MEMORANDUM

TO: NEFCO General Policy Board Members

FROM: Joseph Hadley, Jr., Executive Director

DATE: December 11, 2019

SUBJECT: Consideration of an Amendment to the Clean Water Plan for the Portage County Jurisdiction within the Ravenna Facilities Planning Area to provide for an additional prescription and change a parcel prescription

What’s being requested:
The Portage County Water Resources Department (PCWR) requests this amendment to add an orange wastewater prescription “Areas that are Expected to be Served with Sanitary Sewers within the Next 20 Years” (orange) for areas under the jurisdiction of PCWR and to change the wastewater prescription for parcel 29-357-00-00-003-000 from “Areas will be Served by a POTW or by Home Sewage and Semi-Public Sewage Disposal Systems” (green) to “Areas Expected to be Served with Sanitary Sewers within the Next 20 Years” (orange) in the Ravenna Facilities Planning Area (FPA).

Background (adapted from information provided by Portage County Water Resources):
Per a 2003 agreement between the Portage County Board of Commissioners (BOC) and the City of Ravenna, PCWR has wastewater treatment capacity at the City of Ravenna Wastewater Treatment Plant. The BOC also has an established Sanitary Sewer Service Area Agreement with the City of Ravenna within the Ravenna FPA.

The Haven of Portage County is a non-profit organization that is in the process of upgrading and converting a former commercial building (formerly on septic) in Ravenna Township into a warming center for the homeless citizens of Portage County. Their intent is to be operational as soon as possible to provide shelter this winter season. Public sewer and water service recently became a viable alternative for the parcel requiring only a short sewer and water extension within the Portage County Sanitary Sewer Service Area.

Facilities Planning Area (FPA) boundary change:
There are no changes to the FPA boundary.

Wastewater prescription change:
The wastewater prescription for Parcel 29-357-00-00-003-000, within the Portage County jurisdiction, will be changed from “Areas will be Served by a POTW or by Home Sewage and Semi-Public Sewage Disposal Systems” (green) to “Areas Expected to be Served with Sanitary Sewers within the Next 20 Years” (orange), as indicated on Figures 1 through 3.
Local governments/agencies affected:
City of Ravenna
Portage County Board of Commissioners
Ravenna Township
Portage County Health District

Public notification efforts: The legal ad was published by the Record Courier on November 18th and is attached. All of the above entities responded with no objection to the amendment, with the exception of the Portage County Health District, who provided comments (attached) which PCWR has incorporated into the proposed wastewater prescription.

Specific proposed changes to the current FPA Appendix in the Clean Water Plan:
Changes to the appendix are indicated in the attached update.

Staff recommendation:
Staff recommended approval of the amendment.

Environmental Resources Technical Advisory Committee (ERTAC) Recommendation to the NEFCO General Policy Board:
The ERTAC recommended approval of the amendment.

NEFCO General Policy Board Action:
Approval of Resolution No. FY2020-003.
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 PORTAGE COUNTY WATER RESOURCES DEPARTMENT JURISDICTION WITHIN THE CITY OF RAVENNA FACILITIES PLANNING AREA TO PROVIDE FOR AN ADDITIONAL PRESCRIPTION AND CHANGE A PARCEL PRESCRIPTION

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 the Clean Water Plan to provide for an additional prescription and change a parcel prescription for the Portage County Water Resource Department jurisdiction within the Ravenna Facilities Planning Area; and

WHEREAS, PCWR has requested that the amendment add the wastewater prescription “Areas Expected to be Served with Sanitary Sewers within the Next 20 Years” (orange) for areas under the jurisdiction of PCWR and the wastewater prescription for parcel 29-357-00-00-003-000 be changed from “Areas that will be Served by a POTW or by Home Sewage and Semi-Public Sewage Disposal Systems” (green) to “Areas Expected to be Served with Sanitary Sewers within the Next 20 Years” (orange) in the Ravenna Facilities Planning Area (FPA); and

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

WHEREAS, request for comment letters regarding the amendment were sent to all affected parties, all of whom indicated no objection to the amendment, except for the Portage County Health District, which offered comments; and

WHEREAS, comments provided by the Portage County Health District were incorporated by PCWR into the proposed amendment “Areas Expected to be Served with Sanitary Sewers within the next 20 Years” (orange); and

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

WHEREAS, the NEFCO Environmental Resources Technical Advisory Committee (ERTAC) performed a technical review of this request and recommended approval of the amendment.
NOW, THEREFORE, BE IT RESOLVED that the NEFCO General Policy Board approves this amendment to provide for an additional prescription and change a parcel prescription for the Portage County Water Resources Department jurisdiction within the Ravenna Facilities Planning Area. Furthermore, the Board directs staff to incorporate this amendment into NEFCO’s Clean Water Plan and to transmit pertinent amendment materials to the City of Ravenna, Portage County Health District, Ravenna Township, the Portage County Water Resources Department, and the Ohio EPA.

