



**Division of Surface Water**  
**NPDES Small MS4 General Permit**  
**(OHQ000003) Annual Reporting Form**

**Instructions for completing this form**

- OHQ000003 requires that this form be used when submitting annual reports. You may request approval to use your own reporting format.
- Annual Reports are due annually on or before April 1st.
- Complete the form and sign and date the certification statement below
- If more space is needed than is provided, identify within the provided space that Attachment A, B, C, etc. has been attached.
- If an item of the form is not applicable for your program (such as street sweeping), fill in N/A in the space provided.
- Do not include attachments such as brochures, newspaper clips, sign-in sheets, etc. related to your program with this form.  
 You only need to summarize these within this report. These records must be filed and will be needed during program audits.
- When complete, submit this Annual Report form to the following address:  
 Ohio Environmental Protection Agency  
 Division of Surface Water  
 Storm Water Program-Small MS4  
 P.O. Box 1049  
 Columbus, Ohio 43216-1049

**General Information**

<b>Small MS4 Annual Report for Year:</b> 2021		<b>Ohio EPA Facility Permit Number:</b> 4GQ10011*CG	
<b>Name of MS4:</b> Licking County and Others			
<b>Mailing Address:</b> 771 E Main St			
<b>City:</b> NEWARK		<b>State:</b> OH	<b>Zip Code:</b> 43055
<b>Country:</b> USA		<b>County:</b> LICKING	
<b>Primary Contact:</b> Kristy Hawthorne		<b>Title:</b> District Program Administrator	
<b>Email Address:</b> kristyhawthorne@lickingswcd.com		<b>Phone:</b> (740) 670-5330	<b>Fax:</b>

Include or attach a Table of Organization. Indicate who (name and contact information) is responsible for overall management and implementation of your program, and if different, each minimum control measure of your program. Identify how development and implementation across multiple positions, agencies and departments occur. Also, identify any Memorandum of Understandings (MOUs) or other such agreements that exist.

**Upload File Name for Table of Organization:** table of organization 2021.pdf

**Certification**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including possibility of fine and imprisonment for knowing violations.

<b>Applicant Name:</b> Kristy Hawthorne	<b>Title:</b> District Program Administrator
<b>Signature:</b> Electronically submitted by 74446426	<b>Date:</b> Electronically submitted on 04/01/2022

**PUBLIC EDUCATION AND OUTREACH**

**Estimate Your Permit Area of Total Population: 17000**

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Effective
Youth & Family Education	LCSWCD	Promote stormwater awareness and pollution prevention at community events, schools, and youth events.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Youth, families	13	Yes

Summary of Results: Estimated 1237 reaches through 13 efforts.

Comments:

River Round Up	LCSWCD, LC Recycling, Licking Park District	Promote River Round Up via poster contest, mini Round Up, word of mouth, blogs, radio interviews, etc.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults, youth, families, local leaders, educator	100	Yes
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Summary of Results: Estimated 40,394 reaches through 19 efforts.

Comments:

Outreach Media (Hard Copy)	LCSWCD, Licking Park District, LC Planning Commission, LC Recycling	Deliver stormwater and pollution prevention messages via printed brochures, newsletters, and other nonpersonal print media.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water. Provide stormwater management information to the development community (theme 5).	Adults, Youth, Families, Educator	12	Yes
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Summary of Results: Estimated 3,824 reaches through 2 efforts.

Comments:

Outreach Media (Digital)	LCSWCD	Deliver stormwater and pollution prevention messages via webpages, social media, and electronic newsletters.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults, Youth, Families, Educator	100	Yes
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Summary of Results: Estimated 2,955 reaches through 20 efforts.

Comments:

Adult Education	LCSWCD, Villages, Townships	Educate adults via public events including booths and tables and outreach events.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults	17	Yes
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Summary of Results: Estimated 992 reaches through 23 efforts.

Comments:

## PUBLIC EDUCATION & OUTREACH

Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Proposed Schedule
Outreach Media (Hard Copy)	LCSWCD, Village of Hebron, Licking County Recycling and Litter Prevention, Licking County Planning Commission, Licking Park District	Deliver stormwater and pollution prevention messages via brochures, newsletters, and other non-personal print media.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water. Provide stormwater management information to the development community (theme 5).	Adults, Youth, Families, Educators, Development Community	50	Quarterly

Summary of Planned Activities: Deliver stormwater and pollution prevention messages via brochures, newsletters, and other non-personal print media.

