

**City of Oberlin**  
**Storm Water Management Program**  
**Public Involvement/Participation**

<b>Best Management Practices</b> <b>3.2.2</b>	<b>Public Involvement/Participation</b> (This section is a summary of the public participation program) The City of Oberlin will provide a variety of opportunities for its citizens and the general public to assist in the development and implementation of its SWMP. The City of Oberlin will comply with all public notice requirements for all public meetings.
<b>Permit Requirement</b> <b>Permit Section</b> <b>3.2.2.1</b>	You must at a minimum, comply with State and local public notice requirements when implementing a public involvement/participation program. In the case of non-traditional MS4s (e.g., ODOT, universities, hospitals, prisons, military bases, and other government complexes), you are required to involve employees, on-site contractors, and individuals using your facilities.
<b>Goal of BMPs:</b>	Provide a description of the goal of the BMPs used to meet this requirement. The goal of the BMPs associated with Public Involvement/Participation is two-fold: to ensure that the citizens, businesses and institutions in the City of Oberlin have appropriate opportunities to participate in the development and implementation of the SWMP and to ensure comprehensive stake-holder buy-in.
<b>Program Description:</b> Provide a description of the BMPs that will be used to meet this requirement. Use additional pages or attachments as necessary. The City of Oberlin will:  3.2.2.1.1    Designate a “Storm Water Task Force” made up of elected officials, administrative representatives, commercial, institutional and residential stakeholders. The Storm Water Task Force will be specifically charged with reviewing the Best Management Practices associated with the City of Oberlin’s Storm Water Management Program. 3.2.2.1.2    Ensure that all legislation enacted on behalf of the SWMP, is considered in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.	
<b>Implementation Schedule:</b> (Year by year description of program)	
<b>2003</b>	Provide a description of what BMPs you propose to do in 2003. Public Hearing on SWMP: March, 2003 Designate Storm Water Task Force: June, 2003 SWTF convenes, establishes organizational structure: August, 2003 SWTF designates representative to LCCDD watershed initiatives: August, 2003 Public Hearing on Erosion Control Ordinance: November, 2003 SWTF reviews draft annual SWMP report to OEPA: December, 2003
<b>2004</b>	Provide a description of what BMPs you propose to do in 2004. SWTF coordinates creek clean-up for Pride Day: March, 2004 SWTF develops educational materials for City web-site: April, 2004 SWTF assists in volunteer implementation of STS stenciling program: May, 2004 SWTF develops water quality monitoring proposal: June, 2004 SWTF develops riparian corridor maintenance/restoration plan: June, 2004 SWTF members participate in advanced watershed education: September, 2004 SWTF reviews draft annual SWMP report to OEPA: December, 2004

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	<b>Implementation Schedule:</b> (Year by year description of program)	
2005	Provide a description of what BMPs you propose to do in 2005. SWTF coordinates creek clean-up for Pride Day: March, 2005 SWTF develops educational materials for City web-site: April, 2005 SWTF convenes property owner meeting to discuss Riparian Corridor: April, 2005 SWTF assists in volunteer implementation of STS stenciling program: May, 2005 SWTF implements water quality monitoring: June, 2005 SWTF members participate in advanced watershed education: September, 2005 SWTF reviews draft annual SWMP report to OEPA: December, 2005	
2006	Provide a description of what BMPs you propose to do in 2006. SWTF coordinates creek clean-up for Pride Day: March, 2006 SWTF develops educational materials for City web-site: April, 2006 SWTF follows up with property owners in Riparian Corridor: April, 2006 SWTF assists in volunteer implementation of STS stenciling program: May, 2006 Annual review of water quality monitoring data: June, 2006 SWTF members participate in advanced watershed education: September, 2006 SWTF reviews draft annual SWMP report to OEPA: December, 2006	
2007	Provide a description of what BMPs you propose to do in 2007. SWTF coordinates creek clean-up for Pride Day: March, 2007 SWTF develops educational materials for City web-site: April, 2007 SWTF assists in volunteer implementation of STS stenciling program: May, 2007 Annual review of water quality monitoring data: June, 2007 SWTF members participate in advanced watershed education: September, 2007 SWTF reviews draft annual SWMP report to OEPA: December, 2007	

