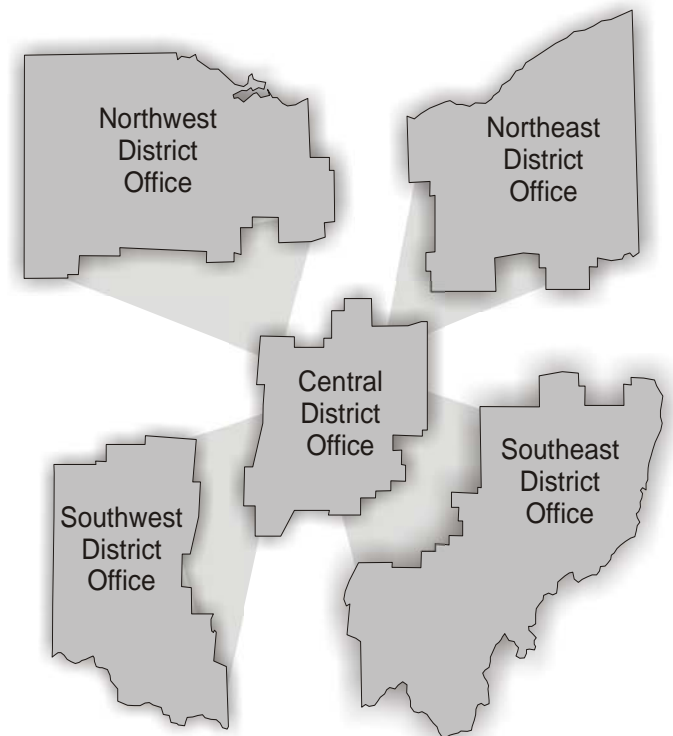


Guide to the District Offices



Produced by the
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 1-800-686-6330

NWDO **Northwest District Office**
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 Bowling Green, OH 43402
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SEDO **Southeast District Office**
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 Logan, OH 43138
 (740) 385-8501
 1-800-686-7330

SWDO **Southwest District Office**
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 1-800-686-8930

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Introduction

The Ohio Environmental Protection Agency (Ohio EPA) protects the environment and public health by ensuring compliance with environmental laws. Those laws and related rules outline Ohio EPA's authority — what we can and can't do, and what we can consider when making decisions about facility operations.

Ohio EPA establishes and enforces standards for air, water and waste management, and cleanup of hazardous waste sites. We issue permits to facilities to govern their operations. We are authorized to take enforcement action against businesses or individuals who violate these standards.

In addition to enforcing Ohio's environmental laws, we manage some federally funded pollution control projects; help communities and businesses obtain technical and laboratory services; investigate environmental complaints; and provide information about environmental programs.

We also fund environmental education programs and help businesses minimize the amount of waste they produce.

Ohio EPA's Central Office is located in Columbus. We also have district offices located in Columbus, Twinsburg, Bowling Green, Logan and Dayton.

Ohio EPA has six regulatory divisions:

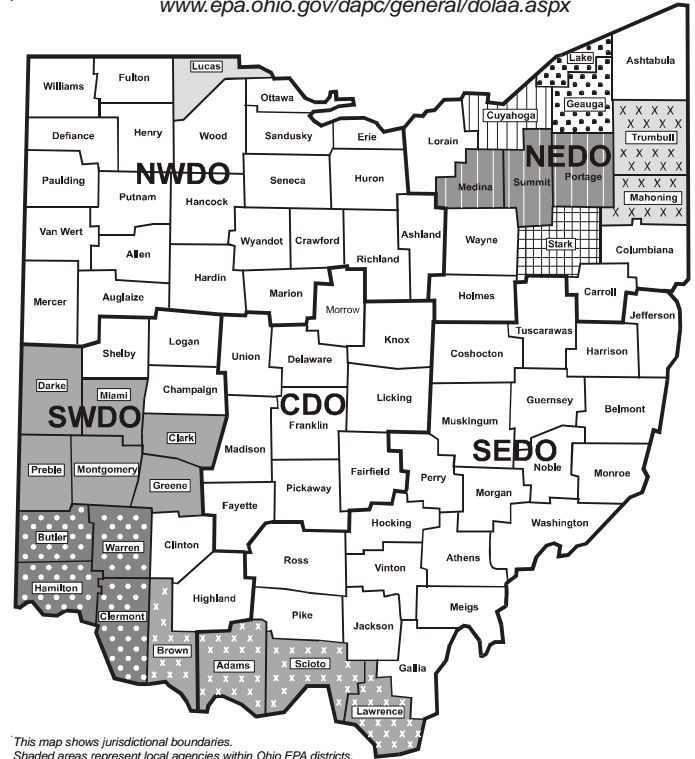
- Division of Air Pollution Control;
- Division of Drinking and Ground Waters;
- Division of Emergency and Remedial Response;
- Division of Hazardous Waste Management;
- Division of Solid and Infectious Waste Management; and
- Division of Surface Water.

