Next Mtg
Oct 11th
5pm

Public Safety Committee
September 13, 2022

City Hall Conference Room

AGENDA

Call to Order 505 pm

Approval of Minutes ✓

Police Chief Report

- School Resource Officer - no sponsor this Strengths ordinance +1

Fire Chief Report

Losing 1 full tme to Columbus + 1 ~~full~~ part-time Jefferson Township

Safety Service Director Comments

- Several hydrants fixed Galiana

Old Business

New Business

- Revision of codes for storm sewer drainage in new developments - Read through
- Mowing fines for repeat offenders → penalty graduated fine

email Rex, Pat, Bill w/ ?'s

Adjourn

Code Enforcement: Interviewed 4

- SAFE ACT Grant - Rich to sponsor apply

Sept 13th, 2022

Mtg Started @ 5:05 pm Public Safety Mtg Notes

1. Aug 9th Mtg mins approved.
2. Police Chief Nichol's report was read Mr Hutt will give report
3. Fire Chief Eades report was read Mr Stallwell gave report
4. We talked about the School Resource Officer Program, that is tentively slated to start in January 2023. This program will put a police officer inside London Schools, as a deterrent to any type of violent crime and to promote School Safety, by building a positive school climate in which everyone feels safe and students are supported to succeed. London School District will be payeng 75. of this program. There will be legislation forth coming, at next council Mtg for a new Officers Entry Level Salary/Benefit pkg to the City strength ordinance for the Police Dept for one officer, bringing the Dept up to 21 full time officers. Mr Hutt will sponsor
5. We are losing two full time Fire Fighters. This will make 5 for the yr so far. We will also be losing a Lt at the first of the yr, due to retirement. At last Council Mtg, we passed legislation, to increase our starting pay range, which will help us in recruiting and keeping our Fire Fighters
6. New Fire Engine should Be here by Early Nov, possibly By late October.
7. The EMS vehicle, that was damaged in an accident, has been returned to service and is in good operating condition, no after effects from the accident.
8. Fire Hydrants, We have an agressive work Schedule

going on with fire hydrants. Seven Hydrants have been repaired in the last couple of weeks, and more are on the schedule for repair or replacement. Big thank you to the water Dept, Street Dept and of course the Fire Dept for an agressive work schedule on our Fire Hydrants.

9. We approved for Chief Eades to apply for a "Safer Act grant", legislation for this will be forth coming at next Council Mtg, I will sponsor the legislation and I will be asking for Emergency Passage, so when this grant comes through, Chief Eades can jump right on it, instead of having to wait one or two weeks until we meet again. As with most grants, time is of the essence.

10. We also discussed, a Revision of Codes for Storm Sewer Drainage in new Developments. We will discuss in more detail at next Safety Mtg

11. We also discussed, "Mowing fines" for repeat offenders. This is an aggravating problem, the City has to deal with up in and spout. It is usually repeat offenders from the up on Before over ups before. There are 38 repeat offenders.

12. There is one candidate for Code Enforcement Officer.

13 Adjourned at 6:00 pm

Next Safety Comittee Mtg will Be Oct 11th @ 5:00 pm in the Conference Room

City of London Div. of Fire/EMS

September 2022 Summary for Safety Committee

Activities & Events

- Departmental EMS Training- Pediatric Trauma. Ohio Health.
- Departmental EMS Training-Human trafficking. Madison Health.
- Departmental EMS Training- Football injuries. Nationwide Children's
- All SCBA's annually tested. + Compressors
- Departmental Fire Training- Aerial and ground ladder operation and placement training.
- Provided EMS for High School football games.
- Participated in the Safety Expo.
- Participated in overdose awareness day.
- Performed Fire safety/Extinguisher class for staff at Madison Senior living.

Please see attached reports for statistics at time of report.

