



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

Small MS4 Annual Report for Year: 2022		Ohio EPA Facility Permit Number: 4GQ10011*DG	
Name of MS4: LICKING COUNTY & OTHERS			
Mailing Address: 20 S SECOND ST			
City: NEWARK		State: OH	Zip Code: 43055
Country: USA		County: LICKING	
Primary Contact: Linda Nicodemus		Title: Stormwater Manager	
Email Address: lindanicodemus@lickingswcd.com		Phone: (740) 670-5334	Fax:

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 2023.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.

Applicant Name: Kristy Hawthorne	Title: District Program Administrator
Signature: Electronically submitted by 74446426	Date: Electronically submitted on 04/02/2023

PUBLIC EDUCATION AND OUTREACH

Estimate Your Permit Area of Total Population: 50502

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	% Target Audience	Effective
Outreach Media (Hard Copy)	LCSWCD, Licking Parks District, LC Planning Commission and 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 stormwater. Provide stormwater management information to the development community (theme 5).	Adults, Youth, Families and Educators	20	Yes

Summary of Results: Estimated 9,631 number reaches through 6 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 stormwater	Adults, Youth, Families and Educators	100	Yes
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Summary of Results: Estimated 61,930 reaches through 6 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 stormwater.	Adults, Youth, Families and Educators	20	Yes
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Summary of Results: Estimated 75 adults and 20 children reaches through 4 of efforts.

Comments:

Youth and 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 stormwater.	Youth and Families	20	Yes
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Summary of Results: 306 reached through 4 events

Comments:

River Round Up	LCSWCD, LC Recycling, Licking Park District	Promote River Round Up via poster contest, mini Round Up, word of mouth, blogs, social media, radio interviews, banners and fliers etc.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of stormwater.	Adults, youth, families, local leaders and educators	100	Yes
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Summary of Results: Estimated 45,988 reaches through number of 8 efforts.

Comments:

110 youth and children participated in the Poster Contest

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
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 stormwater.	Adults, Educators, Local Officials and Leaders	25	Multiple Events throughout the year

Summary of Planned Activities: Educate adults through events such as rain garden and Rain Barrel workshops, public events, Conservation Technical Assistance, Local Government meetings and other community presentations

Comments:

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 stormwater.	Adults, Youth, Families, Educators	25	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:

Media Outreach (Hard copies)	LCSWCD, Licking County Recycling and Litter Prevention, Licking County Planning Commission, Licking Park District and Co-Permitee's	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 stormwater. Provide stormwater management information to the development community (theme 5).	Adults, Youth, Families, Educators, Development Community, Contractors and Builders	50	Ongoing
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Summary of Planned Activities: Deliver stormwater and pollution prevention messages via brochures, newsletters, and other non-personal print media

Comments:

Outreach Media (Digital)	LCSCWD, Co-Permite's, Licking County Recycling and Litter Prevention, Licking County Planning Commission, Licking Park District	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 stormwater	Adults, Youth, Families, Educators, Developers, Contractors and Builders	100	Ongoing
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Summary of Planned Activities: Educate community via webpage's, social media, and electronic newsletters.

Comments:

River Round Up	LCSWCD, Co-Permite's, LC Recycling, Licking Park District, LC Health Department,	Promote River Round Up via poster contest, banners, signs, social media, mini Round Up, word of mouth, blogs, radio and news ads, etc.	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of stormwater.	Families, Youth and Adults, Local Leaders and Educators	25	Ongoing
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Summary of Planned Activities: Regular meetings with the River Round up Committee to organize and promote River Round Up; poster contest with the winning posters selection, Round Up, host clean up sites, engage and organize volunteers

Comments:

PUBLIC INVOLVEMENT AND PARTICIPATION

BMP (mechanism)	Responsible Party	Measurable Goal	Theme or Message	Target Audience	Estimate Of People Participated	Effective
River Round Up and Associated Events	LCSWCD, LC Recycling, Licking Park District, LC Health Dept and Co-Permittees	Residential participation through annual river cleanup, Youth/Children (K-12) poster contest and associated events to clean up the rivers and streams throughout Licking County	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of stormwater.	Families, Adults, Youth, Educators, Local Leaders	240	Yes

Summary of Results: 183 participants through 10 clean up sites - Clean up totals 26,000 tons - trash, 185- Tires, 2,500 lbs Metal Recyclables - 110 Youth/Children participants - River Round Up Poster Contest

