution prevention/good housekeeping programs.</i>	
<i>Responsible Party – Contact Information: (Section 3.2.6.2.4)</i>	
Contact Name:	
Department:	
Address:	
Phone:	
Email:	
Signature:	
Supporting Information:	
<i>Individual Pollution Prevention/Good Housekeeping Activity Sheets attached.</i>	
Reporting Mechanism:	
<i>The Director of Public Service shall be responsible for training, record keeping and annual reporting.</i>	

Storm Water Management Program
Table 1
Public Education and Outreach & Public Participation & Involvement

MANAGEMENT PRACTICE	STRATEGY	MEASURABLE GOALS	TIME FRAME	RESPONSIBLE PARTY
<i>Community Storm Water Manager</i>	The City will designate a City Storm Water Manager to oversee the implementation of the entire storm water management plan for that community. This person will delegate duties to responsible staff, track progress, assemble and submit annual report to the OEPA.	<ul style="list-style-type: none"> ▪ Assign/appoint tasks to various parties for implementation ▪ Prepare and submit annual progress report for compliance purposes to the OEPA 	Establish In 2003. Annually	Permit holder
<i>Storm Water Management Plan Review Committee</i>	<p>The Mayor shall appoint a committee that serves as the oversight committee for public involvement and education initiatives and represents the community at quarterly watershed planning meetings regarding the Public Involvement/Public Education Program.</p> <p>Committee members work with the Cuyahoga Soil & Water Conservation District who facilitates the Watershed Program and coordinates the PIPE activities with input and assistance from the PIPE Committee members.</p>	<ul style="list-style-type: none"> ▪ Assign person(s) to be the community representative on the watershed PIPE committee ▪ Participate in quarterly meetings ▪ Develop annual work plan ▪ Submit quarterly progress reports to the Community Storm Water Manager 	Establish In 2003. Participate Annually.	<p>The Mayor shall be responsible for appointing community representatives to serve as the City's representatives on the Storm Water Management Plan Review Committee.</p> <p>The Committee liaisons are responsible for coordinating with the Cuyahoga Soil & Water Conservation District to bring information and materials back to the city for implementation.</p>

Storm Water Management Program
Table 1
Public Education and Outreach & Public Participation & Involvement

MANAGEMENT PRACTICE	STRATEGY	MEASURABLE GOALS	TIME FRAME	RESPONSIBLE PARTY
<p>K-12 Education</p>	<p>Partner with organizations to provide information to teachers and local schools.</p> <p>Activities may include:</p> <ul style="list-style-type: none"> • Educational displays--drain stenciling. • Educational videos. • Fact sheets. • Teacher training and special programs. <p>PIPE Committee members assist by getting the information into the schools and coordinating the activities.</p> <p>The City of Berea has for the past ten years promoted a tree-planting program for first graders. Working with the school district each first grade student is given a tree to plant and in the following year they are to write a report on its condition. We plan to promote this program and recommend that the students plant the trees in an environmentally sensitive area.</p>	<ul style="list-style-type: none"> ▪ One classroom per year participating in activity ▪ One teacher training session offered ▪ Record the # of teachers trained ▪ Record the # of presentations in schools ▪ Record the # of students participating in the activities ▪ Record # of trees planted. ▪ Establish activities and measurable goals for next calendar year. 	<p>Establish In 2004.</p> <p>Maintain annually</p>	<p>Community Storm Water Manager</p>
<p>Storm Water Website</p>	<p>Create a page on the City's website to address storm water concerns for the community. Information may include current PIPE activities, storm water/water quality information, and links to other sites. Advertise web site in community newsletter and/or local media outlets.</p> <p>PIPE Committee members submit information attained from Community Storm Water Manager to create website, and supply regular updates about activities to the webmaster.</p>	<ul style="list-style-type: none"> ▪ Create website ▪ Update regularly 	<p>Establish In 2003.</p> <p>Maintain regularly.</p>	<p>Local Webmaster</p>

Storm Water Management Program
Table 1
Public Education and Outreach & Public Participation & Involvement

