

Part A. Changes to Best Management Practices

(Check appropriate BMP change(s) and attach information regarding change(s) to BMPs and measurable goals).

Note: X indicates BMPs proposed for Year 1 in the original permit

✓ indicates changes to the BMPs proposed for Year 1

Year 1	
MS4	
	A. Public Education and Outreach
X	A.1 Distributed Paper Material
	A.2 Speaking Engagement
X	A.3 Public Service Announcement
X	A.4 Community Event
	A.5 Classroom Education Material
X	A.6 Other Public Education
	B. Public Participation/Involvement
X	B.1 Public Panel
	B.2 Educational Volunteer
X	B.3 Stakeholder Meeting
X	B.4 Public Hearing
	B.5 Volunteer Monitoring
	B.6 Program Coordination
X	B.7 Other Public Involvement
	C. Illicit Discharge Detection and Elimination
X	C.1 Storm Sewer Map Preparation
X	C.2 Regulatory Control Program
X	C.3 Detection/Elimination Prioritization Plan
X	C.4 Illicit Discharge Tracing Procedures
X	C.5 Illicit Source Removal Procedures
	C.6 Program Evaluation and Assessment
X	C.7 Visual Dry Weather Screening
X	C.8 Pollutant Field Testing
X	C.9 Public Notification
X	C.10 Other Illicit Discharge Controls

Year 1	
MS4	
	D. Construction Site Runoff Control
X	D.1 Regulatory Control Program
X	D.2 Erosion and Sediment Control BMPs
X	D.3 Other Waste Control Program
X	D.4 Site Plan Review Procedures
X	D.5 Public Information Handling Procedures
X	D.6 Site Inspection/Enforcement Procedures
X	D.7 Other Construction Site Runoff Controls
	E. Post-Construction Runoff Control
	E.1 Community Control Strategy
X	E.2 Regulatory Control Program
X	E.3 Long Term O&M Procedures
X	E.4 Pre-Const Review of BMP Designs
X	E.5 Site Inspections During Construction
X	E.6 Post-Construction Inspections
	E.7 Other Post-Const Runoff Controls
	F. Pollution Prevention/Good Housekeeping
X	F.1 Employee Training Program
X	F.2 Inspection and Maintenance Program
	F.3 Municipal Operations Storm Water Control
	F.4 Municipal Operations Waste Disposal
	F.5 Flood Management/Assess Guidelines
X	F.6 Other Municipal Operations Controls

No changes have been made to Year 1 BMPs since the original permit.

Part B. Status of Compliance with Permit Conditions

(Provide the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable [MEP], and your identified measurable goals for each of the minimum control measures.)

The status of BMPs and measurable goals performed in Year 1 are described below.

1. Public Education and Outreach

The MS4 committed to conduct Public Education and Outreach as part of its permit. Public Education and Outreach requires implementation of a program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants to stormwater runoff. The MS4 committed to implementation of BMPs related to A.1, A.3, A.4, and A.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

A.1 The MS4 will distribute publications received from SMC to local target groups.

Measurable Goal(s): Make available and distribute two manuals “A Citizen's Guide to Maintaining Stormwater Best Management Practices” and “Living With Wetlands: A Handbook for Homeowners in Northeastern Illinois” to local entities such as homeowners associations and stakeholder groups.

Year 1: Identify local target groups and distribute manuals to groups as appropriate.

The MS4 distributed “A Citizen’s Guide to Maintaining Stormwater Best Management Practices” and “Living with Wetlands: a Handbook for Homeowners in Northeastern Illinois”. These documents were distributed to schools, homeowner associations, and business developments.

A.3 The MS4 will create Public Service announcements regarding NPDES Phase II.

Measurable Goal(s): Prepare a public service announcement related to the NPDES Phase II program. Publish announcement annually in the monthly MS4 Newsletter.

Year 1: Include public service announcement in MS4 Newsletter once annually.

The MS4 placed an article pertaining to the NPDES Phase II program in the July 2003 Village newsletter.

A.4 A soil erosion and sediment control workshop will be conducted on a bi-annual basis. This workshop is geared toward developers, engineers, municipalities and enforcement officers. The MS4 will participate in the bi-annual workshop.

Measurable Goal(s): Participate in the bi-annual soil erosion and sediment control workshop.

Year 1: Participate in workshop.

The Village Inspector attended a “Soil Erosion and Sediment Control Seminar” offered by the Lake County Stormwater Management Commission and the Soil and Water Conservation District.

A.6 The MS4 will provide additional avenues for public education regarding the NPDES Phase II.

Measurable Goal(s), including frequencies: The MS4 operates a website that provides many resources for citizens, developers, and engineers. The website includes information on community flooding concerns and links to agencies providing resources regarding drainage and stormwater activities.

Year 1: Place a copy of the MS4's Notice of Intent for General Permit for Discharges from Small Municipal Separate Storm Sewer Systems on the MS4's website.

The Notice of Intent is available on the MS4's website at www.village.lincolnshire.il.us .

2. Public Participation/Involvement

The MS4 committed to performing activities and services related to the Public Participation/Involvement minimum control measure under BMP numbers B.1, B.3, B.4, and B.7. The status or progress for each of the measurable goals related to these BMPs is presented below.

B.1 The SMC has convened the Municipal Advisory Committee (MAC) to address components of the NPDES Phase II program. MS4 Staff regularly attend the meetings of the MAC.

Measurable Goal(s): Track the number of meetings attended by MS4 Staff.

MS4 personnel attended six MAC meetings during Year 1 of the permit.

B.3 Stakeholder meetings are conducted throughout the county for ongoing planning and project implementation efforts. When stakeholder groups (such as watershed planning committees) include the jurisdictional area of the MS4, the MS4 will publicize stakeholder meetings locally and participate by being represented at the stakeholder meetings.

Measurable Goal(s): Publicize and participate in relevant watershed planning committees and other stakeholder groups.

Year 1: The MS4 will attend a minimum of one watershed planning committee meeting for each of the receiving waters if such a meeting is held.

MS4 personnel attended meetings of the following groups:

- North Branch Chicago River (Flood Damage Reduction Committee) – 1 meeting
- Upper Des Plaines River Ecosystem Partnership – 5 meetings
- The Indian Creek Stakeholders Watershed Management Committee (ICS) - 1 meeting
- North Branch Chicago River Watershed Open Space Planning Committee (NBCR) – 4 meetings

B.4 The MS4 will conduct a public meeting or public hearing on its proposed stormwater management plan. Each MS4 will meet its own requirements for conducting public meetings or hearings.

Measurable Goal(s): Present Municipal NPDES Phase II presentation to municipal or governing board. Present summary of ongoing program implementation at least once annually at public meeting.

Year 1: Hold at least one public meeting to present NPDES Phase II program and locally proposed stormwater management plan.

The MS4 discussed the local program at the February 5, 2003 Regular Village Board Meeting.

B.7 Create permanent advisory panel for program implementation. At a minimum, this should be an ad hoc committee to discuss ongoing program implementation issues.

Measurable Goal(s): Create advisory panel or ad hoc committee and hold at least two meetings per year. This panel or committee should have input on program implementation and should review the annual report for the MS4.

Year 1: Create panel or committee and conduct two meetings.

The committee met on August 8, 2003 and February 11, 2004.

3. Illicit Discharge Detection and Elimination

The MS4 committed to perform some activities related to the Illicit Discharge Detection and Elimination minimum control under BMP numbers C.1, C.2, C.3, C.4, C.5, C.6, C.7, C.8, C.9 and C.10. The status or progress for each of the measurable goals related to these BMPs is presented below.

C.1 Prepare outfall map to allow for tracking of dry weather flow inspections and outfall maintenance. This map will be based upon information included in the MS4 Geographic Information System (GIS.)

Measurable Goal(s): The MS4 will map all storm sewer outfalls discharging to Waters of the United States. Each outfall will be field verified and given a unique identifier to be used to document inspections. The map will be regularly updated as improvements or new developments occur.

Year 1: The MS4 will prepare an outfall map and field verify the map for outfalls along the Des Plaines River to ensure that storm sewer outfalls discharging to Waters of the United States are shown on the map.

The MS4 utilized its Geographic Information System to prepare an outfall map.

C.2 Review, consider and adopt ordinance language to prohibit non-storm water discharges to the storm sewer or drainage system.

Measurable Goal(s): Adopt ordinance amendment by end of Year 3.

Year 1: Receive and review model ordinance language from SMC.

The MS4 received and reviewed model ordinance language provided by SMC.

C.3 The MS4 will prepare a prioritization plan for detection/elimination programs based upon the potential for impact to the receiving waters.

Measurable Goal(s): Adopt a prioritization plan.

Year 1: Develop and adopt a prioritization plan.

The MS4's NPDES Phase II Committee developed and adopted a prioritization plan.

C.4 Develop or adopt standard procedures for identifying the source of an illicit discharge.

Measurable Goal(s), including frequencies: The MS4 will develop or adopt procedures for source identification of a detected illicit discharge. The program will include procedures for tracing the discharge upstream from the outfall to the source. The program will also include procedures for notifying property owners when the MS4 is required to enter private property to investigate a discharge source.

Year 1: The MS4 will research existing illicit discharge tracing procedure.

The MS4 reviewed the tracing procedure contained in the State of Colorado's Phase 2 Municipal Guidance

C.5 Establish procedures for eliminating the illicit discharge once the source is determined.

Measurable Goal(s), including frequencies: The MS4 will develop procedures for illicit discharge elimination.

Year 1: The MS4 will research existing illicit discharge removal procedures.

The MS4 will research several illicit discharge removal procedures.

C.5 Provide a convenient location where the general public can dispose of common household pollutants.

Measurable Goal(s): Prepare a public service announcement related to periodic collection events held by the Solid Waste Agency of Lake County (SWALCO).

Year 1: Include public service announcement in MS4 Newsletter once annually.

The MS4 included an article about SWALCO in the May 2003 Village Newsletter. The MS4 also provided a link to SWALCO's website on its website.

C.6 The MS4 will evaluate and assess its illicit discharge detection program.

Measurable Goal(s): Beginning in year three, the MS4 will keep statistics to evaluate the effectiveness of the illicit discharge detection and elimination program. MS4 Staff will analyze the program and make adjustments to improve effectiveness. An annual report assessing the effectiveness of the program will be prepared.

Year 1: No activity.

The MS4 did not conduct any activity for this BMP in Year 1.

C.7 Provide standard procedures that can be used to detect non-storm water flows.

Measurable Goal(s): The MS4 will develop an annual dry weather flow inspection program that involves visual inspection of all outfalls servicing commercial and industrial areas. In addition, the outfalls servicing residential areas will be inspected with the goal of inspecting all residential outfalls over the permit period. The program will include outfall inspection worksheets that will be kept on file for at least five years.

Measurable Goal(s): The Village will develop procedures for illicit discharge elimination.

Year 1: The MS4 will research existing dry weather flow inspection programs.

The MS4 received and reviewed a training manual on this subject from SMC.

C.8 In order to fully investigate dry weather flow, the MS4 will conduct pollutant field testing where field conditions warrant it.

Measurable Goal(s), including frequencies: Adopt ordinance amendment by end of Year 4.

Year 1: The MS4 will research existing pollutant field testing kits and procedures.

The MS4 conducted an Internet search for field testing kits and procedures.

C.9 Provide public notification of the MS4's illicit discharge detection and elimination program.

Measurable Goal(s): Prepare a public service announcement related to the MS4's illicit discharge detection and elimination program.

Year 1: Include public service announcement in MS4's newsletter once annually.

The MS4 included an article about illicit discharge detection and elimination in the January 2004 Village Newsletter.

C.10 Establish procedure that can be utilized by homeowners/citizens to report illicit discharges/illegal dumping.

Measurable Goal(s): The Village will develop a hotline or website page for citizens to report illegal dumping and suspicious discharges. The hotline will be established in the first year. The hotline will be advertised by placement of one ad in the MS4's monthly newsletter 6 months.

Year 1: Include public service announcement in MS4's newsletter twice annually.

The MS4 included an article about illicit discharges/illegal dumping in the May and July 2003 Village Newsletters.

C.10 Educate business owners on the differences between sanitary and storm sewers and the proper use of each.

Measurable Goal(s), including frequencies: The MS4 will publish information annually on the differences between sanitary and storm sewers and their proper use in the MS4's monthly newsletter.

Year 1: Include public service announcement in MS4's newsletter twice annually.

The MS4 included an article about sewers in the June 2003 and March 2004 Village Newsletters.

C.10 Educate homeowners on the adverse environmental impacts on storm water quality caused by improper waste disposal.

Measurable Goal(s): The MS4 will develop and distribute a brochure addressing the impacts of improper waste disposal on storm water quality. The brochure will be aimed at educating business owners and residents.

Year 1: Develop a brochure addressing the impacts of improper waste disposal on stormwater quality.

The MS4 identified two EPA documents: "Protecting Water Quality from Urban Runoff" and "After the Storm" which will address the impacts of improper waste disposal on stormwater quality.

4. Construction Site Runoff Control

Lake County has adopted a Watershed Development Ordinance (WDO) that establishes the minimum stormwater management requirements for development in Lake County. The WDO, which is enforced by SMC as well as by certified communities in the county, establishes standards for construction site runoff control. The enforcement of the WDO implements BMPs under BMP numbers D.1, D.2, D.3, D.4, D.5, D.6 and D.7. The status or progress for each of the measurable goals related to these BMPs is presented below.