Respectfully Submitted,

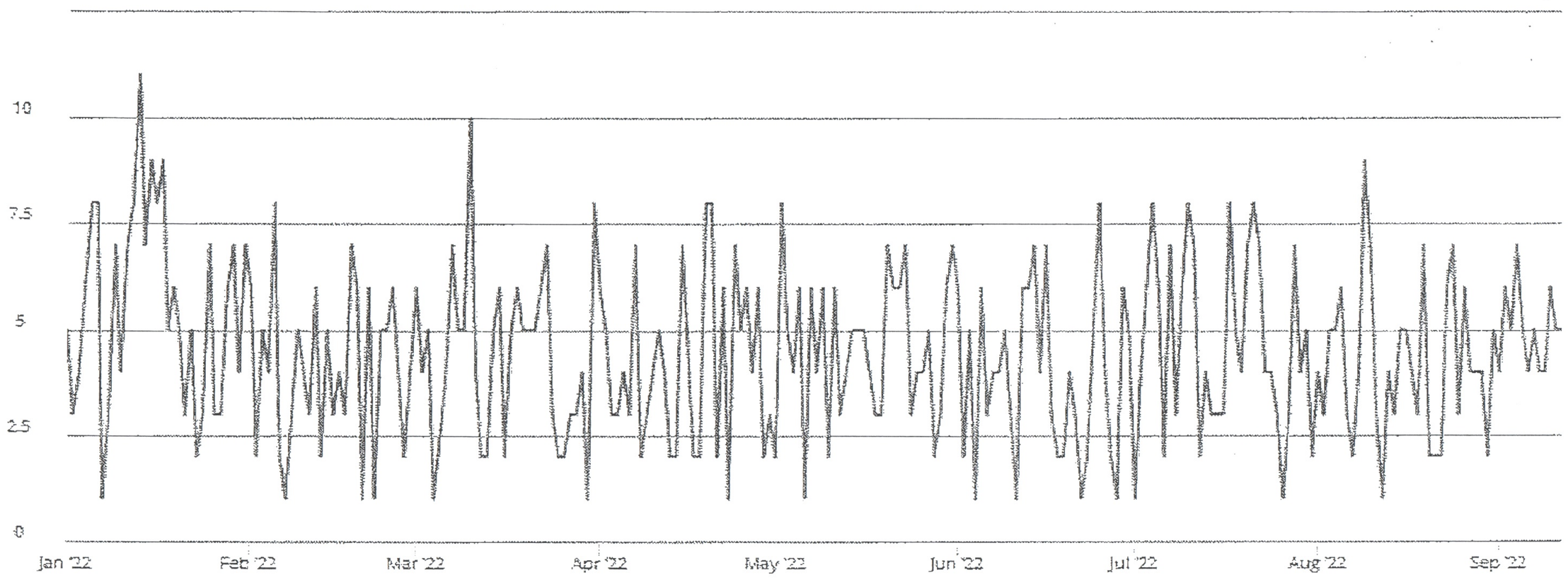
Chief Todd D. Eades

ANALYTICS

Transports By Destination Name

1,127
RECORDS
In Selected Time Slice

255
DAYS
In Selected Time Slice



Counts

	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22	Aug '22	Sep '22	Oct '22	Nov '22	Dec '22	Jan '23	Total
Doctors Hospital	11	9	9	14	12	8	12	11	5					91
Dublin Methodist Hospital								1						1
Grant Medical Center			1	1	2	1		1	1					7
Grove City Methodist Hospital	3													3
Madison Health Hospital	152	94	112	96	115	102	124	109	51					955
Mount Carmel Grove City	3	2	5	3	3	2			1					19
Nationwide Children's Hospital	2		1	1	1	1	2	1						9
Ohio State University Wexner Medical Center	2	4	3	1	6	1	6	6	2					31
Riverside Methodist Hospital	1			1	1									3
Springfield Regional Medical Center			2	2	2		1	1						8
Total	174	109	133	119	142	115	145	130	60					1,127

LONDON P LICE DIVISION

10 East First St.
London, Ohio 43140
740-852-1414
lpdrecords@londonohio.gov

Safety
Oct 11th
5pm

Public Safety Committee Brief
September 13, 2022

- London Schools will be approving an agreement for implementation of an SRO program at the September school board meeting. The School Resource Officer position agreement outlines the duties and responsibilities of the officer, as well as the financial obligations of each entity. A policy for our agency was created and the selection of an officer to be assigned will be handled over the next few weeks. The school district will be paying 75% of an entry level salary/benefits package to the city over the course of the 2023 city budget year. The division is asking for one additional sworn position allotted to our agency's strength ordinance to compensate for the assignment from the current staffing. A copy of the MOU and PD policy will be attached to this briefing.
- LPD participated in the London Schools safety committee quarterly meeting and the MC Fire Chiefs meeting.
- Ofc. Seth Duhl resigned his position as an officer, effective 9-14-22, to seek a career change. We are looking to initiate another civil service test and continue to seek lateral hires.
- LPD was awarded a grant for a retention bonus program through the state via funding from the American Recovery Act program to be administered over a 24 month period. The funds will be dispersed to the sworn members quarterly over the next two years. The $126,000 award required no city funds match.
- LPD presented to seniors on Senior Safe Driving and Scam Awareness at the MC Senior Center and also presented to the HOA meeting of the London Village Condo Association.
- LPD participated in the kickoff for the Drive Sober campaign with the MC Safe Communities Coalition.
- Our app notification system was very successful in locating a 6 year old missing child recently. We continue to encourage citizens to download the app for emergency notifications and other information.

LPD

Memorandum of Understanding (MOU)

This Memorandum of Understanding (MOU) between the **London City School District** and the **City of London** shall be in effect beginning January 1st, 2023, and shall continue through December 31, 2023.

