



**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> 2019		<b>Ohio EPA Facility Permit Number:</b> 4GQ10011*CG
<b>Name of MS4:</b> Licking County and Others		
<b>Mailing Address:</b> 771 East Main Street, Suite 100		
<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> Josh Troyer		<b>Title:</b> Urban Technician
<b>Email Address:</b> urbantech@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:** LC&OthersMS4\_Table of Organization 2019.pdf

Josh Troyer, Urban Technician  
771 East Main Street, Suite 100  
Newark, OH 43055  
(740) 670-5330  
urbantech@LickingSWCD.com

(see attached-Table of Organization)

**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> Josh Troyer	<b>Title:</b> Urban Conservation Technician
<b>Signature:</b> Electronically submitted by jtroyer	<b>Date:</b> Electronically submitted on 04/06/2020

**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
(1) EDUCATION: Adult, Youth, Family	LCSWCD, Villages, Townships	Educate adults via teacher workshops (PLT, WET, WILD, early childhood PLT/WILD), rain barrel workshops, Stream Team training (citizen science water quality monitoring). Educate youth and families via hands-on activities (Enviroscape, stream table, groundwater model, stream study, etc.).	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults, youth, families, educators	100	Yes

Summary of Results: 3,196 individuals through 116 efforts.

Comments:

(3) OUTREACH: River Round Up	LCSWCD, Village of Hebron, LC Recycling	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, educators	100	Yes
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Summary of Results: Estimate 40,635 reaches through 13 efforts.

Comments:

(5) NON-PERSONAL MEDIA: Print Reach	LCSWCD, Licking Park District, LC Planning Commission, LC Recycling, Village of Hebron	Deliver stormwater and pollution prevention messages via printed 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	100	Yes
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Summary of Results: Estimate 128,903 reaches through 15 efforts.

Comments:

(2) OUTREACH: Adult, Youth, Family	LCSWCD, Village of Hebron	Promote stormwater awareness and pollution prevention 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.	Adult, youth, families	100	Yes
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Summary of Results: Estimate 3,632 reaches through 36 efforts.

Comments:

(4) NON-PERSONAL MEDIA: Digital Reach	LCSWCD, Village of Hebron	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, Educators	100	Yes
Summary of Results: Estimate 41,827 individuals through 12 efforts.						
Comments: LCSWCD: 31,378 individuals VoH: 10,449 individuals through 3 efforts;						
<b>PUBLIC EDUCATION &amp; OUTREACH</b>						
<i>Summarize activities you plan to undertake during the next reporting cycle.</i>						
BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Proposed Schedule
(2) OUTREACH: Adult, Youth, Family	LCSWCD	Promote stormwater awareness and pollution prevention 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.	Adults, Youth, Families, Educators	75	Multiple events throughout the year
Summary of Planned Activities: Promote stormwater awareness and pollution prevention at community events via hands-on activities (Enviroscape, stream table, groundwater model, etc.).						
Comments: At least 75% of CY2019.						
(5) NON-PERSONAL MEDIA: Print Reach	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	75	Non-personal media methods used on an ongoing basis throughout the year.
Summary of Planned Activities: Deliver stormwater and pollution prevention messages via brochures, newsletters, and other non-personal print media.						
Comments: N/A						
(4) NON-PERSONAL MEDIA: Digital Reach	LCSWCD, Village of Hebron	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
Summary of Planned Activities: Educate community via webpages, social media, and electronic newsletters.						
Comments: N/A						

(3) OUTREACH: River Round Up	LCSWCD, Village of Hebron, LC Recycling	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	75	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

(1) EDUCATION: Adult, Youth, Family	LCSWCD, Village of Hebron	Educate adults via teacher workshops (PLT, WET, WILD, early childhood PLT/WILD), rain barrel workshops, Stream Team training (citizen science water quality monitoring). Educate youth and families via hands-on activities (Enviroscape, stream table, groundwater model, stream study, etc.).	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults, Educators, Youth, and Families	75	Multiple events throughout the year.
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Summary of Planned Activities: Provide educational opportunities for adults via teacher workshops (PLT, WET, WILD, early childhood PLT/WILD), rain barrel workshops, Stream Team training (citizen science water quality monitoring). Provide educational opportunities for youth and families via hands-on activities (Enviroscape, stream table, groundwater model, stream study, etc.).

