

1st READING 9/17/12  
2nd READING 10/4/12  
3rd READING 10/15/12

**ORDINANCE NUMBER 2012-23**

**AN ORDINANCE ADOPTING  
A STORM WATER MANAGEMENT PLAN  
FOR THE CITY OF ST. CLAIRSVILLE**

**WHEREAS**, the Ohio Environmental Protection Agency is requiring that the City of St. Clairsville adopt a storm water management plan; and

**WHEREAS**, St. Clairsville is considered a small municipal separate storm sewer system, or MS4, and in order to discharge storm water, as regulated by the National Pollutant Discharge Elimination System (NPDES) guidelines, St. Clairsville has sought and gained the approval to discharge storm water from the Ohio EPA; and

**WHEREAS**, the storm water management plan is a tool to guide the management of storm water in concert with the Ohio Environmental Protection Agency and its guidelines.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ST. CLAIRSVILLE, OHIO:**

**Section 1:** That the storm water management plan, attached hereto as Exhibit A and fully incorporated herein, is hereby approved by the Council of the City of St. Clairsville, Ohio.

**Section 2:** That the Planning and Zoning Administrator, and other city employees as needed, will administer and implement the storm water management plan.

**Section 3:** That the immediate implementation of a storm water management plan will protect the public health, safety and welfare of the citizen's of the City of St. Clairsville.

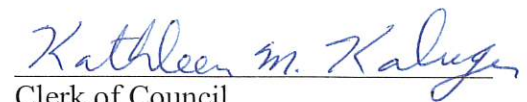
PASSED at a meeting of the council of the City of St. Clairsville on this 15th day of October, 2012, by the affirmative vote of 7 members of the council.

Passed: October 15, 2012

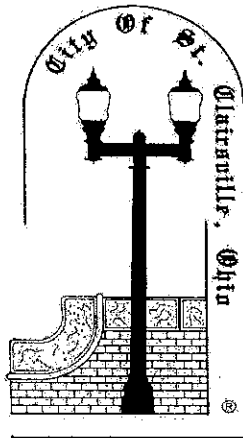
  
\_\_\_\_\_  
President of Council

Approved: October 15, 2012

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk of Council

**Storm Water Management Plan**  
**for**  
**the City of St. Clairsville**



2011

## INTRODUCTION

The City of St. Clairsville, with a population of 5,057 according to the 2000 census, is the county seat of Belmont County. Belmont County is found in the eastern central part of the state. St. Clairsville is only ten miles from the Ohio River and West Virginia. Our community measures approximately 2.15 square miles. Residential uses are predominant with a few commercial districts dispersed throughout the city. The downtown district is the main retail area of the community. Our goal is to develop an acceptable storm water management plan that meets the approval of the Ohio Environmental Protection Agency (Ohio EPA).

St. Clairsville has a municipal storm water sewer system. Our system is separated from our sanitary facilities. It is considered a small municipal separate storm sewer system or MS4. In order to discharge storm water, as regulated by the National Pollutant Discharge Elimination System (NPDES) guidelines, St. Clairsville must seek and gain the approval of the Ohio EPA. The main goal of this document is to ensure that this storm water management plan meets all requirements and addresses **public education and outreach on storm water impacts, public involvement and participation, illicit discharge detection and elimination, construction site storm water run-off control, post-construction storm water management in new development and redevelopment and pollution prevention and good housekeeping.**

The City of St. Clairsville's storm water management plan will address the six categories above as required by the Ohio Environmental Protection Agency. This plan will guide the City in regard to how it handles storm water in the future. It will also guide us in modifying our existing codes to ensure they are consistent with federal, state or local agencies.

Our storm water management plan will outline the Best Management Practices and how the city will try to implement them through ordinances, education and other means. A review of existing City Code has been completed and areas identified for improvement. A chart is attached outlining the best management practices, goals, responsibility and rationale that St. Clairsville will use to try to hopefully improve how we manage storm water.