Comments:

Community Recycling	LC Recycling, LCSWCD and Co-Permittees	Provide services and multiple locations	Keeping organic (theme 3) and toxic (theme 4) pollution out of stormwater.	Adults, Youth, Families, Educators and Local Leaders	5000	Yes
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Summary of Results: 6 location within the MS4 and 3 Municipalities offer recycling with the refuse hauling contracts - 1,062,872 pound of recycling collected

Comments:

Youth Events	LCSWCD	Participation in stormwater awareness and pollution prevention education at community events via hands-on activities (Enviroscape, stream table, groundwater model, Trees for Students etc.).	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of stormwater.	Youth and Families	3500	Yes
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Summary of Results: 3904 Youth and 65 Adult participants through 8 events

Comments:

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 stormwater.	Adults	25	Yes
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Summary of Results: 25 participants through 3 events

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
River Round Up	LCSWCD, LC Recycling, Licking Park District, LC Health Dept. and Co-Permite's	Engage residents through annual river cleanup and associated events to clean up our rivers and streams	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of stormwater.	Families, Adults, Youth, Educators, Local Leader	400	January: Poster Contest begins (K-12), River Round Up Committee meetings, March: Kick off and new Partner Luncheon, July: Mini Round up, August: Local Leaders and Partners Preview Float, September; River Round Up event.

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 and event

Comments:

Youth Events	LCSWCD	Educate youth and families via Stream Team training citizen science water quality monitoring, Enviroscope, 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 stormwater.	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, Enviroscope, 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, Local Leaders training events, etc.).	Keeping sediment (theme 1), nutrient (theme 2), organic (theme 3), and toxic (theme 4) pollution out of stormwater.	Adults, Educators, and Local Leaders	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:

Community Recycling	LC Recycling, LCSWCD and Co-Permittees	Educate and promote recycling, provide services and recycling locations within the MS4 Area	Keep organic (theme 3), and toxic (theme 4) pollution out of stormwater	Adults, youth, families, local leaders, educator	12500	Ongoing
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Summary of Planned Activities: Educate in schools, organizations, advertise, and promote at local activities (fairs, festivals, public meetings, social media and blogs)

Comments:

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 Commissioners (Covers Township Areas)	All regulations, ordinances, and resolutions are in place and current.	Yes	VoBL: https://buckeyelakevillage.com/ordinances-1 ; VoG: http://www.granville.oh.us/storage/charter_code_and_policies/H-PlanningZoning.pdf ; VoH: https://codelibrary.amlegal.com/codes/hebron/latest/overview ; Licking County Commissioners (includes townships): https://lickingcounty.gov/depts/planning/regulation.htm	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 and Villages (Buckeye Lake, Granville and Hebron)	Maps include outfalls and storm sewer system in the Urbanized Area	Yes	Our Storm Sewer maps are continually being updated.	Yes

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Activities or Updates	Effective
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HSTS Mapping and List	Licking County Health Department and Villages	Map and list HSTSs in MS4 area	Yes	The Licking County Health Department has a complete spreadsheet listing all of the HSTS within the county and are updating their mapping to a GIS system with new software for inspection.,	Yes
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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 Township	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	LCSWCD and Villages (Buckeye Lake, Granville and Hebron)	20%	Yes	229	166	145	7	7	Yes

Comments: We are creating a spreadsheet of the current identified outfalls and have scheduled Dry-Weather Screening Training for all of our Partners in 2023. We plan to get on track to complete 20% each year. Also, we will be updating the outfall maps.

Upload File Name for the Illicit Discharges: [Illicit Discharge - Dry-Weather Screening of Outfalls_Schedule 2022.pdf](#)

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Summary of Planned Activities	Comments	Effective
Dry-Weather Screening	LCSWCD and Co-Permite's	20% of outfalls each years	Yes	166 screened		Yes
LCHD Dry-Weather Screening of outfalls	Licking County Health Department	Conduct dry-weather screening of 100% of the illicit discharge locations identified within LCHD's Plan	Yes	LCHD conducts inspection on HSTS throughout the year to ensure they are functioning as designed.		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
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Dry-Weather Screening of Outfalls	LCSWCD, LC Health Department and Villages (Buckeye Lake, Granville and Hebron)	20% outfall screening annually	Dry-Weather Screening Training for all of our partners. Work with partners to utilize the IDDE plan. Review process at quarterly MS4 Consortium meetings. LCHD: Conduct dry-weather screening at 100% of the potential illicit discharge locations identified in LCHD's plan.	April 2023 - December 2023
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Comments:

Ordinance or Other Regulatory Mechanism	LCSWCD, Licking County Health Department and Co-Permite's	Review all Legislation	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	LCSWCD, LC Engineer's, LC Health Department and Co-Permite's	Continue to update map as facilities, outfall and stormwater systems are added to MS4.	Mapping to include new retention and detention areas; new or unidentified outfalls and additions to the stormwater system.	Ongoing
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Comments:

IDDE Plan	Licking County Health Department, LCSWCD and Co-Permite's	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 quarterly MS4 Consortium meetings. LCHD: Conduct dry-weather screening at 100% of the potential illicit discharge locations identified in LCHD's plan.	Ongoing
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Comments:

HSTS Mapping and List	Licking County Health Department, LCSWCD and Co-Permite's	Identify all HSTS in the MS4 Areas and update to include previously unidentified systems	Locate, identify, and map HSTS on a continual basis. They are working with Structure Point to update the maps and they have new software to help.	Ongoing
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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	County Commissioners, LCSWCD, LC Planning TRC and Co-Permite's	Ensure all regulations, ordinances, and resolutions are in place and current.	Yes	VoBL: https://buckeyelakevillage.com/ordinances-1 ; VoG: https://www.granville.oh.us/villagechartercodified-ordinances ; VoH: http://www.conwaygreene.com/Hebron.htm ; Licking County and Townships: https://www.lcounty.com/depts/planning/regulation.htm	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.; Co-Permite Villages have their Legislation in place, but need to update to follow ODNR's Rainwater and Land Development Manual.

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Standards Being Used	Effective
Sediment and Erosion Control Requirements	LCSWCD, LC Planning and Technical Review Committee and Co-Permite's	Ensure all regulations, ordinances, and resolutions are in place and current.	Yes	ODNR's Rainwater and Land Development; Licking County Sediment and Erosion Regulation and each of the three Village's have their own regulation.	Yes

Summary of Results or Activities: Legislation is in place

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	Number of Complaints Received	Number of Complaints Followed Up On	Effective
Complaint Process	LCSWCD and all Co-Permittees	Pollution complaint process is in place	Yes	87	85	Yes

Summary of Results or Activities: 18 resulted in violation notices - 67 were resolved

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Sites Requiring Plans	# of Plans Reviewed	Effective
Site Plan Review Procedures	LCSWCD, LC Planning Technical Review Committee and the 3 Villages	Review all development plans in compliance with OEPA requirements	Yes	48	48	Yes

Summary of Results or Activities: VoH: 7 plans reviewed; VoBL: 3 plans reviewed; VoG: 6 plans reviewed; LCTRC: 32 plans reviewed

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Sites Inspected	Average Frequency	Effective
Site Inspection Procedures	LCSWCD and 3 Co-Permittee Villages	Inspect all sites monthly and ones that are not compliant more frequently	Yes	58	305	1	Yes

Summary of Results or Activities: 305 inspection for a total of 58 sites with 15 sites being completed in 2022

Comments:

Upload File Name(s) for Applicable Sites: Active Sites in Licking County 2022.docx

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	LCSWCD and Co=Permittee's	Address any problem areas on development sites, educate the Contractor and offer solutions	Yes	38	2	Yes

Summary of Results or Activities: Most letters that were sent out by Licking County Planning Commission and Village of Hebron: compliance was reached shortly after therefore no enforcement action as needed

Comments:

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

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
Site Plan Review Procedures	Licking County Technical Review Committee (LCSWCD, LCEO Licking County Planning Commission (LCPC), ODOT, LC Hwy. Dept., Township Zoning Officers/Trustees/Roads), and Co-Permittees (Buckeye Lake, Granville and Hebron) - Have their own Technical Review Process	Review all development site plans for an effective SWPPP.	Review all development plans, to ensure a proper SWPPP for sediment and erosion controls, ensure proper design, capacity and engineering.	Ongoing
Comments:				
Site Inspection Procedures	LCSWCD and Co-Permittees	Inspect all active sites at least on a monthly basis with completed inspection reports.	Inspect all sites at least monthly more frequently when needed	Ongoing
Comments:				
Enforcement Procedures	LCSWCD and Co-Permittees	Ensure enforcement procedures are in place.	Address issues with the guideline set by the Construction General Permit and the local regulations and ordinances	Ongoing
Comments:				
Ordinance or Other Regulatory Mechanism	LCSWCD and Co-Permittees	Ensure regulations are in place and update for compliance with the current NPDES permit	Review provisions of the ordinances, Stormwater Management Plans, Sediment and Erosion and Illicit Discharge Regulation	Review regulations during 2023
Comments:				
Sediment and Erosion Control Requirements	LCSWCD and Co-Permittees	Ensure proper training for Construction site inspection are given to all the Co-Permittees and their staff. This will help them instruct the Contractors with the proper installation of their sediment and erosion controls on sites.	Set up a Construction Site Inspection Training for our Co-Permittees and their employees	2023 during one of our quarterly Consortium meetings
Comments:				
Complaint Process	LCSWCD and Co-Permittees	Ensure complaint procedures are in place.	Review complaint process as necessary for efficacy and permit compliance	Ongoing
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	LCSWCD, LCEO and Co-Permittees	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	LCSWCD and Co=Permittees	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	LCSWCD, LCEO and Co-Permittees	Review draft O&M plans prior to construction and then the final O&M and as-built included before final Plat or sign off	Yes	48	48	Yes

Summary of Results or Activities: Improvement and cooperation in gathering the required data

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Applicable Sites	# of Inspections Performed	Average Frequency	Effective
Site Inspection Procedures	LCSWCD and Co-Permittees	Perform annual post-construction stormwater inspections 20% a year	Yes	58	26	2	Yes

Summary of Results or Activities: Licking County Townships and Villages

Comments:

BMP (mechanism)	Responsible Party	Measurable Goal	Completed	# of Violation Letters	# of Enforcement Actions	Effective
Enforcement Procedures	LCSWCD and Co-Permittees	Enforce Regulations	Yes	2	0	Yes

Summary of Results or Activities: The two sites agreed to repair and gave a schedule for those to be completed

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	LCSWCD and Co-Permittees	Require O&M plans for applicable sites. Require maintenance agreement be recorded with the property deed	Yes	48	12	Yes
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Summary of Results or Activities: We completed a review and update our O & M Agreement with the County Prosecutor

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	LCSWCD and Co-Permittees	Inspect sites for proper installation of BMPs. Perform inspections annually to ensure stormwater BMPs are functional and in good condition	Inspect 20% of the Post Construction BMPs annually.	20% each year during each five year permit cycle.

Comments:

Enforcement Procedures	LCSWCD and Co-Permittees	Require BMPs to be maintained and effective per the Operations and Maintenance Plan	Identify any deficient sites and require compliance by agreement or formal enforcement process.	Ongoing
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Comments:

Long-Term O&M Plans/Agreements	LCSWCD and Co-Permittees	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.
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Comments:

Ordinance or Other Regulatory Mechanism	LCSWCD and Co-Permittees	Ensure regulations are current	Review regulations and revise as necessary	Ongoing
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Comments:

Post-Construction Requirements	LCSWCD and Co-Permittees	Ensure construction plans include appropriate post-construction BMPs. Ensure that the developer executes a maintenance agreement with the County and Villages through which documentation is recorded 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
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Comments:

Site Plan Review Procedures	LCSWCD and Co-Permittees	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
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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	LCSWCD and Co-Permittees	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	55	Yes

Summary of Activity: In-person and virtual trainings were available to reach the largest number of employees. We reviewed the Stormwater programs MCMs and a quiz was given after and then reviewed.

Comments: We received several illicit discharge reports from some of the employees who attended. They stated that training helped them better understand what to look for.

BMP (mechanism)	List of Municipal Facilities Subject to Program	O&M Procedures Developed?	# of Inspections Performed	Frequency of Inspections
Municipal Facilities	Village of Buckeye Lake, Etna Township, Village of Granville, Granville Township, Harrison Township, Village of Hebron, Licking County Highway Dept. , Madison Township, Licking Township, Newton Township, Union Township,	Yes	17	Annually

BMP (mechanism)	Summarize Maintenance Activities and Schedules	Summarize Activities Performed
MS4 Maintenance	Clean on a regular basis or more frequently when necessary to keep shop and grounds clean and organized. Daily inspection of equipment or storage areas for possible fluid leakage. Catch basins, culverts, curb drains, ditches, streets and storm drains are inspected and maintained regularly and cleaned, cleared of trash and debris.	Completed

