

POND PERMITTING PROCESS IN MEDINA COUNTY

Important Points to Remember:

- * This permit is intended to cover ponds designed with **10 acres** or less of drainage area, and using a grass spillway as the principal spillway along with the trickle tube to manage water level.
- * Any plan which includes a drainage area larger than 10 acres or uses a pipe as the principal spillway requires a private engineer to certify the design.
- * This review is intended to ensure that pond design meets the Standards and Specifications of the Natural Resources Conservation Service, U.S. Department of Agriculture.
- * One copy of the Standards and Specifications for Pond Design will be provided to each contractor upon request by the Medina County SWCD.
- * Township zoning regulations for setback from road, property lines, and main buildings must also be met.
- * Contractor/landowner is responsible for notifying all utilities prior to excavation. Utilities worksheet is included.
- * The County Health Department must approve all ponds intended for use as a drinking water source.
- * When locating a pond site, landowner and contractor must be aware of the location of any **current or replacement** water supply or on-site septic system. It is recommended that the County Health Dept. be contacted regarding setbacks from these facilities.

Optional Steps:

Depending on landowner requests and Medina County Soil and Water Conservation District (SWCD) workload and staffing.

- a) SWCD representative can meet with landowner at proposed pond site for a preliminary site investigation.
- b) SWCD representative can be present when test pits are dug to check the soil suitability for pond construction.

Required Steps:

1. Contractor/landowner completes the Pond Construction Plan standard form and delivers it to the SWCD office.
2. SWCD representative reviews the Pond Construction Plan to ensure that all required information is provided and legible.
3. SWCD representative will make a visual site investigation to determine if the pond site appears as drawn on the plan and that no apparent drainage problems will be created by the construction of the proposed pond.
4. The contractor/landowner obtains a Stormwater Management and Erosion Control Permit from the County Engineer's office.
5. The contractor/landowner obtains the proper permits from the Township Zoning Inspector, if required.
6. The contractor/landowner contacts County Engineer's office to obtain an inspection for the completed pond.

Medina County Soil & Water
Conservation District
803 E. Washington St., Suite 160
Medina, OH 44256
(330) 722-2605

Medina County Engineers
Permit Section
791 W. Smith Rd.
Medina, OH 44256
(330) 723-9564

 LANDOWNER NAME

 STREET ADDRESS

 CITY, ZIP

 ADDRESS OF POND SITE

 TOWNSHIP OF POND SITE

 GENERAL LOCATION OF PROPERTY

Designed by	Contractor
Name	
Street Address	
City, State Zip	
phone no.	

	Initials	Date
PLAN RECEIVED - MEDINA CO. SWCD	_____	_____
PLAN REVIEWED - MEDINA CO. SWCD	_____	_____
SITE INSPECTION - MEDINA CO. SWCD	_____	_____
COMMENTS - _____		

	Initials	Date
PLAN RECEIVED - COUNTY ENGINEER	_____	_____
PERMIT NO. _____	_____	_____
COMMENTS _____		

	Initials	Date
PLAN RECEIVED - TWP. ZONING INSPECTOR	_____	_____
PERMIT NO. _____	_____	_____
Is landowner willing to install a dry hydrant for fire protection if pond site is deemed acceptable by fire chief? Yes _____ No _____		
COMMENTS _____		

OHIO UTILITIES PROTECTION SERVICE
2 working days before
you dig - CALL TOLL FREE
800-362-2764

O.U.P.S. REFERENCE NO. _____

NOTE TO EXCAVATOR

Excavator must notify all utilities at least 48 hours and not more than 10 days prior to the planned commencement of excavation.

1. Member utilities will be contacted by calling OUPS (1-1800-362-2764) and the Ohio Oil & Gas Association (1-800-925-0988).
2. Each Limited Basis Participant will be contacted by the excavator using the telephone number provided.

UNDERGROUND UTILITIES AT EXCAVATION SITE				
UTILITY				
Name	Address	Phone No.	Member OUPS	Limited Basis Participant