D.1 The MS4 has adopted the Watershed Development Ordinance into the Municipal Code of the Village of Lincolnshire by reference. The MS4 will require that any site that disturbs 5,000 square feet or more obtain a permit from the Lake County Stormwater Management Commission in accordance with the Watershed Development Ordinance. Where the MS4 may issue a permit in accordance with a letter of understanding dated February 11, 1999 between the Lake County Stormwater Management Commission and the Village of Lincolnshire, the MS4 will require erosion and sediment controls in accordance with Article IV, Section B.1.j. of the WDO.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO. The MS4 will notify SMC and the contractor of any violations of the WDO noted during the MS4's inspections of construction sites.

Year 1: Continue to enforce the WDO. The MS4 will adopt revisions to the WDO as they become available from SMC.

The MS4 continues to enforce the WDO to the extent of its authority to do so.

D.2 The MS4 will require that any site with land disturbance activity obtain a permit from the Lake County Stormwater Management Commission in accordance with the Watershed Development Ordinance. Where the Village may issue a permit in accordance with a letter of understanding dated February 11, 1999 between the Lake County Stormwater Management Commission and the Village of Lincolnshire, the MS4 will review the plans to ensure compliance with Article IV, Section B.1.j of the WDO.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO. The MS4 will notify SMC and the contractor of any violations of the WDO noted during the MS4's inspections of construction sites.

Year 1: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

The MS4 continues to enforce the WDO to the extent of its authority to do so.

D.3 The MS4 will adopt the revised WDO amendments addressing the control of waste and debris at construction sites.

Measurable Goal(s): The MS4 will adopt the revised WDO amendments addressing the control and debris at construction sites within six months of the receipt of the final version of said amendments. The MS4 will notify SMC and the contractor of any violations of the WDO noted during the MS4's inspections of construction sites.

Year 1: Review the draft amendment(s) relating to the control of waste and debris at construction sites.

The MS4 continues to review revisions to the WDO as proposed by the Technical Advisory Committee to SMC.

D.4 Although the MS4 has elected to remain a non-certified community as defined in the WDO, Staff members are trained in the enforcement of the WDO. Staff member(s) will take the SMC enforcement officers' exam.

Measurable Goal(s): The MS4 will require that at least one member of its staff has passed the enforcement officer's exam or that it employs a consultant to review plans who has at least one staff member who has passed the exam.

Year 1: Track the number of MS4 staff members who have passed the exam.

One MS4 staff member has passed SMC's enforcement officer exam.

D.4 The MS4 conducts site plan reviews in conjunction with the issuance of permits. The MS4 has established review checklists to ensure that stormwater management systems are reviewed.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Year 1: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

The MS4 continues to enforce the WDO to the extent of its authority to do so.

D.5 The MS4 responds to information submitted by the public. The MS4 maintains a website where the public may obtain information on "Who to Call."

Measurable Goal(s): The MS4 will update its website to provide "Who to Call" information. The MS4 will adopt a tracking system for complaints received and processed related to soil erosion and sediment control.

Year 1: Update the MS4 website to provide "Who to Call" information.

The MS4 maintains information on "Who to Call" on its website.

D.6 Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. The enforcement officers within each certified community must conduct site inspections. SMC has direct responsibility for non-certified communities, LCDOT, and the Forest Preserve. Article VII of the WDO specifies the penalties and legal action that may be imposed if the WDO is violated. If a construction site is not in compliance with the requirements of the WDO, the jurisdictional enforcement officer may issue a stop work order on all development activity on the subject property or on the portion of the activity in direct violation of the WDO. In addition, failure to comply with any of the requirements of the WDO constitutes a violation, and any person convicted thereof may be fined. Although the MS4 has elected to remain a non-certified community as defined in the WDO, the MS4 regularly conducts site inspections. Where violations of the WDO are found, Staff notifies the contractor and reinspects the site for compliance. Upon a second inspection, if the site remains in noncompliance, MS4 Staff notified SMC of the violation.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO. The MS4 will track the number of site inspections conducted by the MS4.

Year 1: Track number of site inspections conducted by the MS4.

The MS4 conducted approximately 300 site inspections during Year 1.

5. Post-Construction Runoff Control

As described above, the Lake County Watershed Development Ordinance (WDO) establishes the minimum stormwater management requirements for development in Lake County. The WDO establishes standards for post-construction site runoff control. These standards apply to any new development or redevelopment resulting in over 0.5 acres of new impervious area. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers E.2, E.3, E.4, E.5, and E.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

E.2 The WDO requires that all applicants adopt a stormwater management strategy for controlling post-construction runoff. The applicant must develop a stormwater management strategy that minimizes the increase in runoff volumes and rates and addresses the water quality treatment requirements of the WDO. The proposed drainage plan must use the runoff reduction hierarchy in the WDO and implement BMPs as presented in the TRM. The WDO also requires the use of buffers when adjacent to existing water bodies.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Year 1: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

The MS4 continues to enforce the WDO to the extent of its authority to do so. The MS4 does not issue permits until SMC has issued a permit, if so required.

E.3 The WDO requires that a maintenance plan be prepared for all stormwater management system components for Major developments (as defined by the WDO). Enforcement officers may require maintenance plans to be prepared for all development sites that require a NPDES permit. The maintenance plan must include: maintenance tasks; the party responsible for performing the maintenance tasks; a description of all permanent public or private access maintenance easements and

overland flow paths, and compensatory storage areas; and a description of dedicated sources of funding for the required maintenance. The TRM includes a sample maintenance plan.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Year 1: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

The MS4 continues to enforce the WDO to the extent of its authority to do so. The MS4 does not issue permits until SMC has issued a permit, if so required.

E.4 Within each jurisdiction, one of the primary duties of the enforcement officer is to review all Watershed Development Applications and issue permits for those projects that are in compliance with the provisions of the WDO. This includes a review of the proposed BMPs for post-construction runoff control. Although the MS4 is not a certified community, we require that SMC issue a permit before the MS4 issues permits.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Year 1: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

The MS4 continues to enforce the WDO to the extent of its authority to do so. The MS4 does not issue permits until SMC has issued a permit, if so required.

E.5 Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. The enforcement officers for each certified community must conduct these inspections. Enforcement officers may inspect site development at any stage in the construction process. For major developments, the enforcement officer shall conduct site inspections, at a minimum, upon completion of installation of sediment and runoff control measures and after final stabilization and landscaping, prior to removal of sediment controls.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Year 1: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

The MS4 continues to enforce the WDO to the extent of its authority to do so. The MS4 does not issue permits until SMC has issued a permit, if so required.

E.6 See description of the inspection program provided under E.5.

Measurable Goal(s): See description of the inspection program provided under E.5.

Year 1: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

The MS4 continues to enforce the WDO to the extent of its authority to do so. The MS4 does not issue permits until SMC has issued a permit, if so required.

6. Pollution Prevention/Good Housekeeping

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations. This program must include a training program for municipal employees. The MS4 committed to perform activities for BMP numbers F.1, F.2, and F.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

F1The MS4 will develop a training program for municipal employees. This program may be based on existing training programs that the MS4 currently conducts. Any new training materials will be developed based on guidance that is widely available. SMC, the Qualifying Local Program, will serve as a clearinghouse of these materials. The training program may be updated and expanded as the MS4 implements its stormwater management program.

Measurable Goal(s): Develop municipal employee training program. Conduct annual training for employees that will implement or utilize BMPs.

Year 1: Inventory and categorize municipal activities that are classified as industrial.

The MS4 conducted an inventory of its municipal activities by category.

F.1 Educate MS4 employees on pollution prevention measure for ground maintenance and landscaping.

Measurable Goal(s): The MS4 will develop a pollution prevention workshop for all municipal employees responsible for grounds maintenance and landscaping at public. The MS4 will conduct this workshop on an annual basis.

Years 1-2: No activity.

The MS4 did not conduct any activity for this BMP in Year 1.

F.2 Reduce the amount of pollution (sand, salt, leaves, etc.) that accumulates on the MS4's streets, which has the potential to be carried by runoff into the MS4 and ultimately to Waters of the United States.

Measurable Goal(s): The MS4 will establish a street sweeping schedule for the months of April to November.

Year 1: The MS4 will develop and implement a street sweeping schedule.

The MS4 developed a policy which outlines when street sweeping activities will take place.

F.2 Ensure detention and water quality ponds operate to maximize water quality benefits and detention storage.

Measurable Goal(s): The MS4 will implement an operations and maintenance program for detention and water quality ponds. The program consists of random inspections and periodic maintenance. The program will be enhanced with a formal inspection schedule, inspection checklist and record keeping procedures. Each detention pond and water quality pond will be inspected once per permit period.

Year 1: The MS4 will conduct inspections of each detention pond and water quality pond once per permit period.

The MS4 inspects each detention/retention facility annually. Additional inspections are conducted if complaints are received.

F.2 Determine components of the MS4 that require maintenance.

Measurable Goal(s): The MS4 will implement an MS4 inspection and maintenance program. Maintenance will be scheduled as needed.

Year 1: The MS4 will develop an annual inspection and maintenance program for its facilities.

The MS4 documented its existing annual inspection and maintenance program.

F.3 Incorporate the use of road salt alternatives for roadway deicing.

Measurable Goal(s): The MS4 will research methods to reduce the amount of road salt applied to roadways. If feasible, a program to reduce the amount of road salt applied to roadways will be developed and implemented.

Year 1: No activity.

The MS4 did not conduct any activity for this BMP in Year 1.

F.6 Educate MS4 employees on the adverse environmental impacts on storm water quality caused by improper waste disposal.

Measurable Goal(s): The MS4 will publish articles, posters, or conduct training semiannually addressing the impacts of improper waste disposal on storm water quality in the MS4 newsletter. The articles will be aimed at educating public employees about the impacts of illicit discharges on storm water quality.

Year 1: Publish one article annually in MS4 monthly newsletter. Place one poster, in chemical storage and use areas, which describes materials and techniques that should be used to contain a spill as well as preventative measures that can reduce the likelihood of spills.

The MS4 installed several posters regarding spill clean up throughout the public Works Facility building and North Park maintenance building.

The MS4 also included an article in the June 2003 newsletter regarding an inlet stenciling program.

Part C. Information and Data Collection Results

(Provide the results of information collected and analyzed related to illicit discharge and detection, including monitoring data, if any during the reporting period.)

Year 1 activities consisted primarily of permit program planning efforts. Therefore, no information or monitoring data was collected during this period.

Part D. Summary of Year 2 Stormwater Activities

(Present a summary of the storm water activities you plan to undertake during the next reporting cycle, including an implementation schedule.)

Specific BMPs and measurable goals for Year 2 program development activities are presented below. Specific measurable goals for years 3, 4, 5 will be developed in the annual report for each prior year.

1. Public Education and Outreach

The MS4 is committing to conduct Public Education and Outreach as part of its permit. Public Education and Outreach requires implementation of a program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants to stormwater runoff. The MS4 commits to implementation of BMPs related to A.1, A.3, A.4, and A.6 as described below.

A.1 The MS4 will distribute publications received from SMC to local target groups.

Measurable Goal(s): Make available and distribute two manuals "A Citizen's Guide to Maintaining Stormwater Best Management Practices" and "Living With Wetlands: A Handbook for Homeowners in Northeastern Illinois" to local entities such as homeowners associations and stakeholder groups.

Year 2: Identify additional local target groups and distribute manuals to the new groups as appropriate. Distribute additional resources as appropriate.

A.3 The MS4 will create Public Service announcements regarding NPDES Phase II.

Measurable Goal(s): Prepare a public service announcement related to the NPDES Phase II program. Publish announcement annually in the monthly MS4 Newsletter.

Year 2: Include public service announcement in MS4 Newsletter once annually.

A.4 A soil erosion and sediment control workshop will be conducted on a bi-annual basis. This workshop is geared toward developers, engineers, municipalities and enforcement officers. The MS4 will participate in the bi-annual workshop.

Measurable Goal(s): Participate in the bi-annual soil erosion and sediment control workshop.

Year 2: No workshop planned.

A.6 The MS4 will provide additional avenues for public education regarding the NPDES Phase II.

Measurable Goal(s): The MS4 operates a website that provides many resources for citizens, developers, and engineers. The website includes information on community flooding concerns and links to agencies providing resources regarding drainage and stormwater activities.

Year 2: Maintain and update the MS4's website. Include a copy of the MS4's Notice of Intent for General Permit for Discharges from Small Municipal Separate Storm Sewer Systems for Year 2 on the MS4's website.

2. Public Participation/Involvement

The MS4 will perform activities and services related to the Public Participation/Involvement minimum control measure. BMPs will be implemented under BMP numbers B.1, B.3, B.4, and B.7 as described below.

B.1 The SMC has convened the Municipal Advisory Committee (MAC) to address components of the NPDES Phase II program. MS4 Staff regularly attend the meetings of the MAC.

Measurable Goal(s): Track the number of meetings attended by MS4 Staff.

Year 2: Attend a minimum of one MAC meeting per year in which the meetings are offered by SMC.

B.3 Stakeholder meetings are conducted throughout the county for ongoing planning and project implementation efforts. When stakeholder groups (such as watershed planning committees) include the jurisdictional area of the MS4, the MS4 will publicize stakeholder meetings locally and participate by being represented at the stakeholder meetings.

Measurable Goal(s): Publicize and participate in relevant watershed planning committees and other stakeholder groups.

Year 2: The MS4 will attend a minimum of one watershed planning committee meeting for each of the receiving waters if such a meeting is held.

B.4 The MS4 will conduct a public meeting or public hearing on its proposed stormwater management plan. Each MS4 will meet its own requirements for conducting public meetings or hearings.