BMP (mechanism)	Procedures Developed?	Document Amounts of Wastes Properly Disposed
Disposal of Wastes	Yes	Licking TWP: 60 gallons of used oil; Village of Granville: Brush Chipped 96 Cubic yards- Leaf removal 120 Cubic Yards removed; Village of Buckeye Lake: 90 yards; Granville Twp: 75 gallons of used motor oil was recycled and the filters were disposed; Harrison Twp: 50 Yards; Etna Twp: 10 tons

BMP (mechanism)	Covered?	Tons Used	Summarize Measures Taken to Minimize Usage
Road Salt	Yes	6709 Tons	Adding grit to the salt and using natural brine solution to lessen using road salt.

BMP (mechanism)	Procedures Developed?	Gallons Used	Summarize Measures Taken to Minimize Usage
Pesticide & Herbicide Usage	Yes	8929 Gallons	Keeping the Stormwater systems clear of trash and debris so that the water can flow freely and eliminate standing water. Identify Mosquito breeding areas that they can eliminate and kept dry. Maintain weeds along fence areas to help lessen the amount of herbicides used.
BMP (mechanism)	Procedures Developed?	Pounds Used	Summarize Measures Taken to Minimize Usage
Fertilizer Usage	Yes	10 Pounds	Only Granville had used Fertilizer
BMP (mechanism)	Procedures Developed?	Document Amount of Material Collected and Properly Disposed	
Street Sweeping	Yes	Etna Township: 15 swept 2 subdivisions; Village of Buckeye Lake; 25 yards; Village of Granville: 18 Cubic Yards and Harrison Township 10 cubic yards.	
BMP (mechanism)	Summarize Any New or Existing Flood Management Projects that were Assessed for Impacts on Water Quality		
Flood Management Projects	Village of Hebron: added 500 feet of new storm drain lines		
BMP (mechanism)	Summary		

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
Municipal Facilities	LCSWCD and Co-Permittees	All Municipal Facilities Staff to review the SWPPP and a regular maintenance schedule. For all municipal facilities to inspect them quarterly as well as annually.	Offer more training and technical services to enhance their procedure and practices.	Ongoing
Comments:				
MS4 Maintenance	LCSWCD, LC Highway Dept. and Co-Permittees	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:				
Disposal of Wastes	LCSWCD, LC Highway Dept, LC Recycling and Co-Permittees	Ensure all waste is disposed of in the appropriate manner.	Dispose of all waste materials appropriately and document amounts	Ongoing
Comments:				
Road Salt	LCSWCD, LC Highway Dept. and Co-Permittees	Keep salt covered and minimize usage	Inspect and maintain salt storage facilities	Ongoing
Comments:				

Pesticide & Herbicide Usage	LCSWCD, LC Highway Dept., LC Health Dept and Co-Permittees	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:				
Fertilizer Usage	LCSWCD, LC Highway Dept., LC Engineer and Co-Permittees	Use fertilizer only as necessary	Use fertilizer only when necessary to promote vegetation for erosion control as needed; limit phosphorus fertilizer used.	Ongoing
Comments:				
Street Sweeping	LCSWCD, LC Highway Dept. and Co-Permittees	Properly dispose of street sweepings	Send street sweeping and catch basin debris to sanitary landfill; keep stored debris covered.	Ongoing
Comments:				
Flood Management Projects	LCSWCD, LC Planning, LC Engineers and Co-Permittees	Evaluate all new floodplain management projects.	Continue to monitor and take action when floodplain management is needed	Review projects as they are proposed.
Comments:				
PROPOSED CHANGES TO YOUR SWMP (IF ANY)				
<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 are reviewing and meeting with other SWCD's stormwater programs to create a more effective program. We have hire two new Urban Technicians to help with the deficiencies in outfall screenings, mapping and post stormwater inspection. Provide more training for our Co-Permittees - Construction Site inspections and Outfall Screening and testing.				
VARIANCES GRANTED (IF ANY)				
<i>Identify and summarize any variances granted under your storm water program.</i>				
ADDITIONAL INFORMATION				
<i>Please add any additional comments or attachments below.</i>				
Additional Information attachment(s): <u>2022 SWMP for Licking County and Others MS4 Permit_FINAL.pdf</u>				