

## PUBLIC INVOLVEMENT AND PARTICIPATION

### PUBLIC INVOLVEMENT AND PARTICIPATION BACKGROUND (40 CFR PART 122.34)

The LOCAL GOVERNMENT must develop and implement public involvement and participation program.

EPA recommends that the public be included in developing, implementing, and reviewing the storm water management program and that the public participation process should make efforts to reach out and engage all economic and ethnic groups. Opportunities for members of the public to participate in program development and implementation include serving as citizen representatives on a local storm water management panel, attending public hearings, working as citizen volunteers to educate other individuals about the program, assisting in program coordination with other pre-existing programs, or participating in volunteer monitoring efforts.

The LOCAL GOVERNMENT is required to involve the public in the planning and implementation of activities related to the development and implementation of the stormwater management programs. The LOCAL GOVERNMENT may establish a stand-alone citizen advisory group or utilize an existing group or process, that consist of a balanced representation, including residents, business owners, and environmental organizations

The LOCAL GOVERNMENT is required to create opportunities for citizens to participate in the implementation of stormwater controls (e.g., stream clean-ups, storm drain stenciling, volunteer monitoring, and educational activities). Examples public outreach and involvement activities

- Stormwater Steering Committee or similar advisory group,
- Stream clean-up events,
- Adopt-a-stream, Adopt-a-drain,
- Adopt-a-highway or Adopt-a-trail programs,
- Reforestation programs or wetland planting programs,
- Volunteer monitoring programs,
- Storm-drain stenciling,
- Neighborhood coordinators (i.e., building a rain garden),
- Working with citizen volunteers willing to educate others about the program,
- Big Sweep,
- Water monitoring,
- Forming partnerships with local businesses
- Public Meetings
- Public Hearings
- Stakeholder meetings, HOA, or other meetings
- Stormwater Steering Committee (or similar advisory group)

***Note for each question answer Yes or No, and enter a comment and/or a recommendation if appropriate. Comments are normally associated with positive findings where recommendations are normally associated when either responding “no” or where there are specific recommendations to strengthen the program.***

## PUBLIC INVOLVEMENT AND PARTICIPATION

### NPDES PERMIT - PART II SECTION C (2)(a)

**BMP:** Volunteer community involvement program

**Measureable Goal:** The permittee shall include and promote volunteer opportunities designed to promote ongoing citizen participation.

#### MEP

1. Has the LOCAL GOVERNMENT identified how the public can get involved in the development and implementation of the storm water management program?
2. Does the LOCAL GOVERNMENT actively involve potentially affected stakeholder groups, including commercial and industrial businesses, trade associations, environmental groups, homeowner's associations, students, and educational organizations, among others?

#### SUSTAINABILITY

3. Is the organization committed to the Public Involvement and Participation Program, i.e., provided adequate resources and support to meet the requirements of the IDDE program and Good Housekeeping for Municipal Operations programs?
4. Does the LOCAL GOVERNMENT actively involve potentially affected stakeholder groups, including commercial and industrial businesses, trade associations, environmental groups, homeowner's associations, students, and educational organizations, among others in volunteer activities?
5. Has the LOCAL GOVERNMENT completed an assessment of their Public Involvement and Participation Program?
  - a. Has the LOCAL GOVERNMENT conducted and documented annual reviews of their programs, any SOPs, policies and/or written plans of their Public Education and Involvement program?
  - b. Does the LOCAL GOVERNMENT maintain a written explanation of how the LOCAL GOVERNMENT will evaluate the success of their Public Involvement and Participation program?
  - c. Has the LOCAL GOVERNMENT identified recommendations to strengthen their program?
6. Does the LOCAL GOVERNMENT coordinate with other local governments departments and staff, State, or County organizations?
7. Does the LOCAL GOVERNMENT collaborate with organizations such as APWA, SWANC, etc. as well as other LOCAL GOVERNMENTS, and other stake holders to strengthen their program implementation?
8. Has the LOCAL GOVERNMENT identified staff to conduct training and education for municipal employees and are the training materials focused on target pollutants and/or common situations staff might encounter?
9. Does the LOCAL GOVERNMENT conduct Public Involvement and Participation efforts through a regional partnership?
  - a. If YES, do those efforts align with the target audiences of the LOCAL GOVERNMENT and are those programs evaluated on a regular basis?
10. Does the local government offer community events to reduce pollutants (i.e. clean ups, community planting, water monitoring, storm drain stenciling)?
11. Has the LOCAL GOVERNMENT developed and implemented an action plan with deadlines to address the areas that need to be strengthened?
  - a. If yes, has the LOCAL GOVERNMENT identified the root causes of any findings and/or recommendations?
  - b. If yes, has the LOCAL GOVERNMENT developed and implement a plan and schedule to address the identified modifications and improvements?
  - c. If yes, has the LOCAL GOVERNMENT identified deadlines to implement changes to the programs or practices?
  - d. If yes, has the LOCAL GOVERNMENT trained Staff on the changes and/or revised SOPs?

## PUBLIC INVOLVEMENT AND PARTICIPATION

### NPDES PERMIT - PART II SECTION C (2)(b)

**BMP:** Mechanism for Public Involvement

**Measureable Goal:** The LOCAL GOVERNMENT shall provide and promote a mechanism for public involvement that provides for input on stormwater issues and the stormwater program.

#### MEP

1. Has the LOCAL GOVERNMENT identified how the public can get involved in the development and implementation of the storm water management program?
2. Does the LOCAL GOVERNMENT actively involve potentially affected stakeholder groups, including commercial and industrial businesses, trade associations, environmental groups, home owners associations, students, and educational organizations, among others?

#### SUSTAINABILITY

3. Does the LOCAL GOVERNMENT promote events through various media outlets?
4. Does the LOCAL GOVERNMENT have written procedures for methods used to promote events and volunteer opportunities?
5. Does the LOCAL GOVERNMENT maintain and update a database of contacts from various stakeholder groups?
6. Does the LOCAL GOVERNMENT have a process to involve and receive input from citizens regarding changes to the local government's Stormwater Management Plan?

## PUBLIC INVOLVEMENT AND PARTICIPATION

### NPDES PERMIT - PART II SECTION C (2)(c)

**BMP:** Hotline/Help Line

**Measureable Goal:** The permittee shall promote and maintain a hotline/helpline for the purpose of public involvement and participation.

#### MEP

1. Does the LOCAL GOVERNMENT maintain a stormwater hotline/helpline?

#### SUSTAINABILITY

2. Does the LOCAL GOVERNMENT maintain records of the resolutions to calls/inquiries?
3. Does the LOCAL GOVERNMENT review records on a regular basis to determine target audiences or focus areas of significant pollutant loading?
4. Does the LOCAL GOVERNMENT adequately promote the hotline/helpline on educational materials, signage and media campaigns?