

# **Storm Water Management Plan**



## **Chester Township Geauga County, Ohio**

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### **Acronyms Used in this Storm Water Management Program Include**

BMP: Best Management Practice	BOT: Township Board of Trustees
CRWP: Chagrin River Watershed Partners, Inc.	E&SC: Erosion and Sediment Control
GCSWCD: Geauga County Soil and Water Conservation District	HSTS: Home Sewage Treatment System
MCM: Minimum Control Measure	MOU: Memorandum of Understanding
MS4s: Municipal Separate Storm Sewer System	NOI: Notice of Intent
NPDES: National Pollutant Discharge Elimination System	Ohio EPA: Ohio Environmental Protection Agency
SWMC: Storm Water Management Committee	SWMP: Storm Water Management Program
WMSC: Water Management & Sediment Control	

### **Legal Authorities to Implement the Storm Water Management Program**

Chester Township has the legal authority to implement the following Storm Water Management Program under its governmental authority granted by Title 5, Chapters 501 to 521, Chapter 1502, and Chapter 5571 of the Ohio Revised Code. In addition, Ohio Attorney General Opinion No. 85-053 holds that a Township may enact zoning resolutions which regulate land use in such a manner as to control sediment and storm water runoff from urban development. In this context, “urban development” may include large lot housing subdivisions and low density, semi-rural commercial or industrial development, and does not necessarily imply the higher-density types of development associated with cities. In addition, Ohio Revised Code 519 (Article XVIII, Section 3 of the Ohio Constitution) grants Townships the authority to adopt land use and control measures for promoting the health, safety, and morals of their citizens. To assist in the development and enforcement of Chester Township’s Storm Water Management Plan, at the time of submittal, the Township is working with the Geauga County Engineer’s Office and the Geauga County Department of Health to adopt Memorandums of Understanding to define organizational responsibilities for certain aspects described in this Plan. MOUs with Geauga GCSWCD and CRWP are attached and will be finalized as soon as possible.

## **Financial Ability to Implement the Storm Water Management Program**

In 2003 Chester Township will fund the additional activities necessary to implement its SWMP through dollars from the Township's General Fund and, to a very small degree, by road levies passed by the citizens of Chester Township as applicable. In 2004 the Storm Water Management Committee (see Table 1 for details on Committee formation) will evaluate the costs of implementing the SWMP and, if necessary, suggest alternative funding arrangements. In order to fund this program, the Township is limited to property tax revenues allocated to it by state law. Those funds must also support the essential government functions of Chester Township.

## **Overview of Community Storm Water System**

Chester Township is located in the Chagrin River watershed. The Community is 25 square miles in area and includes three tributary streams to the Chagrin River's main branch (see attached map). A small portion of the Township is sewered and served by three (3) public sewage treatment plants. In addition, some residential subdivisions are sewered and served by privately owned (by the subdivision association) and operated sewage treatment plants. Finally, all three (3) of the public schools have private sewage treatment systems. The majority of Chester Township is serviced by home sewage treatment systems. Through the Regional 208 Plan, Clean Water 2000, the Community has determined that these systems will be maintained and that no new sewer lines will be constructed. Because the vast majority of the Township consists of single family homes with on-site sewage treatment systems, the major issues in storm water management are regulating residential developments to properly control runoff, educating our residents on the problems of sewage system maintenance, prevention of toxic/septic runoff, and minimizing erosion and runoff throughout the normal range of homeowner activities. In our Commercial, Shopping Center, and Industrial Districts a program will be undertaken to educate business owners about practices that can minimize runoff and pollution.

Chester Township has 78 miles of roads, with an additional 11 miles of state roads, and 12 miles of county roads passing through the Township. Approximately 95% of the roadside ditches will eventually flow to the streams that drain the Township. In a few areas the roadside ditches have been piped and inlets placed in the ditches to collect storm water runoff. Few streets have curbs, gutters, and storm drains. A map of the storm water runoff system will be developed as part of this program, under minimum control measure number three. The mapping will detail the location of ditches, culverts, pipes and inspection / collection points that are part of our system.

## **Description of Permit Development and Decision Process**

To develop its SWMP, Chester Township followed the steps detailed below:

- 1. Formed a Storm Water Management Committee:**

The Storm Water Management Committee was created by the Chester Township Board of Trustees on September 26, 2002, at a public Town Hall meeting. The complete list of members of the Storm Water Management Committee include; Mike Bear (Chairman of the Township Trustees and Chester Resident), Pat Mula (Vice Chairwoman of the Township Trustees and Chester Resident), Jim Montague (Township Trustee and Chester Resident), Chuck Mascella (Township Road Superintendent), Ken Radtke (Chester Resident), John Ralph (Chester Resident), Vicki Domonkos (Geauga Soil and Water Conservation District), Carmella Shale (Director, Geauga Soil and Water Conservation District), Kyle Dreyfuss-Wells (Director, Chagrin River Watershed Partners Inc.), Mike Joyce (Liaison/Chairman of SWMC, Zoning Department Head and Chester Resident). Working with CRWP and the GCSWCD, the Committee reviewed the general requirements of each MCM and inventoried current activities that meet these general requirements.

## **2. Reviewed the specific requirements of the Ohio EPA NPDES Phase II permit:**

After reviewing the general Phase II requirements and inventorying our existing BMPs, the SWMC examined the specific requirements under each MCM. The SWMC determined the extent to which our current activities meet these specific requirements and selected additional BMPs to fill any short falls in our existing programs. Chester's BMPs were selected based on our financial and legal ability to implement these practices as well as their suitability for our community. Chester's main characteristics are that of a larger lot, single family, residential rural community. Chester is mostly built out with the majority of new homes occurring in new residential subdivisions created as some "open lands" are sold to developers and then converted into housing developments. Therefore, the BMPs selected are primarily aimed at regulating the on-going development activities in Chester, and at educating our residents of the impact their daily activities have on the waters of Chester, and ultimately, the waters of the state of Ohio, and beyond. Over ninety-five percent (95%) of Chester Township is currently located within the one and one half (1.5), three (3) and five (5) acre residential districts. Chester is currently the most highly populated of all of the Townships in Geauga County with ten thousand nine hundred and sixty-eight (10,968) residents located within three thousand nine hundred and fifty-two (3,952) households, according to the 2000 census. All new developments and new buildings will be governed by the new Storm Water Management Program outlined in this document, with coordination and support from the Geauga County Water Management and Sediment Control regulations, Geauga County's subdivision regulations, and under the Chester Township Zoning Resolution. It is believed the most beneficial and long lasting benefits of the Storm Water Program will come from the education of the residents and business owners/managers to the importance of protecting the water quality.

## **3. Selected measurable goals and assigned responsible parties:**

After BMPs were selected, the SWMC assigned responsible parties, set target dates and established goals as outlined in the tables listed in this document.

## **4. Finalized Storm Water Management Program:**

Chester Township's Storm Water Management Plan was presented to the Township's Board of Trustees during a public meeting of the BOT on December 23, 2002. A copy of the draft SWMP was then presented to the Township's Zoning Commission during the Zoning Commission's January 22, 2003, public meeting. The presentation was to ask for Commission's comments and suggestions, as well as to inform them of the need to recommend possible changes to the Chester Township Zoning Resolution to the Board of Trustees. The changes may be needed so that the Zoning Resolution can meet the requirements of the Storm Water Management Program. After modifications, the semi-finalized draft was again presented to the BOT, and to the public, during the Board of Trustees public meeting on January 30, 2003. The final draft was submitted to the BOT on February 13, 2003. In addition to the above, two copies of the draft plan of the SWMP was placed in the West Geauga County Library (located in Chester Township) for public review and comment and one copy was on public display at the Town Hall for public view and comment. The public was notified of the locations of the copies and requested to read and comment on the SWMP by public notifications placed in the Chesterland News. March 6, 2003, was set as the date for the vote on the acceptance of this document by the Board of Trustees, during a public Town Hall meeting. The finalized Storm Water Management Program was submitted to the State of Ohio on, March 7, 2003.

#### **5. Held Public Hearings:**

The Storm Water Management Committee presented the draft SWMP to the Township Trustees at the public Board of Trustees meeting on December 23, 2002. The Storm Water Management Committee presented Chester Township's draft Storm Water Management Program to the Township's Zoning Commission during the Zoning Commission's January 22, 2003, public meeting. The finalized draft was presented to the public during the Board of Trustees January 30, 2003, public meeting. The final draft was voted upon by the Board of Trustees during a public Town Hall meeting on March 6, 2003. All public meetings had published agendas, and the public was invited to comment on the Storm Water Management Program. Typically, the members of the local newspapers were also in attendance at the above listed meetings. The meetings averaged between thirty and fifty residence in attendance.

#### **6. Approved:**

The Chester Township Board of Trustees approved the SWMP during the public Town Hall meeting on March 6, 2003.

#### **7. Submitted:**

The Chester Township's Storm Water Management Program was submitted to the State of Ohio on March 7, 2003.

## **Storm Water Management Program**

### **A. Public Education and Outreach on Storm Water Impacts and Public Involvement/Participation (MCM #1 and #2)**

#### **a) The Permit Requirements (per Ohio EPA NPDES Permit)**

- a) 3.2.1.1 Implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and steps that the public can take to reduce pollutants in storm water runoff.
- b) 3.2.2.1 Comply with State and local public notice requirements when implementing a public involvement and/or participation program.

#### **b) Public Education and Involvement Plan**

Given the similarity of these two MCMs, Chester Township has developed a unified Public Education and Involvement Program. The BMPs, measurable goals and responsible parties in this Public Education and Involvement Plan are detailed in Table 1 of this document.

In addition to Table 1, per Ohio EPA NPDES permit requirement 3.2.1.2 and 3.2.2.2, we are documenting our decision process with the following information.

#### **3.2.1.2.1 & 3.2.1.2.2 How you plan to inform individuals and households about the steps they can take to reduce storm water pollution and how to become involved in the storm water management program?**

As presented in Table 1, Chester Township will inform residents about the steps they can take to reduce storm water pollution, and ways for them to get involved in Chester's Storm Water Management Program through a combination of workshops, community activities, and print media including newsletters, information boxes located at Police and Fire Departments, new resident outreach program through the local Chamber of Commerce, and inserts included with Chester Township Zoning Certificate(s) issued for any construction projects that disturb more than three hundred (300) square feet of ground surface area.