CRITICAL AREA SEEDING RECOMMENDATIONS

1. Critical areas include grass spillways, diversions, pond fills and cut slopes, and other exposed areas.
2. It is desirable to clear site of topsoil, and stockpile for later use.
3. **Preparation of Seedbed**
 - a) Where possible, cover area to be seeded with 4" to 6" of topsoil.
 - b) Area to be seeded should be smooth and free from roots, rocks, and other materials that will interfere with seedbed preparation.
 - c) Apply lime and fertilizer uniformly over entire area to be seeded. Lime: Apply **150 pounds** per 1000 sq. ft. or **3 tons** per acre. Fertilizer: Apply **20 pounds** per 1000 sq. ft. or **860 pounds** per acre of 12-12-12 analysis.
 - d) Prepare firm seedbed, mix lime and fertilizer with surface soil.
4. **Seeding**
 - a) Apply seed uniformly over the freshly prepared seedbed and press seed into soil with a cultipacker or similar tool.
 - b) Seed area with **Kentucky 31 Tall Fescue** at **40 pounds** per acre or **1 pound** per 1000 sq. ft., or call Medina County SWCD for alternative seed mixtures.
5. **Mulching**
 - a) Mulch uniformly all seeded areas immediately after seeding with **straw** or **hay** at the rate of **2 tons** per acre, or **2 to 3 bales** per 1000 sq. ft.
 - b) Hold mulch in place by (1) running a "weighted" disk with notched blades set straight to anchor the straw; (2) on slopes too steep to disk, hold mulch in place with mulch netting, jute netting, or fiberglass matting; (3) or by treating mulch with suitable asphaltic material.
6. **Maintenance**
 - a) Fertilize as needed to maintain desired vegetative stand.
 - b) Protect the vegetation from damage by livestock.
 - c) Repair damage to vegetation by filling with dirt and sodding or reseeding damaged areas.
 - d) Clip as often as needed to control weeds and to keep grass at a desired stand and height.
 - e) Keep grass at least 3 inches tall on diversions, and pond fills, and 6 inches tall on pond spillways.

PLAN VIEW

DIRECTIONS:

1. Locate property showing one road intersection and house number.
2. Complete a drawing (to scale) of the property surrounding the pond showing 2 foot contour lines, including existing elevations in the area to confirm the direction of fall.
3. Indicate area(s) for spoil dispersal.
4. Locate all incoming and outlet drainage swales and streams on the property before and after construction.
5. Include North arrow, approximate pond distance from road and property line, location and dimensions of proposed pond including spillway and trickle tube, all existing and proposed buildings, driveways, septic tank (including replacement field), property lines, and landmarks for reference.
6. Calculate the number of acres contributing runoff water into the pond (watershed).

Watershed = _____ acres.

A large empty rectangular box with a black border, intended for the student to draw the property plan and perform calculations. The box is currently blank.

CROSS SECTION

- DIRECTIONS:**
1. Fill in all required elevations (corresponding to elevations on PLAN VIEW page) using the appropriate design standard.
 2. Trickle tube minimum size is 4 inches and should not intercept the saturation zone. Any different type of spillway must be designed by a professional engineer.
 3. Inside and outside slopes must total a minimum of 5:1 (3:1 & 2:1 or 2.5:1 & 2.5:1)

EXCAVATED POND DESIGN STANDARD

Height of fill is less than 3 feet (measured from top of fill to outside toe of slope).

A. Using spillway with 10 ft. bottom width.

B. Using spillway with 20 ft. bottom width.

Example Elevations:

Top of Fill	101.5
Grassed Spillway	100.5
Trickle Tube	100.0

Example Elevations:

Top of Fill	101.0
Grassed Spillway	100.5
Trickle Tube	100.0

EMBANKMENT POND DESIGN STANDARD

Height of fill is 3 feet or greater (measured from top of fill to outside toe of slope).

A. Using spillway with 10 ft. bottom width.

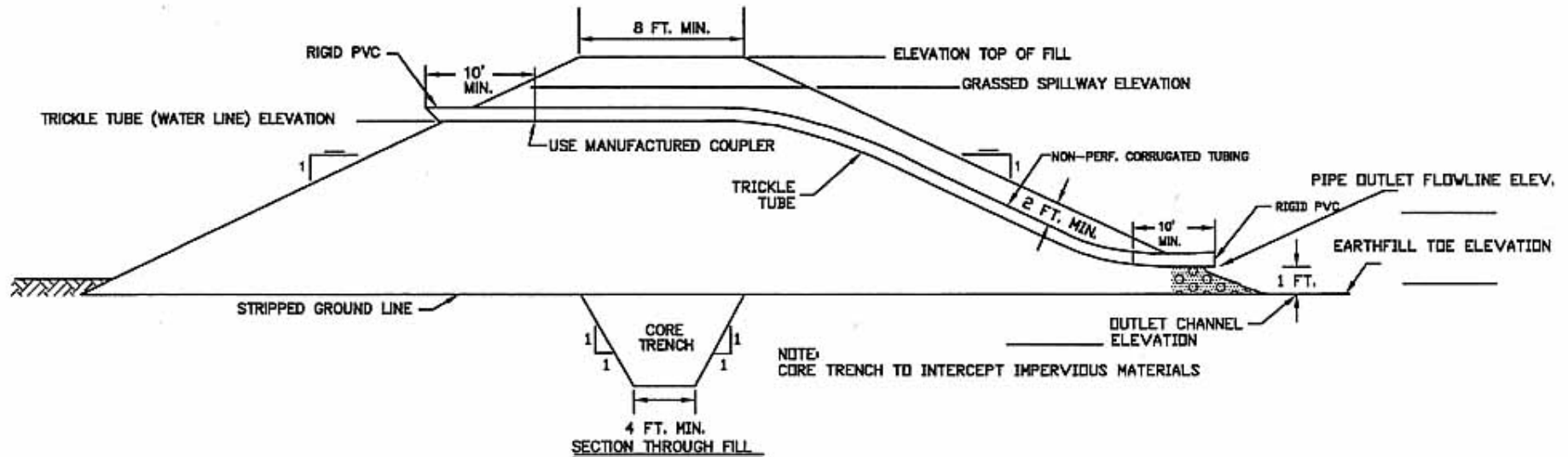
B. Using spillway with 20 ft. bottom width.

