MEMORANDUM

TO: NEFCO General Policy Board Members
FROM: Laura Minnig, Environmental Planner
DATE: October 10, 2018
SUBJECT: Consideration of an Amendment to the Balance of the Portage County Sewer District Facilities Planning Area to add language to the wastewater prescription for public parks and natural areas

What’s being requested:
The Portage County Water Resources Department (PCWR) requests modification to the Balance of the Portage County Sewer District Facilities Planning Area (FPA) to modify the wastewater prescription to address special situations where a public park or natural area is not “accessible” to a sanitary collection system, as defined by the Ohio Department of Health and Ohio Environmental Protection Agency rules. Parks and natural areas currently annotated as “Areas That Will be Served by a POTW or by On-site Non-discharging Systems (green)” will include a prescription to allow for the installation and maintenance of restrooms where wastewater is stored, composted or incinerated in public areas where sanitary sewer is not accessible.

Background (adapted from information provided by Portage County Water Resources (PCWR):
The Portage County Park District wishes to construct a vault-type restroom at Morgan Park, at 8828 State Route 44 in Shalersville Township (see Figure 1) where sanitary sewer is not accessible:

In applying for the park’s Ohio EPA Permit To Install (PTI), it was identified that there are no provisions in the Balance of the Portage County Sewer District FPA’s wastewater prescriptions: “Areas That Will be Served by a POTW or by On-site Non-discharging Systems (green)” to allow for this type of wastewater handling. The Portage County Park District has prepared an Operation and Maintenance Plan for the on-going maintenance of this type of wastewater collection and handling system. Their plan includes weekly inspections by staff, established pumping times and handling by a licensed wastewater hauler.

Facilities Planning Area (FPA) boundary change: No change to the boundary.
**Wastewater prescription change:** The current wastewater prescription for "Areas That Will be Served by a POTW or by On-site Non-discharging Systems (green)" reads:

Future development will be served by an existing POTW modified or expanded as required to handle the flow or a non-discharging sewage disposal system. Non-discharging systems including on-site septic systems and systems in which the effluent is applied to the land are locally permitted at this time. New discharging systems are only permitted for repair of existing systems in cases where both central sewer and non-discharging systems are not available.

The proposed additional wastewater prescription is as follows:

**When public restrooms need to be provided on public park property where sewers are not available, holding tanks, or privies may be utilized to store or compost the wastewater and allowance made for the installation, operation, and maintenance. These restroom facilities shall not be connected to a potable water source (for use with sinks, flush toilets, kitchens) nor receive discharges from potable water facilities (including drainage from outside water fountains, kitchens etc.). These facilities must obtain an Ohio EPA Permit-To-Install and supply an operation and maintenance plan to the property owner for their acceptance. The operator shall obtain the appropriate semi-public, commercial operator document from the local jurisdiction or Ohio EPA as applicable.**

**Local governments/agencies affected:**
Shalersville Township
Portage County Board of Commissioners
Portage County Health District
Portage County Park District
Ohio EPA-NEDO

Letters were sent to the entities listed above. Responses received from these entities are attached. All of the entities indicated no objection to the amendment, except for the Ohio EPA (no comment). Please note that these contact letters also referenced the Amendments for the Ravenna and the Hiram-Garrettsville Facilities Planning Areas.

**Public notification efforts:** The legal ad was published in the Record Courier on September 16, 2018 (see attached). To date there have been no calls requesting additional information. Please note that, as with the contact letters, the legal ad also included the consideration of amendments to the Clean Water Plan for the Ravenna and the Hiram-Garrettsville Facilities Planning Areas.

**Specific proposed changes to the current FPA Appendix in the Clean Water Plan:** The proposed changes to existing text in the Balance of Portage County Sewer District FPA Appendix have been made with strikeouts and additions (see attached).

**Staff recommendation:**
Portage County Water Resources has complied with all of NEFCO’s 208 Plan amendment requirements. There have been no objections to the proposed amendment. Staff recommends conditional approval, with the inclusion of the comment form from the Portage County Health District, and no negative comment from Shalersville Township.