Comments: N/A

Outreach Media (Digital)	LCSWCD	Educate community via webpages, social media, and electronic newsletters.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults, Youth, Families, Educators	100	Ongoing
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Summary of Planned Activities: Educate community via webpages, social media, and electronic newsletters.

Comments: N/A

River Round Up	LCSWCD, LC Recycling, Licking Park District, LC Health Dept	Promote River Round Up via poster contest, mini Round Up, word of mouth, blogs, etc	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Families, Youth and Adults, Local Leaders, Educators	10	Ongoing
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Summary of Planned Activities: Promote River Round Up via poster contest, mini Round Up, word of mouth, blogs, etc.

Comments: N/A

Adult Education	LCSWCD	Educate adults via public events including booths and tables and outreach events.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults, Educators, Youth, and Families	20	Multiple events throughout the year.
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Summary of Planned Activities: Educate adults through events such as rain garden workshops, public events, and other community presentations.

Comments: N/A

Youth and Family Education	LCSWCD	Promote stormwater awareness and pollution prevention at schools, youth and family events, scout troop events, and more.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults, Youth, Families, Educator	20	Multiple events throughout the year
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Summary of Planned Activities: Promote stormwater awareness and pollution prevention at schools throughout the county, along with youth and family events.

Comments:

**PUBLIC INVOLVEMENT AND PARTICIPATION**

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate Of People Participated	Effective
Adult Events	LCSWCD	Participation of adults via rain garden and rain barrel workshops, Stream Team training (citizen science water quality monitoring), volunteer events, plant and tree sales, and more.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults	25	Yes

Summary of Results: Estimated 25 participants through 7 efforts.

Comments:

Youth Events	LCSWCD	Participation in stormwater awareness and pollution prevention education at community events via hands-on activities (Enviroscape, stream table, groundwater model, etc.).	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Youth and Families	240	Yes
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Summary of Results: 240 participants through 8 efforts.

Comments:

River Round Up and Associated Events	LCSWCD	Residential participation through annual river cleanup and associated events (poster contest, mini Round Up, word of mouth, blogs, radio interviews, etc.).	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Families, Adults, Youth, Educators, Local Leaders	371	Yes
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Summary of Results: Estimated 371 participants through 17 efforts.

Comments:

**PUBLIC INVOLVEMENT AND PARTICIPATION**

*Summarize activities you plan to undertake during the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Proposed Schedule
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River Round Up	LCSWCD	Engage residents through annual river cleanup and associated events (poster contest, mini Round Up, word of mouth, blogs, radio interviews, etc.).	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water	Families, Adults, Youth, Educators, Local Leaders	400	March: Kickoff and New Partner Luncheon, July: Mini RRUp, August: Preview, September: RRUp, September-January: Poster Contest
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Summary of Planned Activities: Via annual waterway clean up and waterway health awareness initiative educate and engage residents Kickoff and New Partner Luncheon, Mini RRUp, Preview, RRUp Poster Contest

Comments:

Youth Events	LCSWCD	Educate youth and families via Stream Team training citizen science water quality monitoring, Enviroscape, stream table, groundwater model, stream study, etc., and classroom activities.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Youth and Families	1000	Multiple events throughout the year
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Summary of Planned Activities: Educate youth and families via Stream Team training citizen science water quality monitoring, Enviroscape, stream table, groundwater model, stream study, etc., and classroom activities.