Certified as action taken by the NEFCO General Policy Board at its regular meeting held on December 18, 2019.

Todd Peetz, Secretary
NEFCO General Policy Board
Ravenna Facilities Planning Area

Figure 1 - Clean Water Plan Amendment

208 Clean Water Plan

Areas Currently Served with Sanitary Sewers
Areas Expected to be Served with Sanitary Sewers within the next 20 years
Areas that will be served by Home Sewage and Semi-Public Sewage Disposal Systems
Areas that will be served by a POTW or by a Home Sewage and Semi-Public Disposal System
Ohio Army National Guard (OHANG)
Parks and Natural Areas
Lakes and Ponds

FPA Boundary
Stream
Ohio River-Lake Erie Basin Divide
Community Boundary
Numbered Route
Other Road
Publicly Owned Wastewater Treatment Works (POTW)

* Please see Clean Water Plan text for a complete explanation of the mapping categories.
* Please see the FPA Reference Map (figure 3-1a) for names of adjacent FPAs.
Figure 2 - Clean Water Plan Amendment

Ravenna Facilities Planning Area

Existing Prescription

* Please see Clean Water Plan text for a complete explanation of the mapping categories.

* Please see the FPA Reference Map (figure 3-1a) for names of adjacent FPAs.
Figure 3 - Clean Water Plan Amendment

Ravenna Facilities Planning Area

Proposed Prescription

Areas Currently Served with Sanitary Sewers
Areas Expected to be Served with Sanitary Sewers within the next 20 years
Areas that will be served by Home Sewage and Semi-Public Sewage Disposal Systems
Areas that will be served by a POTW or by a Home Sewage and Semi-Public Disposal System
Parcels
Parks and Natural Areas
Lakes and Ponds

FPA Boundary
Stream
Community Boundary
Numbered Route
Other Road
Publicly Owned Wastewater Treatment Works (POTW)

* Please see Clean Water Plan text for a complete explanation of the mapping categories.
* Please see the FPA Reference Map (figure 3-1a) for names of adjacent FPAs.

Northeast Ohio Four County Regional Planning and Development Organization, 2019
Sources: Portage County GIS; Summit County GIS; Ohio EPA; National Hydrologic Database; NEFCO; ESRI World Topo Map
PUBLIC NOTICE AND REQUEST FOR COMMENTS PERTAINING TO AN AMENDMENT TO THE CLEAN WATER PLAN FOR THE RAVENNA FACILITIES PLANNING AREA, PORTAGE COUNTY, OHIO

The Portage County Water Resources Department (PCWR) is requesting an amendment to the Ravenna Facilities Planning Area (FPA) Appendix 3-10, by adding an orange wastewater prescription (Areas Expected to be Served with Sanitary Sewers within the Next 20 Years) and changing Parcel 29-357-00-00-003-000, within Ravenna Township, wastewater prescription. The wastewater prescription for the Parcel shall be indicated as an orange area (Areas Expected to be Served with Sanitary Sewers within the Next 20 Years) with the following under the jurisdiction of PCWR in the proposed 208 Plan for the Ravenna FPA. PCWR would appreciate your comments prior to November 30, 2019.

Comments and requests for additional information may be directed to Tia L. 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, Nov 18, 2019, 12609485
November 8, 2019

Portage County Board of Commissioners
449 South Meridian Street
Ravenna, Ohio 44266

Re: Consideration of an Amendment to the Clean Water Plan for the Ravenna Facilities Planning Area, Within the Portage County Jurisdiction, to Add a Wastewater Prescription and Modify the Map

Dear Commissioners,

Parcel 29-357-00-00-003-000 within the Portage County Sanitary Sewer Jurisdiction of the Ravenna FPA, is requesting to connect to the public sanitary sewer. The current NEFCO Clean Water Plan wastewater prescription for Parcel 29-357-00-00-003-000 is green “Areas will be Served by a POTW (publicly-owned treatment works) or by Home Sewage and Semi-Public Sewage Disposal Systems” (Figure 1).