The City of St. Clairsville has the authority to develop a storm water management plan as outlined in Title 7 – Municipal Corporations, in the Ohio Revised Code. This section states that a municipality can regulate and create guidelines pertaining to water quality and sewers. Our community also has zoning regulations and site plan review which can be reviewed and modified if needed. Our community will maintain that all measurable goals and BMP's will be followed to the Maximum Extent Possible (MEP), including financially. St. Clairsville is also a Charter City.

St. Clairsville will develop, implement, and enforce a Storm Water Management Plan (SWMP) that is designed to reduce the discharge of pollutants from our small MS4 to the maximum extent practical (MEP), to protect water quality, and to satisfy the appropriate water quality requirements of Ohio Revised Code (ORC) 6111 and the Clean Water Act. This plan will include management practices; control techniques and system, design, and engineering methods; and shall be modified to include provisions as Ohio EPA determines appropriate after its review of the program for the control of such pollutants. Our SWMP will include the following information for each of the six minimum control measures described in subsequent section of the SWMP. It will include:

1. Best management practices (BMPs) that we will or already implement for each of the storm water minimum control measures.
2. The measurable goals for each of the BMPs.

3. The party responsible for implementing or coordinating the BMPs for our SWMP. The SWMP shall include a Table of Organization, including a primary point of contact, which identifies how implementation across multiple positions, agencies and departments will occur.
4. A rationale shall be provided for each of the BMP's.

## **MINIMUM CONTROL MEASURES**

The National Pollutant Discharge Elimination System (NPDES) outlines that a community will develop Best Management Practices (BMP) for each of the six Minimum Control Measures, (MCM). A chart is attached outlining more specifically how this will be accomplished by the City of St. Clairsville.

### **Public Education and Outreach on Storm Water Impacts**

St. Clairsville will implement a public education program that will 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. We will provide materials to our employees, on-site contractors, and individuals using our facilities. Contractors will be informed of our ordinances and we will meet with them at the plan stage of development to review the site plan and address erosion and soil control. We will utilize our municipal website, local newspapers and utility mailings to inform the public about storm water management. Our target audience will be the residents, businesses and contractors in St. Clairsville. The attached chart will further explain our plan.

St. Clairsville will document our decision process for the development of a storm water public education and outreach program. Our rationale statement shall address the public education program and the individual BMPs, measurable goals and responsible party for our program. See attached chart. The rationale statement will include the following information:

1. How we plan to inform individuals, households and groups about the steps they can take to reduce storm water pollution and how to be involved in the storm water program.
2. Who the target audiences are for our education program that are likely to have significant storm water impacts (including commercial, industrial and institutional entities) and why selected.
3. What the target pollutant sources our public education program is designed to address.
4. What our outreach strategy is, including the mechanisms (e.g., printed brochures, newspapers, media, workshops, etc.) we will use to reach our target audiences, and how many people we expect to reach by our strategy over the permit term.
5. Who (person or department) is responsible for our overall management and implementation of the storm water public education and outreach program and who is responsible for each of the BMPs identified.
6. How we will evaluate the success of this minimum measure, including how we selected the measurable goals for each of the BMPs.

St. Clairsville's storm water public education and outreach program will include more than one mechanism and target at least five different storm water themes over the life of the permit. We will focus on storm water quantity, erosion control, sediment reduction, home sewer treatment systems (HSTS) and impervious surfaces. At a minimum, at least one theme will be targeted to the development community. St. Clairsville will push erosion control and sediment reduction with the development community. Our education and outreach program will reach more than 50 percent of our population as required over the life of the permit.

St. Clairsville will work with the Ohio EPA to submit the required annual report. We will include each mechanism used, including each storm water theme, audience targeted and an estimate of how many people were reached.