Comments:

Adult Events	LCSWCD	Promote stormwater awareness and pollution prevention at community events and workshops via hands-on activities (Enviroscape, stream table, groundwater model, etc.).	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults, Educators	1000	Multiple events throughout the year.
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Summary of Planned Activities: Via Enviroscape stormwater pollution and BMP table-top model, Trees as stormwater BMPs, Stream Life general indicators, Rain Barrels general usefulness educate and engage residents

Comments: Estimate of people: 25%

**ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
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Ordinance or Other Regulatory Mechanism	Village of Buckeye Lake, Village of Granville, Village of Hebron, Licking County (Covers Township Areas)	All regulations, ordinances, and resolutions are in place and current.	Yes	VoBL: <a href="https://buckeyelakevillage.com/ordinances-1">https://buckeyelakevillage.com/ordinances-1</a> ; VoG: <a href="http://www.granville.oh.us/storage/charter_code_and_policies/H-PlanningZoning.pdf">http://www.granville.oh.us/storage/charter_code_and_policies/H-PlanningZoning.pdf</a> ; VoH: <a href="https://codelibrary.amlegal.com/codes/hebron/latest/overview">https://codelibrary.amlegal.com/codes/hebron/latest/overview</a> ; Licking County (includes townships): <a href="https://lickingcounty.gov/depts/planning/regulation.htm">https://lickingcounty.gov/depts/planning/regulation.htm</a>	Yes
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Summary of Results or Activities: Ordinances and regulations are enacted and are being utilized

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
Storm Sewer System Map	LCSWCD	Map all outfalls and storm sewer system in the Urbanized Area	Yes	Storm Sewer map is continually updated	Yes

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
HSTS Mapping and List	Villages and Licking County Health Department	Map and list HSTSs in MS4 area	Yes	All known HSTS in the Villages and county have been located, inspected and mapped in GIS.	Yes

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
IDDE Plan	LCSWCD, LCEO/LC Hwy. Dept., LC Health Dept., Villages and Townships	Follow the IDDE plan adopted by LCHD to identify and eliminate illicit discharge	Yes	Licking County agencies have developed a plan for identifying and eliminating illicit discharges. LC Health Dept. created an IDDE plan. LCSWCD and partners work closely with LC Health Dept. regarding HSTS discharges. LC Health Dept. works directly with property owners to remedy problems with HSTS. Non-HSTS illicit discharges are investigated by LCSWCD and reported to the appropriate entity for the specific pollutant (ie. OEPA, LCHD, LCSWCD, etc.) An informal agreement has been made with the Licking County Water and Waste Water for water quality testing.	Yes

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Total # of Outfalls	# of Outfalls Screened	# of Dry-Weather Flows Identified	# of Identified Illicit Discharges	# of Eliminated Illicit Discharges	Effective
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Dry-Weather Screening of Outfalls	Licking County Soil and Water Conservation District	Dry screen all outfalls in the MS4 during 5-yr. permit term (~25%/yr.)	No	229	0	0	0	0	No
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Comments: We have scheduled time in 2022 to make up for not conducting Dry-Weather Screening in 2021

Upload File Name for the Illicit Discharges: Illicit Discharge - Dry-Weather Screening of Outfalls\_Schedule.pdf

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Planned Activities	Comments	Effective
(LCHD) Dry-Weather Screening of Outfalls	Licking County Health Department	Conduct dry-weather screening of 100% of the illicit discharge locations identified within LCHDs Plan	Yes	LCHD conducts inspection on HSTS throughout the year to ensure they are functioning as designed.		Yes
(VoH) Dry-Weather Screening of Outfalls	Licking County Soil & Water Conservation & Village of Hebron	All municipal outfalls and the Industrial/Commercial outfalls that connect to the Village storm system.	Yes	10 outfalls screened, 3 Dry-weather flows identified, 0 illicit discharges identified and 0 eliminated.		Yes

### ILLICIT DISCHARGE DETECTION & ELIMINATION (IDDE)

Summarize activities you plan to undertake for the next reporting cycle.

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
IDDE Plan	All entities with LCSWCD, Licking County Health Department (LCHD)	All entities with LCSWCD: Utilize the State Model IDDE Plan, LCHD: Inspection 100% of the potential illicit discharge locations identified in LCHDs plan	All entities with LCSWCD: Work with partners to utilize the IDDE plan. Review process at periodic MS4 Consortium meetings. LCHD: Conduct dry-weather screening at 100% of the potential illicit discharge locations identified in LCHD's plan.	All entities with LCSWCD: Ongoing; LCHD: April 2021 - Dec. 2021.