This document will serve as the written agreement between the London City School District and the City of London. This agreement establishes the needed commitment and support from both institutions. This document also provides a series of guidelines and policies relevant to the performance of the School Resource Officer and will be the guiding document officers, school administrations, city administration, and students and their caregivers look to for structure and accountability. This document shall be reviewed, updated, and endorsed annually and takes into account input from all community stakeholders, including caregivers, students, and teachers. Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation, which exists between the participating entities listed above and all community stakeholders.

Purpose

This MOU establishes and delineates the mission of the School Resource Officer Program, herein referred to as the SRO Program, as a joint cooperative effort. Additionally, the MOU clarifies roles and expectations and formalizes relationships between the participating entities to foster an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students, promote a safe and positive learning environment, and decrease the number of youth formally referred to the juvenile justice system.

Mission

The mission of the SRO Program is to promote school safety by building a positive school climate in which everyone feels safe and students are supported to succeed. The SRO Program also seeks to reduce violent crimes committed by and against youth in our community. The SRO Program accomplishes this mission by importing safe, secure, and orderly learning environments for students, teachers, and staff. SROs will establish a trusting channel of communication with students, parents, and teachers and establish regular feedback opportunities. The role of the SRO is not to enforce school discipline or punish students. SROs will serve as positive role models to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. SROs will provide information on community resources available to students and parents. Goals and objectives are designed to develop and enhance rapport between youth, families, police officers, school administrators, and the community to promote overall student achievement and success.

The goals of the SRO Program include:

1. To ensure a safe learning environment for all children and adults who enter the building.
2. To prevent and reduce potential harm related to incidents of school violence.
3. To foster a positive school climate based on respect for all children and adults in the school.
4. To create partnerships with behavioral health and other care providers in the community for student and family referrals.

Officer Recruitment & Selection - School officials and the police department shall agree on guidelines for the selection of officers to serve as SROs. The ultimate selection process and appointment of the SRO are completed by the law enforcement agency.

SROs should meet three general criteria:

- *College or degree coursework*- SROs are in an educational atmosphere and will be instructing in elementary/ middle/ high school classes. To increase credibility in this area a college education would be beneficial and preferred.
- *Experience as a police officer and commitment to student well-being* - SROs must have a minimum of two years of experience as a patrol officer, be at least 21 years of age, and have extensive experience with juvenile assignments. Experience working with youth and an interest in student success, juvenile justice, child and adolescent development and psychology, and creating a positive school climate are essential.
- *Successful performance* - All candidates should have proven performance as reflected by prior performance evaluations. Candidates should be free of significant disciplinary action.

Training Requirements - Before entering service as an SRO, officers shall complete a minimum of 40 hours of initial training that covers responsibilities and/or limitations of SROs, Ohio school laws, MOUs, child development, conflict resolution, developmentally informed de-escalation and crisis intervention techniques, working with youth in a school setting and integrating SROs into a positive school environment. In addition, it is recommended that SROs receive additional training each year on topics such as trending school-based law enforcement topics, child development, adolescent psychology, trauma, conflict resolution, mental health and addiction, children with disabilities, juvenile and education law and policy, PBIS, and cultural competence.

Operational Procedures - Chain of Command for S.R.O's: The S.R.O. will be ultimately accountable to the London Division of Police chain of command. However, while at the school, the S.R.O. will be additionally accountable to the principal or their designee. The S.R.O. is expected to cooperate with the school officials, including administrators and faculty. The S.R.O. will abide by school policy and respond to the requests of school officials.

The SRO's activity in the school is guided by the following procedures and supervision and evaluation shall be provided by the appropriate Sergeant to effectively support SROs efforts and monitor their progress:

Duties - The primary functions of the SRO are to help provide a safe and secure learning environment, foster a positive school climate, reduce/ prevent crime, serve as an educational resource, and serve as a liaison between the school and the police division. Specific daily assignments to accomplish this function will vary by school. The SRO and school principal or designee will meet regularly to discuss plans and strategies to address specific issues or needs that may arise. As required by law, SROs should never be assigned to duties within schools in place of a certified teacher.

Basic responsibilities of the SRO will include but will not be limited to:

- To enforce criminal law and protect the students, staff, and public at large against criminal activity.
- Foster mutually respectful relationships with students and staff to support a positive school climate.
- Provide information concerning questions about law enforcement topics to students and staff.
- Provide classroom instruction on a variety of topics including, but not limited to, safety, public relations, occupational training, leadership, and life skills.
- Coordinate investigative procedures between police and school administrators.
- Handle initial police reports of violent crimes committed on campus.

The sharing of arrest-related information by the SRO with school administration upon request or at the direction of the S.R.O. will involve the dissemination of arrest reports and calls for service filed with the London Division of Police or from other Police agencies coming into contact with students from London City School District.