## **Public Involvement/Participation**

St. Clairsville will 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. We will work at acquiring the involvement of employees, on-site contractors, and individuals using our facilities. St. Clairsville will establish a committee that will be representative of the community and the committee will help enact the storm water management program. Meetings will be open to the public. (See attached chart)

St. Clairsville will document our decision process for the development of a storm water public involvement/participation program. Our rationale statement will address the public involvement/participation program and the individual BMPs, measurable goals, and responsible party. The rationale statement will include the following:

1. A way of including the public in the development of the Storm Water Management Program, such as ordinance development.
2. A plan to actively involve the public in the development and implementation of our program.
3. A target audience for our public involvement program.
4. Types of public involvement activities such as citizen representatives on a storm water management panel, public hearings, working with citizen volunteers willing to educate others, volunteer monitoring or stream/beach clean-up activities.
5. Identify a responsible party for the program and the BMPs
6. How we will evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs.

St. Clairsville's performance standards for our public involvement/participation program shall include five public involvement activities over the permit term.

St. Clairsville will work with the Ohio EPA to submit the required annual report. We will include a brief description of activity and include an estimate of how many people participated.

## **Illicit Discharge Detection and Elimination**

The NPDES Permit outlines that a community shall develop, implement and enforce a program to detect and eliminate illicit discharges, as defined, into its MS4. The attached chart outlines St. Clairsville's proposed path.

St. Clairsville will continue to develop a storm sewer system map, showing outfalls and names and locations of surface waters receiving discharges from the outfalls. We currently have a Geographic Information System (GIS) that has the storm sewer system of the city mapped. The map includes catch basins, pipe sizes, open ditches, etc. It will be reviewed and updated to ensure it is acceptable.

We will draw up a list, within five years, of home sewage treatment systems (HSTS) that discharge into our MS4, if any, and map them. It is our understanding that there are no HSTS's in our community. However, our system will be reviewed.

The NPDES requires that we implement a plan to detect and eliminate non-storm water discharges into our existing system. The appropriate departments will identify and eliminate any discharging of HSTS's, ensure that any identified HSTS's are operating appropriately or are upgraded as required, and if it cannot be eliminated through appropriate connection to the municipal system the owner must be notified to pursue coverage under appropriate Ohio EPA guidelines. We will also investigate any contamination of outfalls during a dry weather screening process.

St. Clairsville will inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste.

St. Clairsville will address the following categories of non-storm water discharges or flows (i.e., illicit discharges) only if they are identified as significant contributors of pollutants to our 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).

St. Clairsville will develop a list of similar occasional incidental non-storm water discharges (e.g., non-commercial 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 we have established for allowing these discharges (e.g., a charity car wash with appropriate controls on frequency, proximity to sensitive water bodies, BMPs on the wash water, etc.). We will document in our SWMP any local controls or conditions placed on discharges and include a provision prohibiting any individual non-storm water discharge that is determined to be contributing significant amounts of pollutants to our MS4. An ordinance will be developed to address these matters.

In regard to illicit discharge detection and elimination, St. Clairsville will document our decision process for the development of a storm water illicit discharge detection and elimination program with an ordinance. See attached chart. Our rationale statement shall address and illicit discharge detection and elimination program and the individual BMPs, measurable goals, and responsible parties for our program. The rationale statement shall include the following:



1. How we will improve our storm sewer map showing the location of all outfalls and the names and location of all receiving waters.
2. The mechanism (ordinance) we will use to effectively prohibit illicit discharges into the MS4 and why we chose that mechanism.
3. Our plan to ensure, through appropriate enforcement procedures and actions, that our illicit discharge ordinance (or other regulatory mechanism) is implemented.
4. Our plan is to detect and address illicit discharges to our system, including discharges from illegal dumping and spills. It will include our plan for our dry weather field screening for non-storm water flows and Ohio EPA recommended field tests of selected chemical parameters as indicators of discharge sources, our description of the mechanisms and strategies we implement to ensure outfalls which have previously been dry-weather screened will not have future illicit connections and our plan to address on-site sewage disposal systems (including failing on-lot HSTs and off-lot discharging HSTs) that flow into our storm drainage system. Our plan will address, at a minimum:
  - Procedures for locating priority areas which include areas with higher likelihood of illicit connections (e.g., areas with older sanitary sewer lines, for example) or ambient sampling to locate impacted reaches.
  - Procedures for tracing the source of an illicit discharge, including the specific techniques you will use to detect the location of the source.
  - Procedures for removing the source of the illicit discharge.
  - Procedures for program evaluation and assessment.
5. How we plan to inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste, including in our description how this plan will coordinate with our public education minimum measure and our pollution prevention/good housekeeping minimum measure programs.
6. Who is responsible for the management and implementation of our storm water illicit discharge detection and elimination program.
7. How we will evaluate the success of this minimum measure.