Comments:

Storm Sewer System Map	Licking County Soil & Water Conservation District and Licking County Engineers Office	Continue to update map as facilities are added to MS4.	Mapping to include retention and detention areas and previously unidentified outfalls.	Ongoing
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Comments:

Dry-Weather Screening of Outfalls	LCSWCD, Villages, and LCHD	LCSWCD: Dry weather screening of all outfalls into MS4 during permit cycle; LCHD: 100% of the potential illicit discharge locations identified in LCHD's plan.	LCSWCD and Villages will collaborate with LCHD to identify all municipal outfalls and test for possible discharges. Identify all past outfall problems and re-screen. Conduct dry weather screening at 100% of the potential illicit discharge locations identified in LCHD's plan.	Ongoing (during dry weather)
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Comments:

(LCHD) HSTS Mapping and List	Licking County Health Department	Identify all HSTS in MS4 Urbanized Areas and update to include previously unidentified features.	Locate, identify, and map HSTS on a continual basis.	Ongoing
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Comments:

Ordinance or Other Regulatory Mechanism	All entities	Review legislation as necessary	LCEO, LCHD, and LCSWCD, the villages, and townships will determine if modifications or additions need to be made.	Review legislation as needed. Enact necessary changes as required.
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Comments:

**CONSTRUCTION SITE RUNOFF CONTROL**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Village of Buckeye Lake (VoBL), Village of Granville, Village of Hebron, Licking County Technical Review Committee (County and Township area)	Ensure all regulations, ordinances, and resolutions are in place and current.	Yes	VoBL: <a href="https://buckeyelakevillage.com/ordinances-1">https://buckeyelakevillage.com/ordinances-1</a> ; VoG: <a href="https://www.granville.oh.us/villagechartercodified-ordinances">https://www.granville.oh.us/villagechartercodified-ordinances</a> ; VoH: <a href="http://www.conwaygreene.com/Hebron.htm">http://www.conwaygreene.com/Hebron.htm</a> ; Licking County and Townships: <a href="https://www.lcounty.com/depts/planning/regulation.htm">https://www.lcounty.com/depts/planning/regulation.htm</a>	Yes

Summary of Results or Activities: Licking County and Townships: Requires all developments in MS4 to submit construction plans and SWPPP documents to Technical Review Committee (TRC) for review and approval of permit requirements.; VoH: Ordinance is in place; VoBL: ???

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Standards Being Used	Effective
Sediment and Erosion Control Requirements	Village of Buckeye Lake, Village of Granville, Village of Hebron, Licking County and Townships	Ensure all regulations, ordinances, and resolutions are in place and current.	Yes	VoBL-regulations are current; VoG: <a href="https://www.granville.oh.us/villagechartercodified-ordinances">https://www.granville.oh.us/villagechartercodified-ordinances</a> ; VoH: Licking County and Townships: <a href="https://www.lcounty.com/depts/planning/regulation.htm">https://www.lcounty.com/depts/planning/regulation.htm</a>	Yes

Summary of Results or Activities: VoH: Legislation is in place; Licking County and Townships: Requires all developments in MS4 to submit and execute an Operations & Maintenance Plan/Agreement;

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Number of Complaints Received	Number of Complaints Followed Up On	Effective
Complaint Process	All Co-Permittees with LCSWCD	Pollution complaint process is in place	Yes	12	13	Yes

Summary of Results or Activities: VoH: All complaints received will be investigated promptly and resolved in a timely manner- 1 complaint 2 follow ups ; VoBL: Construction site complaints and standing water - 2 complaints; VoG: Most complaints or concerns raised are related to sediment fencing installation and proper maintenance- 0 complaints  
LCSWCD: 9 complaints, 9 followed up

Comments:



BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	Village of Buckeye Lake (VoBL) Village of Hebron (VoH), Village of Granville (VoG), Licking County Technical Review Committee (County and Township area)	Review all development plans in compliance with OEPA requirements	Yes	58	57	Yes

Summary of Results or Activities: VoH: 6 plans reviewed; VoBL: 1 plans reviewed; VoG: 8 plans reviewed; LCTRC: 42 plans reviewed

Comments: There is one site that was under development without approval and is working on getting plans created and approved

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Sites Inspected	Average Frequency	Effective
Site Inspection Procedures	Village of Buckeye Lake (VoBL), Village of Hebron (VoH), Village of Granville (VoG), LCSWCD	VoBL: Inspect sites monthly; VoH: Inspect all sites; VoG: Inspect all sites at least once; LCSWCD: Inspect all sites monthly	Yes	34	283	23	Yes