District office staff members have these general responsibilities:

- Review permit applications and/or plans for pollution sources, pollution control facilities, waste management and disposal facilities, and public drinking water systems.
- Investigate citizen complaints, and investigate and oversee cleanups of spills and releases that threaten human health or the environment.
- Monitor compliance with environmental standards.

Local Air Pollution Control Agencies

Division of Air Pollution Control
Ohio EPA, Central Office
(614) 644-2270
www.epa.ohio.gov/dapc/general/dolaa.aspx



This map shows jurisdictional boundaries. Shaded areas represent local agencies within Ohio EPA districts.

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*Facilities located within these jurisdictions should file air permit applications with Ohio EPA's Northeast District Office (NEDO).

What Ohio EPA Doesn't Do

With so many government departments, it can be difficult to determine who handles a particular issue. Ohio EPA often receives comments or questions about environmental issues that we can't address because the laws give that authority to other departments. Here are some issues that Ohio EPA doesn't handle, along with the department that does.

Ohio Department of Agriculture
(614) 728-6200 www.agri.ohio.gov/

- Food safety
- Permitting of concentrated animal feeding operations
- Pesticide application

Ohio Department of Commerce, State Fire Marshal Division (614) 752-8200 www.com.ohio.gov/fire/

- Underground petroleum storage tanks and containment systems

Ohio Department of Health
(614) 466-3543 www.odh.ohio.gov

- Indoor air pollution (lead, mold)
- Issuance of health advisories
- Radon
- Residential septic systems (contact local health department)
- Residential wells (contact local health department)
- Water bacteria levels at local beaches
- West Nile virus (carried by mosquitoes)

Ohio Department of Natural Resources
(614) 265-6565 <http://ohiodnr.com/>

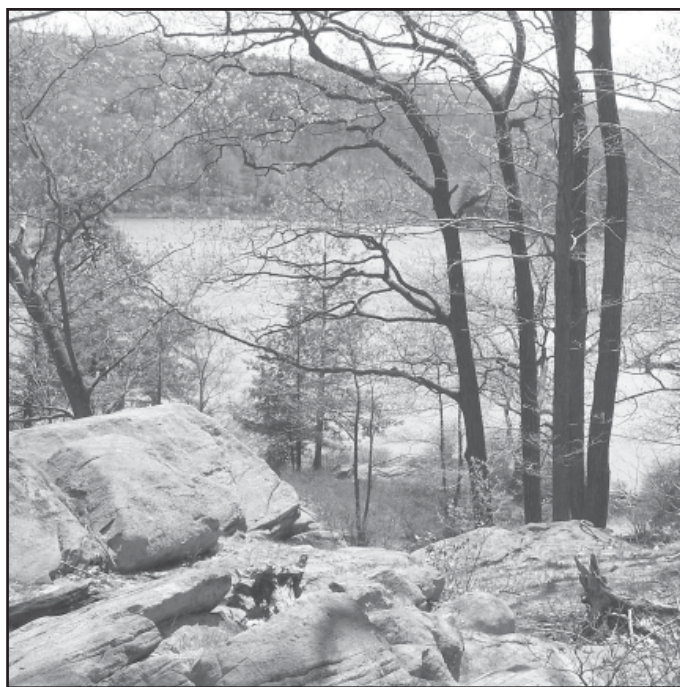
- Mining Permits
- Recycling
- State parks
- Stream litter
- Well water draw-down

U.S. EPA www.epa.gov

- Gasoline fuels
- Lead paint
- Ozone layer depletion/refrigerant and air conditioning technician certification
- Pesticides
- Superfund

Ohio EPA Offers Information on Web

Ohio EPA uses the Internet to disseminate more information at less cost and with less environmental impact. Ohio EPA's Web site offers county-specific information about permit activities and public notices; news about special programs; job postings; contact names and phone numbers; newsletters; and much more. Find us on the Internet at www.epa.ohio.gov.