Chester Township utilizes the Chesterland News as its newsletter. The Chesterland News reaches most resident and business in Chester Township. A Township Trustee includes a Township update in the Chesterland News approximately forty-five (45) out of the fifty-two (52) weeks each year. Our community activities, including the Fall Festival, are long-standing events and very well attended by residents. The attendance will be tracked and analyzed to determine possible improvements in reaching patrons at the

functions. The amount of activity through the information boxes will also be recorded and analyzed.

**3.2.1.2.3 & 3.2.2.2.3 Who are the target audiences for your public education and involvement plan who are likely to have significant storm water impacts and why those target audiences were selected? Include a description of the types of ethnic and environmental groups engaged and steps to involve all potentially affected stakeholders including businesses, trade associations, environmental groups, homeowners associations, and educational organizations.**

The first and largest target group targeted will be the current residence of Chester Township. The Storm Water Management Committee will use all of the above mentioned tools to inform and educate the residents of Chester. Please refer to Table 1 of this document for greater detail on public education and involvement.

The second target group will be the developers and contractors doing business in Chester Township. The main thrust to reaching this target audience will be through the County Planning Commission, the Geauga County Soil and Water Conservation District, and the Chester Township Zoning Office.

Our third target group will be the general businesses located in our Commercial, Shopping Center, and Industrial Districts. The Storm Water Management Committee will use all of the above mentioned tools to inform and educate the business residents of Chester Township. In addition to the above, the Township will consult with the Chagrin River Watershed Partners to develop specific recommendations for different types of businesses located within Chester Township. The Storm Water Management Committee will take the lead position to develop materials and contact these target groups.

Recognizing the impact and significance of agricultural activities and given the strong equine industry in Geauga County, the Chester SWMC will use the tools in MCMs #1 and #2 to communicate with this target group.

**3.2.1.2.4 What are the target pollutant sources your public education plan is designed to address?**

Chester Township will target pollutant sources common to the Chagrin River watershed including sediment pollution from stream bank erosion and improperly controlled construction sites; habitat alteration due to land use changes; and bacteria and nutrient pollution from home sewage treatment systems, agricultural and equine activities.

Because the majority of these pollution problems are caused by increases in impervious cover over the land, and the resulting increases in storm water volume and velocity of water runoff, we will focus much of our Public Education and Involvement Program on increasing public awareness of the links between land use practices and storm

water pollution. We will also establish a program of education on the proper operation and maintenance of home sewage treatment systems. The Storm Water Management Committee will also find and/or develop materials to address the homeowner's practices that may cause pollution, such as landscaping and lawn care; use and disposal of paints, solvents, oils, etc.; the recycling or composting of appropriate materials.

**3.2.1.2.5 What is your outreach strategy, including mechanisms (e.g. printed brochures, newspapers, media, workshops, ect.) you will use to reach your target audiences, and how many people do you expect to reach with the outreach strategy over the permit term?**

Chester Township will use the following tools to reach our target audiences:

- 1) Township newsletter at least twice per year, more if needed.
- 2) The Chesterland Chamber of Commerce's monthly newsletter, as needed and/or practicable.
- 3) News releases and articles in local newspapers such as Chesterland News, The Times, Chagrin Daily Times, Geauga Times Courier, News Herard, and West Geauga Sun.
- 4) Disseminate information through information boxes located at the Town Hall, the Police Department, and the Fire Department's Fire Stations.
- 5) Membership in the Chagrin River Watershed Partners. Attend regular meetings of the CRWP. The CRWP also will provide background and printed information for the above steps.
- 6) Attend meetings and workshops hosted by the CRWP, and the Geauga County Health District, and the Geauga County Soil and Water Conservation District. All of the mentioned groups will also provide background information and printed materials for items 1 and 2.
- 7) Starting in 2003, inserts will be given with all Zoning Certificates issued in Chester that are applicable to the disturbing of 300 square feet of ground or more. Applicant will be required to have at least one meeting with the Zoning Inspector on the subject of Storm Water Management.
- 8) The Storm Water Management Committee will contact area clubs and organizations such as; Kiwanis, Lions, Rotary, Chamber of Commerce, Public Library, Churches, etc. for the purpose of giving educational presentations covering Storm Water Management.
- 9) New resident outreach program in the form of educational literature included in the Chesterland Chamber of Commerce "welcome wagon" area informational package. Further, articles can be run in the Chamber's monthly newsletter.

- 10) The Township, through the Storm Water Management Committee's efforts, will contact some of the area businesses that may have a harsher impact on storm water, such as; Auto repair services, gas station filling stations, landscapers, lumber saw mills, nurseries, etc.

**3.2.2.2.1 How you have involved the public in the development and submittal of your NOI and SWMP.**

All meetings of the Chester Township Board of Trustees and those of the Zoning Commission are public meetings open to both the public and to press reporters. In addition, the Storm Water Management Program has been the subject of much newspaper coverage not just in Chester Township, but throughout Geauga County. The Storm Water Management Committee includes six Chester Residents.

**3.2.2.2.2 What is your plan to actively involve the public in the development and implementation of your plan?**

- 1) All past, present, and future meetings of the Storm Water Management Committee, all Board of Trustees meetings, and all Zoning Commission meetings are open to the public. Interested persons are encouraged to attend and to offer ideas and/or suggestions.
- 2) The Township Trustees and the Storm Water Management Committee will seek volunteers to implement a number of activities under this plan.
- 3) The Storm Water Management Committee will conduct a survey in 2003 to gauge public opinion and awareness and will help the Township to tailor the plan to the needs of the public. The survey will be repeated in 2008 to evaluate the impact of the Storm Water Management Program's activities.
- 4) More than half of Chester's Storm Water Management Committee is comprised of residents, and the SWMC is supported by professionals in the environmental and ecological fields.
- 5) The advice of area businesses, private citizens interested in the environment, and expert advice from both the private and public sectors will be sought.
- 6) All developmental activities under the program, such as research and recommendations on zoning changes to the Chester Township Zoning Resolution related to setbacks, erosion control, or other matters, will be held in public meetings.
- 7) Newspapers will be informed through regular press releases and open discussions at public meetings.
- 8) There will be notices on the Township bulletin board, to the amount practicable, notifying residents of all events and public meetings.

**3.2.2.2.4 What types of public involvement activities are included in your plan?  
Where appropriate, consider the following types of public involvement activities:**

**3.2.2.2.4.1 Citizen Representatives on storm water management panel.**

As detailed in Table 1, Chester formed a Storm Water Management Committee to assist in developing Chester Township's Storm Water Management Program, and to oversee the implementation during the permit term. This Committee includes elected officials, township officials, county officials, environmental experts, and township residents.

**3.2.2.2.4.2 Public hearings.**

Chester held two (2) public meeting related to storm water in 2002. The first was on September 26, 2002, and included a presentation by CRWP and GCSWCD to the Chester Township Trustees updating them on the requirements under Phase II. The Storm Water Management Committee was formed prior to the conclusion of this meeting. The second was by the Storm Water Management Committee to present the first draft SWMP to the Trustees on December 23, 2002. Both meeting were open to the public and had Chester residents and members of the press in attendance.

In addition to the above, the Storm Water Management Committee met on no less then seven (7) occasions to draft the Storm Water Management Program, and met on at least two (2) occasions at locations outside of Chester Township to meet with other Storm Water Management Committees from other Townships, Villages, Cities, Counties, and to listen to experts in this field. The intent was to exchange information and plans for compliance. All of the meetings listed in this paragraph were open to the public.

Under the program implementation from 2003 to 2008, the Trustees will hold at least one (1) public hearing per year, in November, to review progress under the program plan, and to discuss a draft report to EPA on the program.

**3.2.2.2.4.3 Working with citizen volunteers willing to educate others about the program.**

Chester Township has six (6) volunteers on the Storm Water Management Committee. In addition to this, the Trustees will seek volunteers to help with the Township Clean-Up Day and for the various storm water related activities listed through out this document. The Storm Water Management Committee will also work with various civic clubs and homeowners' associations to solicit their help in reaching residents by printed materials, meetings, or both. The Storm Water Management Committee will ask the Township Trustees to consider a Watershed Management Bulletin Board, and/or a display that can be used at community events and placed in Chester's Town Hall meeting room.

#### **3.2.2.2.4.4 Volunteer monitoring or stream clean-up activities.**

Chester Township supports volunteer stream monitoring or clean up activities through its partnership with the GCSWCD. The Geauga County Soil and Water Conservation District interacts with the West Geauga County School District students and teaches stream monitoring to school students. In addition, there is a “land lab” adjacent to the Westwood elementary school (part of the West Geauga School District) where students study topics related to wetland and stream ecology. With the future development of the newly acquired property by Chester Township for both passive and active park lands, the Township will work Geauga GCSWCD to establish a stream monitoring activity as part of the parks programs to enhance the public’s interaction with nature.

#### **3.2.1.2.6 & 3.2.2.2.5 Who is responsible for overall management and implementation of your Public Education and Involvement Plan?**

The Township Trustees, working with the Storm Water Management Committee and the Zoning Commission, are responsible for the overall management and implementation of Chester’s Public Education and Involvement Plan. The Zoning Inspector will consult with the Zoning Commission and will report quarterly to the Storm Water Management Committee and to the Township Trustees. To assist the Township in implementing its activities under the Public Education and Involvement Plan, Chester has entered into Memorandums of Understanding with the Geauga County Soil and Water Conservation District, and the Chagrin River Watershed Partners, Inc. These MOUs are attached in the Appendices Section of this document, further these partner organizations and their representatives are listed in Table 1.

#### **3.2.1.2.7 & 3.2.2.2.6 How will you evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs?**

The Storm Water Management Committee will conduct public opinion and awareness surveys in 2003 and 2008 with the goal of evaluating the state of Chester’s residents public awareness and knowledge of storm water issues and to what extent the public has adopted the appropriate BMPs.

