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2010/10/21

4GQ00003

CITY OF GROVE CITY



State of Ohio Environmental Protection Agency

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October 21, 2010

Sharon L. Reichard, M.A.
City of Grove City
3262 Ventura Boulevard
Grove City, OH 43123

**Re: Storm Water Audit Findings of Grove City
(Facility Number: 4GQ00003*BG)**

Dear Mr. Hughes:

This letter is written in follow-up to my storm water audit of Grove City conducted on October 19, 2010. The audit was performed to assess your compliance with Ohio EPA's Small Municipal Separate Storm Sewer System (MS4) storm water permit (OHQ000002). I would like to thank you and all Grove City's staff for answering questions and providing information during the audit. As a result, I have the following comments regarding your program and the implementation of the six minimum control measures:

Public Education and Outreach (Minimum Control Measure #1):

Permit Requirements:

You shall implement a public education program to distribute educational materials to the community to 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.

Decision process. You shall document your decision process for the development of a storm water public education and outreach program. Your rationale statement shall address both your overall public education program and the individual Best Management Practices (BMP's), measurable goals and responsible persons for your program. The rationale statement shall 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.

Ted Strickland, Governor
Lee Fisher, Lieutenant Governor
Chris Kortleski, Director

- 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?
- What are the target pollutant sources your public education program is designed to address?
- 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?
- Who (person or department) is responsible for overall management and implementation of your storm water public education and outreach program and, if different, who is responsible for each of the BMPs identified for this program.
- How will you evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs.

Performance Standards: Your storm water public education and outreach program shall include more than one mechanism and target at least five different storm water themes or messages over the permit term. At a minimum, at least one theme or message shall be targeted to the development community. Your storm water public education and outreach program shall reach at least 50 percent of your population over the permit term. Your annual report shall identify each mechanism used, including each storm water theme, audience targeted and estimate of how many people were reached by each mechanism.

Permit Violations:

- No direct violations were noted concurrent with my review of this minimum control measure.

Education Items implemented by Grove City:

- The city has elected to implement a website with respect to storm water pollution prevention and education.
- Grove City has developed a construction site document which is directed towards the development community for any construction site resulting in land clearing activities greater than one acre.
- The city has implemented a school curriculum program from grades 3 to 5.
- The city has implemented a survey to all property owners to ensure the educational outreach component is successful.

- The city has developed newsletters which are inclusive as a supplement to utility bills and mailed to all citizens of Grove City Ohio.
- The city has developed a storm water flyer which is maintained at the city offices and city hall.
- The city has developed a "what you should know" document with respect to storm water pollution document which is available upon request.

Improvement Opportunities:

- The city should develop a comprehensive website with respect to storm water pollution. The storm water website should be available and easily accessible through the homepage. The comprehensive storm water website should include all information with respect to the implementation of the six minimum control measures, and include notifications with respect to upcoming development.
- The city should continue with the surveys to ensure 50 percent of the population is being reached over the permit term.
- The city shall address the decision process in the next annual report. The city must be able to develop a rational statement for the priority pollutants, outreach mechanisms, and measurable goals associated with the public education program.
- Please ensure, at a minimum, five different storm water themes are listed in the next annual report.
- The annual report shall identify each mechanism used, including the target audience, and an estimation of how many people were reached.
- The city of Grove City should continue the educational curriculum within the city school system. An evaluation of the success of the educational outreach within the school system must be included in the next annual report. Please refer to the following link for assistance:
<http://cfpub.epa.gov/npdes/stormwater/menuofbmps/index.cfm?action=browse&Rbutton=detail&bmp=8&minmeasure=1>
- The city should develop an educational outreach strategy regarding pollution prevention for restaurants and commercial developments within the municipal limits. Please refer to the following links for assistance.
Commercial Outreach:
<http://cfpub.epa.gov/npdes/stormwater/menuofbmps/index.cfm?action=browse&Rbutton=detail&bmp=6&minmeasure=1>

Restaurant Outreach:
http://eorwa.com/Restaurant_Grease_Control.pdf

Public Involvement/Participation (Minimum Control Measure #2)

Permit Requirements:

You shall comply with State and local public notice requirements and satisfy this minimum control measure's minimum performance standards when implementing a public involvement/participation program.