MANAGEMENT PRACTICE	STRATEGY	MEASURABLE GOALS	TIME FRAME	RESPONSIBLE PARTY
<i>Community Newsletter Articles</i>	<p>Include an article on the subject of storm water and water quality in at least 50% of community newsletters.</p> <p>The Watershed Program PIPE Committee will suggest topics for each year. They will help disperse the information through the appropriate community outreach channels.</p>	<ul style="list-style-type: none"> ▪ Every other newsletter ▪ Keep a copy of each newsletter ▪ Record the # distributed 	<p>Establish In 2003.</p> <p>Maintain annually</p>	Community Storm Water Manager
<i>Brochures and Fact Sheets</i>	<p>Brochures, fact sheets or watershed newsletters are suggested on the following topics:</p> <ul style="list-style-type: none"> • Municipal sewer system or watersheds • Home sewage treatment systems/illicit discharges. • Lawn & garden care-pesticide management • Household hazardous wastes-no dumping • Stream Stewardship or Riparian guide <p>PIPE Committee will work with the Community Storm Water Manager to determine appropriate topics and to assist in dispersing information to the public.</p>	<ul style="list-style-type: none"> ▪ Create and distribute one per year to a target audience representing at least 20% of community residents ▪ Annual report documenting the number of brochures printed and to whom distributed 	<p>Establish In 2004.</p> <p>Maintain annually</p>	Community Storm Water Manager
<i>Educational display/exhibit</i>	<p>Determine an annual theme. Create a display for libraries, schools, churches service organizations (i.e. American Legion, Rotary and Kiwanis) and community events to educate the public about pollution prevention and methods to protect water quality. Suggested topics:</p> <ul style="list-style-type: none"> • Municipal sewer system or watersheds • Home sewage treatment systems • Lawn & garden care • Pesticide management • Household hazardous wastes (no dumping) • Composting • Stream Stewardship or Riparian guide • Illicit discharges. Detection and Elimination. <p>PIPE committee members will work with Community Storm Water Manager/coordinator to design and distribute.</p>	<ul style="list-style-type: none"> ▪ Create a display ▪ Target 2 locations per year ▪ Keep a record of type of display ▪ List of locations housing the display 	<p>Establish In 2004.</p> <p>Maintain annually</p>	Community Storm Water Manager

Storm Water Management Program

Table 1

Public Education and Outreach & Public Participation & Involvement

MANAGEMENT PRACTICE	STRATEGY	MEASURABLE GOALS	TIME FRAME	RESPONSIBLE PARTY
<i>Storm Drain Stenciling/Storm</i>	<p>Continue our storm drain stenciling educational program. (Dump No Waste Drains to River). Purchase supplies that can be utilized by community groups. Advertise and coordinate periodic training sessions.</p> <p>Project training sessions will be facilitated by the coordinator for group leaders a least one time per year.</p>	<ul style="list-style-type: none"> - Stencil 20% of storm drains in the community each year - # of storm drains stenciled or # of catch basins installed containing message "No dumping" - Report # of educational pieces distributed - Report # volunteers 	<p>Established In 2002.</p> <p>Maintain annually</p>	<p>Community Storm Water Manager</p> <p>Or</p> <p>Service Director</p>
Public Meetings	<p>Host annual meeting focusing on water quality issues, to educate stakeholders about water quality issues, best management practices and potential improvement actions.</p> <p>PIPE Committee will work with the Watershed Coordinator to determine appropriate topics, dates and to assist in dispersing information to the public.</p> <p>Stakeholders include elected officials and citizens.</p>	<ul style="list-style-type: none"> - Coordinate and schedule meeting; arrange speakers; coordinate complimentary activities - Record meeting times, dates, advertisements - Record attendees - Record stakeholder comments 	<p>Establish In 2003.</p> <p>Maintain annually</p>	<p>Community Storm Water Manager will coordinate with PIPE Committee</p>
Stream Monitoring	<p>PIPE members and watershed coordinator shall develop a strategy to get the public involved in identifying key areas to monitor changes or improvements to water quality using a method best suited for the community or watershed. Watershed coordinator will train volunteers.</p>	<ul style="list-style-type: none"> - Organize an outreach and training program - How advertised - # of participants - # of monitoring sites - Monitoring report 	<p>Establish In 2005.</p> <p>Maintain annually</p>	<p>Community Storm Water Manager</p>
<i>Community Service Hours</i>	<p>Establish opportunities for students to get community service credit for storm water-related activities including storm drain stenciling, stream bank planting, clean-ups.</p> <p>PIPE Committee will work with the Community Storm Water Manager to disperse information to the public.</p>	<ul style="list-style-type: none"> - Establish program - # of students involved in the program - # of hours committed 	<p>Establish with schools In 2004.</p> <p>Maintain annually</p>	<p>Community Storm Water Manager</p>

Storm Water Management Program
Table 1
Public Education and Outreach & Public Participation & Involvement