Example Elevations:

Top of Fill	102.5
Grassed Spillway	100.5
Trickle Tube	100.0

Example Elevations:

Top of Fill	102.0
Grassed Spillway	100.5
Trickle Tube	100.0



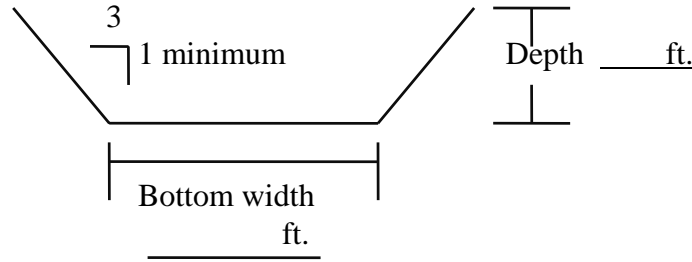
GRASS SPILLWAY DESIGN

Directions: Fill in bottom width, depth, spillway elevation, outlet channel elevation, length, and percent of slope. Elevations should correspond to elevations on PLAN VIEW page.

Trapezoidal Shape Cross Section

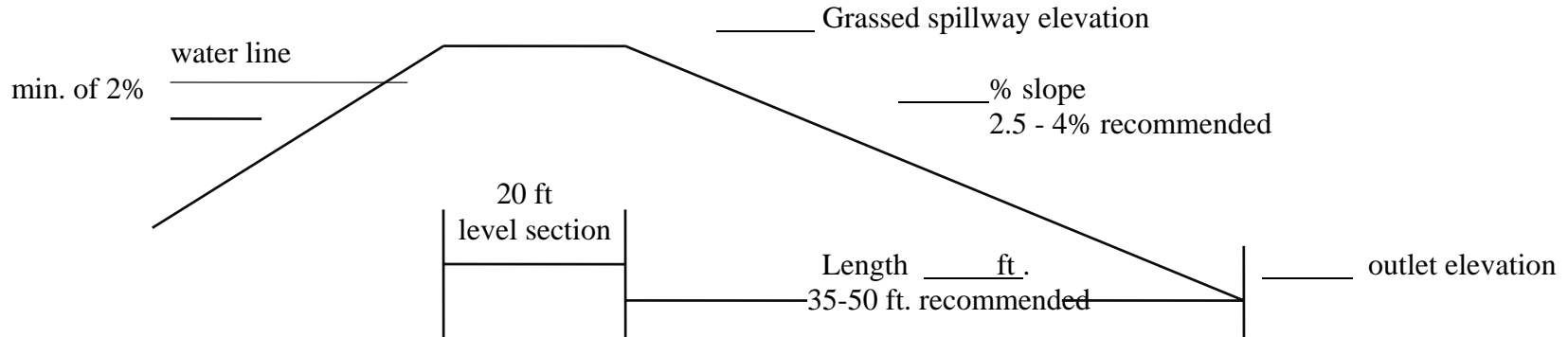
Excavated Pond

Grass spillway design shall be
 1 ft. deep with a 10 ft. bottom width
 or
 0.5 ft. deep with a 20 ft. bottom width



Embankment Pond

Grass spillway design shall be
 2.0 ft. deep with 10 ft. bottom width
 or
 1.5 ft. deep with a 20 ft. bottom width



NOTE: All disturbed areas down to 1 foot below the water line or inside slope pond fill and spillway should be seeded and mulched. Seeding recommendations are included. Grass spillway shall be located in erosion resistant soils and grass cover maintained.

NOTE: BY INSPECTING THE PROPOSED SITE AND REVIEWING THE POND CONSTRUCTION PLANS, THE MEDINA COUNTY SWCD DOES NOT CERTIFY THAT THE POND IS BUILT TO NATURAL RESOURCES CONSERVATION SERVICES STANDARDS AND SPECIFICATIONS. LANDOWNERS MUST ENSURE THAT CONTRACTOR USES APPROPRIATE CONSTRUCTION METHODS AND MATERIALS, AND THAT THE POND IS BUILT AS PLANNED.