**Environmental Resources Technical Advisory Committee (ERTAC)**

**Recommendation to the NEFCO General Policy Board:**
The ERTAC recommended approval of the amendment, with the inclusion of the comment form from the Portage County Health District, and no negative comment from Shalersville Township.

**NEFCO General Policy Board Action:**
Approval of Resolution No. FY2019-008.
RESOLUTION OF THE GENERAL POLICY BOARD OF THE NORTHEAST OHIO FOUR COUNTY REGIONAL PLANNING AND DEVELOPMENT ORGANIZATION (NEFCO) APPROVING AN AMENDMENT TO THE CLEAN WATER PLAN FOR THE BALANCE OF PORTAGE COUNTY SEWER DISTRICT FACILITIES PLANNING AREA TO ADD LANGUAGE TO THE WASTEWATER PRESCRIPTION FOR PUBLIC PARKS AND NATURAL AREAS

WHEREAS, NEFCO is the designated water quality management planning agency for Portage, Stark, Summit and Wayne Counties; and

WHEREAS, as part of that designation it is NEFCO’s responsibility to coordinate the use and update of its Clean Water Plan, also known as the 208 Plan; and

WHEREAS, NEFCO has been requested by the Portage County Water Resources (PCWR) Department to consider an amendment to NEFCO’s Clean Water Plan to add to the wastewater prescription in the Balance of Portage County Sewer District Facilities Planning Area (FPA); and

WHEREAS, this amendment would add the following language to the wastewater prescription:

"When public restrooms need to be provided on public park property where sewers are not available, holding tanks, or privies may be utilized to store or compost the wastewater and allowance made for the installation, operation, and maintenance. These restroom facilities shall not be connected to a potable water source (for use with sinks, flush toilets, kitchens) nor receive discharges from potable water facilities (including drainage from outside water fountains, kitchens etc.). These facilities must obtain an Ohio EPA Permit-To-Install and supply an operation and maintenance plan to the property owner for their acceptance. The operator shall obtain the appropriate semi-public, commercial operator document from the local jurisdiction or Ohio EPA as applicable”; and

WHEREAS, Shalersville Township, the Portage County Board of Commissioners, Portage County Health District, and Portage County Park District have indicated no objection to the proposed amendment, and the Ohio EPA Northeast District Office had no comment on the amendment; and

WHEREAS, a legal advertisement that described the proposed amendment and sought comments on it, yielded no comments or questions; and

WHEREAS, the Ohio Environmental Protection Agency (Ohio EPA) has requested NEFCO’s approval of this amendment as a step in Ohio EPA’s permitting process; and

WHEREAS, the NEFCO Environmental Resources Technical Advisory Committee (ERTAC) performed a technical review of this requested amendment and recommended conditional approval, with the inclusion of the comment form from the Portage County Health District, and no negative comment from Shalersville Township; and these conditions have been met.
NOW, THEREFORE, BE IT RESOLVED that the NEFCO General Policy Board approves this amendment for the Balance of Portage County Sewer District Facilities Planning Area to add language to the wastewater prescription for public parks and natural areas. Furthermore, the Board directs staff to incorporate this amendment into NEFCO’s Clean Water Plan and to transmit pertinent amendment materials to Shalersville Township, Portage County Board of Commissioners, Portage County Health District, and Portage County Park District, and the Ohio EPA-NEDO.

Certified as action taken by the NEFCO General Policy Board at its regular meeting held on October 17, 2018.

Thomas A. Tatum, Secretary
NEFCO General Policy Board
Gene Roberts, P.E. Director  
Water Resources Department

September 14, 2018

Shalersville Township Trustees  
c/o Fiscal Officer Jill Corbett  
9090 State Route 44  
Ravenna, Ohio 44266

Re: Consideration of an Amendment to the Clean Water Plan for the Hiram-Garrettsville, Portage County and Ravenna Facilities Planning Areas to Add Wastewater Prescriptions for Public Parks and Natural Areas

Dear Board Members,

The Portage County Park District wishes to construct vault-type restrooms at the following locations in which sanitary sewer is not accessible:

