Ohio EPA
40 years and moving forward

John R. Kasich, Governor
Mary Taylor, Lt. Governor
Scott J. Nally, Director

June 13, 2013

RE: SUMMIT COUNTY
CITY OF FAIRLAWN
NOTIFICATION OF MUNICIPAL STORM WATER PROGRAM INSPECTION

Nicholas Spagnuolo, P.E.
City Engineer
City of Fairlawn
3487 S. Smith Road
Fairlawn, OH 44333

Dear Mr. Spagnuolo:

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) #3GQ10008*BG.

Our inspection will focus on compliance with minimum control measures #4: Construction Site Storm Water Runoff Control and #5: Post-Construction Storm Water Management in New Development and Redevelopment. 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 two days; the interview portion of the inspection taking place in the mornings and the field inspections/file review to occur in the afternoons. I have set aside the dates of July 22nd – July 25th 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.

- Sediment and Erosion Control Ordinance
- Post-Construction Storm Water BMP Ordinance(s)
- Memorandum of Understanding (MOU) or other written agreement between you and a third party providing construction or post-construction plan reviews and site inspections, if applicable
- Enforcement escalation plan or procedures for construction and post-construction issues

- List of construction projects you are actively inspecting for BMP implementation under your construction site program
- Inventory of post-construction BMPs
- BMP guidance or technical document
- Copy of standard conditions of approval for plan reviews - example of standard conditions applied to an approved project
- Checklist used by plan reviewers for both construction and post-construction BMPs
- Most recent training records for plan review and site inspection staff, including copies of any professional certifications related to storm water concerns
- Construction project inspection checklist
- Post-construction BMP inspection checklist to verify proper installation
- Long-term maintenance inspection checklist for post-construction BMPs
- Records from inspection tracking database or filing system
- MS4-owned project storm water design standards and/or checklist, if different than standards applied to non-MS4-owned projects
- Contract language for active public projects not developed or inspected in-house
- Training materials, brochures, and/or outreach materials on construction and post-construction BMPs

Post-construction ordinances should include all sections of your code that require treatment of the Water Quality Volume (WQV) and any planning, zoning or building codes that lead to smarter storm water management, e.g. riparian and wetland setbacks, infiltration or runoff reduction requirements and codes that encourage the implementation of green infrastructure or low-impact development practices and support Ohio's Balanced Growth program. Please make summaries or copies of this information that Ohio EPA can take for our files.

The inspection will consist of an interview as well as a file review and a field review of 2 or 3 of your construction and post-construction projects. The file review will be conducted to verify documentation related to plan review and site inspection. You should be prepared to present records from any new development or redevelopment project that has commenced construction since April 21, 2003. During the field review, Ohio EPA will observe your inspectors conduct construction and post-construction inspections. Please have the appropriate persons available to answer the interview questions and to conduct site inspections. We anticipate that the interview and file review can be completed in the morning and the field review in the afternoon. Appropriate individuals include, but are not limited to, the Storm Water Program Manager, the department or agency responsible for plan review of construction and post-construction sites, the department or agency responsible for construction and post-construction site inspections, and the planning director or a planning commission representative.

I look forward to working with you to perform the inspection. Please contact me to confirm the inspection date. Although we can consider other dates, we would appreciate your cooperation by selecting one of the dates proposed above. You can contact me at (330) 963-1125 or via e-mail at Timothy.McParland@epa.ohio.gov.

Sincerely,

Tim McParland
Assistant to the District Engineer
Division of Surface Water

TM:ddw

cc: William J. Roth Jr., Mayor, City of Fairlawn