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CUYAHOGA	MAPLE HEIGHTS	CITY OF MAPLE HEIGHTS	3GQ00057	2009/07/20	SAFRANEK, KENNETH

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OhioEPA

State of Ohio Environmental Protection Agency

Northeast District Office

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

July 20, 2009

RE: CUYAHOGA COUNTY
CITY OF MAPLE HEIGHTS
NOTIFICATION OF MUNICIPAL STORM WATER PROGRAM INSPECTION

Mayor Jeffrey Lansky
Storm Water Program Coordinator
City of Maple Heights
5353 Lee Rd.
Maple Heights, OH 44137

Dear Mayor Lansky:

This letter will serve as notice that Ohio EPA will be conducting an inspection of your community's Storm Water Management Program (SWMP). This inspection is being conducted to determine compliance with the Ohio EPA General Storm Water NPDES Permit for Small Municipal Separate Storm Sewer Systems (Small MS4s) #3GQ00057*BG.

Our inspection will focus on compliance with minimum control measure #6: Pollution Prevention and Good Housekeeping for Municipal Operations. We will be using the audit guidance manual developed by the United States Environmental Protection Agency. We anticipate that the inspection can be conducted in one day. I have set aside the dates of July 27th or July 28th to conduct the inspection. **Please contact me upon receipt of this letter to let me know which of these dates will work best for you.** I am flexible to pick other dates if they will work better for you.

To streamline the inspection, please have the following resources ready and available on the date of the inspection.

- Map of the MS4 system or outfalls;
- An inventory of municipal facilities and operations, i.e., composting yards, vehicle maintenance facilities, bus terminals, impound lots and waste transfer stations, if applicable, and the storm water pollution prevention plan (SWP3) developed for these facilities;
- Contracts with any third party service providers that assist you in implementing your pollution prevention and good housekeeping programs;
- Guidance documents or BMP manuals used for your pollution prevention and good housekeeping program;
- Training records, i.e., the agenda and attendance record of any training your staff has attended regarding pollution prevention for municipal operations;

- List of active municipal construction projects, e.g., road projects;
- The checklist used to inspect your municipal maintenance facility;
- Street sweeping records, if performed;
- Deicer application records, including a description of the materials used for deicing operations;
- Inventory of flood management structures in your community which you maintain; and
- Fertilizer and pesticide application plan.

The inspection will consist of an interview followed by field inspections of your municipal maintenance facility (or facilities, as appropriate), including facilities where vehicle maintenance, composting activities, vehicle impoundment and waste management activities occur. Please have the appropriate persons available to answer the interview questions and questions that arise during field inspections. I anticipate the interview will take no more than 2 hours to complete and will leave it to your discretion to schedule the field inspections. It should take no more than 2 hours to inspect each facility.

I look forward to working with you to perform the inspection. Please contact me to confirm the inspection date or to schedule a new date if necessary. You can contact me at (330) 963-1125 or via e-mail at Kenneth.Safranek@epa.state.oh.us.

Sincerely,

Kenneth Safranek
Assistant to the District Engineer
Division of Surface Water

KS/mt

cc: Edward J. Hren, City Engineer