Portage County Water Resources (PCWR) requests modification to the Ravenna FPA Appendix 3-10 to add an orange prescription “Areas Expected to be Served with Sanitary Sewers within the Next 20 Years”, and change the associated map to reflect Parcel 29-357-00-00-003-000 as Orange from Green (Figure 2).

Attached to this letter are the proposed text and map revisions to Appendix 3-10 and response form. PCWR would appreciate responses on the attached form prior to December 4, 2019.

Questions may be directed to me at the Portage County Water Resources Department, 8116 Infirmary Road, Ravenna, Ohio 44266. Contact information is 330.297.3670 by telephone, or by e-mail at trutledge@portageco.com.

Sincerely,

Tia L. Rutledge, P.E.
Planning Division Manager
(2) Enclosures
1) Revised Appendix 3-10
2) Figures 1 and 2

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

T:\Planning\NEFCO\208 Plan\FPA Amendments\SR 59:2019 Letter to Political Subdivisions for 208 Appendix 3-10 Amendment - revised 11-08-19.docx
RAVENNA FPA APPENDIX 3-10
MAP and TEXT AMENDMENT
Response Form

Date:

To:  Portage County Water Resource Department
     Attn: Tia Rutledge
     8116 Infirmary Road
     Ravenna, Ohio 44266
     trutledge@portageco.com

From:  City of Ravenna
        Ravenna Township
        Portage County Board of Commissioners
        Portage County Health District

Re: Ravenna FPA Appendix 3-10 Map and Text Amendment

Please review the attached letter and respond to the Portage County Water Resources 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  
    trutledge@portageco.com

From:  
    City of Ravenna  
    Ravenna Township  
    Portage County Board of Commissioners  
    Portage County Health District

Re: Ravenna FPA Appendix 3-10 Map and Text Amendment

Please review the attached letter and respond to the Portage County Water Resources 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  11/15/2019  
Agency Name  
Portage County Combined General Health District
From: Mary Helen Smith <mhsmith@portageco.com>
Sent: Friday, November 15, 2019 12:33 PM
To: Joe Diorio <jdiorio@portageco.com>
Subject: Ravenna FPA Clean Water Map proposed changes

Joe

After the review of the Clean Water Plan change for the Ravenna Facility Planning are the following comments should be incorporated into the approval:

Portage County Health District recommends the change to the Ravenna Facility planning area with the following comments:

- Where the document states “Approved by the NEFCO Policy Board 12/21/2011, add a notation stating “proposed revision December 2019”

- On page 3-10-4 and in the new paragraph on page 3-10-5 correct the Ohio Administrative Code reference and rephrase to,

  o Failing residential Sewage Treatment Systems shall be abandoned in accordance with Ohio Administrative Code (OAC) 3701-29-21 as effective January 2015 or subsequent regulations.

Mary Helen
Date:

To: Portage County Water Resource Department
    Attn: Tia Rutledge
    8116 Infirmary Road
    Ravenna, Ohio 44266
    trutledge@portageco.com

From: City of Ravenna
      Ravenna Township

Portage County Board of Commissioners
Portage County Health District

Re: Ravenna FPA Appendix 3-10 Map and Text Amendment

Please review the attached letter and respond to the Portage County Water Resources 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]

City of Ravenna
Agency Name
Date: 11/19/2019

To: Portage County Water Resource Department
   Attn: Tia Rutledge
   8116 Infirmary Road
   Ravenna, Ohio 44266
   trutledge@portageco.com

From: City of Ravenna
      Ravenna Township

From: Portage County Board of Commissioners
      Portage County Health District

Re: Ravenna FPA Appendix 3-10 Map and Text Amendment

Please review the attached letter and respond to the Portage County Water Resources 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]
Trustee  

[Signature]
Agency Name  

11/19/2019  

Date
Date:

To: Portage County Water Resource Department
   Attn: Tia Rutledge
   8116 Infirmary Road
   Ravenna, Ohio 44266
   trutledge@portageco.com

From: City of Ravenna
      Ravenna Township

Re: Ravenna FPA Appendix 3-10 Map and Text Amendment

Please review the attached letter and respond to the Portage County Water Resources 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]

[Agency Name]
Appendix 3-10

Ravenna
Facilities Planning Area
Ravenna Facilities Planning Area

I. Existing Situation

A. County/Basin:
   Portage/Lake Erie

B. Facilities Planning Area:
   Ravenna

C. Designated Management Agency (DMA):
   I. Primary DMA
      a) City of Ravenna
   II. Secondary DMAs
      a) Portage County Water Resources Department
      b) City of Ravenna

D. Publicly-Owned Treatment Works:
   Ravenna WWTP, 2.3 MGD (2.8 MGD Summer/2.8 MGD Winter)

E. Facilities Plan:
   John David Jones & Associates, responsible for submittal of Ravenna Regional Facilities Plan; Portage County Sanitary Engineer, responsible for preparing the facilities plan for the township areas; Floyd G. Browne & Associates, completed Ravenna City Infiltration/Inflow Analysis; Portage County, completed the Lakeview Gardens Sanitary Sewer Evaluation Study (SSES) and the city’s consultant has completed an SSES for portions of the city’s sewer system.