Measurable Goal(s): Present Municipal NPDES Phase II presentation to municipal or governing board. Present summary of ongoing program implementation at least once annually at public meeting.

Year 2: Present ongoing program summary at annual public meeting.

B.7 Create permanent advisory panel for program implementation. At a minimum, this should be an ad hoc committee to discuss ongoing program implementation issues.

Measurable Goal(s): Create advisory panel or ad hoc committee and hold at least two meetings per year. This panel or committee should have input on program implementation and should review the annual report for the MS4.

Year 2: Conduct a minimum of one meeting of the advisory committee.

3. Illicit Discharge Detection and Elimination

The MS4 commits to performing some activities related to the Illicit Discharge Detection and Elimination minimum control. BMPs will be implemented under BMP numbers C.1, C.2, C.3, C.4, C.5, C.6, C.7, C.8, C.9 and C.10 as described below.

C.1 Prepare outfall map to allow for tracking of dry weather flow inspections and outfall maintenance. This map will be based upon information included in the MS4 Geographic Information System (GIS.)

Measurable Goal(s): The MS4 will map all storm sewer outfalls discharging to Waters of the United States. Each outfall will be field verified and given a unique identifier to be used to document inspections. The map will be regularly updated as improvements or new developments occur.

Year 2: The MS4 will field verify the map for outfalls along the Chicago River and Indian Creek to ensure that storm sewer outfalls discharging to Waters of the United States are shown on the outfall map.

C.2 Review, consider and adopt ordinance language to prohibit non-storm water discharges to the storm sewer or drainage system.

Measurable Goal(s): Adopt ordinance amendment by end of Year 3.

Year 2: Draft local ordinance amendment and adopt it.

C.3 The MS4 will prepare a prioritization plan for detection/elimination programs based upon the potential for impact to the receiving waters.

Measurable Goal(s): Adopt a prioritization plan.

Year 2: Review and revise, if necessary, the prioritizations plan.

C.4 Develop or adopt standard procedures for identifying the source of an illicit discharge.

Measurable Goal(s): The MS4 will develop or adopt procedures for source identification of a detected illicit discharge. The program will include procedures for tracing the discharge upstream from the outfall to the source. The program will also include procedures for notifying property owners when the MS4 is required to enter private property to investigate a discharge source.

Year 2: The MS4 will adopt an illicit discharge tracing procedure.

C.5 Establish procedures for eliminating the illicit discharge once the source is determined.

Measurable Goal(s): The MS4 will develop procedures for illicit discharge elimination.

Year 2: The MS4 will adopt illicit discharge removal procedures.

C.5 Provide a convenient location where the general public can dispose of common household pollutants.

Measurable Goal(s): Prepare a public service announcement related to periodic collection events held by the Solid Waste Agency of Lake County (SWALCO).

Year 2: Include public service announcement in MS4 Newsletter once annually.

C.6 The MS4 will evaluate and assess its illicit discharge detection program.

Measurable Goal(s): Beginning in year three, the MS4 will keep statistics to evaluate the effectiveness of the illicit discharge detection and elimination program. MS4 Staff will analyze the program and make adjustments to improve effectiveness. An annual report assessing the effectiveness of the program will be prepared.

Year 2: No activity.

C.7 Provide standard procedures that can be used to detect non-storm water flows.

Measurable Goal(s): The MS4 will develop an annual dry weather flow inspection program that involves visual inspection of all outfalls servicing commercial and industrial areas. In addition, the outfalls servicing residential areas will be inspected with the goal of inspecting all residential outfalls over the permit period. The program will include outfall inspection worksheets that will be kept on file for at least five years.

Measurable Goal(s), including frequencies: The Village will develop procedures for illicit discharge elimination.

Year 2: The MS4 will develop a dry weather flow inspection program.

C.8 In order to fully investigate dry weather flow, the MS4 will conduct pollutant field-testing where field conditions warrant it.

Measurable Goal(s): Adopt ordinance amendment by end of Year 4.

Year 2: The MS4 will develop a pollutant field-testing procedure.

C.9 Provide public notification of the MS4's illicit discharge detection and elimination program.

Measurable Goal(s): Prepare a public service announcement related to the MS4's illicit discharge detection and elimination program.

Year 2: Include public service announcement in MS4's newsletter once annually.

C.10 Establish procedure that can be utilized by homeowners/citizens to report illicit discharges/illegal dumping.

Measurable Goal(s): The Village will develop a hotline or website page for citizens to report illegal dumping and suspicious discharges. The hotline will be established in the first year. The hotline will be advertised by placement of one ad in the MS4's monthly newsletter 6 months.

Year 2: Include public service announcement in MS4's newsletter twice annually.

C.10 Educate business owners on the differences between sanitary and storm sewers and the proper use of each.

Measurable Goal(s): The MS4 will publish information annually on the differences between sanitary and storm sewers and their proper use in the MS4's monthly newsletter.

Year 2: Include public service announcement in MS4's newsletter twice annually.

C.10 Educate homeowners on the adverse environmental impacts on storm water quality caused by improper waste disposal.

Measurable Goal(s): The MS4 will develop and distribute a brochure addressing the impacts of improper waste disposal on storm water quality. The brochure will be aimed at educating business owners and residents.

Year 2: Identify local target groups and distribute manuals to groups as appropriate.

4. Construction Site Runoff Control

Lake County has adopted a Watershed Development Ordinance (WDO) that establishes the minimum stormwater management requirements for development in Lake County. The WDO, which is enforced by SMC as well as by certified communities in the county, establishes standards for construction site runoff control. The enforcement of the WDO implements BMPs under BMP numbers D.1, D.2, D.3, D.4, D.5, D.6, and D.7 as described below.

D.1 The MS4 has adopted the Watershed Development Ordinance into the Municipal Code of the Village of Lincolnshire by reference. The MS4 will require that any site that disturbs 5,000 square feet or more obtain a permit from the Lake County Stormwater Management Commission in accordance with the Watershed Development Ordinance. Where the MS4 may issue a permit in accordance with a letter of understanding dated February 11, 1999 between the Lake County Stormwater Management Commission and the Village of Lincolnshire, the MS4 will require erosion and sediment controls in accordance with Article IV, Section B.1.j. of the WDO.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO. The MS4 will notify SMC and the contractor of any violations of the WDO noted during the MS4's inspections of construction sites.

Year 2: Continue to enforce the WDO. The MS4 will adopt revisions to the WDO as they become available from SMC.

D.2 The MS4 will require that any site with land disturbance activity obtain a permit from the Lake County Stormwater Management Commission in accordance with the Watershed Development Ordinance. Where the Village may issue a permit in accordance with a letter of understanding dated February 11, 1999 between the Lake County Stormwater Management Commission and the Village of Lincolnshire, the MS4 will review the plans to ensure compliance with Article IV, Section B.1.j of the WDO.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO. The MS4 will notify SMC and the contractor of any violations of the WDO noted during the MS4's inspections of construction sites.

Year 2: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

D.3 The MS4 will adopt the revised WDO amendments addressing the control of waste and debris at construction sites.

Measurable Goal(s), including frequencies: The MS4 will adopt the revised WDO amendments addressing the control and debris at construction sites within six months of the receipt of the final version of said amendments. The MS4 will notify SMC and the contractor of any violations of the WDO noted during the MS4's inspections of construction sites.

Year 2: Adopt the revised WDO amendments addressing the control and debris at construction sites, subject to SMC providing the revised WDO.

D.4 Although the MS4 has elected to remain a non-certified community as defined in the WDO, Staff members are trained in the enforcement of the WDO. Staff member(s) will take the SMC enforcement officers' exam.

Measurable Goal(s): The MS4 will require that at least one member of its staff has passed the enforcement officer's exam or that it employs a consultant to review plans who has at least one staff member who has passed the exam.

Year 2: Continue track the number of MS4 staff members who have passed the exam.

D.4 The MS4 conducts site plan reviews in conjunction with the issuance of permits. The MS4 has established review checklists to ensure that stormwater management systems are reviewed.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Year 2: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

D.5 The MS4 responds to information submitted by the public. The MS4 maintains a website where the public may obtain information on "Who to Call."

Measurable Goal(s): The MS4 will update its website to provide "Who to Call" information. The MS4 will adopt a tracking system for complaints received and processed related to soil erosion and sediment control.

Year 2: Maintain the website information on "Who to Call."

D.6 Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. The enforcement officers within each certified community must conduct site inspections. SMC has direct responsibility for non-certified communities, LCDOT, and the Forest Preserve. Article VII of the WDO specifies the penalties and legal action that may be imposed if the WDO is violated. If a construction site is not in compliance with the requirements of the WDO, the jurisdictional enforcement officer may issue a stop work order on all development activity on the subject property or on the portion of the activity in direct violation of the WDO. In addition, failure to comply with any of the requirements of the WDO constitutes a violation, and any person convicted thereof may be fined. Although the MS4 has elected to remain a non-certified community as defined in the WDO, the MS4 regularly conducts site inspections. Where violations of the WDO are found, Staff notifies the contractor and reinspects the site for compliance. Upon a second inspection, if the site remains in noncompliance, MS4 Staff notified SMC of the violation.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO. The MS4 will track the number of site inspections conducted by the MS4.

Year 2: Track number of site inspections conducted by the MS4.

5. Post-Construction Runoff Control

As described above, the Lake County Watershed Development Ordinance (WDO) establishes the minimum stormwater management requirements for development in Lake County. The WDO establishes standards for post-construction site runoff control. These standards apply to any new development or redevelopment resulting in over 0.5 acres of new impervious area. The enforcement of the WDO implements BMPs under BMP numbers E.2, E.3, E.4, E.5, and E.6 as described below.

E.2 The WDO requires that all applicants adopt a stormwater management strategy for controlling post-construction runoff. The applicant must develop a stormwater management strategy that minimizes the increase in runoff volumes and rates and addresses the water quality treatment requirements of the WDO. The proposed drainage plan must use the runoff reduction hierarchy in the WDO and implement BMPs as presented in the TRM. The WDO also requires the use of buffers when adjacent to existing water bodies.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Year 2: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

E.3 The WDO requires that a maintenance plan be prepared for all stormwater management system components for Major developments (as defined by the WDO). Enforcement officers may require maintenance plans to be prepared for all development sites that require a NPDES permit. The maintenance plan must include: maintenance tasks; the party responsible for performing the maintenance tasks; a description of all permanent public or private access maintenance easements and overland flow paths, and compensatory storage areas; and a description of dedicated sources of funding for the required maintenance. The TRM includes a sample maintenance plan.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Year 2: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

E.4 within each jurisdiction, one of the primary duties of the enforcement officer is to review all Watershed Development Applications and issue permits for those projects that are in compliance with the provisions of the WDO. This includes a review of the proposed BMPs for post-construction runoff control. Although the MS4 is not a certified community, we require that SMC issue a permit before the MS4 issues permits.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Year 2: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

E.5 Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. The enforcement officers for each certified community must conduct these inspections. Enforcement officers may inspect site development at any stage in the construction process. For major developments, the enforcement officer shall conduct site inspections, at a minimum, upon completion of

installation of sediment and runoff control measures and after final stabilization and landscaping, prior to removal of sediment controls.

Measurable Goal(s): The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Year 2: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

E.6 See description of the inspection program provided under E.5.

Measurable Goal(s): See description of the inspection program provided under E.5.

Year 2: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

6. Pollution Prevention/Good Housekeeping

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations. This program must include a training program for municipal employees. MS4s will perform BMPs under BMP number F.1, F.2, and F.6 described below.

F1The MS4 will develop a training program for municipal employees. This program may be based on existing training programs that the MS4 currently conducts. Any new training materials will be developed based on guidance that is widely available. SMC, the Qualifying Local Program, will serve as a clearinghouse of these materials. The training program may be updated and expanded as the MS4 implements its stormwater management program.

Measurable Goal(s): Develop municipal employee training program. Conduct annual training for employees that will implement or utilize BMPs.

Year 2: Develop training program for employees in relevant positions.

F.1 Educate MS4 employees on pollution prevention measure for ground maintenance and landscaping.

Measurable Goal(s): The MS4 will develop a pollution prevention workshop for all municipal employees responsible for grounds maintenance and landscaping at public. The MS4 will conduct this workshop on an annual basis.

Year 2: No activity.

F.2 Reduce the amount of pollution (sand, salt, leaves, etc.) that accumulates on the MS4's streets, which has the potential to be carried by runoff into the MS4 and ultimately to Waters of the United States.

Measurable Goal(s): The MS4 will establish a street sweeping schedule for the months of April to November.

Year 2: The MS4 will maintain a street sweeping program.

F.2 Ensure detention and water quality ponds operate to maximize water quality benefits and detention storage.

Measurable Goal(s): The MS4 will implement an operations and maintenance program for detention and water quality ponds. The program consists of random inspections and periodic maintenance. The program will be enhanced with a formal inspection schedule, inspection checklist and record keeping procedures. Each detention pond and water quality pond will be inspected once per permit period.

Year 2: The MS4 will conduct inspections of each detention pond and water quality pond once per permit period.

F.2 Determine components of the MS4 that require maintenance.

Measurable Goal(s): The MS4 will implement an MS4 inspection and maintenance program. Maintenance will be scheduled as needed.

Year 2: The MS4 will implement an annual inspection and maintenance program for its facilities.

F.3 Incorporate the use of road salt alternatives for roadway deicing.

Measurable Goal(s): The MS4 will research methods to reduce the amount of road salt applied to roadways. If feasible, a program to reduce the amount of road salt applied to roadways will be developed and implemented.

