



3GQ1001320100831

CUYAHOGA WESTLAKE

CITY OF WESTLAKE

3GQ10013 2010/08/31

BOGOEVSKI,
DANIEL

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**Environmental
Protection Agency**

John Kasich, Governor
Linda Fischer, Lt. Governor
Chris Conradi, Director

August 30, 2010

**RE: CUYAHOGA COUNTY
CITY OF WESTLAKE
NOTIFICATION OF MUNICIPAL
STORM WATER PROGRAM
INSPECTION**

Robert Kelly, P.E.
Director of Engineering
City of Westlake
27700 Hilliard Blvd.
Westlake, OH 44145

Dear Mr. Kelly:

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) #3GQ10013*BG.

Our inspection will focus on compliance with Minimum Control Measure (MCM) #6: Pollution Prevention and Good Housekeeping for Municipal Operations, but will include some questions about all MCMs. 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 September 15, 21 or 22, 2010, 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.**

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

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- 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
- Fertilizer and pesticide application plan
- Copy of ordinances enacted to establish a construction site runoff control program, illicit discharge detection and elimination program and post-construction storm water quality management requirements

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 3 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. Ohio EPA will inspect the city's municipal maintenance facility and other facilities where municipal operations occur, e.g., a maintenance garage for the parks and recreation department or wastewater treatment plant.

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) 963-1145 or via e-mail at dan.bogoevski@epa.ohio.gov.

Sincerely,



Dan Bogoevski
District Engineer
Division of Surface Water

DB:cl

cc: Dennis Clough, Mayor, City of Westlake
Chris Stuhm, Acting Director of Public Service