

To: Recipients

From: Metropolitan North Georgia Water Planning District

Date: DATE

Re: Stormwater Coordination Meeting Materials

The District’s water resource management plan requires at least annual meetings among stakeholders with a role in local watershed management. These meeting materials are provided through local interdepartmental coordination for the benefit of our watersheds. These materials will be updated when the District’s Water Resource Management Plan is completed in 2017.

This document acts as a guide to facilitate interdepartmental stormwater coordination meetings as required in Action Item X.X of the District’s plan. It complements the agenda that follows, which can be modified, as necessary, to fit the needs of the jurisdiction. A list of the suggested and optional attendees for these meetings is included in Table 1 below.

Table 1: Suggested and optional attendees of the interdepartmental stormwater coordination meetings

Attendees	<ul style="list-style-type: none">• Stormwater management staff• Planning & zoning staff• Site plan reviewers	<ul style="list-style-type: none">• Inspection staff/code enforcement
Optional attendees (as appropriate)	<ul style="list-style-type: none">• Local and surrounding municipalities*• Local water provider• Local wastewater provider• County Board of Health• Maintenance staff• Elected officials• City/county attorney• Neighborhood/community service groups	<ul style="list-style-type: none">• Developers• Partnering/relevant businesses• Environmental groups• Federal/state agencies• Metropolitan North Georgia Water Planning District staff**

*It may be necessary to invite local and surrounding municipalities if water quality concerns overlay jurisdictional boundaries.

**As needed, the Metropolitan North GA Water Planning District can act as a resource to help facilitate meeting discussion.

Metropolitan North Georgia Water Planning District

Stormwater Coordination Meeting Recommendations

Recommended Topics

- **Conduct Divisional Report-Outs**
 - Each represented group should report any relevant updates, including current post-development management plans, floodplain management techniques, and riparian and stream buffer protection methods, or recent illicit discharge or illegal connection violations, ordinance variances, and other matters pertaining to stormwater management.
- **Identify/Review Vulnerable Areas**
 - Together, local stormwater and planning/site review officials should identify and/or review areas that have a high risk of flooding and areas with current or potential high pollutant loading, including sediment loads from new development.
- **Identify Opportunities for Improvement and Runoff Reduction**
 - Attendees should identify any potential for improvement, including but not limited to improvements to stormwater credit systems, certifications for stormwater monitoring personnel, incentives for innovation or best management practices, opportunities for green infrastructure development, and stormwater concept plan meetings for new development.
 - The following resources provide information about green infrastructure practices that can be discussed and/or referenced during meetings:
 - Georgia Stormwater Management Manual (the Blue Book)
 - Georgia Coastal Stormwater Supplement, Section 7: Green Infrastructure Practices
 - Atlanta's Small Commercial Development Manual Training
- **Review Stormwater Permit Requirements and Updates**
 - Review stormwater permit requirements and address any updates to permit requirements. Stormwater permits and updates can be found at the following link:
<https://epd.georgia.gov/storm-water>
- **Review Stormwater Ordinances**
 - Mandatory local management measures include the post-development stormwater management ordinance, floodplain management/flood damage prevention ordinance, stream buffer protection ordinance, illicit discharge and illegal connection ordinance, and litter control ordinance. Details about each can be found in the Metropolitan North Georgia Water Planning District, Section 5.A.
 - Optional local management measures include the local environmental judiciary, tree protection ordinance, conservation subdivision/open space development ordinance, stormwater utility ordinance, stormwater enabling legislation, and pet waste ordinance. Details about each can be found in the Metropolitan North Georgia Water Planning District, Section 6.A.
- **Review and Brainstorm Educational/Outreach Initiatives**
 - Examples of outreach or educational events include workshops, Adopt-a-Stream events, stream clean-up or monitoring events, online resources, or any other educational events and activities. Although all outreach and educational events are important, educating stakeholders and those involved in the stormwater construction and design process, like

engineers, contractors, and planners, is especially important to ensure proper stormwater priorities in future development.

- **Schedule Next Meeting**
 - Meetings should be held at least annually, though more frequent meetings are recommended.
- **Additional Concerns/Comments**
- **Adjourn Meeting**

DRAFT

[Jurisdiction Name]
Interdivisional Watershed Management Coordination Meeting Agenda

STORMWATER COORDINATION MEETING

[Meeting Date and Time]

Topics for Discussion*

- I. Conduct Divisional Report-Outs**
 - a. Planning and Zoning**
 - i. Future development (location, sizes, and density)
 - ii. Recent building permits
 - b. Stormwater management staff**
 - i. Areas of concern for flooding or potential for pollution
- II. Identify/Review Vulnerable Areas**
 - a. Low-lying or flood-prone areas**
 - b. Potential causes for vulnerable areas**
 - i. Existing developments, areas with observed flooding, construction areas, sites with high impervious surfaces
 - ii. Proximity of future developments to vulnerable areas
 - c. Proposed development and potential water quality concerns**
- III. Identify Opportunities for Improvement and Runoff Reduction**
 - a. Green infrastructure demonstration projects**
 - b. Stormwater concept plan meetings with developers**
 - c. Stormwater credit or incentive programs**
- IV. Review Stormwater Permit Requirements and Updates**
 - a. Progress toward meeting current permit requirements**
 - b. Expected changes or new requirements in future permits**
 - c. Opportunities for increased coordination among entities**
- V. Review Stormwater Ordinances**
 - a. Mandatory ordinances required by the District**
 - b. Optional local measures**
- VI. Educational/Outreach Initiatives**
- VII. Addition Concerns/Comments**
- VIII. Schedule Next Meeting**
- IX. Adjourn Meeting**

*Example meeting topics and subtopics