Year 2: Research methods to reduce the amount of road salt.

F.6 Educate MS4 employees on the adverse environmental impacts on storm water quality caused by improper waste disposal.

Measurable Goal(s): The MS4 will publish articles, posters, or conduct training semiannually addressing the impacts of improper waste disposal on storm water quality in the MS4 newsletter. The articles will be aimed at educating public employees about the impacts of illicit discharges on storm water quality.

Year 2: Publish one article annually in MS4 monthly newsletter.

Part E. Notice of Qualifying Local Program

The Lake County Stormwater Management Commission (SMC) will serve as a Qualifying Local Program (QLP) for MS4s in Lake County. As outlined in the General Permit, SMC will perform functions related to each of the six minimum control measures. Part E of the Annual Report, which outlines the activities performed by SMC as the Qualifying Local Program, consists of the following 5 subparts:

- **Part E1** summarizes and describes any changes to Best Management Practices (BMPs) originally outlined for Year 1 in the General Permit.
- **Part E2** describes the status of BMPs and measurable goals performed in Year 1.
- **Part E3** provides the results of information or data collected during Year 1.
- **Part E4** describes BMPs and measurable goals for the program for Year 2. Specific measurable goals for years 3, 4 and 5 will be developed in the annual reports for each preceding year.
- **Part E5** lists the construction projects funded by the QLP during Year 1 of the permit.

Part E1. Changes to Best Management Practices

(Check appropriate BMP change(s) and attach information regarding change(s) to BMPs and measurable goals).

Note: X indicates BMPs proposed for Year 1 in the original permit
 ✓ indicates changes to the BMPs proposed for Year 1

Year 2	
QLP	
	A. Public Education and Outreach
X	A.1 Distributed Paper Material
	A.2 Speaking Engagement
X	A.3 Public Service Announcement
X	A.4 Community Event
	A.5 Classroom Education Material
X	A.6 Other Public Education
	B. Public Participation/Involvement
X	B.1 Public Panel
	B.2 Educational Volunteer
X	B.3 Stakeholder Meeting
	B.4 Public Hearing
	B.5 Volunteer Monitoring
X	B.6 Program Coordination
	B.7 Other Public Involvement
	C. Illicit Discharge Detection and Elimination
	C.1 Storm Sewer Map Preparation
X	C.2 Regulatory Control Program
	C.3 Detection/Elimination Prioritization Plan
	C.4 Illicit Discharge Tracing Procedures
	C.5 Illicit Source Removal Procedures
	C.6 Program Evaluation and Assessment
	C.7 Visual Dry Weather Screening
	C.8 Pollutant Field Testing
	C.9 Public Notification
X	C.10 Other Illicit Discharge Controls

Year 2	
QLP	
	D. Construction Site Runoff Control
X	D.1 Regulatory Control Program
X	D.2 Erosion and Sediment Control BMPs
X	D.3 Other Waste Control Program
X	D.4 Site Plan Review Procedures
X	D.5 Public Information Handling Procedures
X	D.6 Site Inspection/Enforcement Procedures
	D.7 Other Construction Site Runoff Controls
	E. Post-Construction Runoff Control
	E.1 Community Control Strategy
X	E.2 Regulatory Control Program
X	E.3 Long Term O&M Procedures
X	E.4 Pre-Const Review of BMP Designs
X	E.5 Site Inspections During Construction
X	E.6 Post-Construction Inspections
X	E.7 Other Post-Const Runoff Controls
	F. Pollution Prevention/Good Housekeeping
X	F.1 Employee Training Program
	F.2 Inspection and Maintenance Program
	F.3 Municipal Operations Storm Water Control
	F.4 Municipal Operations Waste Disposal
X	F.5 Flood Management/Assess Guidelines
	F.6 Other Municipal Operations Controls

No changes have been made to Year 1 BMPs since the original permit.

Part E2. Status of Compliance with Permit Conditions

(Provide the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable [MEP], and your identified measurable goals for each of the minimum control measures.)

The Lake County Stormwater Management Commission (SMC) will serve as a Qualifying Local Program for MS4s in Lake County. As part of ongoing services, SMC will perform functions related to each of the six minimum control measures. The status of BMPs and measurable goals performed in Year 1 are described below.

1. Public Education and Outreach

The SMC committed to conduct Public Education and Outreach as part of its ongoing countywide services. Public Education and Outreach requires implementation of a program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants to stormwater runoff. The SMC committed to implementation of BMPs related to A.1, A.3, A.4, and A.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

A.1 Distributed Paper Material

Measurable Goals: *Distribute informational materials from “take away” rack at SMC.*
Distribute “A Citizen’s Guide to Maintaining Stormwater Best Management Practices” to municipalities for local distribution.
Distribute “Living With Wetlands: A Handbook for Homeowners in Northeastern Illinois” to municipalities for local distribution.

SMC provided informational material related to stormwater runoff, shoreline buffer strips, stormwater detention ponds, shoreline stabilization, 3rd party nonpoint source resource materials, wetlands, and a variety of other stormwater related materials on a “take away” rack. Additionally, “A Citizen’s Guide to Maintaining Stormwater Best Management Practices” and “Living with Wetlands: A Handbook for Homeowners in Northeastern Illinois” are available in PDF format for MS4s to include on their websites. SMC also encourages MS4s to take information from these documents and use it in community newsletters as a means of widely distributing BMP information.

A.3 Public Service Announcement

Measurable Goal: *Include public service announcement in “Mainstream” once annually.*

The Spring 2003 edition of *Mainstream* featured an article highlighting Lincolnshire for its efforts above and beyond the new minimum water quality requirements for NPDES Phase II.

A.4 Community Event

Measurable Goals: *Conduct soil erosion and sediment control workshop (bi-annual workshop scheduled to be conducted in 2003).*

SMC conducted five one-on-one soil erosion and sediment control (SE/SC) training workshops for area developers and site inspectors. A countywide SE/SC workshop will be conducted in Year 2. Additionally, SMC held a countywide workshop on Maintenance of Stormwater Facilities for members of Homeowner’s Associations. The workshop had approximately 100 attendees and included a presentation by Lake Zurich on their detention retrofits and information on why maintenance is required and necessary. SMC posted the PowerPoint presentation of the workshop

on their website at (http://www.co.lake.il.us/smc/regulatory/training/warner_facilities.pdf). SMC plans to hold the workshop bi-annually.

A.6 Other Public Education

Measurable Goal: *Maintain and update the SMC website.*
 Make Impacts of Urbanization CD-ROM available to MS4s.

SMC maintained and updated the SMC website with NPDES Phase II stormwater information for MS4s and local homeowners. Also, a copy of the power point presentation from a BMP Maintenance workshop was posted on the website. SMC was unable to distribute the Impacts of Urbanization CD-ROM to MS4 because it is registered trademark. However, SMC provided ordering information to MS4s and made a copy of the CD-ROM available for check out from SMC's library.

2. Public Participation/Involvement

The SMC committed to performing activities and services related to the Public Participation/Involvement minimum control measure under BMP numbers B.1, B.3, and B.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

B.1 Public Panel

Measurable Goals: *Provide notice of public meetings on SMC website.*
 Track number of meetings conducted.

Notice of all public meetings was provided by SMC on their website's calendar of events. SMC tracked the number of Stormwater Management Committee Board meetings, Technical Advisory Committee (TAC) meetings, and Watershed Management Board (WMB) meetings held during the 2003 fiscal year. According to records, there were 11 SMC meetings, 11 TAC meetings and 1 WMB meeting conducted during this period.

B.3 Stakeholder Meeting

Measurable Goals: *Provide notice of stakeholder meetings on SMC website.*
 Track number of watershed planning committee meetings conducted.
 Establish watershed planning committees for each new watershed planning effort.

Notice of all stakeholder meetings was provided by SMC on their website's calendar of events. SMC tracked the number of stakeholder meetings for the various committees held during the 2003 fiscal year. The list below provides the stakeholder meeting and number of occurrences during the 2003 fiscal year.

- North Branch Ecosystem Partnership BMP Selection Committee - 11**
- North Branch Open Space Plan Committee – 7**
- North Branch Flood Reduction Committee – 8**
- Newport Watershed Plan Stakeholder Planning Committee – 1**
- Vernon Township Flood Damage Reduction Committee – 2**
- Sequoit Watershed Plan Stakeholder Planning Committee – 15**
- Fish Lake Drain Watershed Plan Stakeholder Committee – 10**
- Squaw Creek Watershed Plan Stakeholder Committee – 10**

B.6 Program Coordination

Measurable Goals: *Track number of MAC meetings conducted during program implementation.*
 Prepare draft report on Qualifying Local Program activities at end of Year 1.
 SMC will develop Qualifying Local Program measurable goals for Year 2.
 Assist MS4s in developing measurable goals for Year 2.

Six Municipal Advisory Committee (MAC) meetings were held during Year 1 of the permit. The status of QLP activities at the end of Year 1 is provided in Part E2 of the Annual Facility Inspection Report (Annual Report) for each BMP which SMC committed to in the General Permit. The QLP measurable goals for Year 2 are in Part E4 of the Annual Report. Additionally, SMC provided a list of suggested BMPs and measurable goals to MS4s during the December 2003 MAC meeting held at SMC headquarters.

3. Illicit Discharge Detection and Elimination

The SMC committed to provide some supporting functions to MS4s for meeting the Illicit Discharge Detection and Elimination minimum control under BMP numbers C.2 and C.10. The status or progress for each of the measurable goals related to these BMPs is presented below.

C.2 Regulatory Control Program

Measurable Goal: Provide MS4s with model ordinance examples for their consideration.

Several sample ordinances were provided to MAC members at the Tuesday, April 3, 2003 meeting. In addition, excerpts from the Lake Michigan Watershed Stormwater Outfall Screen Program were provided.

C.10 Other Illicit Discharge Controls

Measurable Goal: Initiate the drafting of the WDO amendments by discussing prohibition of illegal dumping at a minimum of one TAC meeting.

The WDO amendment has been drafted and is currently under review by TAC.

4. Construction Site Runoff Control

Lake County has adopted a Watershed Development Ordinance (WDO) that establishes the minimum stormwater management requirements for development in Lake County. The WDO, which is enforced by SMC as well as by certified communities in the county, establishes standards for construction site runoff control. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers D.1, D.2, D.3, D.4, D.5 and D.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

D.1 Regulatory Control Program

Measurable Goal: Continue to enforce the countywide WDO.

SMC continues to enforce the countywide WDO.

D.2 Erosion and Sediment Control BMPs

*Measurable Goal: Continue to enforce the countywide WDO.
Complete TRM updates on Wetlands Areas.
Continue to prepare TRM updates for other chapters.*

SMC continues to enforce the countywide WDO. TAC has reviewed and approved TRM updates. TRM updates are posted on the website. Project will be completed February 2004. SMC continues to prepare TRM updates for other chapters.

D.3 Other Waste Control Program

*Measurable Goal: Initiate the drafting of the WDO amendments.
Discuss the control of waste and debris at construction sites at a minimum of one TAC meeting.*

The WDO amendment has been drafted and is currently under review by TAC.

D.4 Site Plan Review Procedures

Measurable Goals: Track number of enforcement officers who have passed the exam.
Track number of communities that undergo a performance review.
Begin preparation of Ordinance Administration and chapter of TRM.

SMC currently has 74 certified enforcement officers. Sixty-nine people passed the exam at SMC workshops held during 2000 and five people passed the exam at workshops held during 2003. Five community assistance visits (performance reviews) initiated by IDNR-OWR were attended by SMC.

D.5 Public Information Handling Procedures

Measurable Goal: Track number of complaints received and processed related to soil erosion and sediment control.

Approximately 50 SE/SC complaints were received and processed.

D.6 Site Inspection/Enforcement Procedures

Measurable Goals: Track number of site inspections conducted by SMC.

During 2000 through 2003, 1860 site inspections were conducted.

5. Post-Construction Runoff Control

As described above, the Lake County Watershed Development Ordinance (WDO) establishes the minimum stormwater management requirements for development in Lake County. The WDO establishes standards for post-construction site runoff control. These standards apply to any new development or redevelopment resulting in over 0.5 acres of new impervious area. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers E.2, E.3, E.4, E.5, E.6 and E.7. The status or progress for each of the measurable goals related to these BMPs is presented below.

E.2 Regulatory Control Program

Measurable Goal: Continue to enforce the countywide WDO.

SMC continues to enforce the countywide WDO.

E.3 Long Term O&M Procedures

Measurable Goal: Continue to enforce the countywide WDO.

SMC continues to enforce the countywide WDO which requires an Operations and Maintenance plan for all permitted stormwater/water quality treatment facilities.

E.4 Pre-Construction Review of BMP Designs

Measurable Goal: Continue to enforce the countywide WDO.

SMC continues to enforce the countywide WDO.

E.5 Site Inspections During Construction

Measurable Goal: Continue to enforce the countywide WDO.

SMC continues to enforce the countywide WDO which requires inspections at prescribed points during development.

E.6 Post-Construction Inspections

Measurable Goal: *Continue to enforce the countywide WDO.*

SMC continues to enforce the countywide WDO.

E.7 Other Post-Construction Runoff Controls

Measurable Goals: *Conduct annual WMB meeting.*
 Track number of BMP projects to which SMC has contributed funding.

The annual WMB meeting was held on December 5, 2003. There were 29 BMP construction projects to which SMC has contributed funding. Part E5 contains a complete list of the projects.