Illicit discharge detection and elimination will include performance standards that will include dry weather screening of our storm water outfalls over the permit term, 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. Our comprehensive storm sewer system map shall be updated annually as needed.

Our annual report shall document the number of outfalls dryweather screened, the number of dry-weather flows identified, the number of illicit discharges identified, the number of illicit discharges eliminated, provide schedules for elimination of illicit connections that have been identified but have yet to be eliminated and summarize any storm sewer system mapping updates.

## **Construction Site Storm Water Runoff Control**

St. Clairsville shall develop, implement, and enforce a program to reduce pollutants in any storm water runoff to our small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of pollutants in storm water discharges from construction activity disturbing less than one acre shall be included in our program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more.

Our program will include, at a minimum, the development and implementation of: an ordinance or other regulatory mechanism to require erosion and sediment controls with sanctions to ensure compliance, to the extent allowable under State or local law, requirements for construction site operators to implement appropriate erosion and sedimentation control BMP's, 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, procedures for site plan review which incorporate consideration of potential water quality impacts, procedures for receipt and consideration of information submitted by the public and procedures for site inspection and enforcement of control measures.

We will enhance any guidelines we currently have in site plan review with a new storm water management ordinance. A section will specifically address construction site storm water runoff control and also address erosion control and sedimentation control. The ordinance will address site plan review and the related public meeting process as well as site inspection. See attached chart.

St. Clairsville will document our decision process for the development of a construction site storm water control program. Our rationale statement shall address the construction site storm water control program and the individual BMPs, measurable goals and responsible party. The rationale statement shall include the following:

1. The mechanism (ordinance or other regulatory mechanism) we will use to require erosion and sediment controls at construction sites and why we chose that mechanism.
2. Our plan to ensure compliance with our erosion and sediment control regulatory mechanism, including the sanctions and enforcement mechanisms we will use to ensure compliance.
3. The 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, but is not limited to, discarded building materials, concrete truck washouts, chemicals, litter, and sanitary waste.
4. Procedures for pre-construction storm water pollution prevention plan review which incorporate consideration of potential water quality impacts.
5. Procedures for receipt and consideration of information submitted by the public.
6. Procedures for site inspection and enforcement of control measures, including how we will prioritize sites for inspection;
7. Outline who is responsible for overall management and implementation of our construction site storm water control program.
8. Describe how we will evaluate the success of this minimum measure, including how we selected the measurable goals for each of the BMPs.

Construction Site Storm Water Runoff Control will include site plan review on all sites greater than or equal to one acre. To ensure compliance, these sites will be initially inspected. Follow-up inspections shall be on a monthly basis.

Construction Site Storm Water Runoff Control review will be reported annually to Ohio EPA as required and will document the number of applicable sites in St. Clairsville, the number of pre-construction storm water pollution prevention plan reviews performed, the number and frequency of site inspections, the number of violation letters issued, the number of enforcement actions taken and the number of complaints received and number followed up on.

## **Post-Construction Storm Water Management in New Development and Redevelopment**

St. Clairsville will 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 our small MS4. Our program will ensure that controls are in place that will prevent or minimize water quality impacts. See attached chart.

St. Clairsville will also develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for our community.