Summary of Results or Activities: VoH: 61 inspections; VoBL: 10 inspections; VoG: 2 inspections; LCSWCD: 220 inspections

Comments:

Upload File Name(s) for Applicable Sites: List of applicable sites for MCM4.docx

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	Village of Buckeye Lake (VoBL), Village of Hebron (VoH), Village of Granville (VoG), LCSWCD (Township/County areas)	Address any problem areas on development sites.	Yes	8	0	Yes

Summary of Results or Activities: VoH: 0 violation letters and 0 enforcement actions; VoBL: 1 violation letter and 1 enforcement actions; VoG: 0 violation letters and 0 enforcement actions; LCSWCD: 0 violation letters, 0 enforcement actions

Comments: 8 letters were sent out by Licking County Planning Commission and compliance was reached shortly after therefore no enforcement action was needed.

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurements	Effective
No records found					

## CONSTRUCTION SITE RUNOFF CONTROL

Summarize activities you plan to undertake during the next reporting cycle.

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Ordinance or Other Regulatory Mechanism	Village of Hebron, Village of Buckeye Lake, Village of Granville, LCSWCD	Ensure regulations are in place	Review provisions of the ordinances and Subdivision Regulations periodically	Review regulations during CY2021

Comments:

Enforcement Procedures	Village of Buckeye Lake (VoBL), Village of Hebron (VoH), Village of Granville (VoG), LCSWCD (Township/County areas)	Ensure enforcement procedures are in place.	Address issues as they arise	Ongoing
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Comments:

Site Plan Review Procedures	Village of Buckeye (VoBL), Village of Hebron (VoH), Village of Granville (VoG), Licking County Technical Review Committee (LCSWCD, LCEO Licking County Planning Commission (LCPC), ODOT, LC Hwy. Dept., Township Zoning Officers/Trustees/Roads)	Review all development site plans for an effective SWPPP.	VoBL: Review plans for compliance within Buckeye Lake; VoH: Review all site plans and require compliance with General Construction Permit. Distribute and explain construction site brochure, EPA Phase II fact sheet 2.6, EPA BMP concrete washout EPA833-F-11-006 and EPA poster Maintain your BMP to each developer; VoG: Review all site plans and require compliance with the General Construction Permit and MS4 requirements within Granville. LC Technical Review Committee: Review all development plans. LCSWCD will ensure a proper SWPPP for sediment and erosion controls, and LC Engineers Office will ensure proper design, capacity, and engineering.	Ongoing
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Comments:

Complaint Process	Village of Hebron, Village of Granville, LCSWCD	Ensure complaint procedures are in place.	Review complaint process as necessary for efficacy and permit compliance	Ongoing
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Comments:

Site Inspection Procedures	Village of Buckeye Lake (VoBL), Village of Hebron (VoH), Village of Granville (VoG), LCSWCD (Township/County areas)	Inspect all active sites at least on a monthly basis with completed inspection reports	VoG: Inspect all sites Monthly; VoH: Inspect Sites Bi-weekly; VoBL: Inspect Sites Bi-weekly; LCSWCD (Township/County areas): Inspect all sites at least monthly.	Ongoing
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Comments:

Sediment and Erosion Control Requirements	Village of Buckeye Lake; Village of Hebron; Village of Granville; LCSWCD (Township/County areas)	Ensure regulations are in place to require sufficient sediment and erosion controls on development sites.	Review and update requirements/regulations as necessary	Ongoing
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Comments:

**POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Cite Local Code(s) Being Used (If available, web link for code(s))	Effective
Ordinance or Other Regulatory Mechanism	Village of Buckeye Lake, Village of Hebron, Village of Granville, LCSWCD and LCEO (DLZ)	Ensure regulations are in place	Yes	VoH: Ordinances #08-10 and Subdivision Regulations; VoG: Chapter 1197 Codified Ordinances; Stormwater Management, Licking County Soil Erosion and Stormwater Regulations	Yes