6. Pollution Prevention/Good Housekeeping

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations. This program must include a training program for municipal employees. SMC committed to assist the MS4s with BMP number F.1 and perform services related to BMP number F.5. The status or progress for each of the measurable goals related to these BMPs is presented below.

F.1 Employee Training Program

Measurable Goal: *Provide list of available resources to MS4s.*

A list of BMP training resources was provided during the February 2004 MAC meeting.

F.5 Flood Management/Assess Guidelines

Measurable Goal: *Track number of projects that are reviewed for multi-objective opportunities.*

There are 44 multi-objective projects reviewed.

Part E3. Information and Data Collection Results

(Provide the results of information collected and analyzed related to illicit discharge and detection, including monitoring data, if any during the reporting period.)

Year 1 activities consisted primarily of permit program planning efforts. Therefore, no information or monitoring data was collected during this period.

Part E4. Summary of Year 2 Stormwater Activities

(Present a summary of the storm water activities you plan to undertake during the next reporting cycle, including an implementation schedule.)

In general, all activities performed by SMC during Year 1 will be continued in subsequent years. Specific BMPs and measurable goals for Year 2 program development activities are presented below. Specific measurable goals for years 3, 4, 5 will be developed in the annual report for each prior year.

1. Public Education and Outreach

The SMC will conduct Public Education and Outreach as part of its ongoing countywide services. Public Education and Outreach requires implementation of a program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants to stormwater runoff. BMPs will be implemented related to BMP numbers A.1, A.3, A.4, A.5 and A.6.

A.1 Distributed Paper Material

The SMC develops and distributes a variety of materials related to stormwater management in Lake County. A number of pamphlets and brochures related to BMPs and stormwater management have been produced. SMC prepares a quarterly newsletter, "Mainstream" as well as an Annual Report that highlights the stormwater management activities in Lake County. SMC also prepares Project Fact Sheets that provide information on ongoing and recently completed stormwater management projects. SMC will develop or collaborate on manuals or manual updates related to stormwater management.

Measurable Goals: *Distribute informational materials from "take away" rack at SMC.*
Distribute materials to MS4s for local distribution.
Develop or coordinate manuals or manual updates related to stormwater management.

A.3 Public Service Announcement

A public service announcement related to the NPDES Phase II program will be written and included in the Quarterly Newsletter, "Mainstream." SMC will coordinate with Lake County Department of Transportation (LCDOT) to post watershed identification signage in watersheds where watershed planning activities occur.

Measurable Goal: *Include public service announcement highlighting community accomplishments related to the NPDES Phase II process in "Mainstream" once annually.*
Post watershed identification signage with LCDOT.

A.4 Community Event

The SMC sponsors technical training and public awareness workshops. Watershed tours have been conducted for the public to familiarize them with the beneficial functions of natural resources. A technical training module that includes a field visit has been developed for soil erosion and sediment control procedures.

Measurable Goal: *Lead homeowner/landowner watershed tours.*

A.5 Classroom Education

The SMC will contribute to the development and compilation of a stormwater educational material kit for local teachers.

Measurable Goals: *Develop and compile information for stormwater educational kit for distribution upon request.*
 Provide materials and training on storm sewer inlet stenciling kits to teachers upon request.

A.6 Other Public Education

The SMC operates a website that provides many resources for citizens, developers, engineers, and municipalities. The website includes pages such as “Citizens Assistance”, “Watershed Planning”, “Projects”, “Best Management Practices”, “Publications”, “Press Releases” and “Links.” These pages provide notices of upcoming meetings and ongoing projects, allow for download of many SMC documents, and provide links to other resources. SMC has also obtained a CD-ROM from the Center for Watershed Protection on the impacts of urbanization that will be made available to the MS4s. SMC will make its reference library available to the public.

Measurable Goals: *Expand and update the NPDES Phase II portion SMC website with resource materials such as model ordinances and case studies.*
 Make Impacts of Urbanization CD-ROM available for MS4s to checkout through the SMC reference library to MS4s.
 Notify MS4s and public that the reorganized SMC reference library is open to them.
 Provide references to stenciling kit information.

2. Public Participation/Involvement

The SMC will support Lake County MS4s by performing activities and services related to the Public Participation/Involvement minimum control measure. BMPs will be implemented under BMP numbers B.1, B.3, and B.6 as described below.

B.1 Public Panel

The SMC coordinates and conducts public meetings and committee meetings that include public representation. A monthly Stormwater Management Commission meeting is open to the public and also includes the SMC Board of Commissioners, which includes six municipal representatives and six county board members.

The Technical Advisory Committee (TAC) was started in 1992 to assist in the development, revision and review of the Watershed Development Ordinance (WDO) standards and administrative procedures. TAC is made up of representatives from the development, environmental, municipal and consultant engineering fields. TAC meetings are held monthly or on an as-needed basis.

The Municipal Advisory Committee (MAC) is made up of municipal, township, drainage district, and consulting and county representatives. The MAC will continue to meet as needed during the implementation of the NPDES Phase II stormwater management program.

The Watershed Management Boards (WMBs) meet yearly to make recommendations on BMP project funding. Members include chief municipal elected officials, township supervisors, drainage district chairs, and county board members from each district within the boundaries of the watersheds.

Measurable Goals: *Provide notice of public meetings on SMC website.*
 Track number of meetings conducted.

B.3 Stakeholder Meeting

The SMC is actively involved in watershed planning throughout Lake County. SMC believes that the watershed planning process cannot happen and will not be successful without the input, interest and commitment of stakeholders. Stakeholders may include municipalities, townships, drainage districts, homeowner associations, developers, county agencies, lakes management groups, landowners and local, state and federal agencies.

Measurable Goals: *Provide notice of stakeholder meetings on SMC website.*
 Track number of watershed planning committee meetings conducted.
 Establish watershed planning committees for each new watershed planning effort.

B.6 Program Coordination

The Countywide Approach to NPDES Phase II Permitting Summary identifies the role of SMC as a Qualifying Local Program. The SMC proactively formed the Municipal Advisory Committee (MAC) to facilitate coordination of the NPDES Phase II stormwater program in Lake County. SMC also prepared a presentation that can be used by municipal representatives to inform their board members about the NPDES II program and how it will be implemented in Lake County through existing local resources and programs. SMC will continue to coordinate the program and provide guidance for the regulated MS4s by continuing to facilitate MAC meetings through the program implementation phase. SMC will prepare a draft report on the Qualifying Local Program activities and provide guidance to MS4s in preparing their annual reports. SMC will also provide assistance to develop detailed measurable goals for each preceding year of the program.

Measurable Goals: *Track number of MAC meetings conducted during Year2.*
 Prepare draft report on Qualifying Local Program activities at end of Year 2.
 SMC will develop Qualifying Local Program measurable goals Year 3.
 Assist MS4s in developing measurable goals for Year 3.

3. Illicit Discharge Detection and Elimination

The SMC will provide some supporting functions to MS4s for meeting the Illicit Discharge Detection and Elimination minimum control.

C.1 Storm Sewer Map Preparation

The SMC will develop and provide countywide mapping protocols to aid MS4s in the preparation of their storm sewer map.

Measurable Goal: *Develop countywide mapping protocols and distribute information to MS4s for use.*

C.10 Other Illicit Discharge Controls

The SMC will adopt WDO amendments to prohibit illegal dumping to the storm sewer or drainage system.

Measurable Goal: *Adopt WDO amendments to prohibit illegal dumping.*

4. Construction Site Runoff Control

Lake County has adopted a Watershed Development Ordinance (WDO) that establishes the minimum stormwater management requirements for development in Lake County. The WDO, which is enforced by SMC as well as by certified communities in the county, establishes standards for construction site runoff control. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers D.1, D.2, D.3, D.4, D.5, and D.6 as described below.

D.1 Regulatory Control Program

The WDO has been adopted as the regulatory mechanism to require erosion and sediment controls for construction activities in Lake County. The soil erosion and sedimentation control performance standards are

included in Article IV, Section B.1.j. of the WDO. At a minimum, these standards apply to any development that hydrologically disturbs 5,000 square feet or more.

SMC is currently investigating the feasibility of an Inspection Certification Program, which originated out of an assessment of WDO implementation (Zucker Report). The Inspection Certification Program will result in a higher level of coordination for permitting and development of an internal (SMC) implementation plan to address WDO revisions, such as improvement of protocols and clarification of follow-up activities. The program will be updated to emphasize remediation of non-conformance issues instead of punishment.

Measurable Goal: *Continue to enforce the countywide WDO.
Initiate feasibility planning for the Inspection Certification Program.*

D.2 Erosion and Sediment Control BMPs

Article IV, Section B.1.j of the WDO specifies the required soil erosion and sediment control measures for any land disturbance activity. This section of the WDO includes 15 requirements for soil erosion and sediment control measures including: minimize soil disturbance; protect adjoining properties from erosion and sedimentation; complete installation of soil erosion and sediment control features prior to commencement of hydrologic disturbance; stabilize disturbed areas within 14 days of active disturbance; avoid disturbance of streams and when possible, size measures appropriate to the amount of tributary drainage area; protect functioning storm sewers from sediment; prevent sediment from being tracked onto adjoining streets; limit earthen embankments to slopes of 3H:1V; identify soil stockpile areas; and utilize statewide standards and specifications as guidance for soil erosion and sediment control.

The SMC has also prepared the Technical Reference Manual (TRM) for the WDO. The TRM is used to guide compliance with the WDO and provides detailed information on soil erosion and sedimentation control BMPs.

Measurable Goal: *Continue enforcement of the countywide WDO.
Continue updates to the TRM as needed.*

D.3 Other Waste Control Program

The SMC will adopt WDO amendments to include the control of waste and debris at construction sites.

Measurable Goal: *Adopt WDO amendments for the control of waste and debris at construction sites.*

D.4 Site Plan Review Procedures

Within each jurisdiction, one of the primary duties of the enforcement officer is to review all Watershed Development Applications and issue permits for those projects that are in compliance with the provisions of the WDO. SMC provides training for all new enforcement officers and enforcement officers must pass an exam in order to be certified. Additionally, SMC develops and provides enforcement officer training sessions on WDO and TRM revisions. SMC periodically reviews all certified communities' Ordinance enforcement records and performance.

Measurable Goals: *Track number of enforcement officers who have passed the exam.
Track the number of enforcement officers who attend training sessions on WDO and TRM revisions.
Track number of communities that undergo a performance review.*

D.5 Public Information Handling Procedures

The SMC provides a number of opportunities for receipt and consideration of information submitted by the public. The Citizen Inquiry Response System (CIRS) documents and tracks the resolution of reported problems and citizen complaints. SMC's website provides information on "Who to call" for various problems or concerns. An Interagency Coordination Agreement between SMC and the U.S. Army Corps of Engineers, the Lake County Soil and Water Conservation District and the National Resources Conservation Service specifies that if any of these agencies receive a report of a soil erosion and sediment control issue, they will contact SMC. SMC will then investigate the report and prescribe corrective action to the property owner or coordinate with the certified community to find a solution.

Measurable Goal: Track number of complaints received and processed related to soil erosion and sediment control.

D.6 Site Inspection/Enforcement Procedures

Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. The enforcement officers within each certified community must conduct site inspections. Article VII of the WDO specifies the penalties and legal action that may be imposed if the WDO is violated. If a construction site is not in compliance with the requirements of the WDO, the jurisdictional enforcement officer may issue a stop work order on all development activity on the subject property or on the portion of the activity in direct violation of the WDO. In addition, failure to comply with any of the requirements of the WDO constitutes a violation, and any person convicted thereof may be fined.

Measurable Goals: Track number of site inspections conducted by SMC.

5. Post-Construction Runoff Control

As described above, the Lake County Watershed Development Ordinance (WDO) establishes the minimum stormwater management requirements for development in Lake County. The WDO establishes standards for post-construction site runoff control. These standards apply to any new development or redevelopment that results in over 0.5 acres of new impervious area. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers E.1, E.2, E.3, E.4, E.5, E.6 and E.7 as described below.

E.2 Regulatory Control Program

The WDO requires that all applicants adopt a stormwater management strategy for controlling post-construction runoff. The applicant must develop a stormwater management strategy that minimizes the increase in runoff volumes and rates and addresses the water quality treatment requirements of the WDO. The proposed drainage plan must use the runoff reduction hierarchy in the WDO and implement BMPs as presented in the TRM. The WDO also requires the use of buffers when adjacent to existing water bodies.

Measurable Goal: Continue to enforce the countywide WDO.

E.3 Long Term O&M Procedures

The WDO requires that a maintenance plan be prepared for all stormwater management system components for Major developments (as defined by the WDO). Enforcement officers may require maintenance plans to be prepared for all development sites that require a NPDES permit. The maintenance plan must include: maintenance tasks; the party responsible for performing the maintenance tasks; a description of all permanent public or private access maintenance easements and overland flow paths, and compensatory storage areas; and a description of dedicated sources of funding for the required maintenance. The TRM includes a sample maintenance plan. The Ordinance also requires that all stormwater management systems be located and described within a deed or plat restriction to ensure perpetuity and access for maintenance.

Measurable Goal: Continue to enforce the countywide WDO.

E.4 Pre-Construction Review of BMP Designs

Within each jurisdiction, one of the primary duties of the enforcement officer is to review all Watershed Development Applications and issue permits for those projects that are in compliance with the provisions of the WDO. This includes a review of the proposed BMPs for post-construction runoff control.

Measurable Goal: Continue to enforce the countywide WDO.

E.5 Site Inspections During Construction

Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. These inspections must be conducted by the enforcement officers for each certified community. Enforcement officers may inspect site development at any stage in the construction process. For major developments, the enforcement officer shall conduct site inspections, at a minimum, upon completion of installation of sediment and runoff control measures and after final stabilization and landscaping, prior to removal of sediment controls.