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<b>Measurable Goals:</b> (Section 3.2.2.2.6)	
Provide a description of the measurable goals of each BMP used to meet this requirement.	
3.2.2.1.1	Timely designation of the Storm Water Task Force which will include representatives from the various stakeholders in the Community. Regular meetings of the SWTF.
3.2.2.1.2	The City of Oberlin will retain copies of all Public Meeting notices, agendas, minutes and other relevant documentation related to its SWMP.
<b>Decision Process:</b>	
<b>Permit Section</b> <b>3.2.2.2</b>	You must document your decision process for the development of a storm water public involvement/participation program. Your rationale statement must address both your overall public involvement/participation program and the individual BMPs, measurable goals, and responsible persons for your program. The rationale statement must include the following information, at a minimum:
How you have involved the public in the development and submittal of your NOI and SWMP description. (Section 3.2.2.2.1)	
The City of Oberlin has participated in numerous public meetings hosted by NOACA and LCCDD which have provided substantial opportunity for public input into the development process of our SWMP. The City of Oberlin has had preliminary discussions with interested parties including developers, contractors, institutional representatives, property owners and interested citizens on the Phase II Storm Water regulations. The City of Oberlin presented its SWMP in a Public Hearing prior to a regularly scheduled meeting of the Oberlin City Council.	
Provide a description of the decision process used to select the BMPs to meet this requirement.	
3.2.2.1.1	In order to develop the Public Involvement/Participation component of its SWMP, the City of Oberlin considered the importance of stakeholder buy-in to the success of its SWMP. This stakeholder buy-in may be achieved by coordinating the development and implementation of the SWMP with those persons, businesses and institutions which will be most impacted by the SWMP. Developing a Storm Water Task Force with broad representation is the most effective way to ensure the success of the SWMP.
3.2.2.1.2	As a unit of local government, the City of Oberlin is compelled to abide by the provisions of the "Sunshine" laws.
What is your plan to actively involve the public in the development and implementation of your program. (Section 3.2.2.2.2)	
Provide a description of the decision process used to select the BMPs to meet this requirement.	
3.2.2.1.1	The Storm Water Task Force will be the primary public forum for the development and implementation of the SWMP. The SWTF will oversee and coordinate <b>Public Education &amp; Outreach</b> efforts as described above in Section 3.2.1. Feedback from the public education and outreach component of the SWMP will be incorporated into the development of educational materials and the type of outreach efforts undertaken.
3.2.2.1.2	Meetings of the Storm Water Task Force and of the Oberlin City Council will be properly advertised and open to the public in accordance with the requirements of the Ohio Revised Code.

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<p>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. (Section 3.2.2.2.3)</p>	
<p>Provide a description of the target audiences of your Public Involvement/Participation Plan.</p>	
<p><b>3.2.2.2.3 TARGET AUDIENCES</b></p> <p><b>3.2.2.2.3.1</b> The elected officials of the City of Oberlin are a target audience because of the important role they play in the development of policy required to implement the SWMP.</p> <p><b>3.2.2.2.3.2</b> Oberlin College is an important target audience for a variety of reasons including the large areas of impervious surfaces represented by their properties, its property holdings immediately adjacent to Plum Creek, its facilities operations and maintenance programs and its academic resources.</p> <p><b>3.2.2.2.3.3</b> Developers and contractors are target audiences because of the profound impacts that construction activities may have on water quality in the watershed.</p> <p><b>3.2.2.2.3.4</b> The OEPA and the Black River RAP are considered important target audiences because of the technical resources which they can bring to our community.</p> <p><b>3.2.2.2.3.5</b> Property owners adjacent to the riparian corridor are considered important target audiences due to the possible negative impacts of adjacent land uses and the potential benefits of improved riparian corridor maintenance/restoration activities.</p> <p>It is anticipated that representatives from each of these groups will be appointed to the Storm Water Task Force. These diverse stakeholders represent the economic and racial diversity found throughout the City of Oberlin.</p>	
<p>What are the types of public involvement activities included in your program. (Section 3.2.2.2.4)</p>	
<p>Provide a description of the decision process used to select the BMPs to meet this requirement.</p> <p><b>3.2.2.1.1</b> The primary forum for public involvement in the development and implementation of the City of Oberlin's SWMP will be through the regularly scheduled meetings and activities of the SWTF. This BMP is selected because of the importance of stakeholder involvement in the SWMP.</p> <p><b>3.2.2.1.2</b> Interested parties will have the opportunity to participate in the meetings of the SWTF and/or Oberlin City Council since these meetings are open to the public and public comment is encouraged.</p>	
<p>How you will evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs. (Section 3.2.2.2.6)</p>	
<p>Provide a description of the decision process used to select the measurable goals of the Public Involvement/Participation Plan.</p> <p><b>3.2.2.1.1</b> The City of Oberlin will maintain records (agendas, meeting minutes, reports, etc.) of the SWTF. These records will be reviewed on an annual basis to ensure that the SWTF is actively engaged with the development and implementation of the City's SWMP.</p> <p><b>3.2.2.1.2</b> The City of Oberlin will maintain records (agendas, meeting minutes, sign-in sheets, etc.) of all public meetings in which the SWMP is discussed. The SWTF will consider the level and quality of public involvement and make such recommendations as necessary to improve public involvement in the SWMP.</p>	

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<b>Supporting Information:</b>
Provide any supporting documentation necessary – such as training manuals, program standards, contracts with service providers or examples of available information/public education brochures.
<b>Reporting Mechanism:</b>
Provide a description of the documentation anticipated to be included in the permit-required Annual Report. Examples of documentation may include description of work performed, storm sewer maps, investigation reports, measurable goals data and any recommended revisions to the SWMP.
In order to document the BMPs associated with the Public Involvement/Participation activities of the Storm Water Management Program, the City of Oberlin will submit:
<div style="margin-left: 20px;"> 3.2.2.1.1. The annual report of the SWTF accompanied by plans, reports, educational materials, etc. developed or used by the SWTF in the preceding year. The SWTF will make recommendations as required for the improvement of the SWMP.  3.2.2.1.2. Copies of all public meeting notices and sign-in sheets. </div>

<b>Best Management Practice</b>	<b>Public Involvement/Participation</b>		
<b>Responsible Party – Contact Information:</b> (Section 3.2.2.2.5)			
<b>Contact Name:</b>	Jeff Baumann		
<b>Department:</b>	Public Works Department		
<b>Address:</b>	City of Oberlin 85 South Main St. Oberlin, OH 44074		
<b>Phone:</b>	(440) 775-7204	<b>Fax:</b>	(440) 775-7208
<b>Email:</b>	jbaumann@cityofoberlin.com		
<b>Signature:</b>			