

NPDES Phase II Annual Report



**Report to Ohio EPA Regarding Status of Chester Township
Storm Water Management Program from March 31, 2003 to February
29, 2004 in conformance with 3GQ00075*AG**

**Chester Township
Geauga County, Ohio**

**Chester Town Hall
12702 Chillicothe road
Chesterland, Ohio 44026**

Phone: 1-440-729-7058

Fax: 1-440-729-3679

**Township Trustees:
Charlie Stevens
Patricia M. Mula
James A. Montague**

Public Education & Involvement Plan MCM #1 and #2

2003 Best Management Practices and Measurable Goals

Schedule	BMP and Measurable Goals
	Best Management Practices
January, 2004	<p>Committee members: Storm Water Committee members have changed slightly. Mike Bear (former Township Trustee) has been replaced by Charles Stevens (Newly Elected Township Trustee) and Vicki Dmonkis (Geauga County Soil and Water Conservation District, Public Education Assistant) has left the Committee without replacement.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
May and September 2003	<p>Storm Water Management Committee May and September meetings were not held in Chester Township due to extraordinary circumstances in the Township. In addition the committee lacked the input from the state to determine how well the Storm Water Management Plan met the state requirements. Lastly, five of the members of Chester Township Storm Water Management Committee were present at both of the Geauga County Storm Water meetings; therefore a quorum of Chester Township's Storm Water Management Committee was involved at the county level.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
Goal Missed	<p>Survey of storm water understanding: Baseline survey of public knowledge on understanding of storm water related issues to be conducted by December 31, 2003.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
March, 2003 to February 29, 2004	<p>Survey for baseline study is being developed by the Geauga Water and Soil Conservation District, the Chagrin River Watershed Partners, and Ohio State University Extension. The survey will be used by Chester Township as soon as the survey is completed, township finances may become a factor.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
Due date not yet reached.	<p>Resurvey by December 31, 2007 to gauge effectiveness of Public Education/Involvement Plan.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
March, 2003 to February 29, 2004	<p>Township website was not established as of March, 2004. It was hoped that it would be established, however the extreme hardship put on Chester Township's finances due of the 4.3 million dollar theft by our former town clerk (now in prison) left us unable to establish the website.</p> <p>Responsible Person: Chester Township Board of Trustees</p>
March, 2003 to	<p>Newsletter(s): Some 660 Chester Township residents receive "The Geaugrapher" (a</p>

Public Education & Involvement Plan MCM #1 and #2	
February 29, 2004	<p>newsletter published by Geauga County Soil and Water Conservation District).</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
March, 2003 to February 29, 2004	<p>“Chester Government Update” written by Township Trustee Patricia Mula in the Chesterland News (weekly newspaper) has carried 4 articles related to Storm Water control.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
March, 2003 to February 29, 2004	<p>Community Presentations: Both CRWP and GCSWCD make presentations are made available to community groups on subjects such as: “Overview of the Chagrin River watershed”, “Nonpoint source pollution”, “Steps residences can take to minimize impacts on environment”, etc. More emphasis will be made in 2004-2005.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
Goal Missed	<p>Workshops for homeowners on home sewage treatment system: A workshop presentation is currently being developed by the Geauga County Heath Department.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
March, 2003 to February 29, 2004	<p>School Activities: GCSWCD has established an on going stream heath watch station West Wood Elementary School (part of the West Geauga School district). Some of Chester Township’s students attend this school.</p> <p>Responsible Person: Geauga County Soil and Water Conservation District.</p>
May 1, 2003	<p>Community Activates: Chester Township participated actively in ECO-GEAUGA at The West Woods Nature Center. The event was open for residents of the Geauga, and neighboring, counties. See addendum</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
April 12, 2003 and April 2003	<p>Chester Township residents were informed of, and participated in, Appliance Collections in both Geauga and Trumbull Counties. See addendum</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
May 7, 2003 and June 7, 2003	<p>Chester Township residents were informed of, and participated in, Compost Bin Sales. See addendum</p> <p>Responsible Person: Geauga County Soil and Water Conservation District.</p>
May 17, 2003 and June 7, 2003	<p>Chester Township residents were informed of, and participated in, Household Hazardous Waste Collections in both Geauga and Trumbull Counties.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
	<p>Print Media:</p>