In addition, each November during the years 2003 through 2008 the Storm Water Management Committee and the Township trustees will evaluate the progress of the plan(s) listed within this document. The individual step reviewed may include:

- 1) Meetings with key commercial property owners.
- 2) Meetings with homeowners associations.
- 3) Review of printed materials distributed at the various locations and how many copies were picked up; the rate the information was picked up; if some sites were more effective than other sites; if any of the sites ran out; if any of the sites were depleted of handouts, etc.

- 4) Review Clean-Up Day and other activities as applicable.
- 5) Review the activity of the recycle drop off.
- 6) Review information from the Geauga Health District on septic tank pumping and the evaluation of the various types of septic tanks in Chester vs. the county as a whole.
- 7) Review of the public meeting(s) attendance and of the comments made.

**Table One**

<b>MCM #1 &amp; 2: Phase II Public Education and Public Involvement Plan, Chester Township</b>		
<b>Best Management Practice</b>	<b>Schedule</b>	<b>Responsible Party</b>
<p><b>Storm Water Management Committee (SWMC):</b></p> <p>Township formed a Storm Water Management Committee to develop Storm Water Management Program and oversee its implementation. Township Zoning Inspector will oversee the daily implementation of the components of the Storm Water Management Program with technical assistance from Geauga Soil and Water Conservation District (GCSWCD) and the Chagrin River Watershed Partners (CRWP).</p> <p><b>Committee members:</b>            Mike Bear, Trustee, Chair            Pat Mula, Trustee, V. Chair            Jim Montague, Trustee            Chuck Mascella, Road Department            John Ralph, Resident            Ken Radtke, Resident            Vicki Domonkos, GCSWCD            Carmella Shale, GCSWCD            Kyle Dreyfuss-Wells, CRWP            Mike Joyce, (Chair) Zoning &amp; Resident</p>	<p>Committee formed 9/26/02.</p> <p>Working Meetings throughout 2002</p> <p>Participation in Countywide meetings.</p> <p>December 23, 2002, public presentation to Township Trustees on draft Program during Chester Township Trustees Board Meeting.</p> <p>Working Meetings to develop written Plan.</p> <p>Starting in 2003, meetings will be scheduled in May and September of each year, or more frequently if needed. Unscheduled meeting(s) may be called by any SWMC Member.</p>	<p><b>Township Trustees:</b></p> <p>Formalized the Storm Water Management Committee as a standing body in the community on September 26, 2002.</p> <p><b>Zoning Inspector:</b></p> <p>Implement Storm Water Management Program and report regularly to Committee members.</p> <p><b>GCSWCD &amp; CRWP:</b></p> <p>Provide technical support and assistance to Committee.</p>
<p><b>Survey of storm water understanding:</b></p>	<p><b>Schedule</b></p>	<p><b>GCSWCD &amp; CRWP:</b></p>

Best Management Practice	Schedule	Responsible Party
<p>Conduct survey of general public of Chester Township to gauge the level of public knowledge on storm water related issues.</p> <p>Surveys will be sent out via the local newspaper, with additional copies available at public locations including the Geauga County Library, Town Hall, and Police &amp; Fire Stations.</p> <p>OSU Extension may assist with survey preparation as well.</p>	<p>Baseline survey of public knowledge on understanding of storm water related issues will be conducted by December 31, 2003.</p> <p>Resurvey by December 31, 2007, to gauge effectiveness of Public Education/ Involvement Plan.</p>	<p>Develop survey and advise on survey execution.</p> <p><b>Community Storm Water Management Committee:</b></p> <p>Copy and distribute surveys, and request community participation through web site (Chester web site if available, County's if possible), newsletter, and local paper.</p>
<p><b>Community Presentations:</b></p> <p>Make presentations available to groups such as:</p> <ol style="list-style-type: none"> <li>1. Kiwanis</li> <li>2. Rotary</li> <li>3. Churches</li> <li>4. Chamber of Commerce</li> <li>5. Public Library</li> <li>6. Others</li> </ol> <p>CRWP and GCSWCD regularly make presentations at the request of county organizations. Presentation topics include:</p> <ol style="list-style-type: none"> <li>1. Overview of the Chagrin River watershed.</li> <li>2. Nonpoint source pollution.</li> <li>3. Steps residents can take to minimize impacts on environment.</li> </ol>	<p>Starting in 2003, at least twice annually, and more to the extent practicable.</p>	<p><b>CRWP &amp; GCSWCD:</b></p> <p>Will report at least annually to the SWMC on presentations made to Geauga County organizations.</p> <p><b>Community Storm Water Management Committee:</b></p> <p>To the extent practicable, will make the availability of speakers known through web site, newsletters, and local paper. SWMC will encourage local organizations to take advantage of these opportunities for presentations.</p>
<p><b>Workshops for homeowners on home sewage treatment systems (HSTS):</b></p> <p>Workshops to provide information on</p>	<p>Starting in June of 2003,</p>	<p><b>Community Storm Water Management Committee:</b></p>

<b>Best Management Practice</b>	<b>Schedule</b>	<b>Responsible Party</b>
<p>suggested weekly, monthly and yearly maintenance steps.</p> <p>Township may hold these workshops in conjunction with other Phase II communities in Geauga County.</p>	<p>workshops are to be held in June of each year.</p>	<p>Host workshops and advertise through web site, newsletter, and local paper to the amount practical. May also include West Geauga School District's Continuing Education program, or those of other qualified entities.</p>
<p><b>School Activities:</b></p> <p>Through the Township's support of the GCSWCD, the Storm Water Management Program includes classroom activities such as:</p> <p>School presentations</p> <p>Stream quality monitoring</p> <p>Teacher training</p>	<p>Starting in 2003, at least twice annually, and more to the extent practicable.</p>	<p><b>GCSWCD:</b></p> <p>Provide school activities and regularly report such activities to Township Storm Water Management Committee.</p> <p>GCSWCD has school programs underway.</p> <p><b>Community Storm Water Management Committee:</b></p> <p>Make the general public aware of activities students are doing to improve Storm Water Management through the web site, newsletter, and local paper to the amount practical.</p>
<p><b>Community activities:</b></p> <p>Township will sponsor activities for the</p>	<p>Starting in 2003 an annual Township Clean-Up Collection</p>	<p><b>GCSWCD:</b> Provide displays for community events.</p>

<b>Best Management Practice</b>	<b>Schedule</b>	<b>Responsible Party</b>
<p>general public. These activities include:</p> <p>Plant a Tree Day.</p> <p>Annual Clean-Up day (see attached flyer in addendum)</p> <p>Community festivals</p> <p>Household hazardous waste “Collection Days.”</p>	<p>day will held in June. Additional collection days will be sponsored by Geauga County on March 15, April 26, June 7, and October 11 in 2003. The Township will participate in at least two, and more to the extent practicable, events per year.</p>	<p><b>Community Storm Water Management Committee:</b></p> <ol style="list-style-type: none"> <li>1. Organize and host events.</li> <li>2. Advertise events through web site, newsletter, and local paper, to the amount practical.</li> <li>3. Track attendance and determine areas for improvement.</li> </ol>
<p><b>Print Media:</b></p> <p>Community will distribute information on storm water management.</p> <p>Distribution methods may include:</p> <ol style="list-style-type: none"> <li>1. A network of community information boxes at Town Hall, Police and Fire Departments.</li> <li>2. Handouts with zoning permits.</li> <li>3. Chester Chamber of Commerce Welcome Wagon Packet.</li> <li>4. GCSWCD newsletter.</li> <li>5. Quarterly columns in <u>Chesterland News</u>.</li> </ol>	<p>Approximately 220 zoning permits are issued yearly. Each of these will be accompanied by a general information pamphlet on Phase II and storm water management.</p> <p>Chester residents can receive the GCSWCD newsletter. This newsletter is mailed at least twice per year.</p> <p>Approximately 3000 Chester households receive the <u>Chesterland News</u>. This paper is mailed weekly.</p>	<p><b>CRWP &amp; GCSWCD:</b></p> <p>Provide content for print media including articles and brochures.</p> <p><b>Community Storm Water Management Committee:</b></p> <p>Copy and distribute materials.</p>
<p><b>Workshops:</b></p> <p>Workshops may include:</p> <ol style="list-style-type: none"> <li>1. Builders and developers, on</li> </ol>	<p>Starting in 2003 activities will be offered at least once per year, and more to the extent practical.</p>	<p><b>GCSWCD &amp; CRWP:</b></p> <p>Provide workshops.</p> <p><b>Community Storm</b></p>

Best Management Practice	Schedule	Responsible Party
<p><b>County Storm Water Regulations</b> and proper <b>BMP</b> use.</p> <p>2. Landowners, builders, developers, and community officials on <b>Storm Water Management</b>.</p> <p>3. Teacher workshops on environmental issues such as the <u>Wonders of Watersheds</u> Workshop.</p>		<p><b>Water Management Committee:</b></p> <p>Advertise workshops through web site, newsletter, local paper, and handout network information boxes to the extent practical.</p>

**B. Illicit Discharge Detection and Elimination (MCM #3)**

**1. The Permit Requirement (per Ohio EPA NPDES Permit)**

A) **3.2.3.1.1 & 3.2.3.1.4** Develop, implement, and enforce a program to detect and eliminate illicit discharges into your small MS4 (for illicit discharges to your MS4 via a neighboring interconnected MS4 you are only required to inform the neighboring MS4 and the Ohio EPA in your annual report submission, of their existence).

B) **3.2.3.1.2** Develop a storm water sewer system map showing the location of all outfalls, and the names and locations of all surface waters of the State that receive discharges from those outfalls.

1) **3.2.3.1.2.1** Within five (5) years of when your coverage under this general permit is granted, you must submit the following to Ohio EPA:

i. **3.2.3.1.2.1.1** A list of all on-site sewage disposal systems connected to discharge to your MS4 (a.k.a. home sewage treatment systems (HSTS)), including addresses.

ii. **3.2.3.1.2.1.2** A storm water sewer map showing the location of all HSTS connected to your MS4. This map shall include details on the type and size of conduits/ditches in your MS4 that receive discharges from HSTS, as well as the names and location of the water bodies receiving the discharges from your MS4.