- Provide technical assistance to help regulated facilities understand and comply with environmental laws and permit requirements.
- Provide environmental information and other assistance to the public through a variety of outreach venues: direct contact, review of Agency files and records, seminars and other public presentations, classrooms, public hearings, etc.
- Initiate enforcement action against facilities that do not comply with environmental laws and permit requirements.

The remainder of this publication provides more detail about the responsibilities of each program that operates in Ohio EPA's district offices.

Division of Air Pollution Control

The 1970 federal Clean Air Act and its 1990 amendments require U.S. EPA to set clean air standards to protect public health and welfare. Ohio EPA's Division of Air Pollution Control has adopted rules that ensure those standards are met throughout Ohio.

To protect Ohio's air quality, Ohio EPA annually reviews approximately 750 requests for permits for new or modified air pollution sources, and 262 requests for renewal permits. A permit can cover multiple sources of air pollution. Ohio has more than 700 major sources that require comprehensive state and federal operating permits.

Ohio EPA requires continuous monitoring of emissions at 115 facilities, including more than 350 major pollution sources. Staff conduct biannual inspections of facilities that emit more than 100 tons of air pollution per year, and all facilities that emit regulated levels of hazardous air pollutants.

In addition to the district offices, there are nine local air pollution control agencies throughout Ohio that have been delegated certain air pollution control responsibilities from Ohio EPA. These agencies work under contract with Ohio EPA to perform the same activities as our district offices. Refer to page 19 for a map and contact information.



Office of Compliance Assistance and Pollution Prevention

The Office of Compliance Assistance and Pollution Prevention (OCAPP) is an independent office within Ohio EPA that provides information and resources to help businesses achieve compliance with environmental regulations. Another primary goal of the office is to help customers identify and implement pollution prevention measures that can save money, increase business performance and benefit the environment.

OCAPP is not a regulatory program; information obtained by the office is not shared with Ohio EPA inspection or enforcement staff.

OCAPP has staff located in both the central and district offices. Each district has one OCAPP employee who is responsible for working directly with small businesses to help them understand and comply with applicable environmental requirements.

The main services of OCAPP include:

- Respond to inquiries from a toll-free hotline, (800) 329-7518.
- Provide onsite compliance and pollution prevention assessments.
- Offer compliance and pollution prevention workshops/training.
- Maintain a library of publications written in plain English that explain regulatory requirements and pollution prevention opportunities.
- Help small businesses complete air permit applications and other Ohio EPA forms.

File Review Procedures

Citizens have the right to view and request copies of Ohio EPA's public records. The Agency receives thousands of these requests each year and strives to respond in a timely manner. In addition to district files, additional files are kept at Ohio EPA's headquarters in Columbus. To arrange a file review at a district office, see contact information on page 20.

Additional information is available at www.epa.ohio.gov/dir/publicrecords.aspx.

Office of Special Investigations

The primary mission of the Office of Special Investigations is to investigate situations of actual or potential criminal violations of laws and regulations that are under the purview of Ohio EPA.

This is the only group within Ohio EPA that is specifically designed to handle complex criminal investigations. These investigations often result in criminal sanctions against responsible individuals or companies. Staff members have the flexibility to cross program boundaries in the course of their investigations.

Each district office has at least one person who is responsible for following up on complaints and conducting investigations within the district's service area.

The activities below are examples of situations that may warrant OSI involvement:

- illegal disposal or abandonment of hazardous waste, solid waste or construction and demolition debris;
- burial of waste at unpermitted locations;
- unpermitted discharges into waters of the state;
- unpermitted emissions of toxic air pollutants;
- open burning;
- bypassing treatment systems;
- filling of wetlands;
- "rip and tear" asbestos projects;
- falsification of documents such as manifests, waste receipt logs and monthly operating reports; and
- making false statements to regulatory personnel.