Public Education & Involvement Plan MCM #1 and #2

March, 2003 to February 29, 2004	<p>Five (5) distribution boards were set up for public education and information. The five (5) locations are as followed: Fire Station # 1, Fire Station # 2, the Police Station, the Town Hall, and the Township's Road Department. The locations are monitored on a monthly basis. The boards provide informational handouts on storm water and activities. The brochures are; "The Solution to Stormwater Pollution" and "After the Storm". See addendum.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
June 2003	<p>In June of 2003, the Township established a display / brochure board in the Zoning Department. Appropriate brochures are distributed with appropriate zoning certificates, to residence of Chester Township, and to builders building in Chester Township. See addendum</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
May, 2003 and September, 2003	<p>Workshops: Chuck Mascella (Chester Township Road Superintendent), Carmella Shale (Director of the Geauga County Soil and Water Conservation District), Kyle-Dreyfuss (Director of the Chagrin River Watershed Partners, Inc.) and Mike Joyce (Chester Township Zoning Inspector, Chairman of the Chester Township Storm Water Management Committee) attended county wide meetings on Storm Water Management and Carmella Shale. (The afore mentioned are all members of the Chester Township Storm Water Management Committee)</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
June 18, 2003	<p>Chuck Mascella (Chester Road Superintendent) and Mike Joyce (Chester Zoning Inspector) attended <u>Storm Water Phase II Practical Guidance for Immediate Concerns</u> workshop to gain practical knowledge on Phase II.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
March, 2003 to February 29, 2004	<p>Workshop for contractors and builders in Geauga County is being developed by GCSWDC and CGWP with input from, and participation of, the Ohio EPA.</p> <p>Responsible Person: Geauga County Soil and Water Conservation District.</p>

Compliance Status, Goals or Activities in 2003 Activities

Most 2003 goals were met in the areas of Public Education & Involvement Plan MCM #1 and #2. It seems the area that must be improved is in convincing people of the need to better maintain their erosion / sediment control methods. Inspections assure that the methods are installed, but there is no sense of urgency on the part of the home owner to maintain systems. The number of inspections to be performed needs to be increased, but additional time is not available. Another solution must be found.

The township website must be established as soon as is feasible. Establishing this useful tool

Public Education & Involvement Plan MCM #1 and #2

will be a priority in the 2004 - 2005 timeframe.

Due to finances Chester was forced to cancel plans for the annual Clean Up / Collection Day normally held in the spring and fall of each year. The annual events will be returned in the future, hopefully in 2004.

The water outfalls were defined and located, but were not mapped in 2003. The Geauga County Soil and Water Conservation District and the Geauga County Auditor's Office are working to include this information as an overlay on the county wide GIS system for both stand alone computer systems and a public accessible website.

Illicit Discharge Detection and Elimination MCM #3

2003 Best Management Practices and Measurable Goals.

By December 31, 2007	Chester Township map storm water sewer system with:
March, 2003 to February 29, 2004. Complete by December 31, 2007.	<p>Location of outfalls: Map committee has been formed at the county level. Both the Geauga County Soil and Water Conservation District and the Geauga County Auditors Office are working to establish the mapping as developed by GCSWCD and the Chester Township Road Department.</p> <p>Responsible Person: Chester Township Road Department.</p>
March, 2003 to February 29, 2004.	<p>Implement visual monitoring of the outfall locations by Service Department. Annual visual program has been established, however, documentation system and equipment needs are still being developed.</p> <p>Responsible Person: Chester Township Road Superintendent.</p>
To be completed by December 31, 2007.	<p>Names and location of surface waters to which outfalls discharge:</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
2004 Goal not met	<p>Location (address) of HSTS: Add 50% of the locations of HSTS by December 31, 2004 and finalize by December 31, 2006.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
To be complete by December 31, 2007.	<p>Type and size of conduits/ditches through which HSTS discharge:</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
To be completed by December 31, 2006.	<p>List HSTS: Update storm sewer mapping to include storm sewers, locations of HSTSs, and the names of surface waters.</p> <p>Responsible Person: Geauga County Engineering Department.</p>
March, 2003 to February 29, 2004.	<p>Develop program to detect and eliminate illicit discharges: Due to the weather conditions there were no dry weather water flows tested in 2003.</p> <p>Responsible Person: Chester Township Storm Water Management Committee.</p>
March, 2003 to February 29,	<p>Study existing Resolution prohibiting illicit discharges: Preliminary study done on illicit discharges. Further and more in-depth study of Chester Zoning Resolution to be accomplished by the Chester Zoning</p>

Illicit Discharge Detection and Elimination MCM #3

2004.