Juvenile fingerprints and photos as part of the arrest record will not be shared by the SRO If the SRO is aware of information on a student that is officially obtained by the London Division of Police, which reflects that the student is in violation of school policies (Student Handbook or Athletic Code), the SRO may forward that information to school administration.

If a Juvenile is an uncharged suspect in a crime, his/her information will not be released unless authorized by a member of the London Division of Police Command Staff.

The information which the SRO obtains from school personnel that deals with criminal or possible criminal intelligence will be maintained by the SRO as a criminal justice file. This file may be shared with other Division personnel and Criminal Justice Agencies, but will not be part of the student's school record.

Hearsay information or rumors will alone, not be the basis for any formal action by the London Division of Police. It can be used in an intelligence capacity or to validate the need for further investigation.

Any information that is obtained by the SRO that pertains to criminal activity occurring outside the jurisdictional limits of the London Division of Police shall be relayed to the police department of jurisdiction.

When any felony occurs or any incident that prompts a Public Information release or response from the schools or the City or if a school building is evacuated, the SRO shall contact his immediate supervisor as soon as possible.

The SRO shall have access to any public records maintained by the school to the extent allowed by law. Law enforcement officials may need confidential information in emergencies based on the seriousness of the threat to someone's health or safety, time sensitivity, and the direct relationship of the information to the emergency.

The following procedures should be followed to facilitate a free flow of information between school officials and the SRO:

- *Role in Locker, Vehicle, Personal, and Other Searches* - SROs may participate in a search of a student's person, possessions, locker, or vehicle only where there is probable cause to believe that the search will turn up evidence that the student has committed or is committing a criminal offense. SROs will not ask a school employee to search for law enforcement purposes.

  Unless there is a serious and immediate threat to student, teacher, or school safety, the Superintendent of Schools in concert with the building principals shall have final authority in the building.

  The SRO may perform searches independent of the school administration only during emergencies and where criminal activity is suspected. Strip searches of students by SROs are prohibited.

  Unless there is a serious and immediate threat to a student, a teacher, or public safety, SROs shall not initiate or participate in other physically invasive searches of a student.

- *Limits on Interrogations and Arrests*

Lockdown procedures should be trauma-informed and consistent throughout the district.

Reviewing the MOU and SRO Program - The assigned parties shall review the MOU/SRO Program annually and make adjustments as needed. Any revisions will be reflected in an updated MOU.

Complaints against the SRO shall follow the normal complaint process of the London Division of Police and include notice to the appropriate school administrators.

Problem Resolution - Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent of London City School District and the Chief of the London Division of Police or their designees.

DURATION

This agreement shall be effect beginning January 1st, 2023, and shall continue through December 31, 2023. Either party may terminate this MOU within thirty (30) days by providing written notice to the other party for any reason whatsoever.

FOR THE CITY:

_____
Patrick J. Closser
Mayor

_____
Rex Castle
Safety Service Director

_____
Glenn Nicol
Chief of Police

_____
APPROVED AS TO FORM
Jennifer J. Hitt
Law Director

FOR LONDON CITY SCHOOL:

_____
Lou Kramer
Superintendent

_____
School Board Representative

School Resource Officer Program

344.1 POLICY

This policy establishes and delineates the purpose of the School Resource Officer Program, herein referred to as the SRO Program. Additionally, the policy clarifies roles and expectations and formalizes relationships to foster an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students; promoting a safe and positive learning environment and decreasing the number of youth formally referred to the juvenile justice system.

344.2 PURPOSE/MISSION

The purpose of the SRO Program is to promote school safety by building a positive school climate in which everyone feels safe and students are supported to succeed. The SRO Program also seeks to reduce violent crime committed by and against youth in our community. The SRO Program accomplishes this mission by importing safe, secure, and orderly learning environments for students, teachers and staff. SROs will establish a trusting channel of communication with students, parents, and teachers and establish regular feedback opportunities. The role of the SRO is not to enforce school discipline or punish students. SROs will serve as positive role models to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. SROs will provide information on community resources available to students and parents. Goals and objectives are designed to develop and enhance rapport between youth, families, police officers, school administrators, and the community in order to promote overall student achievement and success.

344.2.1 GOALS

The goals of the SRO Program include:

(a) To insure a safe learning environment for all children and adults who enter the building.

(b) To prevent and reduce potential harm related to incidents of school violence.

(c) To foster a positive school climate based on respect for all children and adults in the school.

(d) To create partnerships with behavioral health and other care providers in the community for student and family referral.

344.3 PROGRAM STRUCTURE

This SRO program is unique to the community, based on input from the school administration, teachers, faculty, students, families and community members. The program is designed to fulfill three overall roles:

(a) Law Enforcement

(b) Fostering Positive School Climate /Crime Prevention

(c) Education

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School Resource Officer Program

SROs should meet three general criteria:

- - SROs are in an educational atmosphere and will be instructing in elementary/ middle/ high school classes. To increase credibility in this area a college education would be beneficial and preferred.
- - SROs must have a minimum of two years' experience as a patrol officer, be at least 21 years of age and have extensive experience with juvenile assignments. Experience working with youth and an interest in student success, juvenile justice, child and adolescent development and psychology, and creating a positive school climate are essential.
- - All candidates should have proven performance as reflected by prior performance evaluations. Candidates should be free of significant disciplinary action.