Dix Park: 7318 State Route 44, Ravenna Township. (Figure 1)  
Shaw Woods: 7075 Beery Road, Ravenna Township. (Figure 2)  
Morgan Park: 8828 State Route 44, Shalersville Township. (Figure 3)  
Headwaters Trail: 10480 SR 700 Hiram Township. (Figure 4)

Currently there are no provisions in Appendix 3-5 Hiram_Garrettsville, Appendix 3-10 Ravenna, and Appendix 3-12 Balance of Portage County in the Clean Water Plan prescription “Areas That Will be Served by a POTW or by On-site Non-discharging Systems (green)” to allow for this type of wastewater handling. The Portage County Park District has prepared an Operations and Maintenance Plan for the on-going maintenance of the vault-type wastewater collection and handling system. Their plan includes weekly inspections by staff, established pumping times and handling by a licensed wastewater hauler.

The Portage County Water Resources Department (PCWR) requests modification to the Hiram-Garrettsville, Portage County and Ravenna Facilities Planning Areas Facilities Planning Areas to modify the wastewater prescription to address special situations where a public park or natural area is not “accessible” to a sanitary collection system, as defined by the Ohio Department of Health and Ohio Environmental Protection Agency rules. Parks and Natural Areas are currently annotated as “Areas That Will be Served by a POTW or by On-site Non-discharging Systems (green)” will include a prescription to allow for the installation and maintenance of restrooms where wastewater is stored or composted in public areas where sanitary sewer is not accessible.

The current prescription for “green” areas is provided below:

“Areas That Will be Served by a POTW or by On-site Non-discharging Systems (green)  
Future development will be served by an existing POTW modified or expanded as required to handle the flow or a non-discharging sewage disposal system. Non-discharging systems including on-site septic systems and systems in which the effluent is applied to the land are locally permitted at this time. New discharging systems are only permitted for repair of existing systems in cases where both central sewer and non-discharging systems are not
available.”

PCWR requests the following addition to Prescription for “green” areas in Appendices 3-5, 3-10 and 3-12:

“Restrooms installed on public park properties where sanitary sewers are not available may install restroom facilities which store or compost generated wastewater. These restroom facilities shall not be connected to a potable water source (for use with sinks, flush toilets, kitchens) nor receive discharges from potable water facilities (including drainage from outside water fountains, kitchens etc.). These facilities must obtain an Ohio EPA Permit To Install and supply an operations and maintenance plan to the property owner for their acceptance.”

Attached for your information and use are:
- Figures 1 – 4, showing location of the Portage County Park Districts proposed wastewater vault systems, and
- A response letter for your use.

PCWR would appreciate your comments prior to September 28, 2018 using the attached form.

Questions may be directed to me at the Portage County Water Resources Department, 8116 Infirmary Road, Ravenna, Ohio 44266. Contact information is 330.298.2133 by telephone, or by e-mail at trutledge@portageco.com.

Sincerely,

[Signature]

Tia L. Rutledge, P.E.
Planning Division Manager

(5) Enclosures

cc: Gene Roberts, P.E., Director, Portage County Water Resources Department

file
T:\Planning\NEFCO\208 Plan\FPA Amendments\PC Park District\Portage County Park District.docx
Wastewater Prescription Change for Public Parks
Hiram-Garrettsville, Ravenna and Portage County FPAs
Response Form

Date:

To: Portage County Water Resource Department
Attn: Tia Rutledge
8116 Infirmary Road
Ravenna, Ohio 44266

From: Hiram Township
Ohio EPA-NEDO
Portage County Board of Commissioners
Portage County Health District
Portage County Park District
Ravenna Township
Shalersville Township

Re: Hiram-Garrettsville, Ravenna and Portage County Facilities Planning Areas and Wastewater Prescriptions Change

Please review the attached letter and maps, and respond to the Portage County Water Department by noting the following:

☐ No objection to the proposed revision.

☐ Recommend the comments written hereon or attached.

☐ Recommend the approval be withheld until completion of further review.