C) **3.2.3.1.3** To the extent allowable under State or local law, effectively prohibit through ordinance or other regulatory mechanism illicit discharges to your storm sewer system and implement appropriate enforcement procedures and actions.

D) **3.2.3.1.5** Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.

**2) Illicit Discharge Detection and Elimination Plan**

The BMPs, measurable goals, and responsible parties in this Illicit Discharge Detection and Elimination Plan are detailed in Table 2. In addition to Table 2, per Ohio EPA NPDES permit requirement 3.2.3.2, we are documenting our decision process with the following information required by the draft permit.

**3.2.3.2.1 How you will develop a storm sewer map showing the location of all outfalls and the names and location of all receiving waters. Describe the sources of information you used for the maps, and how you plan to verify the outfall locations with field surveys. Describe how your map will be regularly updated.**

Chester Township will consult with the Geauga County Engineer and the Geauga County Auditor's Office on developing the Township storm sewer system as a layer on the County GIS system. The Storm Water Committee and the Road Department will have primary responsibility to develop the map. The Road Department will physically verify outfall locations and submit input data to the county for update. The Road Department will physically update the map as new streets or new outfall locations are added. The Road Department maintains ditches on all Township roads and reviews all Township roads and culverts at least once annually.

**3.2.3.2.2 The mechanism (ordinance or other regulatory mechanism) you will use to prohibit illicit discharges and why you chose that mechanism. If you need to develop this mechanism, describe your plan and a schedule to do so. If your ordinance or regulatory mechanism is already developed, include a copy of the relevant sections with your program.**

Chester Township is a member of the Chagrin River Watershed Partners, Inc. CRWP will be developing a model regulation for illicit discharge detection and elimination. As detailed in Table 2, the Chester Township Zoning Commission will review the model and will consider it as an amendment to our zoning resolution by 2004.

The Geauga County Prosecutor's Office has determined Townships have the authority to amend existing Zoning Resolution, or to adopt Zoning Resolutions if none existed previously, prohibiting illicit discharge(s). Since the determination of whether the discharge is illicit or not is a county responsibility, the Township will rely on the Geauga County Prosecutor's Office and the Geauga County Health District to take the appropriate action when an illicit discharge is detected.

**3.2.3.2.3 Your plan to ensure through appropriate enforcement procedures and actions that your illicit discharge regulation is implemented.**

- 1) Chester will insure that illicit discharges are detected through the program developed by the Storm Water Management Committee and implemented by the Road Department. The Storm Water Management Committee will monitor progress and will report on the program each year and will recommend changes as needed. The Township will also coordinate with other townships in Geauga County that are implementing similar programs to ensure, to the extent practicable, that reliable and efficient illicit discharge detection methods are employed.
- 2) Reports of dry-weather discharges to the storm sewer system will be turned over to the Geauga County Health District. The GCHD has the testing capability and expertise to determine the components of the dry-weather discharge(s). If necessary, the GCHD will pursue enforcement through the normal legal channels used to enforce correction of any violation of health code ordinances.
- 3) As stated above, the determination of whether a discharge is illegal is a county responsibility, and the Township will rely upon the County Prosecutor's Office and the Geauga County General Health District to take appropriate action whenever an illicit discharge is detected. The Township will seek to inform these entities of any suspected illicit discharges. In addition, since the Township has the authority to prohibit illicit discharges through zoning, additional action by way of a zoning violation may be sought.

**3.2.3.2.4 Your plan to detect and address illicit discharges to your system, including discharges from illegal dumping and spills. Your plan must include dry weather field screening for non-storm water flows and field tests of selected chemical parameters as indicators of discharge sources. Your plan must also address on-site sewage disposal systems (including failing on-lot HSTS and off-lot discharging HSTS) that flow into your storm drainage system. Your description must address the following at a minimum:**

**3.2.3.2.4.1 Procedures for locating priority areas which includes areas with higher likelihood of illicit connections (e.g. areas with older sanitary sewer lines, for example) or ambient sampling to locate impacted reaches.**

**3.2.3.2.4.2 Procedures for tracing the source of an illicit discharge, including specific techniques you will use to detect the location of the source.**

**3.2.3.2.4.3 Procedures for removing the source of an illicit discharge.**

**3.2.3.2.4.4 Procedures for program evaluation and assessment.**

1. High priority areas will include areas not served by sanitary sewers. Other high priority areas will include outfalls that empty directly into a stream. The Road Department will identify any other areas based upon its work in cleaning ditches and maintaining culverts.
2. Sources will be traced by following the line of dry-weather flow(s). Where the flow enters the ditch, the source of the flow will be identified. The Road Departments Dry-weather Discharge Inspection Flow Chart will be used for assessing these flows. See Appendix X.
3. Dry-weather discharges will be reported to the Geauga County Health Department. If, through testing, it is determined that the flow is illicit, it will be traced to the source. The Health Department will then issue enforcement orders, which are enforce through the Geauga County Prosecutor's Office. The discharges may also be prosecuted as violations to the Chester Township Zoning Resolution.
4. The program will be evaluated by reviewing the report to the Storm Water Management Committee from the Road Department. The SWCC will then consult with the Township Trustees and the County Health Department to see if changes are needed. The program will also be evaluated by the CRWP and the GCSWCD, who will also suggest possible changes to the program as they see fitting.

**3.2.3.2.5 How you plan to inform public employees, businesses, and the general public of the hazards associated with illegal discharges and improper disposal of waste. Include in your description how this plan will coordinate with your public education minimum measure and your pollution prevention/good housekeeping minimum measure.**

- 1) Public employees will be informed by an initial training session. The initial training will be followed up by an annual training program. The pollution prevention program will also include specific information and training on illicit discharges.
- 2) The general public will be informed by all of the BMPs used in the public education program. Specific material will be included in handouts, mailings, newsletters, and other techniques of communication as practicable.

**3.2.3.2.6 Who is responsible for overall management and implementation of your storm water illicit discharge detection and elimination plan and, if different, who is responsible for each of the BMPs identified for this plan.**

The Township Trustees and the Storm Water Management Committee are responsible for the management and implementation of the plan. The Road Department is responsible for carrying out the inspections of the outfalls, and for reporting dry-weather flows to the County Health Department. The County Health Department is responsible for following up on the reports, and for enforcement, where needed.

**3.2.3.2.7 How will you evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs.**

This minimum control measurement will be evaluated by reports from the Road Department and Geauga County Department of Health to the Storm Water Management Committee. At the end of each year the Township will identify the number of illicit discharges detected, and the status of each case. There will be seven (7) categories:

- 1) Dry-weather discharges detected and reported to the County Health Department.
2. Discharge evaluated by County Health Department and determined to be 100% storm water or other exempted category (not illicit).
3. Discharge determined to be illicit but no enforcement order issued.
4. Discharge determined to be illicit and an enforcement order issued.
5. Enforcement order referred to County Prosecutor for court action.
6. Problem in the process of being corrected and monitored by the Health Department.
7. Problem Corrected.

The Storm Water Management Committee will consult with the Township Trustees, County Health Department, the County Prosecutor, and the CRWP to evaluate the items in each status category and to determine what, if any, further actions or program changes would be needed to improve problem detection and correction.

The measurable goal for this program will be the percentage of problems detected and corrected each year of the program. The goal will be 100 % correction of detected problems within one year of the detection of the problem.

**Table Two**

**MCM #3**  
**Phase II Illicit Discharge Detection and Elimination Plan**

<b>Best Management Practice</b>	<b>Schedule</b>	<b>Responsible Party</b>
<p><b>Chester Twp. will map storm sewer system with:</b></p> <ol style="list-style-type: none"> <li>1. Location of outfalls.</li> <li>2. Names and location of surface waters to which outfalls discharge.</li> <li>3. Location (addresses) of HSTS.</li> <li>4. Type and size of conduits/ditches through which HSTS discharge.</li> </ol>	<p>Form Map Development Committee by December 31, 2003.</p> <p>Develop maps with existing data by December 31, 2007. This will include known roadway culvert locations.</p> <p>Add 50% of the locations of HSTS by December 31, 2004 and finalize by December 31, 2006.</p> <p>Develop maps including 1, 2, and 4 by December 31, 2007.</p>	<p><b>County Engineer:</b></p> <p>Form Map Development Committee. Develop maps and oversee updates. (MOU not finalized)</p> <p><b>Health District:</b></p> <p>See below.</p> <p><b>Township Road Department:</b></p> <p>Field verify storm sewer system maps and provide information on location of roadway culverts.</p> <p><b>Storm Water Management Committee:</b></p> <p>Ensure schedule for map development is met and that field data is incorporated.</p>

<b>Best Management Practice</b>	<b>Schedule</b>	<b>Responsible Party</b>
<p><b>List HSTS:</b></p> <p>Chester will inventory HSTS connected to their storm sewer system (off lot septic systems).</p>	<p>Locate HSTS and develop list by December 31, 2006.</p> <p>Start with lists furnished by Geauga County Health Department of public, and private community septic systems, both on lot systems, and off lot discharge systems.</p> <p>Compare lists to all addresses in the Township.</p> <p>Define systems on all addresses not covered by first four (4) lists.</p> <p>Combine all lists and rectify errors/omissions.</p>	<p><b>Health District:</b></p> <p>Determine number, type, and location (address) of HSTS in each community. Coordinate with Engineer. (MOU not finalized.)</p> <p>Given data and staff constraints, Health District will develop protocol to meet Ohio EPA requirements over permit term. (MOU not finalized.)</p>

Best Management Practice	Schedule	Responsible Party
<p><b>Develop program to detect and eliminate illicit discharges:</b></p> <p>The Road Department will conduct inspections of roadway culverts and attempt to determine source of any dry weather flows. (See addendum for flow chart)</p> <p>If dry weather flows are observed and township staff unable to detect and eliminate the sources, staff will forward a written request to Health District to investigate dry weather flows.</p>	<p>Pilot program submitted with Storm Water Management Program in March of 2003.</p> <p>Program implemented by December 31, 2003 and refined throughout permit term.</p>	<p><b>GCSWCD, CRWP &amp; Chester Township:</b></p> <p>Develop draft program and refine through permit term.</p> <p><b>Health District:</b></p> <p>In response to written request from Township, Health District will assist in determining source of illicit discharges through visual inspections at outfalls and in ditches, through water quality monitoring, and by inspection of HSTS if believed to be sources of illicit discharges. (MOU not finalized.)</p> <p><b>Chester Road Department:</b></p> <p>Inspect and identify Dry-weather flows and notify Board of Health for assistance in determining source and possible elimination options.</p>