District staff members in the Division of Air Pollution Control perform a variety of technical and engineering services. A sample of these activities is shown below:

- Evaluate proposed new sources of air pollution to determine the types and amounts of proposed emissions and coordinate with Central Office to issue appropriate permits to prevent new outdoor air quality problems.
- Evaluate permit applications and make recommendations regarding issuance.
- Evaluate Title V applications for large air pollution sources and make recommendations regarding permit conditions and issuance.
- Inspect facilities with Title V permits (large facilities) at least once every two years.
- Biannually inspect and continually monitor stationary air permit holders.
- Provide technical assistance to industries, institutions, commercial facilities and the public.
- Monitor air quality by operating ambient air quality monitors.
- Investigate air pollution complaints.
- Inspect and review private testing companies' procedures for testing smoke stack emissions.
- Contribute to creating a statewide emissions inventory to determine long-term pollution trends from major sources.
- Review non-Title V air permits at least once every 10 years.
- Investigate open burning complaints.
- Inspect buildings being renovated or demolished for asbestos regulation violations.
- Inspect gasoline stations to ensure that proper vapor recovery controls are being used.
- Provide expert testimony to support enforcement litigation.

Division of Drinking and Ground Waters

Ohio EPA is responsible for implementing the 1974 federal Safe Drinking Water Act and its amendments.

The Division of Drinking and Ground Waters regulates all public water systems that have at least 15 service connections or serve 25 or more people at least 60 days per year. This assures Ohio's citizens an adequate supply of safe drinking water. Private drinking water systems, including residential wells, are not regulated by Ohio EPA, but are under the jurisdiction of local health departments.

Drinking Water Program

- Review, deny, cancel or recommend engineering plans for public drinking water systems.
- Provide technical assistance to owners, operators, designers and engineers of drinking water systems.
- Inspect public drinking water systems to identify and eliminate potential health hazards.
- Review operating records and data from public water systems to check for compliance with the regulations.
- Ensure public water systems conduct required sampling and have samples analyzed in state-certified laboratories.
- Require and help public water systems take action to correct unsafe conditions.
- Review proposed public water system well sites for acceptability.
- Explain requirements for establishing and operating a public drinking water system.
- Collect water samples for special investigations, new public water system well installations, etc.
- Investigate citizen complaints.
- Initiate enforcement actions for violations of state laws and regulations.
- Collect and maintain records of drinking water treatment plant operations, laboratory data and certifications, plan approvals, correspondence and public notifications.
- Promote regional water systems where safe and adequate supplies cannot otherwise be maintained.
- Ensure the public is notified of violations by appropriate public notification, and that all community water systems inform their customers about the quality of their drinking water by providing information in an annual consumer confidence report.

- Conduct monitoring and toxics evaluations of permitted dischargers to determine compliance with permit requirements and/or current water quality standards.
- Conduct specialized monitoring and nonpoint source projects to identify surface water problems; determine cause and effect relationships between those problems and pollution sources; assist in determining attainable water quality standards; and recommend strategies for improving water quality and preventing contamination.
- Provide technical assistance on surface water issues to municipalities, industries, soil and water conservation districts, the public and other Ohio EPA divisions.
- Coordinate and participate in the development and implementation of plans to help restore stream quality.
- Sample public lakes for the state Inland Lakes Program.
- Support enforcement with case preparation, water sampling and expert testimony.
- Collect quarterly water samples from a statewide network of monitoring sites to update trends in surface water quality.

Storm Water Activities

- Issue permits that require the development of Storm Water Pollution Prevention Plans and the implementation of best management practices to control the quality of storm water runoff from sites with construction and industrial activities.
- Permit and regulate storm water discharges from Ohio's municipalities.
- Inspect permitted storm water sites and provide technical assistance.
- Investigate complaints.

Outreach Activities

- Provide technical assistance to support the development of locally driven water resource management plans that identify the causes of water resource impairment and methods for their control.
- Assist local entities with their applications for grants to address nonpoint source pollution issues.
- Speak to schools and interested groups about the importance of maintaining water quality.



- Initiate enforcement actions for violations of permit conditions or other legal requirements.
- Investigate complaints concerning stream pollution and improperly treated wastewater discharges.
- Inspect areas approved for land application of sludge.