_________________________________________  ____________
Authorized Signature                          Date

_________________________________________
Agency Name
Date: 

To: Portage County Water Resource Department
    Attn: Tia Rutledge
    8116 Infirmary Road
    Ravenna, Ohio 44266

From: Hiram Township
    Ohio EPA-NEDO
    Portage County Board of Commissioners
    Portage County Health District
    Portage County Park District
    Ravenna Township
    Shalersville Township

Re: Hiram-Garrettsville, Ravenna and Portage County Facilities Planning Areas and Wastewater Prescriptions Change

Please review the attached letter and maps, and respond to the Portage County Water Department by noting the following:

☑ No objection to the proposed revision.

☐ Recommend the comments written hereon or attached.

☐ Recommend the approval be withheld until completion of further review.

Authorized Signature

9/19/18 Date

Ohio EPA

Agency Name
Wastewater Prescription Change for Public Parks
Hiram-Garrettsville, Ravenna and Portage County FPAs
Response Form

Date:

To: Portage County Water Resource Department
   Attn: Tia Rutledge
   8116 Infirmary Road
   Ravenna, Ohio 44266

From: Hiram Township
      Ohio EPA-NEDO
      Portage County Board of Commissioners
      Portage County Health District
      Portage County Park District
      Ravenna Township
      Shalersville Township

Re: Hiram-Garrettsville, Ravenna and Portage County Facilities Planning Areas and Wastewater Prescriptions Change

Please review the attached letter and maps, and respond to the Portage County Water Department by noting the following:

☐ No objection to the proposed revision.

☐ Recommend the comments written hereon or attached.

☐ Recommend the approval be withheld until completion of further review.

[Signature]
Authorized Signature

[Date]

Portage County Board of Commissioners
Agency Name
Wastewater Prescription Change for Public Parks
Hiram-Garrettsville, Ravenna and Portage County FPAs
Response Form

Date:

To:          Portage County Water Resource Department
             Attn: Tia Rutledge
             8116 Infirmary Road
             Ravenna, Ohio 44266

From:        Hiram Township
             Ohio EPA-NEDO
             Portage County Board of Commissioners
             Portage County Health District
             Portage County Park District
             Ravenna Township
             Shalersville Township

Re:          Hiram-Garrettsville, Ravenna and Portage County Facilities Planning Areas and Wastewater Prescriptions Change

Please review the attached letter and maps, and respond to the Portage County Water Department by noting the following:

☐ No objection to the proposed revision.

☒ Recommend the comments written hereon or attached.

☐ Recommend the approval be withheld until completion of further review.

[Signature]
Authorized Signature

9/26/2018
Date

[Agency Name]
Agency Name
Areas That Will be Served by a POTW or by On-site Non-discharging Systems (green).

Future development will be served by an existing POTW modified or expanded as required to handle the flow or a non-discharging sewage disposal system. Non-discharging systems including on-site septic systems and systems in which the effluent is applied to the land are locally permitted at this time. New discharging systems are only permitted for repair of existing systems in cases where both central sewer and non-discharging systems are not available.

Restrooms installed on public park properties where sanitary sewers are not available may install restroom facilities which store or compost generated wastewater. These restroom facilities shall not be connected to a potable water source (for use with sinks, flush toilets, kitchens) nor receive discharges from potable water facilities (including drainage from outside water fountains, kitchens etc.). These facilities must obtain an Ohio EPA Permit To Install and supply an operation and maintenance plan to the property owner for their acceptance.

Portage County Health District recommends changing the language to state:

When public restrooms are provided on public property where sewers are not available, holding tanks or privies may be utilized to store or compost the wastewater and allowance made for the installation, operation, and maintenance.
Wastewater Prescription Change for Public Parks
Hiram-Garrettsville, Ravenna and Portage County FPAs
Response Form

Date: 09.25.2018

To: Portage County Water Resource Department
   Attn: Tia Rutledge
   8116 Infirmary Road
   Ravenna, Ohio 44266

From: Hiram Township
       Ohio EPA-NEDO
       Portage County Board of Commissioners
       Portage County Health District
       Portage County Park District
       Ravenna Township
       Shalersville Township

Re: Hiram-Garrettsville, Ravenna and Portage County Facilities Planning Areas and Wastewater Prescriptions Change

Please review the attached letter and maps, and respond to the Portage County Water Department by noting the following:

☐ No objection to the proposed revision.