Best Management Practice	Schedule	Responsible Party
<p><b>Modify existing Resolution prohibiting illicit discharges:</b></p> <p>Communities must, to the extent allowable under State law, prohibit illicit discharges to their storm sewer system and implement enforcement procedures as necessary.</p> <p>It is through this Resolution that communities would have authority to fully implement Illicit Discharge Detection and Elimination Program.</p> <p>If soil or other constraints of the lot make it unsuitable for an on-lot home sewage disposal system, the lot is not approved.</p>	<p>Review CRWP model zoning Resolution by December 31, 2004.</p> <p>Modify existing Township Zoning Resolution to include prohibition of illicit discharge(s) December 31, 2004.</p>	<p><b>CRWP:</b></p> <p>Develop model Resolution.</p> <p><b>Storm Water Management Committees:</b></p> <p>Review model Resolution, tailor it to community needs, and recommend modifying existing Zoning Resolution to Township Trustees through/with the Township Zoning Commission.</p> <p><b>Zoning Commission and Board of Trustees:</b></p> <p>Recommend changes to Zoning Resolution and modify existing Zoning Resolution.</p>

**C. Construction Site Storm Water Runoff Control (MCM #4)**

**1. The Permit Requirement (per Ohio EPA NPDES Permit)**

- a) **3.2.4.1** Develop, implement, and enforce a program to reduce pollutants in any storm water runoff to your small MS4 from construction sites that result in a land disturbance of greater than or equal to 1 acre. Reduction of storm water discharges from construction activity disturbing less than 1 acre must be included in your program if that construction activity is part of a larger common plan of development or sale that would disturb 1 or more acres. Your program must include the development and implementation of, at a minimum:
  - 1. **3.2.4.1.1** An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State or local law.

2. **3.2.4.1.2** Requirements for construction site operators to implement appropriate erosion and sediment control BMPs.
3. **3.2.4.1.3** Requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary wastes at the construction site that may cause adverse impacts to water quality.
4. **3.2.4.1.4** Procedures for site plan review which incorporate consideration of potential water quality impacts.
5. **3.2.4.1.5** Procedures for receipt and consideration of information submitted by the public.
6. **3.2.4.1.6** Procedures for site inspections and enforcement of control measures.

## **2. Construction Site Storm Water Management Plan**

The BMPs, measurable goals, and responsible parties in this Construction Site Storm Water Runoff Control Plan are detailed in Table 3. In addition to Table 3, per Ohio EPA NPDES permit requirement 3.2.4.2, Chester Township is documenting the Storm Water Management Program and decision process with the following information required by the permit.

### **3.2.4.2.1 The regulatory mechanism you will use to require E&SC at construction sites and why you chose that mechanism. If you need to develop this mechanism, describe your plan and schedule to do so. If your mechanism is already developed, include a copy of the relevant sections with your SWMP.**

Chester Township's Zoning Resolution requires erosion and sediment control plans for all soil disturbing activities that disturb 300 or more square feet of soil. Soil disturbing activities fall within the following criteria:

- All lots, regardless of their zoning classification, that are greater than 5 acres – must receive an approved erosion and sediment control plan from GCSWCD (in accordance with the existing GCSWCD regulations) as one of the requirements before the Township Zoning Department will issue a Zoning Certificate.
- All lots, regardless of their zoning classification, that are less than 5 acres – must have an erosion and sediment control plan approved by the Township Zoning Department as one of the requirements before the Township Zoning Department will issue a Zoning Certificate.

Over the Phase II permit term these procedures will be reviewed and may be modified as follows:

- All non-residential lots, regardless of size, that disturb 300 square feet or more of soil, will be required to have an approved erosion and sediment control plan from GCSWCD as one of the requirements before the Township Zoning Department will issue a Zoning Certificate.
- All residential lots that are greater than 5 acres, that disturb 300 square feet or more of soil, must have an approved erosion and sediment control plan from Geauga GCSWCD (in accordance with the existing GCSWCD regulations) as one of the requirements before the Township Zoning Department will issue a Zoning Certificate.
- All residential lots, less than 5 acres, that disturb 300 square feet or more of soil, must have an erosion and sediment control plan approved by the Township Zoning Department as one of the requirements before the Township Zoning Department will issue a Zoning Certificate.
- The associated fee schedule for CGSWCD and the MOU may be modified to reflect the increased requirements.

**3.2.4.2.2 Your plan to ensure compliance with your E&SC regulatory mechanism, including the sanctions and enforcement mechanisms you will use to ensure compliance. Describe your procedures for when you will use certain sanctions. Possible sanctions include non-monetary penalties (such as a stop work order), fines, bonding requirements, and/or permit denials for non-compliance.**

Chester Township's Zoning Inspector inspects erosion and sediment control measures on sites less than 5 acres. Efforts toward compliance shall include:

1<sup>st</sup>. step) Verbal communication informing the owner, or responsible person of the non-compliance and asking for immediate corrective action.

2<sup>nd</sup>. Step) Written communication informing the owner, or responsible person, of the non-compliance and informing recipient that if immediate corrective action measures are not taken, further steps may be taken against him or her. A copy of this written communication shall be provided to the Geauga County General Health District for potential enforcement by and through the Geauga County Prosecutor's Office. In addition, the Board of Township Trustees reserves the right to initiate appropriate action through the Prosecutor's Office for zoning violations.

On sites of 5 acres or more, the Chester Township Zoning Inspector monitors the E&SC measures. If the controls appear to be inadequately maintained the GCSWCD will be

called in by the Township Zoning Inspector. The GCSWCD reviews and approves plans and inspects sites over five (5) acres for the proper erosion and sediment control measures. The GCSWCD enforcement procedure is to issue a citation for failing to follow County BMP. If there is no response to this citation, or if the response is inadequate, the GCSWCD will go through the Geauga County Commissioners to ask the Geauga County Prosecutor to seek appropriate court action.

**3.2.4.2.3 Your requirements for construction site operators to implement E&SC BMPs and control waste at construction sites that may cause adverse impacts on water quality. Such waste includes discarded building materials, concrete truck washouts, chemicals, litter, and sanitary waste.**

With the exception of erosion control measures, the Township cannot regulate or restrict discarded building materials, concrete truck washouts, chemicals, litter and sanitary waste. At the present time, the Zoning Inspector contacts Ohio EPA when any of the above are observed. Ohio EPA then handles the case from that point on.

However, on lots that disturb over 5 acre of soil, the Geauga County Soil and Water Conservation District does have the jurisdiction to act and does require the BMPs be used to deal with discarded building materials, concrete truck washouts, chemical liter, and sanitary waste. Prior to receiving the official “go ahead” from the Geauga County Engineer’s Office, the contractors must agree to the BMPs to control/eliminate any adverse affects on water quality.

Chester Township’s Zoning Commission will research possible changes to the Zoning Resolution, after reviewing: the CRWP’s model plan (as recommended by the Northeast Ohio Areawide Coordinating Committee), the model zoning recommendations of the Geauga County Planning Commission, and similar amendments adopted (or being considered by), Auburn, Bainbridge, and Russell Townships. Geauga County Soil and Water Conservation District and the County Prosecutor’s Office would also be included for technical advice in drafting and implementing the modifications to the Chester Township Zoning Resolution. After the Trustees have held public meeting(s) on the recommendations of the Zoning Commission, and the Trustees have voted to accept the recommendations of the Zoning Commission, the Zoning Resolution would be modified and the Zoning Inspector would then enforce the modifications. This will be accomplished by December 31, 2004.

**3.2.4.2.4 Your procedures for site plan review, including the review of pre-construction site plans, which incorporate considerations of potential water quality impacts. Describe your procedures and the rationale for how you will identify certain sites for site plan review, if not all plans will be reviewed. Describe the estimated number and percentage of sites that will have pre-construction site plan review.**

A site plan review is, and will be, required for all soil disturbing activities that disturb 300 or more square feet of soil.

The site plan review will be accomplished by the Township Zoning Office for all lots less than five acres in size. The site plan review will be accomplished by the GCSWCD for all lots of five acres or more in size or less than five acres if part of a larger common plan for development. In both cases, E&SC measures must be approved and those measures agreed to by the applicant prior to a Zoning Certificate being issued.

For all sites deemed covered by the regulations site plans will be required, along with the applicable controls. The Zoning Inspector will attend annual training sessions taught by the Geauga County Soil and Water Conservation District, and other sources, to stay abreast of changes, techniques, etc.

**3.2.4.2.5 Your procedures for receipt and consideration of information submitted by the public. Consider coordinating this requirement with your public education and involvement plan.**

Chester Township's Storm Water Management Plan uses the following steps for compliance and for consideration of information received from the public:

- 1) MCM 1 & 2 will disseminate information on, and will strive to educate the public at large about, the need for clean water and the steps needed to be taken to protect the public waters of this area. We will also hear comments back from the participants.
- 2) Additional Erosion and Sediment Controls regulations will be considered for adoption in public sessions by the Zoning Commission and the Township Trustees, in accordance with the ORC. These considerations will be made during open, public, meetings and will include input from the attending public. In addition, the Zoning Commission does receive and consider written comments/views sent to it by the public.
- 3) All records of Zoning Certificates and submitted plans are public records. The Zoning Inspector will report annually to the Storm Water Management Committee and to the Township Trustees at a public meeting(s).
- 4) Information included with Zoning Certificates will include phone numbers that can be used to report problems of all types.
- 5) The Geauga County Soil and Water Conservation District regulations are adopted by the Geauga County Commissioners, with input and recommendations from the Geauga County Soil and Water Conservation District Office.