F. Area Served:
   City of Ravenna, Ravenna Township, Shalersville Township (part), Rootstown Township (part), Franklin Township (part), Brimfield Township (part), and Charlestown Township (part).

G. Receiving Stream:
   Hommon Ditch of Breakneck Creek, a tributary to the Cuyahoga.

H. Contact Person/Address/Phone/Fax:
   a) Mr. Robert N. Finney, City Engineer
      City of Ravenna
      530 N. Freedom St.
      Ravenna, Ohio 44266
      Phone: (330) 296-5666
      Fax: (330) 297-2166
   b) Director/Sanitary Engineer
      Portage County Water Resources
      8116 Infirmary Road
      Ravenna, Ohio 44266
      Phone: (330) 297-3670
      Fax: (330) 297-3680

Approved by the NEFCO General Policy Board
10/17/2018
3-10-3
I. **Population Served:**
The population projections used in the 201 Plan and those in the NEFCO 208 Clean Water Plan are compared below.

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The above population projections (Approved 208) were prepared in 1990. Updated projections are scheduled to be prepared after county population projections are produced by the Ohio Department of Development Office of Strategic Research.

II. **Wastewater Treatment Planning Prescriptions and Wastewater Planning Options**
Original source information provided by the Portage County Water Resources Department (Portage County Regional Sewer District), June 30, 2000, and the City of Ravenna, July 14, 2000.

**City of Ravenna Jurisdiction**
**Areas Currently Served with Sanitary Sewers (yellow):**
Of 4000+ water customers, approximately 20 still have septic systems. No new building is permitted in areas that do not have public sewers. Any property owner’s boundary within 100 feet of a public sewer must tie-in to that sewer at the owner’s expense. None of the 20 on-site systems are presently a known health problem. If in the future a problem develops, the owners will be encouraged to extend a public sewer to their property if feasible. If a public sewer is not feasible, the owner will be required to repair or replace the on-site system in accordance with the regulations of the Portage County Health Department.

**Portage County Water Resources Department (Portage County Regional Sewer District) Jurisdictions**
**Areas Currently Served with Sanitary Sewers (yellow):**
*Shalersville (part), Ravenna (part), Franklin (part), Rootstown (part) and Brimfield (part) Townships* - These areas are currently served with sanitary sewers that have been constructed and are currently in operation. However, there may be undeveloped tracts of land and vacant lots subject to improvement. All new development and construction in the yellow areas of this facility planning area will be required to connect to and/or provide sanitary service to ensure that wastewater will be treated at an existing publicly-owned treatment works (POTW) with modifications or expansions as required to handle the flow. Existing non-residential private treatment systems (semi-public) shall be abandoned and connection made to the existing sanitary sewer system if available. Failing **Home Sewage Treatment System (HSTDs)** serving single family homes shall be abandoned in accordance with Ohio Administrative Code 3701-29-02.
Areas That Are Expected to be Served with Sanitary Sewers within the Next 20 Years (orange):

Shalersville (part), Ravenna, Charlestown (part), Franklin (part), Brimfield (part) and Rootstown (part) Townships - These areas are proposed to be served with sanitary sewers. All new development and construction in the orange areas of this facilities planning area will be required to connect to and/or provide sanitary service to ensure that wastewater will be treated at an existing publicly-owned treatment works (POTW) with modifications or expansions as required to handle the flow. Existing non-residential private treatment systems (semi-public), which cease to operate properly, shall be abandoned and connection made to the existing sanitary sewer system. HSTSSs serving single family homes shall be abandoned in accordance with Ohio Administrative Code 3701-29-02. Failing residential Sewage Treatment Systems shall be abandoned in accordance with Ohio Administrative Code (OAC) 3701-29-21 as effective January 2015 or subsequent regulations.

Areas that will be Served by a POTW or by Home Sewage and Semi-Public Sewage Disposal Systems On-site Non-discharging Systems (green):

Shalersville (part), Ravenna, Charlestown (part), Franklin (part), Brimfield (part) and Rootstown Township (part) - 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.

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.