Decision process. You shall document your decision process for the development of a storm water public involvement/participation program. Your rationale statement shall address your overall public involvement/participation program and the individual BMPs, measurable goals, and responsible persons for your program. The rationale statement shall include the following information, at a minimum:

- Have you involved the public in the development and submittal of your NOI and Storm Water Management Plan (SWMP) description?
- What is your plan to actively involve the public in the development and implementation of your program?
- 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.
- What are the types of public involvement activities included in your program. Where appropriate, consider the following types of public involvement activities: citizen representatives on a storm water management panel, public hearings, working with citizen volunteers willing to educate others about the program, volunteer monitoring or stream clean-up activities.
- Who (person or department) is responsible for the overall management and implementation of your storm water public involvement/participation program and, if different, who is responsible for each of the BMPs identified for this program.
- How you will evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs.

Performance Standards: Your storm water public involvement/participation program shall include, at a minimum, five public involvement activities over the permit term. Your annual report shall identify each public involvement/participation activity conducted, including a brief description of activity and include an estimate of how many people participated.

Permit Violations:

- No direct violations were noted concurrent with my review of this minimum control measure.

Participation/Involvement Items implemented by Grove City:

- Grove City is adhering to all planning and zoning requirements in addition to the public notice requirements in accordance with state regulations.
- The City has implemented a series of rain barrel workshops involving the public to reduce storm water pollution associated with residential activities.
- The city has initiated stream cleanup activities including the one quarter mile cleanup associated with Republican Run.
- The city has initiated additional public participation programs such as Jackson Township Spring cleanup day and SWACO hazardous waste drop off days.

Improvement Opportunities:

- The city should include in the comprehensive storm water webpage: a posting of all proposed development and redevelopments in Grove City Ohio. The posting should have an attached Storm Water Pollution Prevention Plan in order to solicit comment from the public and various watershed groups to address improvement opportunities.
- It is Ohio EPA's intent to involve the public to the maximum extent practical with respect to development and redevelopments within a city. In addition to the proposed website upgrade listed above, the city may provide additional outreach with respect to soliciting comments from the public by the implementation of a storm water management panel. The city may also elect to a specific review of a Storm Water Management Plan concurrent with the zoning and/or public notice meetings.
- The city must ensure that the decision process is addressed and include the rational statements in the upcoming annual reports to justify the mechanisms chosen for this minimum control measures. Measureable goals must be inclusive in this report.

- Please ensure the upcoming annual reports address the performance standards of this minimum control measures.

Illicit Discharge Detection and Elimination (Minimum Control Measure #3):

Performance Standards per Second Generation Permit. Your storm water illicit discharge detection and elimination program shall include or have included an initial dry-weather screening of all your storm water outfalls over the permit term. Your program shall establish priorities and specific goals for long-term system-wide surveillance of your MS4, as well as for specific investigations of outfalls and their tributary area where previous surveillance demonstrates a high likelihood of illicit discharges. Data collected each year shall be evaluated and priorities and goals shall be revised annually based on this evaluation. Your comprehensive storm sewer system map shall be updated annually as needed.

Annual Reporting. Your annual report shall document the following: (1) number of outfalls dry-weather screened, (2) number of dry-weather flows identified, (3) number of illicit discharges identified, (4) number of illicit discharges eliminated, (5) provide schedules for elimination of illicit connections that have been identified but have yet to be eliminated and (6) summary of any storm sewer system mapping updates.

The following should be completed as required in First Generation Permit:

- Ordinance or a regulatory mechanism is in place as a result of the First Generation Permit Condition.
- Outfall map should be completed based on first generation permit conditions (ie, streams ditches and outfalls)
- Inventory or map depicting location of Home Sewage Treatment Systems (HSTS) discharging to MS4 (including contact information).
- Protocols for detection and prioritization for elimination should be established.
- The General Permit states illicit discharge protocols shall include dry weather screening.

Permit Violations:

- No direct violations were noted concurrent with my review of this minimum control measure.

Illicit Discharge items implemented by the city of Grove City:

- All separate storm sewer system outfalls, which discharge directly into waters of the state, are properly mapped and identified on a GIS mapping system.

- The entire MS4 system has been mapped. Please submit to my attention the GIS layers which include all storm water outfalls, and the entire separate storm sewer system.
- Grove City has conducted the initial round of dry weather screening associated with the MS4 outfalls discharging to waters of the state.
- The city has documented with visual observations dry weather flows associated with the MS4 outfalls.
- The city has developed legal authority to prohibit illegal discharges and dumping into the MS4 systems. I have evaluated the proposed ordinance which is proposed to pass December 2010. The new and improved ordinance language meets all expectations with respect to the conditions of the MS4 Permit with respect to prohibiting illicit discharges to the MS4 system.
- The city has correctly identified all home sewer treatment systems within municipal limits.