St. Clairsville will 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. This ordinance or other regulatory mechanism shall be equivalent with the technical requirements set forth in the Ohio EPA NPDES General Storm Water Permit(s) for Construction Activities applicable for our permit area.

St. Clairsville will ensure adequate long-term operation and maintenance of BMPs.

St. Clairsville will document the decision making process for the development of a post construction SWMP. Our rationale statement will address the overall post-construction SWMP and the individual BMPs, measurable goals, and responsible parties. The rationale statement will include the following:

1. A program to address storm water runoff from new development and redevelopment projects.
2. How our program will be specifically tailored for the community, minimize water quality impacts and attempt to maintain pre-development runoff conditions.
3. Any non-structural BMPs in our program, including, as appropriate: policies and ordinances that provide requirements and standards to direct growth to identified areas, protect sensitive areas such as wetlands and riparian areas, maintain and/or increase open space (including a dedicated funding source for open space acquisition), provide buffers along sensitive water bodies, minimize impervious surfaces, and minimize disturbance of soils and vegetation; policies or ordinances that encourage infill development in higher density urban areas, and areas with existing storm sewer infrastructure; education programs for developers and the public about project designs that minimize water quality impacts; and other measures such as minimization of the percentage of impervious area after development, use of measures to minimize directly connected impervious areas, and source control measures often thought of as good housekeeping, preventive maintenance and spill prevention.
4. Any structural BMPs in our program, including, as appropriate: storage practices such as wet ponds and extended-detention outlet structures; filtration practices such as grassed swales, bioretention cells, sand filters and filter strips; and infiltration practices such as infiltration basins and infiltration trenches.
5. Mechanisms (ordinance or other regulatory mechanisms) used to address post-construction runoff from new developments and redevelopments and why we chose the mechanism(s).
6. How we will ensure the long-term operation and maintenance (O&M) of our selected BMPs.
7. Who is responsible for overall management and implementation of our post-construction SWMP.
8. How we will evaluate the success of this minimum measure, including how we selected the measurable goals for each of the BMPs.

Our Post-Construction Storm Water Management in New Development and Redevelopment will include site plan review of all projects from construction activities that result in a land disturbance of greater than or equal to one acre to ensure that required controls are designed per requirements. These applicable sites shall be inspected to ensure that controls are installed per requirements. Our program will ensure that long-term operation and maintenance (O&M) plans are developed and agreements in place for all applicable sites.

Post-Construction Storm Water Management in New Development and Redevelopment will be reported on annually in reports to the Ohio EPA. These reports will document the number of applicable sites in our jurisdiction requiring post-construction controls, the number of pre-construction storm water pollution prevention plan reviews performed, the number of inspections performed to ensure as built per requirements, and the number of long-term operation and maintenance (O&M) plans developed and agreements in place.

## **Pollution Prevention/Good Housekeeping for Municipal Operations**

St. Clairsville will 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.

St. Clairsville will use training materials that are available from Ohio EPA or other organizations and our program shall 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.

St. Clairsville will include a list, if any are identified, of industrial facilities we 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 our MS4. Include the Ohio EPA permit number or a copy of the Industrial NOI form for each facility. For our municipal facilities that conduct activities described in 40 CFR 122.26(b)(14) that are not required to obtain Industrial Storm Water General Permit coverage, including vehicle maintenance facilities, bus terminals, composting facilities, impoundment lots and waste transfer stations, a Storm Water Pollution Prevention Plan (SWP3) shall be developed and implemented in accordance with the SWP3 requirements of Ohio EPA's most current Industrial Storm Water General Permit. If we initially had coverage under a previous version of this permit we shall develop and implement SWMPs for these facilities, if needed, within two years of when our coverage under this general permit was granted.