Commission.

Responsible Person: Chester Township Storm Water Management Committee.

Compliance Status of 2003 Activities:

The mapping of septic systems (both on lot and off lot) was not able to be started in 2003. The Geauga County Health Department and the Geauga County Auditor's Office are working to include this information as an overlay on the county wide GIS system for both stand alone computer systems and the Geauga County Auditors website.

The water outfalls were defined and located, but were not mapped in 2003. The Geauga County Soil and Water Conservation District and the Geauga County Auditor's Office are working to include this information as an overlay on the county wide GIS system for both stand alone computer systems and a public accessible website (Gauga County Auditor's website).

CRWP will continue to study the attempt to modify the Geauga County Model Zoning, where applicable to the amount permitted by state law.

Effectiveness of 2003 Activities:

The MCM #3 activities seem to have been somewhat ineffective to date. The reasons for this were due in equal parts to the weather, the start up was more complex then originally anticipated, and the extreme financial stress encounter by the township due to theft of monies from the township. New plans were made by the township and by the county agencies in the areas of illicit discharge detection and mapping of HSTS and water outfalls. The additional person power and the use of the more central GIS system should return the township to the projected time table. The final product should both exceed the original plans and be accomplished ahead of the five (5) year schedule.

Information Collected During the 2003 Reporting Period:

No data was collected during the period of March, 2003 and February 29, 2004.

Proposed Changes to Illicit Discharge Detection and Elimination Plan:

See Effectiveness of 2003 Activities above.

Construction Site Storm Water Runoff Control MCM #4

2003 Best Management Practices and Measurable Goals:

Schedule	BMP and Measurable Goals
March, 2003 to February 29, 2004.	<p>Erosion and sediment control resolution: No changes needed to the Chester Township Zoning Resolution at this time. The Zoning Resolution meets or exceeds Phase II Erosion and Sediment Control Regulation. Section 5.00.06 is in place at this time. (See addendum)</p> <p>Responsible Person: Township Trustees</p>
March, 2003 to February 29, 2004.	<p>Define the amount of lot coverage permitted in each of the zoning districts in Chester Township. Sections 5.01.15, 5.02.15, 5.03.16, and 5.04.16 of the Chester Township Zoning Resolution are in place at this time. (See addendum)</p> <p>Responsible Person: Township Trustees.</p>
March, 2003 to February 29, 2004.	<p>GCSWCD Erosion and Control Regulation # 98 is in place at this time.</p> <p>Responsible Person: GCSWCD.</p>
March, 2003 to February 29, 2004.	<p>Enter into Memorandum of Understanding (MOU) with GCSWCD: MOU and fee schedule are in place at this time. (See addendum)</p> <p>Responsible Person: Township Board of Trustees.</p>
March, 2003 to February 29, 2004.	<p>Attend GCSWCD trainings: Zoning Inspector attended all training sessions and refresher courses offered by GCSWCD.</p> <p>Responsible Person: Zoning Inspector.</p>
March, 2003 to February 29, 2004.	<p>Chester Township Zoning Inspector and Field Technician from GCSWCD met at several field locations to discuss situation and to train on field conditions.</p> <p>Responsible Person: Zoning Inspector.</p>
March, 2003 to February 29, 2004.	<p>Chester Township Zoning Inspector and Field Technician from GCSWCD met at several field locations with Field Technician from CRWP to discuss situation and to train on field conditions.</p> <p>Responsible Person: Zoning Inspector.</p>
March, 2003 to February 29, 2004.	<p>Chester Township Zoning Inspector and Field Technician from GCSWCD met on location at 8761 Mayfield Road with Field Technician from Ohio EPA to discuss situation and to train on field condition.</p> <p>Responsible Person: Zoning Inspector.</p>
March, 2003 to February 29, 2004.	<p>Review site plans: All site plans for construction that will disturb more than 300 square feet on lots less than 5 acres in area are reviewed by Chester Township Zoning Inspector. All site plans for construction that will disturb more than 300 square feet on lots 5 acres or more are reviewed by GCSWCD. (See addendum)</p>