**3.2.4.2.6 Your procedures for site inspection and enforcement of control measures, including how you will prioritize sites for inspection.**

Under the current Zoning Resolution the Zoning Inspector will inspect sites prior to issuance of the Zoning Certificate, after a specified rain event (typically after .5 inch of rain within a 24 hour time period), several times during the project prior to completion using “drive-bys”, and at the end of the project. The Zoning Inspector will receive additional training through the Geauga County Soil and Water Conservation District and through presentations by the CRWP to upgrade skills in evaluating sites that may present special problems due to the nature of the soils, degrees of slope, proximity to wetlands, or other factors which could require a stricter inspection regiment. The GCSWCD inspects all lots of five acres or more in size, and less if it is part of a larger plan for development.

**3.2.4.2.7 Who is responsible for the overall management and implementation of your construction site Storm Water Management plan, and if different, who is responsible for each of the BMPs identified in this plan.**

Overall management of the Storm Water Management Program will be the direct responsibility of the Zoning Inspector. The Zoning Inspector will make reports directly to the Storm Water Management Committee and the Township Trustees. Annually the Storm Water Management Committee will report progress of the Storm Water Management Program to the Township Trustees, and will make recommendations for improvements to the Township Trustees and to the Zoning Commission.

**3.2.4.2.8 Describe how you will evaluate the success of this minimum measure, including how you selected the measurable goals for each BMP.**

The Storm Water Management Program will be evaluated according to the following criteria:

1. The number of projects disturbing 300 square feet or more of soil. This will give a measure of the scope of the issue in Chester Township.
2. The number of Erosion and Sediment Control plans submitted and approved.
3. Number of stop work orders given or enforcement actions in relation to the number of violations detected, in order to indicate whether explanations and training given to developers and land owners is sufficient. Stop work orders and enforcement actions will be evaluated and ideas for improvements to the SWCP will be developed.
4. Zoning Inspector’s report. This will also help to evaluate effectiveness of the SWMP and to help develop ideas for possible improvements.
5. Recommendations for changes will be sent to the Zoning Commission for evaluation and recommendations to the Township Trustees for modifications to the Zoning Resolution.

This evaluation will be made annually by the Storm Water Management Committee and submitted annually in a report to the public and the EPA. Included in each report will be recommendations made for possible improvements to the program.

The following Table summarizes Chester Township's program to control erosion and sediment on the applicable sites.

**Table Three**

<b>MCM #4</b> <b>Phase II Construction Site Storm Water Runoff Control Plan</b>		
<p><b>Erosion and sediment control resolution:</b></p> <p>Section 5.00.06 of the Chester Township Zoning Resolution requires and defines the erosion and sediment control measures for Chester Township.</p> <p>Section 5.01.15 defines the schedule for the amount of lot coverage permitted in each zoning district.</p> <p>GCSWCD Erosion and Control Regulation # 98</p>	<p>Section 5.00.06 of the Chester Township Zoning Resolution is in place at this time.</p> <p>Section 5.01.15 of the Chester Township Zoning Resolution is in place at this time.</p> <p>GCSWCD Erosion and Control Regulation # 98 is in place at this time.</p>	<p><b>GCSWCD &amp; Township Zoning Department:</b></p> <p>Provide compliance to the Resolution.</p> <p><b>Storm Water Management Committee:</b></p> <p>Oversee Phase II compliance program and recommend changes, as needed, for continued compliance to Phase II.</p> <p>Keep Township Trustees informed and to recommend modifications as needed.</p> <p><b>Township Board of Trustees:</b></p> <p>Modify Chester Township Zoning Resolution, as needed.</p>

<p><b>Enter into Memorandum of Understandings (MOU) with GCSWCD:</b></p> <p>MOU with GCSWCD to provide support to Township on inspection and enforcement on sites regulated by Township Zoning Resolution.</p> <p>Applicable fees for the above are listed in the Zoning Fees Schedule changed and modified by the Chester Township Board of Trustees and within the MOU with the GCSWCD</p>	<p>MOU and fee schedule are in place at this time.</p>	<p><b>GCSWCD and Township Trustees:</b></p> <p>Review existing MOU with Township and modify same as needed for continued compliance with Phase II Storm Water Management.</p> <p><b>Storm Water Management Committee:</b></p> <p>Review MOU with GCSWCD, modify as necessary for Community needs, and recommend adoption to Trustees.</p> <p><b>Trustees:</b></p> <p>Modify MOU(s) as needed.</p>
<p><b>Attend GCSWCD trainings:</b></p> <p>Zoning Inspector attends regular GSCWD training on erosion and sediment control as apply to the inspection of sites.</p>	<p>Training in 2003 with annual refresher courses.</p>	<p><b>GCSWCD:</b></p> <p>Provide training &amp; available to assist Zoning Inspector as needed.</p> <p><b>Storm Water Management Committee:</b></p> <p>Ensure training and annual updates occur.</p> <p><b>Zoning Inspector:</b></p> <p>Attend training and updates.</p>
<p><b>Review site plans:</b></p> <p>Through MOU, GCSWCD and Township Zoning Department will continue to review site plans.</p>	<p>All plans for regulated sites reviewed prior to granting zoning permits.</p>	<p><b>GCSWCD:</b></p> <p>Review site plans, inspective active sites and provide technical assistance as needed.</p>

<p><b>Inspect active sites:</b></p> <p>Zoning Inspector will inspect construction sites disturbing more than 300 square feet on lots less than 5 acres, and not regulated under the GCSWCD authority.</p> <p>GCSWCD will inspect construction sites under GCSWCD authority.</p>	<p>Inspections are taking place at this time.</p> <p>Site inspections will be expanded to the amount practicable as future training shows a need.</p>	<p><b>Zoning Inspector:</b></p> <p>Review site plans and inspect active sites.</p> <p>GCSWCD will continue the inspection process as designated through the Geauga WMSC regulations.</p>
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**D) Post-Construction Storm Water Management in New Development & Redevelopment (MCM #5)**

**1) The Permit Requirement (Per Ohio EPA NPDES Permit)**

- a) **3.2.5.1.1** Develop, implement, and enforce a program to address storm water runoff from new development and redevelopment projects that disturb greater than or equal to 1 acre, including projects less than 1 acre that are part of a larger common plan of development or sale, that discharge into your small MS4. Your program must ensure that controls are in place that would prevent or minimize water quality impacts.
- b) **3.2.5.1.2** Develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for your community.
- c) **3.2.5.1.3** Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State or local law.
- d) **3.2.5.1.4** Ensure adequate long-term operation and maintenance of BMPs

**2) Post-Construction Storm Water Management in New Development and Redevelopment Plan**

The BMPs, measurable goals, and responsible parties in this Post-Construction Storm Water Management Plan are detailed in Table 4. In addition to Table 4, per Ohio EPA NPDES permit requirement 3.2.5.2, Chester Township is documenting its Storm Water Management Program with the information required by the permit.

**3.2.5.2.1 Your program to address storm water runoff from new development and redevelopment projects. Include in this description any specific priority areas for this program.**

As detailed in Table 4, Chester Township will use a combination of planning activities, education, and non-structural and structural practices to address storm water runoff from new development and redevelopment projects.

This program will be targeted at the eastern portion of our community. This portion contains the majority of our large tracts of undeveloped land.

**3.2.5.2.2 How your program will be specifically tailored for you local community, minimize water quality impacts, and attempt to maintain pre-development runoff conditions.**

Chester Township is a residential community with limited commercial and industrial developments. Our water quality concerns are those related to increases in storm water runoff as impervious cover increases, and includes sedimentation due to stream bank erosion, increased flooding due to increases in storm water volume, increased temperature due to increases in storm water temperature in detention facilities, and habitat loss as riparian and wetland areas are impacted by developments.

To address this, Chester Township will continue to update our Comprehensive Land Use Plan, which was last updated (in part) on February 28, 2002, detailing remaining undeveloped parcels and the natural resource features and functions, including flood control, erosion control, and water quality protection of these parcels. This plan will also inventory the natural resource functions of land throughout the Township.

Using this plan Chester will explore the implementation of zoning that encourages non-structural storm water management. This includes studying riparian and wetland setbacks.

Chester will also modify and improve storm water management regulations that address both storm water quality and quantity and encourage the use of non-structural storm water management techniques. These regulations will also encourage the use of low impact development practices on our commercial and industrial areas.

Because these BMPs represent significant changes in storm water management in Northeast Ohio, education for landowners, developers, planners, engineers, and others is necessary to support their implementation. CRWP will provide such educational opportunities throughout the permit term.

**3.2.5.2.3 Any non-structural BMPs in your program, including, as appropriate:**

**3.2.5.2.3.1 Policies and ordinances that provide requirements and standards to direct growth to identified areas, protect sensitive areas such as wetlands and riparian areas, maintain and/or increase open space (including dedicated funding source for open space acquisition), provide buffers along sensitive water bodies, minimize impervious surfaces, and minimize disturbance of soils and vegetation.**

Over time Chester Township's Zoning Commission will explore the appropriateness of riparian setbacks, wetland setbacks, and conservation development to our community. If appropriate, the Zoning Commission will work with CRWP to tailor these requirements for implementation into our Zoning Resolution.

In addition to zoning, Chester Township has a long history of preserving open space. Most recently we are attempting to preserve 40 acres through a successful Clean Ohio Fund application. Preserving land serves as a control for both water quality and quantity.

In addition, Chester Township limits impervious soil cover through the Zoning Resolution. The Zoning Commission is currently researching increased side lot setbacks in the commercial districts of Chester and will be forwarding its recommendations to the Township Trustees in 2003.

**3.2.5.2.3.2 Policies or ordinances that encourage infill development in higher density urban areas, and areas with existing storm sewer infrastructure.**

An informal poll of the Commercial District in Chester shows ample area to build if need be. However, the amount of unoccupied commercial, office, and retail space in Chester suggests that an increase in the Commercial District in Chester is not needed at this time. Additionally, most of Chester's Commercial District is within the areas serviced by the county's three sewage treatment plants. As a result Chester Township will continue to encourage Commercial development in commercial areas as apposed to expanding into Residential areas.

**3.2.5.2.3.3 Education programs for developers and the public about project designs that minimize water quality impacts.**

Through our participation in CRWP and GCSWCD, we will continue to make workshops on storm water management available to developers and the public. In addition, Chester will strive to publicize innovative techniques to reduce water runoff velocity and pollution.