Measurable Goal: *Continue to enforce the countywide WDO.*

E.6 Post-Construction Inspections

(See description of the inspection program provided under E.5)

Measurable Goal: *Continue to enforce the countywide WDO.*

E.7 Other Post-Construction Runoff Controls

Through the Watershed Management Boards (WMBs), SMC reviews and partially funds projects related to drainage and water quality improvements. The WMBs – representing the Lake Michigan, North Branch of the Chicago River, Fox and Des Plaines watersheds – meet yearly to make recommendations on project funding. Members include chief municipal elected officials, township supervisors, drainage district chairs, and county board members from each district within the boundaries of the watershed. The goal of the WMBs is to maximize opportunities for local units of government and other groups to have input and influence in local stormwater management problem solving. Projects have improved quality of water in streams and swales, and have enhanced stormwater facilities. For 2004, all of the 12 projects selected to receive funding include water quality improvement components.

Measurable Goals: *Conduct annual WMB meeting.*
Contribute funding to water quality improvement projects, including BMP retrofits, through the WMBs.

6. Pollution Prevention/Good Housekeeping

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations. This program must include a training program for municipal employees. SMC will assist the MS4s with BMP number F.1 and perform services related to BMP numbers F.5 and F.6.

F.1 Employee Training Program

The SMC will assist MS4s in developing programs for F.1 by serving as technical advisors and as a clearinghouse of information related to employee training BMPs.

Measurable Goal: *Provide list of available resources to MS4s.*

F.5 Flood Management/Assess Guidelines

By adopted policy in the Lake County Stormwater Management Plan, SMC's standard operating procedure is to assess the feasibility of implementing water quality functions in all flood control designs. SMC will evaluate all SMC-sponsored projects for multi-objective opportunities.

Measurable Goal: *Track number of projects that are reviewed for multi-objective opportunities.*

F.6 Other Municipal Operations Controls

SMC will assist MS4s in developing their Good Housekeeping/Pollution Prevention program by co-sponsoring a workshop on April 6, 2004 with APWA that will provide information to field supervisors and small municipal programs regarding development of an inventory of municipal activities, requirements of a pollution prevention plan, and case studies and local examples of pollution prevention plans.

Measurable Goal: Track number of attendees to the Good Housekeeping/Pollution Prevention workshop.

Part E5. Construction Projects Conducted During Year 1

(Provide a list of construction projects that your entity has paid for during the reporting period.)

Project Name	Project Size (acres)	Construction Start Date	Construction End Date
Aptakisic Creek Stabilization	2	Summer 2003	Fall 2003
Indian Creek Cooperative Restoration	5	Spring 2003	Fall 2003
Coolidge Avenue Drainage Ditch Improvements	1	Fall 2003	Spring 2004
Village of Lake Bluff Ravine Erosion Study	5	N/A	
Waukegan River Restoration	2	Summer 2003	Fall 2003
Greenbrier Subdivision Drainage Improvement	5	Fall 2003	Winter 2003
Lake Eleanor Hydraulic Dredging Design	20	N/A	
North Chicago Flood Reduction Study	20	N/A	
Foss Park Streambank Restoration	2	Summer 2003	Fall 2003
Channel Lake Bluff Association Shoreline Preservation	1	Summer 2003	Fall 2003
Duck Lake Shoreline Erosion Control Project	1	Summer 2003	Fall 2003
Fischer Lake Island Shoreline Erosion Control Project	1	Fall 2003	Winter 2003
WMB - Seavey Ditch Project	20	Fall 2003	Winter 2003
WMB/GLC - Bull Creek (LM) Ravine Stabilization	10	Spring 2004	Summer 2004
WMB - Elm Road Drainage Study	70	N/A	
WMB - Village of Green Oaks Swale	5	Summer 2003	Fall 2003
WMB - Lake Forest Ravine Stabilization	2	Spring 2004	Summer 2004
WMB - Sedge Meadow Restoration	5	Summer 2003	Fall 2003
WMB - Skokie River Headwaters Project	20	N/A	
WMB - Anna Court Stream Stabilization	1	Spring 2004	Summer 2004
WMB - Little Silver Lake Sediment Control Structure	1	Spring 2004	Summer 2004
NB Watershed Plan Implementation	North Branch Chicago River Watershed	N/A	
Indian Creek Plan Implementation	Indian Creek Watershed	N/A	
Fish Lake Drain Watershed Studies	Fish Lake Drain Watershed	N/A	
Sturm Wetland M&M	10	N/A	
Sturm Final Phase Design	10	N/A	
Squaw Watershed Planning	Squaw Watershed	N/A	
Site Specific Mitigation Plans	Countywide	N/A	
Summer Intern Program	Countywide	N/A	
Del Mar Woods Design, Const & Wetland Mitigation	100	Spring 2004	Summer 2004
Des Plaines Watershed Management Plan Phase II	Des Plaines Watershed	N/A	
Sequoit Creek Watershed Plan	Sequoit Watershed	N/A	
EPM Des Plaines Grant (USEPA)	Des Plaines Watershed	N/A	
Mill Creek Watershed Study (C2000 - IDNR)	Mill Creek Watershed	N/A	
Indian Creek Watershed Implementation Plan (IEPA 319)	Indian Creek Watershed	N/A	
Maple Park Restoration (IEPA - 319)	20	Spring 2003	Summer 2003

**Preamble to Notice of Intent for General Permit
Lake County, Illinois
Countywide Approach and Drainage Overview:
SMC as a Qualifying Local Program**

Countywide Approach

The Lake County Stormwater Management Commission (SMC) is a countywide governmental agency created by county ordinance under the authority of Illinois Revised Statute 55/5-1062. SMC's goals include the reduction of flood damage and water quality degradation and assurance that new development addresses nonpoint source pollution, does not increase flood and drainage hazards to others or create unstable conditions susceptible to erosion. To accomplish this, the SMC works cooperatively with individuals, groups, and units of government as well as serving as the corporate enforcement authority for the Lake County Watershed Development Ordinance. Certified communities are also required participants in the enforcement of the Watershed Development Ordinance. SMC utilizes technical assistance, education programs and watershed planning to increase public awareness of natural resources and the impacts of urbanization on stormwater quality. In addition, SMC provides solutions to problems related to stormwater and identifies better ways of managing natural resources.

SMC is currently helping small MS4s develop and establish an efficient and effective program to meet the requirements of the Illinois NPDES Phase II program via a countywide approach. SMC has been implementing a comprehensive, countywide stormwater program for 11 years, which already provides services under four of the six Minimum Control Measures (detailed in Notice of Intent for General Permit **Attachment 2a**). In 2002, SMC formed an Ad Hoc Municipal Advisory Committee (MAC) specifically to advise MS4s on the NPDES Phase II Permit program. The MAC is comprised of municipal, township, drainage district, consultants and county representatives. SMC is advising and assisting the MS4s in preparing their NOIs, but will not be a permittee as it does not own or operate any sewer systems.

SMC has sponsored informative workshops and roundtable discussions and formed the Municipal Advisory Committee (MAC) to receive input on how SMC can best assist local governments during the permit application process and implementation period. Through these discussions, it was decided that each municipality (or small MS4) will submit its own "Notice of Intent" (NOI) to be covered under IEPA's statewide general permit; however, using the countywide approach municipalities may take credit for the programs and ordinances developed by SMC as well as tailor specific local BMP programs for compliance with the Phase II rules.

As part of the countywide approach to comply with the NPDES Phase II program, SMC has already or plans to provide the following assistance to municipalities at no additional cost:

- Supported NPDES II presentations to local boards
- Developed model Notice of Intent (NOI)
- Provided countywide drainage system overview and receiving streams map
- Provided general 5-year Best Management Practices (BMP) Plan for NOI
- Developed specific BMP Measurable Goals and program development tasks for Year 1 for NOI
- Provided guidance to municipalities leading to the March 10, 2003 NOI submittal
- Serves as clearinghouse for all support information and acts as a liaison to IEPA and USEPA
- Supports an on-going Municipal Advisory Committee (MAC)
- Will draft a model of the Annual Performance Report and specific BMP Measurable Goals for the subsequent year
- Will provide model Illicit Discharge Ordinance language

Additionally, upon request and following MAC guidance, SMC may provide additional services to help municipalities with their responsibilities under Illicit Discharge Detection and Elimination and Pollution Prevention/Good Housekeeping. For example, SMC could produce a countywide, GIS stormwater conveyance system outfall map; develop training workshops for municipal employees; guide the development of municipal good housekeeping plans; and provide other "in the field" direct services that are defined in the future.

Various SMC countywide services qualify for credit under four of the six Minimum Control Measures. **Attachments 2a and 2b** to the NOI for General Permit provide details on specific activities conducted by SMC; a list below summarizes the SMC services:

1. **Public Education and Information:** SMC provides, through its Public Information Coordinator, various training workshops, homeowners workshops, brochures, training manuals, teacher/student education, videos, etc., which qualify for credit.
2. **Public Participation and Involvement:** SMC coordinates and participates in public meetings and committees, including the Municipal Advisory Committee (MAC), SMC Board of Commissioners, Technical Advisory Committee (TAC), citizen watershed planning committees, Watershed Management Board (WMB), and volunteer support.
3. **Construction Site Runoff Control:** SMC adopted the countywide Watershed Development Ordinance in 1992, which establishes the minimum stormwater management requirements for development in Lake County. The WDO, which is enforced by SMC as well as by certified communities in the county, establishes standards for construction site runoff control.
4. **Post-Construction Runoff Control:** The Watershed Development Ordinance also establishes standards for post-construction runoff control.

SMC will continue to foster the success of a countywide NPDES Phase II approach by continuing to provide support to local municipalities throughout the permit process and implementation phase by developing draft annual progress reports, draft year 2 measurable goals, and sponsoring MAC meetings annually or as needed.

Local MS4s will need to develop measures to address the two remaining minimum control measures, Illicit Discharge Detection and Elimination and Pollution Prevention/Good Housekeeping. Local activities to address Illicit Discharge Detection and Elimination include development of a map identifying outfalls to the drainage system and the development of a local ordinance. Pollution Prevention/Good Housekeeping activities include development of a run-off pollution source-control plan for municipal activities and employee training, etc. The first 5 years of the permit period will be used to develop and implement a program that addresses Illicit Discharges and Pollution Prevention. As mentioned previously, SMC staff will be available to provide guidance for these control measures. Unless the scope goes beyond the services normally provided by SMC, assistance will be provided at no cost to the municipalities.

Drainage Overview

Lake County is divided into four watersheds with drainage to major waterbodies. Three are rivers: the Fox, Des Plaines, and North Branch Chicago. The fourth is Lake Michigan. These four major watersheds are generally long and narrow, running from north to south. Topographic characteristics of the watersheds in Lake County are typical of those in northeastern Illinois. Floodplains tend to be broad and flat with relatively small channels. There is a generally poorly integrated drainage pattern with numerous poorly drained depressions and the absence of well-developed stream cut valleys. A majority of the county has a moderate to poorly drained natural condition. The watersheds essentially divide the county into three north-south sections, with the Fox River watershed in the western third, the Des Plaines River watershed in the central third, and the North Branch of the Chicago River watershed and the Lake Michigan watershed in the eastern third. The four major watersheds are further divided into 26 distinct drainage basins (subwatersheds). The Lake County Watersheds and Receiving Waters Map, **Exhibit 1**, illustrates the four major watersheds and twenty-six subwatersheds in Lake County.

The Fox River originates about 15 miles northwest of Milwaukee, Wisconsin and flows south and west eventually joining the Illinois River near Ottawa, Illinois. The Fox River watershed has a total drainage area of 2,658 square miles of which 938 sq. mi. are in Wisconsin. The Fox River watershed in Lake County is approximately 163 square miles (104,320 acres) which is approximately a third of the land area of the county. Nine subwatersheds make up the Fox River watershed in Lake County, including three subwatersheds that flow into the Fox Chain O' Lakes. Along the Fox River from the state line to Algonquin, the terrain is flat and contains many lakes and low-lying wetlands.

The Fox River Watershed wholly or predominantly includes the communities of Antioch, Barrington, Barrington Hills, Fox Lake, Fox River Grove, Fox River Valley Gardens, Hainesville, Island Lake, Lake Barrington, Lake Villa, Lake Zurich, Lakemoor, North Barrington, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake Park, Tower Lakes, Volo and Wauconda. Land use in the Fox River watershed can

be divided into three groups. The northern area around the Chain O'Lakes is substantially developed around the many lakes, with farmland and wetland/lowland areas between the lake communities. The central portion of the watershed is being developed as a countryside area with agriculture and small developments. The southern area of the Fox River watershed is a mixture of existing development and estate and rural estate development. Currently, watershed planning efforts are underway for the Fox River subwatersheds of Sequoia Creek, Squaw Creek, and Fish Lake Drain. Water quality plans were developed in the mid-1990's for the Mutton Creek and Flint Creek subwatersheds.

The Des Plaines River originates in Racine and Kenosha Counties in Wisconsin flowing south into Illinois. The Des Plaines watershed in Lake County drains an area of approximately 202 square miles or 129,577 acres. It is the largest of the county's four major watersheds. The topography of the watershed is dominated by a gently rolling landscape with numerous wet marshy areas. The Des Plaines watershed in the county is divided into nine subwatersheds.