Construction Site Storm Water Runoff Control MCM #4	
	Responsible Person: Zoning Inspector.
March, 2003 to February 29, 2004.	<p>Planning Commission and Health District Approval of New Lots: Continuing existing practice of Geauga County Planning Commission and Geauga County Health District.</p> <p>Responsible Person: Geauga County Planning Commission and Geauga County Health Department.</p>
March, 2003 to February 29, 2004.	<p>Setbacks: Continuing existing practice as defined in Sections 5.01.15, 5.02.15, 5.03.16, and 5.04.16 of the Chester Township Zoning Resolution. (See addendum)</p> <p>Responsible Person: Zoning Inspector.</p>
March, 2003 to February 29, 2004.	<p>Water Quality Ponds: No review of BMP's on water quality ponds were made in this time period.</p> <p>Responsible Person: Chester Township Zoning Commission.</p>
March, 2003 to February 29, 2004.	<p>Low Impact Developments: No presentation on Low Impact Developments was made in this time period to the Chester Township Zoning Commission.</p> <p>Responsible Person: GCWSCD and CRWP.</p>
Goal Missed.	<p>Workshop for Development Community: Workshop for Development Community was not developed and held until March 24, 2004. Target date for March 2003 through February 29, 2004, was missed.</p> <p>Responsible Person: GCWSCD and CRWP.</p>
March, 2003 to February 29, 2004.	<p>Database of storm water basins: Information was gathered through the Public Access System (PAS), field visits, and old records to develop a map of existing water basins. The storm water basin map was developed using Arc View GIS and is a living document as new information is added as it becomes available.</p> <p>Responsible Person: GCWSCD.</p>
Compliance Status of 2003 Activities:	
<p>The current controls that are in place will be maintained as they meet or exceed the minimum requirements of MCM #4. However, there seems to be a need for improvement in the area of convincing people of the need to better maintain their erosion / sediment control methods. Inspections assure that the methods are installed, but there is no sense of urgency on the part of the home owner to maintain systems. The number of inspections to be performed needs to be increased, but additional time is not available. Another solution must be found.</p>	

Construction Site Storm Water Runoff Control MCM #4

Effectiveness of 2003 Activities:

Between March of 2003 and February 29, 2004, there have been 21 new homes, 21 home additions, and 35 residential accessory building built (or under construction) in Chester Township that required sediment control measures. Most of the projects require multiply site inspections for sediment/erosion control. The actual number of inspections varied due to length of time it took to complete the project and to stabilize the soil. And some sites are still under construction at this time. The number of sites that were required to repair soil and sediment control measures increased due mainly to an increased number of on site inspections by the Zoning Inspector and Geauga County Soil and Water Conservation District.

Post Construction Storm Water Management MCM #5

2003 Best Management Practices and Measurable Goals

Schedule	BMP and Measurable Goals
March, 2003 to February 29, 2004.	<p>Measures for reducing impervious cover: Have maintained existing practices as defined in the Storm Water Management Plan and the Chester Township Zoning Resolution.</p> <p>Responsible Person: Zoning Inspector</p>
March, 2003 to February 29, 2004.	<p>Approval of new lots and subdivisions: Have continued existing practices. Geauga County Planning Commission reviews and approve plans. Approval based upon approval of Geauga County Health Department, application of existing regulations, no wet lands impact, and compliance to local Zoning Resolution. Initial and final plans are reviewed Zoning Inspector for input.</p> <p>Responsible Person: Geauga County Planning Commission</p>
March, 2003 to February 29, 2004.	<p>Riparian/wetlands setbacks: Review process still at the county level. BMPs being reviewed at county level and the township zoning commission awaiting the presentation by the appropriate agencies.</p> <p>Responsible Person: GCSWCD and CRWP</p>
March, 2003 to February 29, 2004.	<p>Water quality ponds: Update Chapter 927 to include provisions for preference of dry or wet ponds instead of underground pipes or culverts for storm water storage.</p> <p>Responsible Person: Geauga County Engineering Department.</p>
March, 2003 to February 29, 2004.	<p>Document the reduction of impervious surfaces associated with new and redevelopment projects. Evaluation of the effectiveness of the dry/wet pond.</p> <p>Responsible Person: Geauga County Engineering Department.</p>
March, 2003 to February 29, 2004.	<p>Low impact development: Being studied.</p> <p>Responsible Person: GCSWCD and CRWP</p>
March, 2003 to February 29, 2004.	<p>Workshops for development community: Newsletters are sent to development community and a formal workshop is being developed by CGSWCD and CRWP and the local Ohio EPA representative. Class nearly completed and is planned to be given in next few months.</p> <p>Responsible Person: GCSWCD and CRWP</p>
March, 2003 to February 29, 2004.	<p>Database of storm water basins: GCSWCD still conducting inventory and information collection. Information not yet disseminated to township level.</p>