**3.2.5.2.3.4 Other measures such as minimization of the percentage of impervious area after development, use of measures to minimize directly connected impervious areas and source control measures often thought of as a good housekeeping, preventable maintenance and spill prevention.**

Chester Township Zoning Resolution currently limits impervious lot coverage for the following Zoning Districts to:

Residential (1.5Acre)	=	25%
Residential 3Acres	=	15%
Residential 5Acres	=	15%
Commercial	=	60%
Shopping Center	=	60%
Industrial	=	25%

Impervious cover is defined as driveways, houses, side walks, accessory buildings, swimming pools, and other non-lawn land coverage. The inverse of the above listed percentage of the lot coverage will remain as open space. We will continue this program under Phase II.

**3.2.5.2.4 Any structural BMPs in your program, including, as appropriate:**

**3.2.5.2.4.1 Storage practices such as wet ponds and extended-detention outlet structures.**

Geauga County subdivision regulations currently require subdivisions to control their storm water quantity through the use of detention ponds. In 2003, Chester Township and the GCSWCD will explore various options to add water quality measures to the detention requirements.

**3.2.5.2.4.2 Filtration practices such as grassed swales, bioretention cells, sand filters and filter strips.**

Chester Township and the GCSWCD will explore the implementation of these practices through our process to adopt an improved storm water management regulation by December 31, 2004.

**3.2.5.2.4.3 Infiltration practices such as infiltration basins and infiltration trenches.**

Chester Township and the GCSWCD will explore the implementation of these practices through our process to adopt an improved storm water management regulation by December 31, 2004.

**3.2.5.2.5 What are the mechanisms (ordinance or other regulatory mechanisms) you will use to address post-construction runoff from new developments and redevelopments and why you chose that mechanism. If you need to develop a mechanism, describe your plan and a schedule to do so. If your ordinance or regulatory mechanism is already developed, include a copy of the relevant sections with your program.**

As discussed above, the mechanisms Chester will use to address post-construction runoff from new developments and redevelopments include regulations requiring riparian and wetland setbacks (if applicable), and an improved storm water management regulation consistent with WMSC regulations. The Township will also incorporate training on these issues into its public education program.

Chester will also pursue permanent protection of open space land.

Chester chose these mechanisms because they address the water quality concerns which are related to increases in storm water runoff as land is developed. These mechanisms provide flexibility to landowners, while ensuring that new impervious cover is minimized; the flood control, erosion control, and water quality functions of our watercourse and wetlands are maintained; and that when storm water is created, it is managed for both quality and quantity.

**3.2.5.2.6 How will you ensure the long-term operation and maintenance (O&M) of your selected BMPs. Options to help ensure that future operation and maintenance responsibilities are clearly identified include an agreement between you and another party such as a post-development landowners or regional authorities.**

If adapted, non-structural BMPs, including riparian and wetland setbacks, will be maintained as any other setbacks are maintained in the Chester Township. The Zoning Inspector will continue to include setback review in the regular enforcement activities. As with all setbacks, landowners proposing activities in setbacks must request a variance and this request is reviewed, modified, and approved or disapproved by the Community Engineer and the County Planning and Zoning Commissions.

Structural BMPs created through Chester's improved storm water management regulation will be maintained by post-development landowners.

The current practice is to attach restrictions to property deeds, where applicable, listing the declaration of restrictive covenant(s) for inspection and maintenance of, for example, riparian and wetland setbacks.

**3.2.5.2.7 Who is responsible for overall management and implementation for your post-construction plan and, if different, who is responsible for each of the BMPs identified for this program.**

The responsible parties for each component of Chester’s Post-Construction Storm Water Management Plan are detailed in Table 4.

**3.2.5.2.8 How will you evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs.**

Chester will evaluate the success of this minimum measure through our ability to successfully implement riparian and wetland setbacks, and improved storm water management by the end of 2004. If these practices are not adopted, we will consider additional BMPs to achieve similar outcomes.

**Table Four**

<b>MCM #5</b>		
<b>Phase II Post-Construction Storm Water Management on New Development and Redevelopment</b>		
<b>Best Management Practice</b>	<b>Schedule</b>	<b>Responsible Party</b>
<p><b>Measures reducing impervious cover:</b></p> <p>Chester Twp. limits impervious lot coverage for the following Districts to:</p> <p>Residential (1.5A) = 25%            Residential 3A = 15%            Residential 5A = 15%            Commercial = 60%            Shopping Center = 60%            Industrial = 25%</p> <p>Impervious cover = driveways, houses, side walks, accessory buildings, swimming pools, and other non-lawn land coverage.</p>	<p>Continue existing program.</p>	<p><b>Zoning Inspector:</b></p> <p>Continue to enforce existing lot coverage requirements.</p>

Best Management Practice	Schedule	Responsible Party
<p><b>Planning Commission and Health District Approval of New Lots:</b></p> <p>Currently County Planning Commission will not approve a subdivision without prior approval of lots by the Health District.</p> <p>If soil or other constraints of the lot make it unsuitable for an on-lot home sewage disposal system, the lot is not approved.</p>	<p>Continue existing practice.</p> <p>Continue existing practice</p>	<p><b>Geauga County Planning Commission and Health District:</b></p> <p>Continue existing practices.</p> <p><b>Storm Water Management Committee:</b></p> <p>Monitor continuation of existing practice.</p>
<p><b>Setbacks:</b></p> <p>Reviewing Zoning Resolutions modification(s) creating a setback from certain watercourse and wetlands (i.e. Riparian/Wetlands).</p>	<p>Begin review of BMP in 2003.</p> <p>Determine applicability of BMP by December 31, 2003.</p>	<p><b>Zoning Commission:</b></p> <p>Explore BMP and make recommendations to Trustees. If disapproval recommended, recommend alternative BMP.</p> <p><b>Storm Water Management Committee:</b></p> <p>Assist Zoning Commission in review. If community decides not to implement BMP, suggest other non-structural BMPs to meet the requirements of MCM #5.</p>
<p><b>Water quality ponds:</b></p> <p>GCSWCD may add requirement to County regulations for storm water basins that protect both storm water quality and quantity.</p>	<p>Begin review of BMP by December 31, 2003.</p> <p>Determine applicability of BMP by December 31, 2003.</p>	<p><b>GCSWCD:</b></p> <p>Determine BMP applicability and appropriate design methods for County.</p> <p><b>CRWP:</b> Assist with implementation under current county and township authorities.</p>

Best Management Practice	Schedule	Responsible Party
<p><b>Low Impact Development:</b></p> <p>GCSWCD will consider LID techniques as option to water quality ponds.</p>	<p>Begin review of BMP by December 31, 2003.</p> <p>Determine applicability of BMP by December 31, 2003.</p>	<p><b>GCSWCD and CRWP:</b></p> <p>Determine BMP applicability and appropriate design methods for County.</p>
<p><b>Workshops for Development Community</b></p> <p>Targeted workshops may include:</p> <ol style="list-style-type: none"> <li>1. Builders and developers on County Storm Water Regulations and proper BMP use.</li> <li>2. Landowners, builders, developers, and community officials on storm water management.</li> </ol>	<p>At least annually as secluded by GCSWCD and CRWP.</p>	<p><b>GCSWCD &amp; CRWP:</b></p> <p>Provide workshops.</p> <p><b>Storm Water Management Committee:</b></p> <p>Advertise through newsletter, and local paper. Require employees to attend.</p>
<p><b>Database of storm water basins:</b></p> <p>Geauga GCSWCD will inventory location and condition of storm water basins in Township.</p>	<p>Inventory complete by December 31, 2003.</p> <p>Review and completed December 31, 2003.</p>	<p><b>Geauga GCSWCD:</b></p> <p>Conduct inventory and make information available to Township.</p> <p><b>Storm Water Management Committee:</b></p> <p>Review inventory and work with GCSWCD as necessary to update inventory.</p>

**E) Pollution Prevention / Good Housekeeping for Community Operations (MCM #6)**

**1) The Permit Requirement (per Ohio EPA NPDES Permit)**

- a) **3.2.6.1.1** Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from community operations; and
- b) **3.2.6.1.2** Using training materials that are available from Ohio EPA or other organizations, your program must include employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

**2) Pollution Prevention and Good Housekeeping Plan**

The BMPs, measurable goals, and responsible parties in this Pollution Prevention and Good Housekeeping Plan are detailed in Table 5. In addition to Table 5, per Ohio EPA NPDES permit requirement 4.2.6.2, we are documenting our decision process with the following information required by the permit.

**3.2.6.2.1 Your operation and maintenance program to prevent or reduce pollutant runoff from your community operations. Your program must specifically list the community operations that are impacted by this operation and maintenance program. You must also include a list of industrial facilities your community owns or operates that are subject to the Ohio EPA's Industrial Storm Water General Permit or individual NPDES permits for discharges of storm water associated with industrial activity that ultimately discharge to your MS4. Include the Ohio EPA permit number or a copy of the Industrial NOI for each facility.**

Facilities impacted by the permit include:

- 1) Chester Town Hall, 12701 Chillicothe Road. Houses the administrative offices of Township Trustees and Township Clerk, and the Township Zoning Department.
- 2) Chester Fire Station # 1, 8552 Parkside Drive. Houses fire trucks and equipment, emergency medical response equipment, emergency rescue response vehicles and equipment, hazardous spill response equipment, the fire prevention bureau, and the administrative offices.

- 3) Chester Fire Station #2, 11767 Chillicothe Road. Houses fire trucks and equipment, emergency medical response equipment, emergence rescue response vehicles and equipment, hazardous spill response equipment.
- 4) Chester Road Department, 8558 Parkside Dr

The Road Department engages in an ongoing ditch cleaning program with controlled disposal of the material. Where roadside ditches are cleaned the road department will seed the disturbed area to minimize erosion. This seeding program will be expanded to cover 100% of the ditch cleaning program in 2003. The materials removed are piled in the storage yard where citizens may remove some of it for their personal use. The contaminated materials are removed by an independent contractor.

In addition, all of the Township's approximately 625 culverts are inspected annually by the Road Department.