Prior to, or within one year of assignment, the assigned officer shall complete a minimum of 40 hours of initial training that covers responsibilities and/or limitations of SROs, Ohio school laws, MOUs, child development, conflict resolution, developmentally informed de-escalation and crisis intervention techniques, working with youth in a school setting and integrating SROs into a positive school environment. In addition, it is recommended that SROs receive additional training each year on topics such as trending school based law enforcement topics, child development, adolescent psychology, trauma, conflict resolution, mental health and addiction, children with disabilities, juvenile and education law and policy, PBIS, and cultural competence.

344.4.2 OPERATIONAL PROCEDURES

The S.R.O. will be ultimately accountable to the London Division of Police chain of command. However, while at the school, the S.R.O. will be additionally accountable to the principal or their designee. The S.R.O. is expected to cooperate with the school officials, including administrators and faculty. The S.R.O. will abide by school policy and respond to the requests of school officials.

An S.R.O. should submit a monthly activity report to his assigned supervisor. The report should include descriptions of all activities engaged in by the SRO, including incidents or calls for service, names of students and/or staff involved, student searches, arrests, citations and/or summons issued, and other referrals to the juvenile justice system.

344.4.3 INFORMATION SHARING

Communication and information sharing is essential to the success of the SRO program.

Sharing of information will be governed by the Ohio Revised Code, the Ohio Administrative Code, Ohio's Public Records Law, and relevant London Division of Police and London City School District policies.

The sharing of arrest related information by the S.R.O. with school administration upon request or at the direction of the S.R.O. will involve the dissemination of arrest reports and calls for service filed with the London Division of Police or from other Police agencies coming into contact with students from London City School District.

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- Provide classroom instruction on a variety of topics including, but not limited to, safety, public relations, occupational training, leadership, and life skills.
- Coordinate investigative procedures between police and school administrators.
- Handle initial police reports of violent crimes committed on campus.
- Take enforcement action on criminal matters when appropriate and after consultation with school administrators.
- Attend school special events as needed.
- Prepare lesson plans as necessary for the instruction provided.

344.5.1 ROLE IN RESPONDING TO CRIMINAL ACTIVITY

One of the roles of SROs, as law enforcement officers, is to engage in traditional criminal investigation and report taking. As a police officer, SROs have the authority to issue warnings, make arrests and use alternatives to arrest at their discretion. SROs, however, perform their duties mindful of the parties' common goal of supporting student success. The following procedures will help SROs be as effective as possible in this role:

School staff will contact SROs to inform them of all violent or other criminal activity that creates a safety risk that occurs on the school campus. SROs and school officials shall discuss and agree on what levels of violent activity would prompt school officials to notify the SROs. This information will be conveyed to all school staff. In turn, SROs will inform school administration of criminal activity they observe on the school campus, as appropriate.

For any offense on school property, the SRO, working cooperatively with the school administration, will endeavor to avoid arrest and criminal involvement for misdemeanor activity. Certain offenses (felonies), such as sex offenses, weapons offenses, and any offenses of violence, will normally require the filing of charges in consultation with school officials, but should be evaluated on a case-by-case basis. The SROs powers to arrest will be governed by the Ohio Revised Code.

344.5.2 ROLE IN SCHOOL POLICY VIOLATIONS

SROs are not school disciplinarians and violations of the student code of conduct or schools' rules that are not criminal matters should always be handled by school faculty and staff, not SROs. SROs should not directly intervene unless the situation directly affects an imminent threat to the health, safety, and security of the student or another person in the school and will employ de-escalation techniques as appropriate. School discipline is the responsibility of the appropriate school administrator and clear guidelines on SRO involvement should be developed and distributed to school staff. The SRO, as a staff member, will report school policy violations through the proper channels to be handled by school administration. It is the responsibility of the SRO to become familiar with the Student Handbook or Student Code of Conduct, but it is not the responsibility of the SRO to enforce the rules in these documents.

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SECTION 1
GENERAL REQUIREMENTS

All storm sewer designs shall be in accordance with the following standards. All designs shall protect from flood damage and inundation by storm water to any dwelling. Drainage water entering the watershed shall be collected and routed from the area in approximately the same location and manner that existed prior to the construction of the improvements. Design of the drainage facilities within the drainage shed shall be such that they will not divert drainage area from one watershed to another.