Post Construction Storm Water Management MCM #5

Responsible Person: GCSWCD

Compliance Status of 2003 Activities:

Present post construction policies are being maintained. Policy include follow up inspections by Zoning Inspector and GCSWCD to assure the necessary silt and erosion controls are kept in place until the soil is stabilized.

Effectiveness of 2003 Activities:

The number of inspections needs to be increased or some other plan needs to be developed. There is only a finite amount of time the Zoning Inspector can devote to inspections. GCSWCD has an excellent record of responding to calls from Zoning Inspector, but the number of inspections needed has increased dramatically with the implementation of the Storm Water Management Plan. All sites are inspected but not all sites are inspected as often as required. An example would be a heavy rain in the building season could require fifty site inspections in a single day. That number cannot be accomplished in a week given the other duties the Zoning Inspector must also complete.

Proposed Changes in Post-Construction Storm Water Control Plan:

The Storm Water Management Committee will be discussing this problem and will be searching for a solution. There is nothing that can be done to control the weather and this has been an unusually wet year for this area. We can only be reactive to the weather so new way to react must be found. Ideas will be discussed with the Zoning Commission to study the feasibility to implementing changes into the Zoning Resolution.

Good Housekeeping and Pollution Prevention MCM #6

2003 Best Management Practices and Measurable Goals:

Schedule	BMP and Measurable Goals
March 2003 through end of February 2004	<p>Fleet maintenance: Continuing existing fleet maintenance as outlined by OSHA guidelines.</p> <p>Responsible Person: Road Superintendent</p>
March 2003 through end of February 2004	<p>Salt storage and applications: Continuing current storage and application practices as defined in Storm Water Management Plan.</p> <p>Responsible Person: Road Superintendent</p>
April 2003	<p>Street sweeping: All improved township roads were swept once during the month of April to remove winter debris.</p> <p>Responsible Person: Road Superintendent</p>
March 2003 through end of February 2004	<p>All public roads close construction access driveways are cleaned by the construction crews working on the different projects. Contractors are required to remove all mud and/or debris that the construction driveway fails to remove from truck / vehicle tires at the end of each work day.</p> <p>Responsible Person: Chester Police Department</p>
March 2003 through end of February 2004	<p>Storm water system maintenance: Continuing current roadside ditch cleaning practices as defined in Storm Water Management Plan. Have yet to implement a plan to seed disturbed areas due to a lack of funding. Expect to implement the seeding plan in 2005. Continuing current inspection practices for the storm water system that is closed piping.</p> <p>Responsible Person: Road Superintendent</p>
March 2003 through end of February 2004	<p>Disposal of waste collected through community operations: Disposal program was reviewed and it was determined that the current practices would be continued.</p> <p>Responsible Person: Road Superintendent</p>
June 18, 2003	<p>Township Employee Education Program on Pollution Prevention: Chuck Mascella (Chester Road Superintendent) and Mike Joyce (Chester Zoning Inspector) attended <u>Storm Water Phase II Practical Guidance for Immediate Concerns</u> workshop hosted by the Cuyahoga County Board of Health to gain practical knowledge on Phase II.</p> <p>Responsible Person: Road Superintendent and Zoning Inspector</p>
March 2003 through end of	<p>Develop a program to provide training to Township Road Department employees from the workshop hosted by the Cuyahoga County Board of</p>

Good Housekeeping and Pollution Prevention MCM #6

February 2004

Health regarding prevention or reduction of pollutant runoff from community operations such as fleet and building maintenance and storm water system maintenance.

Responsible Person: Road Superintendent