Summary of Results or Activities: Regulations are in place.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Structural and/or Non-Structural Standards Being Used	Effective
Post-Construction Requirements	Village of Buckeye Lake, Village of Granville, Village of Hebron, LCSWCD	Ensure procedures are in place to require post-construction BMPs.	Yes	BMPs based on Rainwater and Land Development Manual, ODOT Location & Design Manual, OEPA General Construction Permit, and Village regulations	Yes

Summary of Results or Activities: Appropriate BMPs are required.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	Village of Buckeye Lake, Village of Hebron, Village of Granville, LCSWCD, and LCEO	Review all site O&M plans prior to construction	Yes	25	18	Yes

Summary of Results or Activities: VoH: ; VoG: , VoBL: no info provided; LCSWCD: 25 sites, 18 plans received

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Inspections Performed	Average Frequency	Effective
Site Inspection Procedures	Village of Buckeye Lake, Village of Hebron (VoH), Village of Granville (VoG), LCSWCD	Perform annual post-construction stormwater inspections.	Yes	19	11	1	Yes

Summary of Results or Activities: VoBL: no data given; VoH: 11; VoG: no data given , LCSWCD: 0

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	Village of Buckeye Lake, Village of Hebron, Village of Granville, LCSWCD	Enforce Regulations	Yes	1	1	Yes

Summary of Results or Activities: VoH; 1 violation letter, 1 enforcement action; VoG: no info provided; VoBL: no info provided; LCSWCD: 0 violation letters, 0 enforcement actions

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans/Agreements	# of Plans Developed/Agreements in Place	Effective
Long-Term O&M Plans/Agreements	Village of Buckeye Lake, Village of Hebron, Village of Granville, LCSWCD	Require O&M plans for applicable sites. Require maintenance agreement recorded with the property.	Yes	24	5	Yes

Summary of Results or Activities: VoH: 0, VoG: No data provided; VoBL: no data provided LCSWCD: 18 sites, 5 plans recorded

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurement 1	Measurement 2	Effective
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No records found

**POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**

*Summarize activities you plan to undertake for the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Post-Construction Requirements	Village of Buckeye Lake, Village of Hebron (VoH), Village of Granville (VoG), LCSWCD	Ensure construction plans include appropriate post-construction BMPs. Ensure that the developer executes a maintenance agreement with the village through which documentation is recorded to and remains with the property.	Review plans for inclusions of appropriate BMP. Make sure maintenance agreements are initiated for all new sites.	As plans are submitted
Comments:				
Ordinance or Other Regulatory Mechanism	Village of Buckeye Lake, Village of Hebron (VoH), Village of Granville (VoG), LCSWCD	Ensure regulations are current	Review regulations and revise as necessary	Ongoing
Comments:				
Long-Term O&M Plans/Agreements	Village of Buckeye Lake, Village of Hebron (VoH), Village of Granville (VoG), LCSWCD	Require written O&M plans for each site. Require a maintenance agreement between property owner and the Village. Review agreement for completeness and long-term viability.	Review plans and agreements submitted and develop or review tracking system for existing and new site O&Ms. Ensure O&Ms are recorded with final plat.	Review plans and agreements as they are submitted.
Comments:				
Site Inspection Procedures	Village of Buckeye Lake, Village of Hebron (VoH), Village of Granville (VoG), LCSWCD	Inspect sites for proper installation of BMPs. Perform inspections annually to ensure stormwater BMPs are functional and in good condition.	Inspect BMPs annually	Annually
Comments:				
Site Plan Review Procedures	Village of Buckeye Lake, Village of Hebron (VoH), Village of Granville (VoG), LCSWCD	Ensure construction plans include appropriate post-construction BMPs. Make sure the developer enters into a maintenance agreement with the village in a document that will be recorded and remain with the property.	Review plans for inclusions of appropriate BMPs. Make sure maintenance agreements are initiated for all new sites.	As plans are submitted
Comments:				
Enforcement Procedures	Village of Buckeye Lake, Village of Hebron (VoH), Village of Granville (VoG), LCSWCD	Require BMPs to be effective	Identify any deficient sites and require compliance by agreement or formal enforcement process.	As necessary
Comments:				

**POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Topic(s)	Targeted Audience	# of Employees Attended	Effective
Employee Training Program	Buckeye Lake, Etna, Village of Granville, Granville Township, Harrison Township, Hebron, Licking County, Madison Township, Licking Township, Newton Township, Union Township, Highway Dept	Host annual training sessions for county, township, and village employees.	Yes	Topics include good housekeeping, pollution prevention, and identifying/detecting illicit discharges at municipal facilities and job sites.	Municipal employees	84	Yes

Summary of Activity: Conducted both virtual and in-person trainings and administered a quiz for all participants.