St. Clairsville will document the decision process for the development of a pollution prevention/good housekeeping program for our municipal operations. Our rationale statement will include our overall pollution prevention/good housekeeping program and the individual BMPs, measurable goals, and responsible party for our program. The rationale statement will include the following:

1. An operation and maintenance program to prevent or reduce pollutant runoff from municipal operations.
2. Any government employee training program we 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.
3. Our program description shall specifically address the following areas:
  - Maintenance activities, maintenance schedules, and long-term inspection procedures for controls to reduce floatables and other pollutants to our MS4.
  - Controls for reducing or eliminating the discharge of pollutants from streets, roads, highways, municipal parking lots, maintenance and storage yards, waste transfer stations, fleet or maintenance shops with outdoor storage areas, and salt/sand storage locations and snow disposal areas we operate.
  - Procedures for the proper disposal of waste removed from our MS4 and our municipal operations.
  - Procedures to ensure that new flood management projects are assessed for impacts on water quality and existing projects are assessed for incorporation of additional water quality protection devices or practices.
4. The responsible party for management and implementation of our pollution prevention/good housekeeping program.
5. Evaluate the success of this minimum measure, including how we selected the measurable goals for each of the BMPs.

In regard to performance standards, St. Clairsville will include annual employee training. We will develop procedures, controls, maintenance schedules, et. al to address Part III.B.6.d.iii of this permit.

Our work in Pollution Prevention/Good Housekeeping for Municipal Operations will be reported annually as required by Ohio EPA. It will include a summary of employee training program(s) implemented with number of employees that attended and a summary of activities and procedures implemented for our operation and maintenance program.

## **EVALUATE, KEEPING RECORDS AND REPORTING**

St. Clairsville will evaluate our programs, existing BMP's and attempt to identify measureable goals and meet performance standards.

We will retain copies of reports filed with the Ohio EPA, any permits and other relevant records for a three year period. We will submit records when required and keep a copy of the SWMP accessible to the public.

We will submit annual reports as required using the appropriate form. The annual report will include a table of organization, status of the permit conditions, results of information collected and analyzed, a summary of storm water activities planned, any proposed changes to the SWMP and outline any variances granted.

Any definition or relevant term is available on the Ohio EPA website in the most recent Ohio EPA permit.



**REQUIRED SIGNATURE**

This storm water management plan has been approved for the City of St. Clairsville, Ohio by the Mayor, the principal executive officer/ranking elected official, as required by NPDES guidelines.

  
\_\_\_\_\_  
Mayor

10/15/12  
Date

CITY OF ST. CLAIRSVILLE  
TABLE OF ORGANIZATION

Mayor  
Robert Vincenzo  
Chief Officer  
740.695.1324

Planning and Zoning Administrator  
(primary point of contact)  
Tom Murphy  
740.695.1953

Street Department  
Rich Smith  
740.695.3151

Water/Wastewater  
Doug Frye  
740.695.0191

**PUBLIC EDUCATION/OUTREACH ON STORM WATER IMPACTS AND PUBLIC INVOLVEMENT/PARTICIPATION\***

Best Management Practice	What is the goal over 5 year time period	Who is responsible	Additional Remarks
The City <b>will create a committee</b> that will assist in storm water management. It should include one elected official, one department head and one resident. The committee will meet on an as need basis.	A committee will be established and responsibilities determined.	City and Planning & Zoning	Staff along with the committee will spearhead storm water management.  Pay particular attention to storm water quality, erosion control, sediment reduction, HSTS and impervious surfaces.
<b>Meetings open to the public</b> will be held when needed.	After being formed the committee will hold public meetings to receive comment regarding storm water management.	Committee and Planning & Zoning	Advertise public meetings when required.  Identify City residents, businesses and contractors as target audiences.
Utilize the <b>City Website</b> and other programs for storm water education and outreach. Work with other County organizations to educate citizens.	Create a page on the City's website that addresses storm water management. In utility bills promote awareness of storm water management and why it is important to be addressed by the private property owner.  Link to other relevant websites	Belmont Soil and Water Conservation District, OSU Extension Office, City	Put notes in residents utility bills, update storm water management page on website to assist in educating public.  Create links on the City's website to Belmont SWCD, Jefferson-Belmont Regional Solid Waste Authority.
Reference other organizations newsletters that <b>help educate the public</b> on storm water management.  Programs to educate residents and contractors to help them understand storm water management and why it is important. Educate them on why recycling the prevention of litter are important.	Encourage the Belmont Soil and Water Conservation District to continue educational programs.	Belmont Soil and Water Conservation District and City.	Promote educational programs being held by the Belmont SWCD.  At the end of the 5 year term review to see if we have achieved our goals.