Improvement Opportunities:

- The city should update the list of home sewage treatment system to include all discharging systems which result in a direct discharge to the city owned MS4.
- The city must demonstrate a strong working relationship with the local health department in order to establish prioritization protocols to address failing HSTS's discharging into the MS4 system. The protocols would include; ensuring a proper functioning condition, re-routing the HSTS to a centralized sanitary system, proper permitting or possible elimination.
- The city should continue with the dry weather screening in order to identify and prioritize the illicit discharges for elimination. This would include sampling of all dry weather flows from the MS4 system. Ohio EPA would be willing to assist in the evaluation process and prioritization schedule to address appropriate elimination protocols in conformance with the MS4 permit conditions.
- The city should put written protocols in place for all personnel investigating illicit discharges and responding to spills. These protocols should be made available to all key personnel and should be updated on an annual basis or as needed. All key personnel should be trained on an annual basis to determine any improvement opportunities with respect to illicit discharge investigation and spill recovery.

- The city should update the website to easily address a submission of a complaint with respect to illicit discharges.

Construction Activities (Minimum Control Measure #4)

Performance Standards per Second Generation Permit. Your construction site storm water control program shall include pre-construction storm water pollution prevention plan review of all projects for construction activities that result in a land disturbance greater than or equal to one acre. To ensure compliance, these applicable sites shall be initially inspected. The frequency of follow-up inspections shall be on a monthly basis unless you document your procedures for prioritizing inspections such as location to a waterway, amount of disturbed area, compliance of site, etc. If you initially had coverage under a previous version of this permit you shall revise your program to satisfy these performance standards, if needed, within two years of when your coverage under this general permit was granted.

Annual Reporting: Your annual report shall document the following: (1)number of applicable sites in your jurisdiction, (2)number of pre-construction storm water pollution prevention plan reviews performed, (3)number and frequency of site inspections, (4)number of violation letters issued, (5)number of enforcement actions taken and (6)number of complaints received and number followed up on.

Following should be completed as required in First Generation Permit:

- Ordinance or legal mechanism in place for sediment and erosion controls
- Program shall include inspection, review and enforcement.
- Process in place to receive complaints.

Permit Violations:

- No direct permit violations were noted with respect to the first generation MS4 permit.

Construction items implemented by the city of Grove City:

- The city has developed legal authority with specific reference to the current and future generations of Ohio EPA's "General Storm Water Permit associated with Construction Activities" within the current municipal ordinance. The proposed ordinance language was reviewed and meets the minimum expectations with respect to the General MS4 Permit conditions. The proposed language exceeds the minimum requirements with implementation of proposed setback requirements for streams flowing through the municipal limits of Grove City, Ohio.

- The city has implemented review protocols for all development and redevelopment projects within the municipal limits. All Storm Water Pollution Prevention Plans are reviewed prior to construction to ensure the minimum control measures and requirements in Ohio EPA's "General Storm Water Permit associated with Construction Activities" are addressed.
- The city has implemented inspection protocols to ensure all active construction sites maintain compliance with the conditions set forth in Ohio EPA's Storm Water Permit in addition to the local ordinance. Inspections are tracked and conducted at a minimum on monthly recurrence interval. However, daily observations with respect to storm water management controls are evaluated concurrent with the inspectors maintained on site.
- I had the opportunity to evaluate an active construction site. It appears that storm water management controls were properly installed and maintained in conformance with state and local regulations. I have requested and received copies of the full Storm Water Pollution Prevention Plan for the Pinnacle Section Six. The plan is currently subject to review.

Improvement opportunities to ensure compliance with the second Generation MS4 Permit:

- The city should document in writing enforcement protocols in the event there is a repeat offender with respect to failed storm water controls. The proposed language in the new upcoming ordinance will fully meet the intent of this condition. All key personnel must be trained with respect to the new enforcement protocols.