The Des Plaines River watershed wholly or predominantly includes the communities of Arlington Heights, Buffalo Grove, Deer Park, Grayslake, Gurnee, Hawthorn Woods, Indian Creek, Kildeer, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Mettawa, Mundelein, Old Mill Creek, Riverwoods, Third Lake, Vernon Hills, Wadsworth and Wheeling. New development has centered around the many lakes in the watershed. Open space areas are concentrated along the Des Plaines River, where the Forest Preserve District of Lake County has substantial holdings, which stretch almost uninterrupted from the Wisconsin-Illinois border to Cook County. Watershed planning efforts are currently underway for the entire Des Plaines River watershed through the Upper Des Plaines River Comprehensive Watershed Plan, which is sponsored by the Illinois Department of Natural Resources, U.S. Army Corps of Engineers, Lake, Cook and DuPage Counties. Additionally, SMC is developing Watershed Plans for the Indian Creek, Newport Drain and Mill Creek subwatersheds.

The Lake Michigan watershed in Lake County runs north-south following the shoreline of Lake Michigan. The watershed is long and narrow with numerous short tributaries that drain east to the lake. The Lake Michigan watershed is the only Lake County watershed that drains to a potable water source. Approximately 80% of Lake County households rely on Lake Michigan for water. The southern portion of the watershed is dominated by steep bluffs and ravines and is generally well-drained, while the northern half is level to gently rolling with wet marshy areas. The entire Lake Michigan watershed in the county is divided into 5 subwatersheds with numerous small ravine tributary basins especially in the southern region of the Lake Michigan watershed.

The Lake Michigan watershed includes wholly or predominantly the communities of Beach Park, Highwood, Lake Bluff, North Chicago, Waukegan, Winthrop Harbor, and Zion. Of the four major watersheds in Lake County, this watershed is the most established from a land use perspective. With the exception of the extreme northeastern section; which includes a large forest preserve, the Great Lakes Naval Training Center and Illinois Beach State Park; the watershed is almost entirely developed. Initial watershed planning activities have begun in the Lake Michigan subwatersheds of Kellogg Creek and Dead River.

The North Branch Chicago River is a tributary of the Des Plaines River that originates with three tributaries in Lake County. The North Branch flows south to its confluence with the North Shore Channel, then on to the Chicago Sanitary and Ship Canal where it is diverted westward to the Des Plaines. The Lake County portion of the watershed is 50.3 square miles, and is the smallest of the county's four major watersheds. The watershed consists of three parallel drainage basins, which are long, flat and narrow. The northern reaches of the three tributaries are intermittent and interspersed with wetlands and the southern reaches maintain perennial flow.

Lake County communities located wholly or predominantly within the North Branch Chicago River watershed include Bannockburn, Deerfield, Green Oaks, Highland Park, Lake Forest and Park City. The southern third of the watershed consists of urban development, with well-established communities and limited areas of cultivation. Generally, the open space areas are centered along the three forks of the North Branch. The northern two-thirds of the watershed consists of suburban development. Approximately 25% of the land is cultivated. All three subwatersheds of the North Branch Chicago watershed; the Skokie, Middle Fork and West Fork; are encompassed by SMC's first officially adopted comprehensive watershed plan.

**Notice of Intent for General Permit for
Discharges from
Small Municipal Separate Storm Sewer Systems
(MS4s)**

Input forms in Word format are available by via email. marilyn.davenport@epa.state.il.us or by calling the Permit Section at 217/782-0610

Part I. General Information

1. MS4 Operator Name: Village of Lincolnshire
2. MS4 Operator Mailing Address:
Street- One Olde Half Day Road City- Lincolnshire
State- Illinois Zip Code- 60069-3035
3. Operator Type: City
4. Operator Status: Local
5. Name(s) of Governmental Entity(ies) in which MS4 is located: Lake County, Illinois
6. Area of land that drains to your MS4 (in square miles): 4.2 (refers to community land area)
7. Latitude/Longitude at approximate geographical center of MS4 for which you are requesting authorization to discharge: Latitude: 42°12' Longitude: 87 °55'
8. Name(s) of known receiving waters: Attach additional sheets (Attachment 1) as necessary:

1.	Lower Des Plaines River	2.	Indian Creek
3.	West Fork of North Branch of Chicago River	4.	
5.		6.	
7.		8.	
9.		10.	

9. Persons Responsible for Implementation/Coordination of Storm Water Management Program:

<u>Name</u>	<u>Title</u>	<u>Telephone No.</u>	<u>Area of Responsibility</u>
Robert Irvin	Village Manager	847-883-8600	Permit Compliance
Frank Tripicchio	Director of Public Works	847-883-8600	Implementation of Best Management Practices; Other Duties as assigned by Village Manager
Scott Pippen	Streets/Parks Supervisor	847-883-8600	Implementation of Best Management Practices; Other Duties as assigned by Village Manager
Jennifer Hughes	Village Engineer	847-883-8600	Implementation of Best Management Practices; Program Management; Permit Compliance Reporting; Other Duties as assigned by Village Manager.

Part II. Best Management Practices (include shared responsibilities) Proposed to be Implemented in the MS4 Area

(Details of BMP implementation for each checked BMP number, e.g., A.1, E.2, is required in Part IV of NOI.)

Year 1		Years 2-5		
QLP	MS4	QLP	MS4	
				A. Public Education and Outreach
X	X	X	X	A.1 Distributed Paper Material
				A.2 Speaking Engagement
X	X	X	X	A.3 Public Service Announcement
X	X	X	X	A.4 Community Event
		X		A.5 Classroom Education Material
X	X	X	X	A.6 Other Public Education
				B. Public Participation/Involvement
X	X	X	X	B.1 Public Panel
				B.2 Educational Volunteer
X	X	X	X	B.3 Stakeholder Meeting
	X		X	B.4 Public Hearing
				B.5 Volunteer Monitoring
X		X		B.6 Program Coordination
	X		X	B.7 Other Public Involvement
				C. Illicit Discharge Detection and Elimination
	X		X	C.1 Storm Sewer Map Preparation
X	X		X	C.2 Regulatory Control Program
	X		X	C.3 Detection/Elimination Prioritization Plan
	X		X	C.4 Illicit Discharge Tracing Procedures
	X		X	C.5 Illicit Source Removal Procedures
		X		C.6 Program Evaluation and Assessment
	X		X	C.7 Visual Dry Weather Screening
	X		X	C.8 Pollutant Field Testing
	X		X	C.9 Public Notification
X	X	X	X	C.10 Other Illicit Discharge Controls

				D. Construction Site Runoff Control
X	X	X	X	D.1 Regulatory Control Program
X	X	X	X	D.2 Erosion and Sediment Control BMPs
X	X	X	X	D.3 Other Waste Control Program
X	X	X	X	D.4 Site Plan Review Procedures
X	X	X	X	D.5 Public Information Handling Procedures
X	X	X	X	D.6 Site Inspection/Enforcement Procedures
				D.7 Other Construction Site Runoff Controls
				E. Post-Construction Runoff Control
		X		E.1 Community Control Strategy
X	X	X	X	E.2 Regulatory Control Program
X	X	X	X	E.3 Long Term O&M Procedures
X	X	X	X	E.4 Pre-Const Review of BMP Designs
X	X	X	X	E.5 Site Inspections During Construction
X	X	X	X	E.6 Post-Construction Inspections
X		X		E.7 Other Post-Const Runoff Controls
				F. Pollution Prevention/Good Housekeeping
X	X	X	X	F.1 Employee Training Program
	X		X	F.2 Inspection and Maintenance Program
			X	F.3 Muni Operations Storm Water Control
				F.4 Municipal Operations Waste Disposal
X		X		F.5 Flood Management/Assess Guidelines
	X		X	F.6 Other Municipal Operations Controls

Note: Certified communities have shared responsibility with SMC, the QLP, under BMPs D.1, D.2, D.3, D.4, D.5, D.6, E.2, E.3, E.4, E.5, E.6, and E.7.

Part III.

Qualifying Local Programs

The Lake County Stormwater Management Commission (SMC) will serve as a Qualifying Local Program for MS4s in Lake County. As part of ongoing services, SMC will perform some functions related to each of the six minimum control measures, however, the MS4s will be providing additional services in their local programs, especially for Illicit Discharge Detection and Elimination and Pollution Prevention/Good Housekeeping BMPs. BMPs and measurable goals that will be performed by the QLP in Year 1 are described in Attachment 2a. Attachment 2b describes more general BMPs and future goals for the QLP during permit years 2-5.

Six Minimum Control Measures:

- 1. Public Education and Outreach.**
- 2. Public Participation/Involvement.**
- 3. Illicit Discharge Detection and Elimination.**
- 4. Construction Site Runoff Control.**
- 5. Post-Construction Runoff Control.**
- 6. Pollution Prevention/Good Housekeeping.**

Part IV. Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4

Proposed BMPs are described on Attachment 3.

Part V. Certification

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

Barbara LaPiana

Mayor

**Authorized Representative Name
and Title**

Signature

Date

Mail completed form to:

**ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF WATER POLLUTION CONTROL
ATTN: PERMIT SECTION
POST OFFICE BOX 19276
SPRINGFIELD, ILLINOIS 62794-9276**

Copy and complete this page if additional pages are necessary:

Attachment 1
Receiving Streams (Continued)

11. <i>Not Applicable</i>
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Part III (Continued) Qualifying Local Programs

(Describe any qualifying local programs that you will implement in lieu of new permitting requirements.)

The Lake County Stormwater Management Commission (SMC) will serve as a Qualifying Local Program for MS4s in Lake County. As part of ongoing services, SMC will perform functions related to each of the six minimum control measures. BMPs and measurable goals that will be performed in Year 1 are described below. Attachment 2b describes more general BMPs and future goals for the program for permit years 2-5. Specific measurable goals for years 2-5 will be developed in the annual report for each prior year.

Attachment 2a - Year 1 Qualifying Local Program Activities

1. Public Education and Outreach.

The SMC will conduct Public Education and Outreach as part of its ongoing countywide services. Public Education and Outreach requires implementation of a program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants to stormwater runoff. BMPs will be implemented related to BMP numbers A.1, A.3, A.4 and A.6.

A.1 Distributed Paper Material

The SMC develops and distributes a variety of materials related to stormwater management in Lake County. A number of pamphlets and brochures related to BMPs and stormwater management have been produced. SMC prepares a quarterly newsletter, "Mainstream" as well as an Annual Report that highlights the stormwater management activities in Lake County. SMC also prepares Project Fact Sheets that provide information on ongoing and recently completed stormwater management projects. SMC has developed or collaborated on a number of manuals such as the "Riparian Areas Management: A Citizen's Guide", "A Citizen's Guide to Maintaining Stormwater Best Management Practices", and the "Streambank Stabilization Manual."

Measurable Goals: *Distribute informational materials from "take away" rack at SMC.*
Distribute "A Citizen's Guide to Maintaining Stormwater Best Management Practices" to municipalities for local distribution.
Distribute "Living With Wetlands: A Handbook for Homeowners in Northeastern Illinois" to municipalities for local distribution.

A.3 Public Service Announcement

A public service announcement related to the NPDES Phase II program will be written and included in the Quarterly Newsletter, "Mainstream."

Measurable Goal: *Include public service announcement in "Mainstream" once annually.*

A.4 Community Event

The SMC sponsors technical training and public awareness workshops. Watershed tours have been conducted for the public to familiarize them with the beneficial functions of natural resources. A technical training module that includes a field visit has been developed for soil erosion and sediment control procedures.

Measurable Goals: *Conduct soil erosion and sediment control workshop (bi-annual workshop scheduled to be conducted in 2003).*

A.6 Other Public Education

The SMC operates a website that provides many resources for citizens, developers, engineers, and municipalities. The website includes pages such as “Citizens Assistance”, “Watershed Planning”, “Projects”, “Best Management Practices”, “Publications”, “Press Releases” and “Links.” These pages provide notices of upcoming meetings and ongoing projects, allow for download of many SMC documents, and provide links to other resources. SMC has also obtained a CD-ROM from the Center for Watershed Protection on the impacts of urbanization that will be made available to the MS4s.

*Measurable Goal: Maintain and update the SMC website.
 Make Impacts of Urbanization CD-ROM available to MS4s.*

2. Public Participation/Involvement.

The SMC will support Lake County MS4s by performing activities and services related to the Public Participation/Involvement minimum control measure. BMPs will be implemented under BMP numbers B.1, B.3, and B.6 as described below.

B.1 Public Panel

The SMC coordinates and conducts public meetings and committee meetings that include public representation. A monthly Stormwater Management Commission meeting is open to the public and also includes the SMC Board of Commissioners, which includes six municipal representatives and six county board members.

The Technical Advisory Committee (TAC) was started in 1992 to assist in the development, revision and review of the Watershed Development Ordinance (WDO) standards and administrative procedures. TAC is made up of representatives from the development, environmental, municipal and consultant engineering fields. TAC meetings are held monthly or on an as-needed basis.

The Municipal Advisory Committee (MAC) is made up of municipal, township, drainage district, consulting and county representatives. MAC has worked to coordinate and review the Notice of Intent (NOI) and other NPDES Phase II program components. The MAC will continue to meet as needed during the implementation of the NPDES Phase II stormwater management program.

The Watershed Management Boards (WMBs) meet yearly to make recommendations on BMP project funding. Members include chief municipal elected officials, township supervisors, drainage district chairs, and county board members from each district within the boundaries of the watersheds.