Comments: N/A

## PUBLIC INVOLVEMENT AND PARTICIPATION

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate Of People Participated	Effective
(2) OUTREACH: Adult, Youth, Family	LCSWCD	Promote stormwater awareness and pollution prevention 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.	Adults, youth, families, educators	1434	Yes

Summary of Results: 1,434 reaches through 36 efforts.

Comments:

(1) EDUCATION: Adult, Youth, Family	LCSWCD	Educate adults via teacher workshops (PLT, WET, WILD, early childhood PLT/WILD), rain barrel workshops, Stream Team training (citizen science water quality monitoring). Educate youth and families via hands-on activities (Enviroscape, stream table, groundwater model, stream study, etc.).	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water	Adults, youth, families, educators	3196	Yes
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Summary of Results: Estimate 3,196 individuals through 116 efforts.																				
Comments:																				
(3) OUTREACH: River Round Up and Associated Events	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	964	Yes														
Summary of Results: 964 individuals through 13 efforts (main event, mini RRUp, Preview, Kick-off, poster contest, etc.).																				
Comments:																				
<p><b>PUBLIC INVOLVEMENT AND PARTICIPATION</b></p> <p><i>Summarize activities you plan to undertake during the next reporting cycle.</i></p> <table border="1"> <thead> <tr> <th>BMP (mechanism)</th> <th>Responsible Party</th> <th>Measurable Goal</th> <th>Theme or Message</th> <th>Target Audience</th> <th>Estimate of People to Participate</th> <th>Proposed Schedule</th> </tr> </thead> <tbody> <tr> <td>(1) EDUCATION: Adult, Youth, Family</td> <td>LCSWCD</td> <td>Educate adults via teacher workshops (PLT, WET, WILD, early childhood PLT/WILD), rain barrel workshops, Stream Team training (citizen science water quality monitoring). Educate youth and families via hands-on activities (Enviroscape, stream table, groundwater model, stream study, etc.).</td> <td>Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.</td> <td>Adults, Educators</td> <td>775</td> <td>Multiple events throughout the year</td> </tr> </tbody> </table>							BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Proposed Schedule	(1) EDUCATION: Adult, Youth, Family	LCSWCD	Educate adults via teacher workshops (PLT, WET, WILD, early childhood PLT/WILD), rain barrel workshops, Stream Team training (citizen science water quality monitoring). Educate youth and families via hands-on activities (Enviroscape, stream table, groundwater model, stream study, etc.).	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of storm water.	Adults, Educators	775	Multiple events throughout the year
BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate of People to Participate	Proposed Schedule														
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Summary of Planned Activities: Educate adults via teacher workshops (PLT, WET, WILD, early childhood PLT/WILD), rain barrel workshops, Stream Team training (citizen science water quality monitoring). Educate youth and families via hands-on activities (Enviroscape, stream table, groundwater model, stream study, etc.).																				
Comments: At least 75% of CY2019 participant numbers.																				
(2) OUTREACH: Adult, Youth, Family	LCSWCD	Promote stormwater awareness and pollution prevention 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.	Adults, Educators	632	Multiple events throughout the year.														
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: 75% of 2019.																				

(3) OUTREACH: River Round Up and Associated Events	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	396	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: Increase at least 10% from CY2019.