Pretreatment Activities

- Regulate and monitor performance of approved community pretreatment programs, where the community is the primary enforcer of regulations that set standards for industrial waste that discharges into the community's sewage treatment system.
- Regulate industrial wastewater systems discharging in communities without an approved pretreatment program.
- Inspect the operation and maintenance of industrial pretreatment facilities.
- Review plans for proposed facilities that pretreat industrial discharges.
- Review and approve municipal pretreatment programs or proposed modifications to ensure they comply with state and federal regulations and community sewer use ordinances.
- Prepare enforcement referrals for violations by industrial users and communities with approved pretreatment programs.

Water Quality Activities

- Collect comprehensive data and use it to prepare detailed evaluations of the quality of the state's major waterways as well as develop limits for various discharge permits.

Ground Water Program

- Collect water quality samples at a statewide network of monitoring sites to maintain ongoing ground water quality data.
- Conduct specialized monitoring to identify ground water problems and determine cause and effect relationships between those problems and pollution sources. Once a determination is made, recommend strategies for improving water quality and preventing contamination.
- Provide technical evaluation of permit applications for solid, hazardous and infectious waste facilities and wastewater dischargers.
- Provide technical assistance related to identification and cleanup of ground water contamination at hazardous waste sites.
- Assist the State Fire Marshal, Ohio Department of Health and other agencies with ground water contamination issues.
- Investigate complaints about ground water contamination.
- Provide technical assistance regarding ground water issues to municipalities, industries, the public and other Ohio EPA divisions.
- Support enforcement, including assistance with case preparation, water sampling and expert testimony.
- Speak to interested groups about the importance of maintaining good water quality.
- Help public water systems develop plans to protect their sources of drinking water from contamination.



Division of Emergency and Remedial Response

The Division of Emergency and Remedial Response oversees investigation and cleanup of hazardous substances and wastes that present a threat to human health and the environment, provides initial time-critical response to these threats, and oversees cleanup of unplanned releases of pollutants due to spills, accidents and other events.

Enforcement/Remediation Program

- Coordinate the investigation and cleanup of sites contaminated with hazardous wastes that pose a potential threat to human health or the environment.
- Work in conjunction with U.S. EPA to ensure investigation and cleanup of federal Superfund sites in Ohio.
- Work with federal departments and agencies to ensure investigation and cleanup of Department of Defense and Department of Energy sites in Ohio.
- Investigate sources of contamination to public water systems in order to reduce or eliminate potential or actual threats to human health.
- Assess and prioritize hazardous waste sites for investigation and cleanup.

Emergency Response and Radiological Safety

- Oversee cleanups of spills or releases to the environment at businesses and facilities, transportation accidents, radiological emergencies, natural disasters, terrorism, etc.
- Provide technical assistance and training to local, state and federal partners concerning emergency notification and spill cleanup procedures.
- Conduct spill prevention inspections to determine compliance with federal regulations.
- Provide technical assistance regarding emergency containment structures and procedures.
- Implement Ohio EPA's elemental mercury collection and recycling program.

Division of Surface Water

Ohio EPA's Division of Surface Water works to make sure that all of Ohio's lakes, rivers and streams are fishable and swimmable. Many of the program activities, such as stream surveys, permitting and the development of watershed restoration plans are directed along watershed boundaries. In tackling these watershed issues, the division solicits the participation of citizen groups and new partnerships with other agencies.

Permit Activities

- Inspect sites for proposed wastewater treatment facilities.
- Review permit applications and draft wastewater discharge permits for municipal, commercial, industrial facilities and home sewage systems discharging to waters of the state.
- Review detailed plans for new, expanded or improved wastewater treatment plants, on-site sewage systems and sanitary sewers.
- Review plans for the disposal of sewage sludge and other residuals, such as spent lime sludge from water treatment plants.
- Review permit applications for and provide technical assistance to dischargers of storm water from industrial and construction sites.
- Review applications for the dredging or filling or wetlands or the modification of stream channels.

Compliance Activities

- Conduct inspections to ensure facilities comply with terms of discharge permits.
- Review monthly monitoring reports required from each discharger to assess compliance with permit limitations.



Division of Solid and Infectious Waste Management

The Division of Solid and Infectious Waste Management regulates the disposal of solid waste (including municipal, industrial and residual wastes and scrap tires), infectious waste, composting and construction and demolition debris waste.