Comments: N/A

BMP (mechanism)	List of Municipal Facilities Subject to Program	O&M Procedures Developed?	# of Inspections Performed	Frequency of Inspections
Municipal Facilities	Service garages, township/village hall buildings, fire stations, storage facilities, etc. owned and/or operated by Village of Buckeye Lake; Village of Hebron; Village of Granville; Madison Twp; Licking Twp; Granville Twp; Etna Twp; Newton Twp; Union Twp; Harrison Twp; and LC Highway Dept.	Yes	29	weekly/quarterly/annually

BMP (mechanism)	Summarize Maintenance Activities and Schedules	Summarize Activities Performed
MS4 Maintenance	<p>VoH: Clean Storm drains as necessary; Sweep Streets; clean catch basins; maintain and mow Village ditches</p> <p>VoG: no info provided</p> <p>VoBL: no info provided</p> <p>Granville Twp: Catch basins are checked and cleaned on a monthly basis</p> <p>Madison Twp: annual cleaning of road ditches</p> <p>Licking Twp: keep shop and twp grounds clean and organized daily</p> <p>Etna Twp: street sweeping and cleaning of catch basins for subdivisions</p> <p>Harrison Twp: We inspect catch basins, ditches, curbs, and gutters on a monthly rotating basis. Maintenance activities are performed monthly or more often on an as needed basis. We inspect and clean ditches quarterly.</p> <p>Newton Twp: Monthly inspection of all township culverts and ditches, Monthly inspection of the 15 catch basins in the township, Daily inspection of equipment for possible fluid leakage.</p> <p>Union Twp: Light Maintenance and quarterly inspections of outlets and drains.</p> <p>LC Recycling: no info provided</p>	All completed

BMP (mechanism)	Procedures Developed?	Document Amounts of Wastes Properly Disposed	
Disposal of Wastes	Yes	VoH: 12 cy - two Chipper Days - yard waste/ 22 cy V- two Village Clean up days VoG: N/A VoBL: 5 - 30 yard dumpsters between two community wide clean up events Granville Twp: N/A Madison Twp: N/A Licking Twp: N/A Etna Twp: 80 cubic yards yard waste and street sweeping. No hazardous waste. Harrison Twp: N/A Newton Twp: N/A Union Twp: N/A LC Recycling: N/A	
BMP (mechanism)	Covered?	Tons Used	Summarize Measures Taken to Minimize Usage
Road Salt	Yes	6673 Tons	VoH: 75.5 and 125 gallons of brine VoG: 425 tons VoBL: 38 tons Salt / 23 tons salt/grit mix Granville Twp: 400 tons Madison Twp: 90 tons Licking Twp: 200 ton salt and 15 ton #9 stone with Brine Water Etna Twp: 550 tons Harrison Twp: 498.25 tons Newton Twp: N/A Union Twp: 800 ton Highway Dept: 3596 tons
BMP (mechanism)	Procedures Developed?	Gallons Used	Summarize Measures Taken to Minimize Usage
Pesticide & Herbicide Usage	Yes	991 Gallons	VoH: 754 gallons vegetation / 26.4 gal + 199 tab pest VoG: N/A VoBL: 80 gals Granville Twp: N/A Madison Twp: N/A Licking Twp: 20 Gal. Herbicide mixed with 100 Gal. water Etna Twp: 20 gallons herbicide Harrison Twp: N/A Newton Twp: 5 gallons Union Twp: 112 Gal
BMP (mechanism)	Procedures Developed?	Pounds Used	Summarize Measures Taken to Minimize Usage