#### 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
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="http://buckeyelakevillage.com">http://buckeyelakevillage.com</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="http://www.hebronvillage.com/stormwater.html">www.hebronvillage.com/stormwater.html</a> ; Licking County (includes townships): <a href="https://lickingswcd.com/what-we-do/stormwater-management.html">https://lickingswcd.com/what-we-do/stormwater-management.html</a>	Yes

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 Urbanized Area	Yes	Storm Sewer map is continually updated.	Yes

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
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HSTS Mapping and List	Village of Hebron	Villages are working together with LCSWCD and Licking County	Yes	All known HSTS in the Village of Hebron 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
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.)	Yes	140	30	3	0	0	Yes
Comments:									
Upload File Name for the Illicit Discharges: Illicit Discharge Report Form.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 summary statistics for 2019 dry-weather screening of outfalls were not provided in time for this report**				Yes	
(VoH) Dry-Weather Screening of Outfalls	Licking County Soil & Water Conservation & Village of Hebron	All municipal outfalls and the Industrial/Commercial that outfall into the Village storm system.	Yes	10 outfalls screened, 3 dry-weather flows identified, 0 illicit discharges identified, 0 illicit discharges eliminated.				Yes	

(LCHD) IDDE Plan	Licking County Health Dept. (LCHD)	Inspection 100% of illicit discharge locations within LCHDs Plan	Yes	LCHD conducted inspections of 100% of illicit discharge locations identified within its IDDE plan. LCHD works directly with property owners to remedy problems with HSTS.		Yes
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## 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
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)

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:

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:

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 2020 - Dec. 2020.
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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="http://buckeyelakevillage.com">http://buckeyelakevillage.com</a> ; VoG: <a href="https://www.granville.oh.us/villagecharter-codified-ordinances">https://www.granville.oh.us/villagecharter-codified-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: VoBL: Ordinance is current; 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	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/villagecharter-codified-ordinances">https://www.granville.oh.us/villagecharter-codified-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: VoBL: Ordinances adopted, in place, and being utilized; 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	# of Applicable Sites Requiring Plans	# of Plans Reviewed	Effective	
Complaint Process	All Co-Permittees with LCSWCD	Pollution complaint process is in place.	Yes	3	3	Yes	
Summary of Results or Activities: All complaints received will be investigated promptly and resolved in a timely manner.							
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	30	30	Yes	
Summary of Results or Activities: VoH: 2 sites, 2 plans reviewed. All site plans were reviewed and engineer's comments forwarded to applicant before plans are approved. Stormwater construction site brochure. EPA Phase II fact sheet.; LC Technical Review Committee: 28 plans reviewed.							
Comments:							
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	21	84	7	Yes
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Summary of Results or Activities: VoH: 2 sites, 8 inspections; LCSWCD: 19 sites, 76 inspections.

Comments:

Upload File Name(s) for Applicable Sites: LC & Others\_ActiveSites2019.pdf

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	1	1	Yes

Summary of Results or Activities: VoH, VoBL, VoG: All problems were addressed with a phone call or direct conversation with the Project Manager. LCSWCD: Sed./erosion issues and permit violations identified during construction site inspections are documented and addressed directly with contractors onsite and/or via telephone/email.

Comments:

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
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

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:						
Ordinance or other Regulatory Mechanism	Village of Hebron, Village of Granville, LCSWCD	Ensure regulations are in place.	Review provisions of the ordinances and Subdivision Regulations periodically.		Review regulations during CY2020.	
Comments:						
Site Inspection Procedures	Village of Buckeye Lake (VoBL), Village of Hebron (VoH), Village of Granville (VoG), LCSWCD (Township/County areas)	Inspect Sites bi-weekly until construction is complete. Inspect all sites during and after rain events and a monthly inspection until construction is completed. Inspect all sites at least one time. Inspect all sites monthly.	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 to ensure sediment and erosion controls are in place and functioning properly.			Ongoing
Comments:						
Sediment and Erosion Control Requirements	Village of Buckeye Lake Village of Hebron 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
Comments:						
<b>POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT</b>						
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 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 Granville, Village of Hebron, LCSWCD and LCEO (DLZ)	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 Hebron, Village of Granville, LCSWCD, and LCEO	Review all site plans prior to construction.	Yes	21	12	Yes