District office staff:

- Oversee solid waste, infectious waste and construction and demolition debris disposal programs managed by local health departments.
- Review permit applications for all new and expanding municipal, residual and industrial solid waste disposal facilities and infectious waste treatment facilities.
- Oversee construction of new and expanding solid waste disposal facilities and infectious waste treatment facilities to ensure compliance with permit requirements.
- Oversee construction of new and expanding construction and demolition debris disposal facilities to ensure compliance with rules.
- Inspect existing and closed municipal, residual and industrial solid waste landfills.
- Inspect solid waste incinerators, transfer facilities, composting facilities, scrap tire facilities and construction and demolition debris disposal sites.
- Monitor scrap tire cleanups.
- Investigate complaints of illegal dumping.
- Initiate enforcement actions for violations of regulations.
- Review proposals for construction activities on closed landfills.
- Review methane monitoring plans for landfills and landfill gas monitoring reports.
- Inspect infectious waste generators, treatment facilities and transporters.
- Provide information and technical assistance to local health departments, the regulated community and the general public.



Emergency Spill Reporting

Unauthorized releases of contaminants into the air, land or water should be reported to Ohio EPA. Our Agency maintains a 24-hour service for emergencies. In Ohio only, call: (800) 282-9378. Please provide as much of the following information as possible:

- time observed;
- location;
- type of material released;
- probable source;
- volume and duration;
- present and anticipated movement of contaminant;
- personnel on scene;
- actions already initiated; and
- person(s) on the scene to contact.

Voluntary Action Program (VAP)

- Provide regulations, guidance and technical assistance for private parties to investigate environmental contamination, clean it up if necessary and receive a promise from the State of Ohio that no more cleanup is needed.

Site Assistance and Brownfield Revitalization Program

- Assist those working on brownfields or contaminated sites not yet in a cleanup program.
- Oversee Ohio's brownfields program and market Ohio's cleanup programs.
- Manage the environmental insurance program.
- Provide support to local governments in locating state and/or federal funding, determining the correct environmental program, finding technical assistance and conducting outreach and training on brownfield issues.
- Oversee VAP certification programs for environmental professionals and laboratories.

Division of Hazardous Waste Management

Ohio EPA's Division of Hazardous Waste Management monitors hazardous waste from its creation to its final disposal - commonly called "cradle-to-grave" regulation. State and federal hazardous waste rules set standards for generators; treatment, storage and disposal facilities; and transporters.

The division evaluates these facilities for compliance with applicable rules and also issues and modifies permits for facilities that treat, store and/or dispose of hazardous waste. Staff members facilitate compliance at these facilities through technical assistance and the identification of pollution prevention and waste minimization opportunities. The division conducts similar compliance assessments at facilities that manage used oil and facilities that handle universal wastes such as batteries and fluorescent bulbs.

Through the closure rules and/or its corrective action authority, staff members ensure that contamination at hazardous waste treatment, storage and disposal facilities is remediated to the extent that it does not pose a threat to human health and the environment. The division also ensures that facilities that are subject to the Cessation of Regulated Operations laws and rules comply with these rules so that regulated materials are not abandoned when facilities cease operations.

District office staff:

- Inspect generators for proper handling, labeling and management of hazardous wastes.
- Inspect hazardous waste transporters for compliance with manifest and applicable shipping requirements.
- Inspect facilities that treat, store or dispose of hazardous waste for compliance with rules and regulations.
- Initiate enforcement actions against generators and treatment, storage and disposal facilities that improperly manage hazardous wastes or do not comply with hazardous waste regulations.
- Review new and modified permit applications for hazardous waste facilities.
- Investigate complaints of improperly managed hazardous waste.

- Review plans for the proper closure of hazardous waste treatment, storage and disposal facilities and oversee closure activities at these facilities.
- Conduct oversight of corrective action activities at hazardous waste treatment, storage and disposal facilities.
- Assess compliance with Cessation of Regulated Operations (CRO) requirements where businesses will no longer operate.
- Determine compliance with used oil and universal waste regulations.
- Provide technical assistance to municipalities, industry and the general public.
- Conduct educational outreach activities to inform the regulated community of Agency and division activities.
- Coordinate with Ohio EPA's Office of Compliance Assistance and Pollution Prevention to identify pollution prevention and waste minimization opportunities.