Fertilizer Usage	No	170 Pounds	VoH: 0 VoG: 0 VoBL: 20 lbs Granville Twp: 0 Madison Twp: 0 Licking Twp: 0 Etna Twp: 150 lbs Harrison Twp: 0 Newton Twp: 0 Union Twp: 0
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BMP (mechanism)	Procedures Developed?	Document Amount of Material Collected and Properly Disposed	
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Street Sweeping	No	VoH: 8 cubic yards VoG: no street sweeping VoBL: 20 cubic yards Granville Twp: no street sweeping Madison Twp: no street sweeping Licking Twp: no street sweeping Etna Twp: 85 tons of debris Harrison Twp: no street sweeping Newton Twp: no street sweeping Union Twp: no street sweeping
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BMP (mechanism)	Summarize Any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality		
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Flood Management Projects	VoH: no info provided VoG: no info provided VoBL: Upgraded and extended Storm water system along SR 79 east of spill way and North Bank rd's east of spill way Granville Twp: no info provided Madison Twp: no info provided Licking Twp: Yearly ditch cleaning where applicable Etna Twp: no info provided Harrison Twp: no info provided Newton Twp: no info provided Union Twp: no info provided
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BMP (mechanism)	Summary
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No records found

**POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

*Summarize activities you plan to undertake for the next reporting cycle.*

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
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Employee Training Program	LCSWCD	Municipal employees participate in annual good housekeeping training	LCSWCD will host training sessions covering good housekeeping practices and pollution prevention at municipal facilities and at job sites.	Fall 2021
Comments:				
List of Facilities Subject to Program	Village of Hebron, Village of Granville, Union Twp., Village of Hebron-Public Works Department, Water Reclamation Facilities and Water treatment plant personnel also	Public Works Department, Water Reclamation Facilities and Water treatment plant personnel	Maintain and update SWPPP for facilities	Ongoing
Comments:				
Disposal of Wastes	Village of Hebron, Village of Granville, LCSWCD	Ensure all waste is disposed of in the appropriate manner.	Dispose of all waste materials appropriately and document amounts	Ongoing
Comments:				
Fertilizer Usage	Village of Hebron	Use fertilizer only as necessary	Use fertilizer only when necessary to promote vegetation for erosion control as needed; limit phosphorus fertilizer used.	Ongoing
Comments:				
Pesticide & Herbicide Usage	Village of Hebron Village of Granville Union Twp. LCEO and LC Hwy Dept.	Use pesticides and herbicides only as needed and in accordance with FIFRA and manufacturers label.	Any applications will be made by qualified personnel only. Use herbicides only as necessary for control target (ditch maintenance, ROW maintenance, etc.) and document usage.	Ongoing
Comments:				
Flood Management Projects	Village of Buckeye Lake, Hebron, Village of Granville	Evaluate all new floodplain management projects.	Continue to monitor and take action when floodplain management is needed	Review projects as they are proposed.
Comments:				
MS4 Maintenance	Village of Hebron, Village of Granville, Newton Twp, Union Twp, Licking County Recycling (LCR)	Maintain the integrity and function of all stormwater infrastructure to minimize pollution entering receiving waters in the county.	Clean and maintain all stormwater infrastructure, inspect and maintain all municipal facilities, use pollution prevention BMPs, and practice good housekeeping. Promote recycling programs and waterway cleanup events throughout the county.	Ongoing
Comments:				
Road Salt	Village of Hebron, Village of Granville, Township	Keep salt covered and minimize usage	Inspect and maintain salt storage facilities	Ongoing
Comments:				
Street Sweeping	Village of Hebron, Village of Granville	Properly dispose of street sweepings	Send street sweeping and catch basin debris to sanitary landfill; keep stored debris covered.	Ongoing
Comments:				
<b>PROPOSED CHANGES TO YOUR SWMP (IF ANY)</b>				
<i>Summarize any proposed changes to your SWMP, including changes to any BMPs or any identified measurable goals that apply to the program elements. If you fail to satisfy measurable goals for the reporting year, please explain why.</i>				



We made minor changes to our SWMP to ensure conformity with the new MS4 permit. We put it up for public comment and did not get any input.

**VARIANCES GRANTED (IF ANY)**

*Identify and summarize any variances granted under your storm water program.*

**ADDITIONAL INFORMATION**

*Please add any additional comments or attachments below.*

Attached is our revised SWMP for the 2021 MS4 permit.

Additional Information attachment(s): 2022 SWMP for Licking County and Others MS4 Permit\_FINAL.pdf