Summary of Results or Activities: VoH: 1 site, 1 reviewed; LCSWCD & LCEO: 20 sites, 11 reviewed

Comments:							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Inspections Performed	Average Frequency	Effective
Site Inspection Procedures	Village of Hebron (VoH), Village of Granville (VoG), LCSWCD and LCEO	Perform annual post-construction stormwater inspections.	Yes	22	32	2.5	Yes

Summary of Results or Activities: LC Engineers Office: 13 sites, 23 inspections; Village of Hebron: 9 sites, 9 reviews

Comments:							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective	
Enforcement Procedures	Village of Hebron, Village of Granville, LCSWCD	Enforce Regulations	Yes	4	1	Yes	

Summary of Results or Activities: Violation notifications are distributed to owners/operators if inspections identify deficiencies in post-construction BMPs. LCEO: 1 violations notification; Village of Hebron: 3 violations notifications, 1 enforcement action.

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 Hebron, Village of Granville, LCSWCD	Require O&M plans for applicable sites. Require maintenance agreement recorded with the property.	Yes	21	12	Yes	

Summary of Results or Activities: Village of Hebron- O&M Plans Completed and In Place  
LCSWCD- Licking County requires all MS4 developments to record an O&M agreement with the property when it is platted  
Village of Granville- O&M Plans Completed and in Place

Comments:							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Measurement 1	Measurement 2	Effective	

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
Site Inspection Procedures	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:

Enforcement Procedures	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:							
Post-Construction Requirements	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:							
Site Plan Review Procedures	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:							
Ordinance or Other Regulatory Mechanism	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 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:							
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 1	Village of Buckeye Lake, Village of Hebron, Village of Granville, Townships/County, LCSWCD	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	57	Yes
Summary of Activity: 2 training sessions were held in 2019.							
Comments:							
BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Topic(s)	Targeted Audience	# of Employees Attended	Effective
Employee Training Program 2	Newton Township	Train employees once per year	Yes	Identifying possible illicit discharges.	All employees who work in shop and on roadways	4	Yes
Summary of Activity: Discuss recognizing illicit discharges and how to report it.							
Comments:							
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	8		Yearly
BMP (mechanism)	Summarize Maintenance Activities and Schedules			Summarize Activities Performed			
MS4 Maintenance	Village of Hebron: Clean storm drains as necessary, sweep streets, clean catch basins, maintain and mow Village ditches; host Chipper Day and Clean-up Day for Village residents. Village of Buckeye Lake: N/A Village of Granville: N/A Granville Twp: Inspection & Cleaning of 21 catch basins monthly. Madison Twp: Inspections performed monthly by township officials and daily by employees when they are working. Salt facility is inspected to ensure stockpile is covered. Union Twp: Light maintenance and repairs. Licking Twp: Roadside trash pick up, offers recycling bins to public. Etna Twp: Regular inspection of curbs, gutters and catch basins and maintenance activities as needed. Upgrades to salt storage facility were completed in 2018. Harrison Twp: Maintenance activities are performed on an as-needed basis and in compliance with regulations. Newton Twp: Clean catch basins and ditches. LC Recycling: Maintain 26 public and 9 non-public recycling drop off sites.			All Completed			