SECTION 2
DESIGN OF DRAINAGE FACILITIES

A. Hydrologic Design

All drainage ways shall be designed in accordance with the following criteria:

1. Major Waterways: Major waterways are defined as those with a tributary area in excess of 4 square miles. Major waterways shall be designed for an average recurrence interval of 100 years.
2. Secondary Waterways: Secondary waterways are defined as those with a tributary area of between 1 and 4 square miles. Secondary waterways shall be designed for an average recurrence interval of 50 years.
3. Minor Waterways: Minor waterways are defined as those with 1 square mile or less of tributary area. Minor waterways shall be designed for an average recurrence interval of 25 years for open channels and culverts.
4. Roadway Storm Sewer Networks: All roadway storm sewer shall be designed for an average recurrence interval of 10 years.

B. Hydraulic Design

The design hydraulic grade line for any closed or open waterway, bridges, or culverts shall be designed to contain the 25-year rainfall frequency within the proposed system. Storm sewers designed as part of a road system with curb shall be designed so that the hydraulic grade line shall be no higher than the inlet grates for a design discharge of the 25 year design discharge (Q).

For all roadway design improvements or developments, catch basins shall be so placed along the streets that the width of flow does not impede traffic. For acceptable spread requirements along a roadway, reference Ohio Department of Transportation Location and Design Volume 2, the most current addition.

The depth of flow or ponding for a 100 year average recurrence interval storm shall not exceed a level which would cause inundation or damage to any dwelling constructed within the project area.

Site grading within the development shall be such that all lots will readily drain. Lots shall have a 1.0% minimum slope in grass areas. Overland flow on lots shall be limited to a maximum distance of three hundred (300) feet unless approved by the City of London.

Bridges spanning open waterways shall have minimum freeboard above water surface of 2 feet.

The minimum velocity for any closed or open conduit shall be 2.5 feet per second under gravity flow conditions.

C. Structural Design
Catch basins, manholes, inlet structures, etc., placed within an improvement or development shall conform to standard plans on file with the City. Structural design of all drainage facilities shall be subject to the approval of the City of London.

1. Channels/Swales: Minimum bottom width of constructed channels shall be 2 feet. Each channel constructed shall have side slopes of 3:1 or flatter.

All permanent drainage swales shall be shown on the construction plans with easements on the final plat.

Maintenance of all drainage swales through a development shall be the responsibility of the developer/owner. The developer/owner shall submit a maintenance agreement to the City for approval. Once the maintenance agreement is approved, an approved copy must be submitted to the City for their records.

Bank stabilization and stream bed stabilization, along constructed or natural channels, will be required if the channel velocities are sufficient to cause bank or invert erosion. The top of bank shall be so graded that side drainage will enter channels only at points where structures are provided to prevent bank erosion. Side drainage flow shall enter the channel as nearly parallel with stream flow as possible. Earth channels shall be seeded or sodded depending on the velocity of flow within the channel.

2. Closed Conduits: All storm drainage within the development, which is capable of being transmitted in a pipe 72" or less in diameter, shall be carried in a closed conduit. At the request of the applicant and their design engineer, this requirement may be waived. The reason for this waiver shall be to meet the requirements of the Ohio Environmental Protection Agency Construction Permit. The minimal conduit size shall be 12" pipe.

Minimum clearance between top of pipe and top of surface shall be 2 feet. All pipe with clearance less than two feet shall be reinforced concrete pipe. The alignment of closed conduits shall be as nearly straight as practicable without bends and angle points; manholes shall be provided at all angle points and at intervals not to exceed 300 feet along the conduit unless submitted for approval with proper documentation. Inverted siphons shall not be permitted except for temporary structures.

All pipe, bedding, and backfill shall be designed in accordance with the Ohio Department of Transportation design manual. Ditch protection shall be required if the 10 year flow velocities in a channel or waterway exceed four (4) feet per second for soil ditches or six (6) feet per second in sodded ditches. If the exit velocity from a storm sewer exceeds the allowable velocities, an energy dissipating device (i.e. stilling basing, dumped rock) may be necessary.

D. Storm water Runoff Control Criteria for Retention/Detention Basins
Any development which increases the runoff rate and volume shall be required to control the discharge rate of runoff prior to its release to its off-site outlet.

1. Any increase in the volume of site surface drainage water resulting from accelerated runoff caused by site development shall be controlled so that the post development peak discharge rate does not exceed that of the pre-development peak discharge rate, for all 24 hour storms between a one year frequency and the critical storm frequency as

determined below. The method by which an applicant shall determine changes in rates and volumes of runoff is presented in the U.S. Department of Agriculture, Engineering Division of the Soil Conservation Service, Urban Hydrology for Small Watersheds, Technical Release No. 55, June 1986 or most current edition. To find the critical storm frequency for which additional control will be needed, the applicant shall:

a. Determine the percent increase in runoff volume for a one year frequency, 24 hour storm occurring on the development area.

b. Determine the critical storm frequency for which additional control is needed by using the percent increase in runoff volume, derived in (a), in Table 1.

c. Control the post development storms of a frequency between one year and the critical storm determined in (b), so as to be equal to or less than the pre-development peak runoff rate for a 24 hour one year frequency storm.