\* These two Minimum Control Measures (MCM) have been combined due to their similarity.

**ILLCIT DISCHARGE DETECTION AND ELIMINATION**

<b>Best Management Practice</b>	<b>What is the goal over 5 year time period</b>	<b>Who is responsible</b>	<b>Additional Remarks</b>
<p>Review existing <b>map of the storm sewer system</b>.</p> <p>Review all categories of illicit discharge.</p>	<p>Update storm water map when required.</p> <p>Be sure that sewer line size and catch basins are mapped. Review outfall locations.</p> <p>Continue to add new additions to the system, both public and private to the map.</p>	<p>Planning &amp; Zoning, Street, Water/Wastewater</p>	<p>City currently has a GIS map that has storm sewer size, catch basins and outfalls mapped.</p> <p>Keep in contact with City Street Department to update map when needed.</p> <p>Update map when new accesses to storm water system are established.</p>
<p>Establish a <b>plan to detect, prohibit and eliminate illicit discharges</b>. The source should be identified and documented.</p> <p>Develop a City-wide <b>storm water management ordinance</b> that addresses storm water and prohibits illicit discharges.</p>	<p>Work with Street and Water/Wastewater departments to detect illicit discharge if and when detected.</p> <p>Eliminate illicit discharges.</p> <p>Develop and complete a storm water management ordinance.</p> <p>Inform the public of dangers of illicit discharges.</p>	<p>Planning &amp; Zoning, Street, Water/Wastewater and Ohio EPA</p>	<p>Currently, the zoning ordinance requires an erosion and control plan along with site plan review. The new ordinance would define things more as they pertain to storm water.</p> <p>Outline enforcement.</p>
<p>City must determine if it is located within <b>Total Maximum Daily Load</b> watershed, what pollutants and sources are identified in the watershed by OEPA and what type of contributor the City is to the watershed.</p>	<p>Work with OEPA regarding TMDL.</p>	<p>OEPA, City and Committee.</p>	<p>Work will be initiated with the Ohio EPA regarding TMDL.</p>

**STORM WATER RUN-OFF CONTROL FOR A CONSTRUCTION SITE**

Best Management Practice	What is the goal over 5 year time period	Who is responsible	Additional Remarks
<p>Improve the <b>erosion and sediment control guidelines</b> that are currently part of the Planning &amp; Zoning Code. (Ordinance)</p> <p>Continue to <b>review site plans</b> required by developers and contractors to ensure they follow submission requirements.</p>	<p>Review and update where necessary existing erosion and sediment control guidelines. New ordinance</p> <p>Make sure review process is working and streamline when needed.</p>	<p>Planning &amp; Zoning, Street, Water/Wastewater</p>	<p>Planning and Zoning Code currently addresses erosion and sediment control but guidelines must be improved.</p> <p>Develop a new ordinance that addresses the goals, rationale, etc. as outlined in the NPDES.</p>
<p><b>Work with contractors</b> during site plan development to educate them on why to have storm water management and require a erosion and sediment control plan.</p> <p><b>Educate concrete contractors</b> on the proper way to wash out their concrete vehicles.</p>	<p>Improve existing guidelines and work closely with contractors.</p> <p>Hold preliminary meetings with engineers, architects and contractors prior to plan development to ensure familiarity with guidelines.</p>	<p>Planning &amp; Zoning, Belmont SWCD</p>	<p>Draw up a list of contractors and send out letters each year regarding zoning permit process.</p>
<p>Outline for contractors <b>how to properly maintain and clean the construction site</b> by utilizing the proper disposal of debris.</p> <p><b>Develop a complaint process for residents</b> that have concerns about water quality due to a lack of a clean construction site.</p>	<p>Meet face to face with a developer initiating work in the City and review proper disposal of debris.</p> <p>Provide City phone numbers.</p>	<p>City</p>	<p>Make copies of relevant ordinances readily available.</p>
<p>As part of our site plan review process, require the engineer or architect to <b>outline the ingress/egress to the construction site</b> and outline why it is the least obstructive to the community.</p>	<p>Develop guidelines governing construction site ingress/egress. Make sure they work.</p>	<p>Planning &amp; Zoning and Committee</p>	<p>Update and expand existing Code.</p>