BMP (mechanism)	Procedures Developed?	Document Amounts of Wastes Properly Disposed	
Disposal of Wastes	Yes	Village of Buckeye Lake: none reported Village of Granville: none reported Village of Hebron: 20 cubic yards recycled for mulch (Chipper Day); 10 cubic yards to landfill and recyclables. Madison Twp: Used oil is disposed of in approved container in garage and used waste fluid disposal service pick up and hauled to proper facility. If spill occurs it is contained with absorbent material and disposed of in proper container. Licking Twp: 4 dump truck loads, 26 tires, used motor oil recycled. Granville Twp: 100 gal. of oils and fluids Etna - none reported Newton Twp: Motor oil and oil filters properly disposed. Harrison Twp: Debris is contained in covered dumpsters and disposed of at the landfill. Union Twp: 50 gal. used motor oil recycled. Oil filters properly disposed. LC Highway Dept.: Disposal records available upon request with Environmental Specialist Containment Systems	
BMP (mechanism)	Covered?	Tons Used	Summarize Measures Taken to Minimize Usage
Road Salt	Yes	5689 Tons	Village of Buckeye Lake - none reported Village of Granville- none reported Village of Hebron- 135 tons salt. 600 gal. brine; Changed application process to apply the salt to the center of the road instead of the middle of each lane. Madison Twp. 90 tons salt. Licking Twp: 240 tons salt. 40 tons brine/#9 shot sand; Apply only as needed. Granville Twp: 500 tons. Used pre-wetting system with salt. Etna Twp: Use only as necessary to maintain public safety. LC Highway Dept: 4124 tons salt. 787 tons salt/grit. 38,730 gallons brine/beet heet. Harrison Twp: Computerized system used to regulate amount of salt applied to roads. Newton Twp: No salt used in 2019. Union Twp - 600 tons; Apply salt as needed.
BMP (mechanism)	Procedures Developed?	Gallons Used	Summarize Measures Taken to Minimize Usage
Pesticide & Herbicide Usage	Yes	3561 Gallons	Village of Buckeye Lake: None reported. The Village only uses environmentally friendly spray and only during the perfect conditions. The herbicides are only used to control nuisance vegetation and control mosquito breeding areas. Village of Granville: Spot spray only as needed. Village of Hebron: 38 gal. mosquito; 787 gal. herbicide. Madison Twp: none used. Licking Twp: 10 gal.; Limit herbicide spraying to one time per year. Granville Twp: 2.5 gal. herbicide. Etna: none reported. LC Highway Dept: 2561 gal. + 90 gal. (ditch maint.). Spot spraying used on target vegetation. Newton Twp: none used in 2019. Harrison Twp: none reported. Union Twp: 7.5 gal. of herbicide; 65 gal. of pesticide (mosquito); Spray as needed and keep training up to date.
BMP (mechanism)	Procedures Developed?	Pounds Used	Summarize Measures Taken to Minimize Usage

Fertilizer Usage	Yes	0 Pounds	Village of Buckeye Lake: none used Village of Granville: none used Village of Hebron: none used Madison Twp: none used Licking Twp: none used Granville Twp: none used Etna Twp: none used LC Highway Dept: none used Harrison Twp: none used Newton Twp: none used Union Twp: none used
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BMP (mechanism)	Procedures Developed?	Document Amount of Material Collected and Properly Disposed
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Street Sweeping	Yes	Village of Buckeye Lake: none reported. Village of Hebron: not enough to document in 2019. Village of Granville: none reported. Union Twp: no sweeping in 2019. Madison Twp: no sweeping in 2019. Licking Twp: no sweeping in 2019. Granville Twp: no sweeping in 2019. Etna Twp: none reported. Harrison Twp: none reported. Newton Twp: no sweeping in 2019.
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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	Village of Hebron: North Street culvert replacement. Wetland creation and restoration project began. Storm ditch improvement projects.
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BMP (mechanism)	Summary
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No records found
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<b>POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS</b>
<i>Summarize activities you plan to undertake for the next reporting cycle.</i>

BMP (mechanism)	Responsible Party	Measurable Goal	Summary of Planned Activities	Proposed Schedule
Road Salt	Village of Hebron, Village of Granville, Township	Keep salt covered and minimize usage.	Inspect and maintain salt storage facilities.	Ongoing

Comments:
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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
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Comments:
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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 2020
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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:				
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:				
<b>PROPOSED CHANGES TO YOUR SWMP (IF ANY)</b>				
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.				
No proposed changes to SWMP.				
<b>VARIANCES GRANTED (IF ANY)</b>				
Identify and summarize any variances granted under your storm water program.				
No variances were granted, some variances were turned down.				
<b>ADDITIONAL INFORMATION</b>				

*Please add any additional comments or attachments below.*