**3.2.6.2.3.2 Controls for reducing or eliminating the discharge of pollutants from streets, community parking lots, maintenance and storage yards, waste transfer stations, fleet maintenance shops with outdoor storage areas, and salt/sand storage locations and snow disposal areas you operate.**

Chester Township uses salt mixed with cinders and gravel as its de-icing or anti-skid materials to maintain traction on the roads during the winter season. The mixture contains (35%) cinders, (35%) gravel, and (30%) road salt to minimize the use of salt. The roads are swept in the spring to minimize the migration of the remaining gravel and cinders into the Township's open ditches.

The salt is stored in an EPA approved Domar building. The gravel and cinders used are also stored in the same building. All loading of the materials into the snow plowing trucks used to disperse the de-icing mixture is done in the same building. The Township does not have a bare roads policy and uses the mixture to maintain traction on the roads.

**3.2.6.2.3.3 Procedures for the proper disposal of waste removed from your MS4 and your community operations, including dredge spoil, accumulated sediments, floatables, and other debris.**

Litter and waste materials are collected regularly and disposed of by approved waste haulers. Dredged soil removed from the ditch system is offered to residences with advice on how to reduce erosion. Material thought to be contaminated is stored in the Township storage lot and protected by silt fencing. On an as-needed basis the material is hauled away by an approved waste hauler.

**3.2.6.2.3.4 Procedures to ensure that new community flood management projects are assessed for impacts on water quality and that existing projects are assessed for incorporation of additional water quality protection devices and practices.**

Flood management is accomplished by non-structural controls; there are no structural controls in Chester Township. Non-structural practices and training as

documented are in accordance with MCMs 1 and 5, and address the issues of water quality impacts in the chosen BMPs.

**3.2.6.2.4 Who is responsible for overall management and implementation of your pollution prevention/good housekeeping program and, if different, who is responsible for each BMP identified in this program.**

The activities of the Road Department, as well as all Township vehicles, building maintenance, parking lot maintenance, road maintenance, landscaping, and open space maintenance are under the responsibility of the Road Superintendent. The exception to the above list are the vehicles belonging to the Police and Fire Departments. The Police vehicles are maintained by both the County Sheriff’s Department and private garages. The fire vehicles are maintained by contracted maintenance facilities outside of the Township. The Road Superintendent is both a member of the Storm Water Management Committee and gives reports to the Storm Water Management Committee. Reports from the Road Superintendent will be included in the annual report to the EPS.

**3.2.6.2.5 How you will evaluate the success of this minimum measure, including how you selected the measurable goals for each of the BMPs.**

BMPs were selected from the materials provided by CRWP, NOACA, ODOT, GCSWCD, and other recommendations from the Road Superintendent, Fire Department. All BMPs were discussed with the Storm Water Management Committee, Township Trustees and the Township Zoning Commission. The draft copies were presented to the Trustees in a public Town Hall meeting. The drafts were also given the Zoning Commission in a public Zoning Commission meeting. The BMPs chosen were based upon applicability to Township operations, feasibility, and impact upon water quality protection.

**Table Five**

<b>MCM #6</b>		
<b>Phase II Pollution Prevention and Good Housekeeping for Community Operations</b>		
<b>Best Management Practice</b>	<b>Schedule</b>	<b>Responsible Party</b>
<p><b>Fleet maintenance:</b></p> <p>All vehicles are subject to a preventative maintenance program. Fluids that are drained from vehicles are captured in drain pans then transferred to bulk storage containers. These containers are located in a concrete containment pit. Once the bulk containers are full, the fluids are properly disposed of by a vendor that meets the requirements for proper disposal of these</p>	<p>Continue existing fleet maintenance operations as outlined by OSHA guidelines.</p>	<p>Road Superintendent</p>

<b>Best Management Practice</b>	<b>Schedule</b>	<b>Responsible Party</b>
<p>products. Fluid filters removed from vehicles are drained into the bulk storage then stored in a drum. Once the drum is full the filters are collected by a vendor that meets the requirements for proper disposal of the filters.</p>		
<p><b>Salt Storage and Applications:</b></p> <p>Chester Twp. uses a combination of salt, cinders and gravel for its de-icing material. All of these products are stored under cover in a Domar building. All loading of these materials is done within the building. The Township does not have a bare roads policy and uses a mixture of materials that includes 30% road salt.</p>	<p>Continue current storage and application practices.</p>	<p>Road Superintendent</p>
<p><b>Street Sweeping:</b></p> <p>All streets are swept once a year after the winter season to remove winter debris or as needed.</p>	<p>Continue current street sweeping practices.</p>	<p>Road Superintendent</p>
<p><b>Storm Water System Maintenance:</b></p> <p>95% of the storm water along Township roads is controlled by open ditches. These ditches are cleaned on an “as needed” basis. Ditch banks are cut at a slope to help minimize erosion. Disturbed areas will be seeded.</p> <p>The remaining 5% of the storm water system is in closed piping.</p> <p>These systems are monitored visually for condition and function.</p> <p>Ditches installed in new sub-divisions are under the control of GCSWCD.</p>	<p>Continue current practice unless mandated otherwise.</p> <p>Continue current ditch maintenance program.</p> <p>Review storm water system maintenance for pollution prevention improvements by December 31, 2003.</p>	<p>Road Superintendent</p> <p>Road Superintendent</p>

Best Management Practice	Schedule	Responsible Party
<p><b>Disposal of Waste Collected through Community Operations:</b></p> <p>Waste collected from storm water system maintenance is made available to interested property owners. The Township does not provide collection for waste fluids of any type.</p>	<p>Continue existing activities.</p> <p>Review waste disposal for pollution prevention by December 31, 2003.</p>	<p>Road Superintendent</p>
<p><b>Township Employee Education Program on Pollution Prevention:</b></p> <p>Employees have received training that focuses on material handling which includes proper disposal and containment of various chemical products. The training that they have received is related to OSHA requirements. This covers the majority of pollution possibilities that relate to Township operations.</p>	<p>Expand pollution prevention training as it relates to current operations by December 31, 2003.</p> <p>Complete current training needs by December 31, 2004. Acknowledging training is a on going exercise to train new personnel, and update all applicable personnel.</p>	<p><b>Storm Water Management Committee:</b></p> <p>Develop education program as needed.</p> <p><b>Road Superintendent:</b></p> <p>Implement program and assist in the education of employees.</p>
<p><b>Recycling:</b></p> <p>The Township provides a recycling receptacle whereby residents can deposit paper, plastic, aluminum, and glass. This is through a partnership with Geauga/Trumbull Solid Waste District.</p> <p>In addition, the Township provides an annual community clean up day whereby residential refuse is collected and disposed of in cooperation with a licensed waste collection vendor. (See attached sample in addendum section of this document)</p>	<p>Continue current recycling practices.</p>	<p>Road Superintendent</p>

## **VI. Shared Responsibility, Monitoring, Recordkeeping, and Reporting**

### **A. Shared Responsibility**

The Township will retain responsibility for the Storm Water Program development and implementation under the NPDES Permit. However, certain organizations will play a vital role in assisting the Township in implementing MCMs #1 through #5. These organizations will work with the Township in accordance with Memorandums of Understanding that have been signed and attached as Appendices. A summary of organizational assistance to the Township follows.

The Geauga County Department of Health (GCDH) will assist in the implementation of MCM #3 by conducting testing on samples to determine if dry weather discharges are illicit and by following up on enforcement actions to correct illicit discharges. Appendix G to this document contains the agreement by which the GCDH agrees to perform the necessary services to implement the control measures. Reporting the functions will be retained by the Chester Township.

The Chagrin River Watershed Partners (CRWP) will assist in the implementation of MCMs #1 through #5 by providing written materials, training, workshops, and model regulation. Appendix H contains the agreement by which CRWP agrees to perform the necessary services to implement the control measures. Reporting the functions will be retained by the Chester Township.

The Geauga County Soil and Water Conservation District (GCSWCD) will assist in the implementation of MCMs #1 and #2 by providing written materials, training, workshops. GCSWCD will assist in the implementation of MCM #4 by training the Township Zoning Inspector, reviewing site plans, and following up on enforcement upon the request of the Township. GCSWCD will also advise the Township on MCM #5, in modifying the Zoning Resolution through the Zoning Commission and in developing BMPs to control post-construction storm water runoff. Appendix I contains the agreement by which GCSWCD agrees to perform the necessary services to implement the control measures. Reporting the functions will be retained by the Chester Township.

### **B. Monitoring**

Monitoring will be performed in accordance with Section 5.1 of NPDES Permit Number OHQ000001.

### **C. Record Keeping**

All records will be kept in accordance with Section 5.2 of NPDES Permit Number OHQ000001.

## **D. Reporting**

Records will be submitted annually starting one year after the date of the general permit coverage (December 27, 2002). Reports will contain the information required in Section 5.3 of NPDES Permit Number OHQ000001.

### **Appendices:**

Appendices to the Chester Township Storm Water Management Plan:

**Note: In the case of multiple page documents only the cover page is included in this Appendix. Full document is available upon written request.**

- A) Street Index of Chester Township
- B) Map of Chester Township
- C) Current Geauga County Soil and Water Conservation District MOU
- D) Geauga County Water Management and Sediment Control Regulations including BMPs
- E) County Engineer MOU (not yet finalized, to be furnished ASAP)
- F) Health District MOU (not yet finalized)
- G) Chagrin River Watershed Partners MOU (not yet finalized)
- H) Geauga County Soil and Water Conservation District MOU
- I) Chester Township Zoning Resolution, Section 5.00.06
- J) Culvert Inspection Process of Illicit Discharge Detection for NPDES Phase 2
- K) Memorandum from Geauga County Prosecuting Attorney, i.e. Illicit Discharges

### **COMMENT TO OHIO EPA**

Considering there are one thousand three hundred and nine (1,309) Townships in the State of Ohio, with an average area of five miles by five miles or twenty-five square miles per Township, which means that there are approximately thirty two thousand seven hundred and twenty-five (32,725) square miles of Ohio land in question. Perhaps it is time to consider supporting some changes to Ohio State Law to assist Townships by giving them a greater control in their own law passing destinies.