Post Construction (Minimum Control Measures # 5)

Performance Standard per Second Generation Permit:

Your post-construction Storm Water Management Plan (SWMP) shall include pre construction storm water pollution prevention plan review of all projects from construction activities that result in a land disturbance of greater than or equal to one acre to ensure the mandated controls are designed per the minimum requirements. These applicable sites shall be inspected to ensure that controls are installed per requirements. Your program shall also ensure that long-term operation and maintenance (O&M) plans are developed and agreements in place for all applicable sites. If you initially had coverage under a previous version of this permit you shall revise your program to satisfy these performance standards, if needed, within two years of when your coverage under this general permit was granted.

Annual Reporting. Your annual reports shall document the following: (1) number of applicable sites in your jurisdiction requiring post-construction controls, (2) number of pre-construction storm water pollution prevention plan reviews performed, (3) number of inspections performed to ensure as built per requirements, and (4) number of long-term operation and maintenance (O&M) plans developed and agreements in place.

Post Construction Items implemented by city of Grove City:

- The city has developed legal authority to ensure the designs of all post construction water controls are adequately addressed.
- The city does incorporate a review of all post construction practices to ensure the minimal components of Ohio EPA's "General Storm Water Permit Associated with Construction Activities" are fully addressed.

Permit Violations:

- No direct violations were noted concurrent with my review of this minimum control measure.

Improvement Opportunities and updates to ensure compliance with the second Generation MS4 Permit:

- The city must develop an inventory of all post construction storm water best management practices discharge to the MS4 within the municipal limits.
- The locations of all post construction BMP's should be mapped in order to ensure appropriate inspection and long term maintenance and operation.
- The city must develop mechanisms to ensure long term maintenance and operations of all post construction practices implemented within municipal limits which discharge to the MS4.
- At a minimum, a standalone maintenance agreement must be developed and inclusive in the review process associated with new development and redevelopment projects within municipal limits.
- At a minimum, annual inspections must be conducted of all post construction best management practices to ensure their intended function in perpetuity.
- The city must develop enforcement protocols to ensure long term maintenance of all public and privately owned post construction BMP's which discharge to the MS4.

Pollution Prevention/Good Housekeeping for Municipal Operations (Minimum Control Measure #6)

Performance Standards per Second Generation Permit. Your pollution prevention/good housekeeping program shall include, at a minimum, annual employee training. Your operation and maintenance program shall include appropriate procedures, controls, maintenance schedules and recordkeeping to address Part III.B.6.d.iii of the MS4 Permit.

Annual Reporting. Your annual reports shall document the following: (1)summary of employee training program(s) implemented with number of employees that attended and (2)summary of activities and procedures implemented for your operation and maintenance program.

Permit Violations:

- The presence of floor drains within the maintenance facilities represents an unpermitted discharge from municipal operations. All interior drains at the municipal garage on Ventura Boulevard must be rerouted to sanitary or plugged.
- Equipment wash water from equipment and/or vehicle washings is currently directed to a storm sewer system. This currently represents a violation of ORC 6111.04. Corrective measures must be taken to ensure all wash water associated with vehicle and/or maintenance washing operation is collected and routed to sanitary with the approval of the municipality.

The following items should be addressed to ensure compliance with the Pollution Prevention/Good Housekeeping Section of the General Permit (Minimum Control Measure #6):

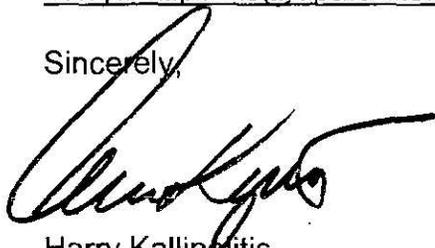
- The city has developed a Storm Water Pollution Prevention Plan specific to the municipal operations at Ventura Boulevard. All key personnel are trained on an annual basis with respect to the implementation of a Storm Water Pollution Prevention Plan.

Improvement Opportunities:

- The city must ensure that all street sweepings and catch basin cleanings, which are contracted to a third party, are properly disposed at a sanitary landfill. Please demonstrate that corrective measures are taken to ensure proper disposal.
- All flood management improvement projects must be evaluated to ensure that water quality is inclusive in the review and design.

In conclusion, Ohio EPA appreciates the efforts Grove City has demonstrated to implement the six minimum control measures as mandated in the MS4 Permit. If you have any questions or comments regarding this audit or the contents of this letter, please do not hesitate to contact me at (614) 728-3844 or via email harry.kallipolitis@epa.state.oh.us.

Sincerely,



Harry Kallipolitis
Storm Water Coordinator
Division of Surface Water
Central District Office