2. Storms of less frequent occurrence (longer return periods) than the critical storm up to the one hundred year storm have peak runoff rates no greater than the peak runoff rates from equivalent size storms under pre-development conditions. Consideration of the one-, two-, five-, ten-, twenty-five-, fifty-, and one hundred year storms shall be considered adequate in designing and developing to meet this standard.

Critical Year Storm Calculation:

$$\frac{(1\text{ year Post} - 1\text{ Year Pre})}{(1\text{ Year Pre})} \times 100\%$$

E. Post Construction Runoff Control

In order to:

a. Reduce increases in non-point pollution caused by storm water runoff.

b. Minimize the total runoff volume which flows from a site following increases in impervious area by development.

c. Minimize changes in the watershed hydrology inherent with development.

TABLE 1

DETERMINING STORM FREQUENCY FOR WHICH CONTROL IS NEEDED		
Percent Increase in Runoff Volume From a 1 Year Frequency 24 Hour Storm		
equal or greater than (percent)	less than (percent)	Storm Frequency (years)
-	10	1
10	20	2
20	50	5
50	100	10
100	250	25
250	500	50
500	-	100

The drainage design shall incorporate post construction storm water management requirements.

1. The post construction requirements of the Ohio Environmental Protection Agency Construction Permit, OHC000005 shall be made part of these regulations. The City of London shall be responsible for reviewing Part III.G.2.e of the current permit. Please note, the current OHC000005 permit is effective for five years. In subsequent OEPA Construction Permits or if the current Permit is revised, the applicable Post

Construction Parts of the reissued or revised Permit shall take precedence. Any revision in the plan need to be reviewed by the City.

2. The site specific characteristics shall be considered in the design.
   a. Minimum orifice sizes should be considered in areas of soils with low permeability rates.
   b. Infiltration systems in sites over Well Field areas shall require the approval of the Health Department.

SECTION 3
DRAINAGE PLAN

The development drainage map shall include sufficient data for the City to check the feasibility of the drainage system as proposed by the developer. The following data shall be provided:

A. Hydrologic Calculation

(At all critical points within the development):

1. Tributary drainage areas delineated on the map.
2. Times of concentration.
3. Intensity.
4. Runoff coefficients.
5. Design flow.

B. Hydraulic Calculations

1. Sufficient documentation to indicate the results of the investigation into the adequacy of the downstream drainage system to handle the runoff from the proposed development.
   This will determine the maximum allowable release rate for the proposed development and, in turn, the amount of storm water storage that will be required.
2. The plan and profile of all drainage ways shall be provided, imposed upon which shall be the design energy and hydraulic grade lines.
3. Sizes and types of drainage improvements, including special structures, typical sections, right-of-way width and fencing.
4. Supporting calculations for upstream and downstream channel capacities as they affect overflow, erosion or backwater within the development. Such calculations shall be substantiated by such additional information as is required to determine profile and cross section of the upstream and downstream channel reaches under consideration.
5. Sufficient contours and grading details to indicate proposed street grades and elevations throughout the development.

SECTION 4
CONSTRUCTION PLANS

The final construction plans for drainage within the development shall conform to the above provisions and to any special conditions as required by the City of London in approving the tentative map. Such construction plans for drainage shall be approved by the City of London prior to construction of any drainage facilities within the development. A grading plan with minimum finish floor elevations shall be submitted along with the construction plans to identify the lot grading and in-tract drainage planned for the development. The final construction drawings shall contain the locations, widths, names of existing streets, railroad rights-of-way, easements, parks, permanent buildings, and corporation and township lines; location of wooded areas and other significant topographic and natural features within and adjacent to the development property for a minimum distance of two hundred (200) feet.

Type of Surface	C Factor
Roof surface	0.95
Bituminous or concrete pavement	0.90
Gravel pavements	0.70
Impervious soils	0.65
Impervious soils with turf	0.50
Slightly pervious soils	0.40
Slightly pervious soils with turf	0.30

The designer should investigate the capacity of the downstream drainage facilities to determine if they will be adequate to handle the design flow from this particular development. If the downstream facilities are inadequate, it may be necessary to provide on-site detention or retention basins to limit the flow to an amount which the downstream system can accept.

A site grading plan with minimum finish shall be required by the design engineer as a part of the construction plans. At a minimum, first floor elevations should be shown. If minimum basement elevations are stated in the plans, developer/owners must follow the plans or assume all risk.

All plans, calculations, and design work needs to be signed off by a professional engineer.