☐ Recommend the comments written hereon or attached.

☐ Recommend the approval be withheld until completion of further review.

[Signature]
Authorized Signature

[Agency Name]
Agency Name

9.24.2018
Date
Wastewater Prescription Change for Public Parks
Hiram-Garrettsville, Ravenna and Portage County FPAs
Response Form

Date:

To: Portage County Water Resource Department
   Attn: Tia Rutledge
   8116 Infirmary Road
   Ravenna, Ohio 44266

From: Hiram Township
   Ohio EPA-NEDO
   Portage County Board of Commissioners
   Portage County Health District
   Portage County Park District
   Ravenna Township
   Shalersville Township

Re: Hiram-Garrettsville, Ravenna and Portage County Facilities Planning Areas and Wastewater
Prescriptions Change

Please review the attached letter and maps, and respond to the Portage County Water Department by noting the following:

☒ No objection to the proposed revision.

☐ Recommend the comments written hereon or attached.

☐ Recommend the approval be withheld until completion of further review.

[Signature]
Authorized Signature

[Signature]
Agency Name

10-8-18
Date
PUBLIC NOTICE AND REQUEST FOR COMMENTS PERTAINING TO A PROPOSED FACILITIES PLANNING AREA AMENDMENT IN HIRAM TOWNSHIP, RAVENNA TOWNSHIP AND SHALERSVILLE TOWNSHIP, PORTAGE COUNTY, OHIO; WITHIN THE PORTAGE COUNTY PARK DISTRICT

The Portage County Water Resources Department (PCWR) requests modification to the Hiram-Garrettsville, Portage County and Ravenna Facilities Planning Areas FPAs to modify the wastewater prescription to address special situations where a public park or natural area is not "accessible" to a sanitary collection system, as defined by the Ohio Department of Health and Ohio Environmental Protection Agency rules. Parks and Natural Areas currently annotated as "Areas That Will be Served by a POTW or by On-site Non-discharging Systems (green)" will include a prescription to allow for the installation and maintenance of restrooms where wastewater is stored or composted in public areas where sanitary sewer is not accessible.

PCWR would appreciate your comments prior to September 28, 2018.

Comments and requests for additional information may be directed to Tia Rutledge, Planning Division Manager, Portage County Water Resources Department, 8116 Infirmary Road, Ravenna, Ohio 44266. Contact information is 330-298-2133 by telephone and trutledge@portageco.com by email.

RC, Sept 16, 2018, 12488370
Appendix 3-12

Prescriptions for the Balance of the Portage County Regional Sewer District in Cuyahoga River and Grand River Basins
Balance of the Portage County Regional Sewer District in Cuyahoga River Basin (Mantua, Rootstown, and Suffield Townships) (green)

Future development will be served by an existing POTW modified or expanded as required to handle the flow or a non-discharging sewage disposal system. Non-discharging systems including on-site septic systems and systems in which the effluent is applied to the land are locally permitted at this time. New discharging systems are only permitted for repair of existing systems in cases where both central sewer and non-discharging systems are not available.

Balance of the Portage County Regional Sewer District in Grand River Basin (Hiram and Nelson Townships) (green)

Future development will be served by a new or existing POTW modified or expanded as required to handle the flow and designed to maintain water quality standards or a non-discharging sewage disposal system. Non-discharging systems including on-site septic systems and systems in which the effluent is applied to the land are locally permitted at this time.

When public restrooms need to be provided on public park property where sewers are not available, holding tanks, or privies may be utilized to store or compost the wastewater and allowance made for the installation, operation, and maintenance. These restroom facilities shall not be connected to a potable water source (for use with sinks, flush toilets, kitchens) nor receive discharges from potable water facilities (including drainage from outside water fountains, kitchens etc.). These facilities must obtain an Ohio EPA Permit-To-Install and supply an operation and maintenance plan to the property owner for their acceptance. The operator shall obtain the appropriate semi-public, commercial operator document from the local jurisdiction or Ohio EPA as applicable.