MANAGEMENT PRACTICE	STRATEGY	MEASURABLE GOALS	TIME FRAME	RESPONSIBLE PARTY
Environmental Complaint Line	<p>Using various outreach methods, announce location of the environmental complaint hotline, especially for erosion/sediment issues, illegal dumping and illicit discharges. The Community Storm Water Manager will assign a person responsible for taking messages, tracking and following through with the complaint.</p> <p>PIPE Committee will work with the Watershed Coordinator to determine appropriate methods of educating the public based on the nature of complaints received.</p>	<ul style="list-style-type: none"> ▪ Establish complaint procedure ▪ Develop complaint forms ▪ Record the # of calls received ▪ Keep a record of response and information mailed to residents. 	<p>Establish 2004</p> <p>Maintain annually</p>	<p>Community Storm Water Manager</p>
Community Improvement Day	<p>Offer opportunities to get public active in visible pollution control. Host an annual clean-up or watershed improvement day: Activities may include, but are not limited to, stream clean-ups; beautification day; hazardous waste collection day.</p> <p>PIPE Committee members determine date and activity locations, and disperse information through city channels.</p> <p>Organize an activity; publicize; recruit and train volunteers</p>	<p>Annual report stating:</p> <ul style="list-style-type: none"> ▪ Number of activities ▪ Where and how advertised ▪ Number participants 	<p>Establish In 2004.</p> <p>Maintain annually</p>	<p>Community Storm Water Manager</p> <p>PIPE Committee members assist.</p>

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)**

Table 2

Construction Site Storm Water Runoff Control

<i>Best Management Practice</i>	Schedule and Measurable Goals	Responsible Party
<p>NOACA Storm Water Task Force Model Plan. This ordinance will require Erosion and Sediment Control, control of construction site waste, site plan review, site inspection, and enforcement. The details of these activities are included as individual BMPs in this Table.</p>	<p>Adopt NOACA model ordinance for controlling construction site soil erosion and sediment in 2003.</p>	<p>City Engineer: Provide Phase II compliant model ordinance.</p> <p>Council: Adopt ordinance.</p>
<p>Workshop on Erosion and Sediment Control Regulations: Staff will attend workshops on erosion and sediment control best management practices, how to comply with the regulation, and other information relevant to development projects.</p>	<p>Construction Site Inspection Staff will attend one regionally sanctioned training session per year beginning in 2003.</p>	<p>Cuyahoga County Soil and Water Conservation District: Host workshop.</p> <p>City Engineer: identify annually staff to be trained.</p> <p>NOACA: Organize and regionally coordinate workshops.</p> <p>Storm Water Management Committee: Ensure training and annual updates occur.</p> <p>Community staff: Attend training and updates.</p>
<p>Review site plans: City Engineer will review site plans of construction sites disturbing one acre of land or more.</p>	<p>Reviews begin after Phase II compliant soil erosion and sediment control ordinance is adopted by City Council.</p> <p>Plans for regulated sites reviewed prior to granting building permits.</p>	<p>City Engineer: Review Erosion and Sediment Control Plans prior to the onset of construction activity.</p>

**Storm Water Management Program
Minimum Control Measure #4 (Section 3.2.4 of Permit)**

Table 2

Construction Site Storm Water Runoff Control

<i>Best Management Practice</i>	Schedule and Measurable Goals	Responsible Party
Inspect active sites: Community staff will inspect active construction sites weekly.	Inspections begin after ordinance is adopted.	City Engineer: Schedule inspections of active sites and provide for any needed corrective actions.
Enforcement actions: When inspection reveals that work is not proceeding in accordance with approved Erosion and Sediment Control Plan, the Community may issue a stop work order halting construction until problems are corrected or take other corrective actions necessary.	Enforcement actions begin after ordinance is adopted.	City Engineer: Determine necessary enforcement and issues stop work orders and corrective action requirements.
Respond to public complaints regarding construction activities: the Community will advertise through the newsletter and on the web site a phone number for residents concerned about specific construction activities.	Establish phone number in 2003 and include on all print media under Public Involvement and Education Program.	Storm Water Management Committee: Ensure BMP completed. City Engineer: Review complaints and respond appropriately.
NOACA Storm Water Task Force Model Plan. This ordinance will require E&SC, control of construction site waste, site plan review, site inspection, and enforcement. The details of these activities are included as individual BMPs in this Table.	Adopt NOACA model ordinance for controlling construction site soil erosion and sediment in 2003.	City Engineer: Provide Phase II compliant model ordinance. Council: Adopt ordinance.