**POST CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENTS AND REDEVELOPED SITES**

<b>Best Management Practice</b>	<b>What is the goal over 5 year time period</b>	<b>Who is responsible</b>	<b>Additional Remarks</b>
<p><b>Educate</b> developers, contractors, engineers, architects and owners of property on why storm water management is not only important to them but also the community and environment.</p> <p>Provide <b>workshops</b>.</p> <p>Ensure that the <b>ordinance</b> addresses post construction storm water management.</p>	<p>When a site is being developed or changed review the ordinance with the relevant party and educate them on the need for storm water management.</p> <p>If there is enough interest in the development community workshops can be developed by Belmont SWCD</p>	<p>City, Belmont SWCD and Committee</p>	<p>Utilize the website to promote storm water management and allow for ordinances to be available on our Website.</p>
<p><b>Review current City Code</b> regarding storm water management and related topics.</p>	<p>Update Code where necessary.</p>	<p>City and Committee</p>	<p>Ensure that any ordinances address NPDES/MS4 permit.</p>

**POLLUTION PREVENTION AND GOOD HOUSEKEEPING**

Best Management Practice	What is the goal over 5 year time period	Who is responsible	Additional Remarks
<p>The Street Department will consistently <b>maintain and inspect the storm sewer system</b>, especially during storm events.</p> <p><b>Maintain vehicles</b> properly.</p>	<p>Work with Street Superintendent on developing in-house procedures.</p> <p>Make sure maintenance of vehicles does not negatively affect storm system</p>	<p>City and Committee</p>	<p>Use mapping system to help in this process.</p> <p>New garage was developed to have property drainage. A private contractor removes vehicle fluids.</p>
<p>Pickup of <b>litter, recycling</b> and review of mowing practices.</p> <p><b>Document</b> how often streets are swept.</p>	<p>Continue the existing litter pickup program and review mowing practices. Continue recycling programs in partnership with Jefferson-Belmont Regional Solid Waste Authority.</p> <p>Continue our existing street sweeping program.</p>	<p>City, Committee and Jefferson-Belmont Regional Solid Waste Authority.</p> <p>City and Committee</p>	<p>Enhance existing litter program if possible and discuss mowing practices. Continue recycling program with Jefferson-Belmont RSWA.</p> <p>A private contractor currently handles street sweeping for the City.</p>
<p><b>Store materials related to City maintenance appropriately</b>, i.e. salt storage</p> <p><b>Outline how storm water is handled at various City facilities.</b></p>	<p>Review storage of materials with various City Departments.</p> <p>See if there are areas at City facilities where storm water management can be improved.</p>	<p>City and Committee</p>	<p>New City garage constructed in 2002 is good facility. Salt is stored in a garage.</p>
<p><b>Educate staff</b> on reducing pollution in their everyday work responsibilities.</p>	<p>Work with employees to review work techniques and determine if there are ways to improve how storm water perception.</p>	<p>City and Committee</p>	<p>Work with superintendents.</p>
<p><b>Management of hazardous spills</b></p>	<p>Handle currently by Belmont County Emergency Management Agency and the Cumberland Trail Fire Department.</p>	<p>Belmont County EMA and Cumberland Trail Fire Department.</p>	<p>City police will help out when necessary.</p>