SECTION 5
STORM WATER RUNOFF POLICY

This design manual is based on the policy that land uses and developments which increase the runoff rate or volume shall be required to control the discharge rate of runoff prior to its release of off-site land. The purposes of this policy are to:

1. Permit development without increasing the flooding of other lands.
2. Reduce damage to receiving streams and impairment of their capacity which may be caused by increases in the quantity and rate of water discharged.
3. Establish a basis for design of a storm drainage system on lands below undeveloped areas which will preserve the rights of property owners and assure the long-term adequacy of storm drainage systems. This runoff control policy applies to all land developments not specifically exempted below. Exemptions are appropriate for certain land use activities which clearly do not generate significant increases in storm water runoff.

The following land uses and developments are within this exemption category:

1. Land preparation for agricultural crops, orchards, woodlots, sod farms and nursery operations.
2. Land grading or leveling for erosion control under direction of the local soil conservation district.

SECTION 6
PROPOSED GUIDELINES FOR DETENTION BASINS
STATEMENT OR PURPOSE

As urban development continues to transform previous watersheds into highly impervious urban areas, the problem of handling the ever increasing storm water runoff on these watersheds is becoming more pronounced. In recent years, much attention has been focused on detention basins as a means of controlling the storm water runoff by detaining the water in the basin and releasing it at a rate compatible with downstream conditions. Some basins have a multi-purpose

function, containing sport facilities, lakes and a park-like atmosphere during dry periods. The recommendations presented in this report are intended to serve this function. By following the recommendations, the detention basin can be designed so as to obtain the maximum recreational aesthetic benefits for the surrounding community while serving as an effective flood control mechanism.

A. Planning Guidelines

1. Detention basins serve to capture and temporarily store the surface water runoffs which result from urban development. This temporary storage allows for the release of the storm runoff at discharge rates which are acceptable to the receiving waterway. On-site provision for detention storage would follow these approaches:
    a. The release rate and volume of detention storage would be based on previously mentioned design requirements and standards.
    b. Recreational uses should be maximized where possible and feasible.
    c. Any development which the drainage exits the corporation limits of the City and enters onto County, Township, or State jurisdiction shall be reviewed by the appropriate government official.
    d. Stormwater runoff of the pre-developed "sheet flow" characteristics versus post-developed "point source" release of the stormwater exiting the site shall be taken into design consideration. Provide downstream energy dissipation.
    e. Stormwater design shall take into consideration and provide adequate drainage for neighboring upstream property surface or subsurface water entering onto the proposed development or site.
    f. Any storm tile found entering a proposed development or found while excavating needs to be investigated and validated that it works. If the storm tile is found to be in working condition, the storm tile must be replaced.

B. Detention Basins

1. The bottom of the basin shall have a minimum slope of 1.0 percent.

C. Retention Basins

1. In order to provide for better management of the water, retention basins shall have a permanent water area of at least one-half acre. The permanent water area shall have a minimum average water depth of six feet and no extensive shallow areas.
2. In excavated lakes, the underwater side slopes shall be stable.
3. A two foot deep, five feet wide safety ledge is required around the perimeter of the basin.

D. Detention and Retention Basins

1. All developments/site improvements requiring detention/retention shall have a homeowners association as a part of the plat restrictions. The association shall be responsible for all pond and drainage swale maintenance.
2. There shall be a minimum three foot wide berm at a two percent slope between the right-of-way and the top of the basin slope.
3. Slopes on the sides of the basin shall have a maximum slope of 3 to 1. This includes both sides of any constructed levy.
4. The minimum diameter of any outlet conduit shall be one foot.
5. Safety measures shall be provided for any pipe or opening to prevent children or large animals from crawling into structures.
6. Danger signs should be mounted at appropriate locations to warn of deep water, possible flood conditions that exist during storm periods and other dangers that exist.

7. Retention pond design and maintenance shall include algae control with pond additives. Fountains shall also be considered but are optional.
8. Grass or other suitable vegetative cover shall be maintained throughout the entire basin area. Grass shall be cut regularly, no less than five times a year by the homeowner association.
9. Debris, trash removal and other necessary maintenance shall be performed after each storm to assure continued operation in conformance with the design.
10. There shall be a minimum of one foot freeboard between the one hundred year storm elevations and the top of the levy or embankment containing the basin.
11. All basins shall have an emergency overflow.
12. The City shall be notified prior to any adjustments to the approved outlet structure to any detention or retention basin. No adjustment shall be made until approved by the City.
13. The surface area opening for catch basin inlets shall be equal to or greater than the design overland flow contributing water to that basin.
14. The site developer may pass on maintenance responsibilities to the respective owner/homeowner's association via a maintenance agreement. The maintenance agreement must be approved by the City and an approved copy must be submitted to the City for their records.

E. "As-built" drawings will be required for all basins to assure compliance with all applicable requirements. This requirement shall include calculations to confirm that the basin and outlet were constructed to function as designed.