*Measurable Goals: Provide notice of public meetings on SMC website.
 Track number of meetings conducted.*

B.3 Stakeholder Meeting

The SMC is actively involved in watershed planning throughout Lake County. SMC believes that the watershed planning process cannot happen and will not be successful without the input, interest and commitment of stakeholders. Stakeholders may include municipalities, townships, drainage districts, homeowner associations, developers, county agencies, lakes management groups, landowners and local, state and federal agencies. There are four active Watershed Planning Committees (Sequoit Creek, Squaw Creek, Fish Lake Drain, and North Branch Chicago River) with meeting dates published on SMC’s website. In addition, there is an Advisory Committee for the Des Plaines Phase II Management Plan. New planning committees will be established as watershed planning efforts continue.

*Measurable Goals: Provide notice of stakeholder meetings on SMC website.
 Track number of watershed planning committee meetings conducted.
 Establish watershed planning committees for each new watershed planning effort.*

B.6 Program Coordination

The Countywide Approach to NPDES Phase II Permitting Summary identifies the role of SMC as a Qualifying Local Program. The SMC proactively formed the Municipal Advisory Committee (MAC) to facilitate coordination of the NPDES Phase II stormwater program in Lake County. SMC also prepared a presentation that can be used by municipal representatives to inform their board members about the NPDES II program and how it will be implemented in Lake County through existing local resources and programs. SMC will continue to coordinate the program and provide guidance for the regulated MS4s by continuing to facilitate MAC meetings through the program implementation phase. SMC will prepare a draft report on the Qualifying Local Program activities and provide guidance to MS4s in preparing their annual reports. SMC will also provide assistance to develop detailed measurable goals for Year 2 of the program.

Measurable Goals: *Track number of MAC meetings conducted during program implementation.
Prepare draft report on Qualifying Local Program activities at end of Year 1.
SMC will develop Qualifying Local Program measurable goals for Year 2.
Assist MS4s in developing measurable goals for Year 2.*

3. Illicit Discharge Detection and Elimination.

The SMC will provide some supporting functions to MS4s for meeting the Illicit Discharge Detection and Elimination minimum control.

C.2 Regulatory Control Program

The SMC will provide model ordinance examples for MS4s to consider at the local level. The model ordinance language will prohibit non-storm water discharges to the storm sewer or drainage system.

Measurable Goal: *Provide MS4s with model ordinance examples for their consideration.*

C.10 Other Illicit Discharge Controls

The SMC will initiate the process of developing WDO amendments to prohibit illegal dumping to the storm sewer or drainage system.

Measurable Goal: *Initiate the drafting of the WDO amendments by discussing prohibition of illegal dumping at a minimum of one TAC meeting.*

4. Construction Site Runoff Control.

Lake County has adopted a Watershed Development Ordinance (WDO) that establishes the minimum stormwater management requirements for development in Lake County. The WDO, which is enforced by SMC as well as by certified communities in the county, establishes standards for construction site runoff control. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers D.1, D.2, D.3, D.4, D.5 and D.6 as described below.

D.1 Regulatory Control Program

The WDO has been adopted as the regulatory mechanism to require erosion and sediment controls for construction activities in Lake County. The soil erosion and sedimentation control performance standards are included in Article IV, Section B.1.j. of the WDO. At a minimum, these standards apply to any development that hydrologically disturbs 5,000 square feet or more.

Measurable Goal: *Continue to enforce the countywide WDO.*

D.2 Erosion and Sediment Control BMPs

Article IV, Section B.1.j of the WDO specifies the required soil erosion and sediment control measures for any land disturbance activity. This section of the WDO includes 15 requirements for soil erosion and sediment control measures including: minimize soil disturbance; protect adjoining properties from erosion and sedimentation; complete installation of soil erosion and sediment control features prior to commencement of hydrologic disturbance; stabilize disturbed areas within 14 days of active disturbance; avoid disturbance of streams and when possible, size measures appropriate to the amount of tributary drainage area; protect functioning storm sewers from sediment; prevent sediment from being tracked onto adjoining streets; limit earthen embankments to slopes of 3H:1V; identify soil stockpile areas; and utilize statewide standards and specifications as guidance for soil erosion and sediment control.

The SMC has also prepared the Technical Reference Manual (TRM) for the WDO. The TRM is used to guide compliance with the WDO and provides detailed information on soil erosion and sedimentation control BMPs. The TRM is currently being updated and expanded to include BMP guidance chapters on Wetland Areas, Public Roadways, and Ordinance Administration and Enforcement.

*Measurable Goal: Continue to enforce the countywide WDO.
Complete TRM updates on Wetlands Areas.
Continue to prepare TRM updates for other chapters.*

D.3 Other Waste Control Program

The SMC will initiate the process of developing WDO amendments to include the control of waste and debris at construction sites.

*Measurable Goal: Initiate the drafting of the WDO amendments.
Discuss the control of waste and debris at construction sites at a minimum of one TAC meeting.*

D.4 Site Plan Review Procedures

Within each jurisdiction, one of the primary duties of the enforcement officer is to review all Watershed Development Applications and issue permits for those projects that are in compliance with the provisions of the WDO. SMC provides training for all new enforcement officers and enforcement officers must pass an exam in order to be certified. SMC periodically reviews all certified communities' Ordinance enforcement records and performance. Ongoing updates to the TRM include the addition of sections that discuss Ordinance Administration and Enforcement.

*Measurable Goals: Track number of enforcement officers who have passed the exam.
Track number of communities that undergo a performance review.
Begin preparation of Ordinance Administration and chapter of TRM.*

D.5 Public Information Handling Procedures

The SMC provides a number of opportunities for receipt and consideration of information submitted by the public. The Citizen Inquiry Response System (CIRS) documents and tracks the resolution of reported problems and citizen complaints. SMC's website provides information on "Who to call" for various problems or concerns. An Interagency Coordination Agreement between SMC and the U.S. Army Corps of Engineers, the Lake County Soil and Water Conservation District and the National Resources Conservation Service specifies that if any of these agencies receive a report of a soil erosion and sediment control issue, they will contact SMC. SMC will then investigate the report and prescribe corrective action to the property owner or coordinate with the certified community to find a solution.

Measurable Goal: Track number of complaints received and processed related to soil erosion and sediment control.

D.6 Site Inspection/Enforcement Procedures

Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. Site inspections must be conducted by the enforcement officers within each certified

community. SMC has direct responsibility for non-certified communities, LCDOT, and the Forest Preserve. Article VII of the WDO specifies the penalties and legal action that may be imposed if the WDO is violated. If a construction site is not in compliance with the requirements of the WDO, the jurisdictional enforcement officer may issue a stop work order on all development activity on the subject property or on the portion of the activity in direct violation of the WDO. In addition, failure to comply with any of the requirements of the WDO constitutes a violation, and any person convicted thereof may be fined.

Measurable Goals: Track number of site inspections conducted by SMC.

5. Post-Construction Runoff Control.

As described above, the Lake County Watershed Development Ordinance (WDO) establishes the minimum stormwater management requirements for development in Lake County. The WDO establishes standards for post-construction site runoff control. These standards apply to any new development or redevelopment that results in over 0.5 acres of new impervious area. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers E.2, E.3, E.4, E.5, E.6 and E.7 as described below.

E.2 Regulatory Control Program

The WDO requires that all applicants adopt a stormwater management strategy for controlling post-construction runoff. The applicant must develop a stormwater management strategy that minimizes the increase in runoff volumes and rates and addresses the water quality treatment requirements of the WDO. The proposed drainage plan must use the runoff reduction hierarchy in the WDO and implement BMPs as presented in the TRM. The WDO also requires the use of buffers when adjacent to existing waterbodies.

Measurable Goal: Continue to enforce the countywide WDO.

E.3 Long Term O&M Procedures

The WDO requires that a maintenance plan be prepared for all stormwater management system components for Major developments (as defined by the WDO). Enforcement officers may require maintenance plans to be prepared for all development sites that require a NPDES permit. The maintenance plan must include: maintenance tasks; the party responsible for performing the maintenance tasks; a description of all permanent public or private access maintenance easements and overland flow paths, and compensatory storage areas; and a description of dedicated sources of funding for the required maintenance. The TRM includes a sample maintenance plan.

Measurable Goal: Continue to enforce the countywide WDO.

E.4 Pre-Construction Review of BMP Designs

Within each jurisdiction, one of the primary duties of the enforcement officer is to review all Watershed Development Applications and issue permits for those projects that are in compliance with the provisions of the WDO. This includes a review of the proposed BMPs for post-construction runoff control.

Measurable Goal: Continue to enforce the countywide WDO.

E.5 Site Inspections During Construction

Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. These inspections must be conducted by the enforcement officers for each certified community. Enforcement officers may inspect site development at any stage in the construction process. For major developments, the enforcement officer shall conduct site inspections, at a minimum, upon completion of installation of sediment and runoff control measures and after final stabilization and landscaping, prior to removal of sediment controls.

Measurable Goal: Continue to enforce the countywide WDO.

E.6 Post-Construction Inspections

(See description of the inspection program provided under E.5)

Measurable Goal: Continue to enforce the countywide WDO.

E.7 Other Post-Construction Runoff Controls

Through the Watershed Management Boards (WMBs), SMC reviews and partially funds projects related to drainage and water quality improvements. The WMBs – representing the Lake Michigan, North Branch of the Chicago River, Fox and Des Plaines watersheds – meet yearly to make recommendations on project funding. Members include chief municipal elected officials, township supervisors, drainage district chairs, and county board members from each district within the boundaries of the watershed. The goal of the WMBs is to maximize opportunities for local units of government and other groups to have input and influence in local stormwater management problem solving. Projects have improved quality of water in streams and swales, and have enhanced stormwater facilities. For 2003, 11 of the 13 projects selected to receive funding include water quality improvement components.

*Measurable Goals: Conduct annual WMB meeting.
Track number of BMP projects to which SMC has contributed funding.*

6. Pollution Prevention/Good Housekeeping.

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations. This program must include a training program for municipal employees. SMC will assist the MS4s with BMP number F.1 and perform services related to BMP number F.5.

F.1 Employee Training Program

The SMC will assist MS4s in developing programs for F.1 by serving as technical advisors and as a clearinghouse of information related to employee training BMPs.

Measurable Goal: Provide list of available resources to MS4s.

F.5 Flood Management/Assess Guidelines

By adopted policy in the Lake County Stormwater Management Plan, SMC's standard operating procedure is to assess the feasibility of implementing water quality functions in all flood control designs. SMC will evaluate all SMC-sponsored projects for multi-objective opportunities.

Measurable Goal: Track number of projects that are reviewed for multi-objective opportunities.

Attachment 2b Part III (Continued) Qualifying Local Programs

(Describe any qualifying local programs that you will implement in lieu of new permitting requirements.)

The Lake County Stormwater Management Commission (SMC) will serve as a Qualifying Local Program for MS4s in Lake County. As part of ongoing services, SMC will perform functions related to each of the six minimum control measures. In general, all activities from Year 1 will be continued in subsequent years. Attachment 2b outlines years 2-5 program development activities. Specific measurable goals for years 2-5 will be developed in the annual report from each prior year.

Attachment 2b - Years 2-5 Qualifying Local Program Activities

1. Public Education and Outreach.

The SMC will conduct Public Education and Outreach as part of its ongoing countywide services. Public Education and Outreach requires implementation of a program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants to stormwater runoff. BMPs will be implemented related to BMP numbers A.1, A.3, A.4, A.5 and A.6.

A.1 Distributed Paper Material

The SMC develops and distributes a variety of materials related to stormwater management in Lake County. A number of pamphlets and brochures related to BMPs and stormwater management have been produced. SMC prepares a quarterly newsletter, "Mainstream" as well as an Annual Report that highlights the stormwater management activities in Lake County. SMC also prepares Project Fact Sheets that provide information on ongoing and recently completed stormwater management projects. SMC will develop or collaborate on manuals or manual updates related to stormwater management.

*Measurable Goals: Distribute informational materials from "take away" rack at SMC.
 Distribute materials to MS4s for local distribution.
 Develop or coordinate manuals or manual updates related to stormwater management.*

A.3 Public Service Announcement

A public service announcement related to the NPDES Phase II program will be written and included in the Quarterly Newsletter, "Mainstream."

Measurable Goal: Include public service announcement in "Mainstream" once annually.

A.4 Community Event

The SMC sponsors technical training and public awareness workshops. Watershed tours have been conducted for the public to familiarize them with the beneficial functions of natural resources. A technical training module that includes a field visit has been developed for soil erosion and sediment control procedures.

*Measurable Goal: Conduct soil erosion and sediment control workshop (bi-annually).
 Lead homeowner/landowner watershed tours.
 Co-sponsor Urban Stormwater BMP workshop with NIPC.*

A.5 Classroom Education

The SMC will contribute to the development and compilation of a stormwater educational material kit for local teachers.

Measurable Goals: ***Develop and compile information for stormwater educational kit for distribution upon request.***
 Provide materials and training on storm sewer inlet stenciling kits to teachers upon request.

A.6 Other Public Education

The SMC operates a website that provides many resources for citizens, developers, engineers, and municipalities. The website includes pages such as “Citizens Assistance”, “Watershed Planning”, “Projects”, “Best Management Practices”, “Publications”, “Press Releases” and “Links.” These pages provide notices of upcoming meetings and ongoing projects, allow for download of many SMC documents, and provide links to other resources. SMC has also obtained a CD-ROM from the Center for Watershed Protection on the impacts of urbanization that will be made available to the MS4s. SMC will make its reference library available to the public.

Measurable Goals: ***Maintain and update the SMC website.***
 Make Impacts of Urbanization CD-ROM available to MS4s.
 Notify MS4s and public that SMC reference library is open to them.

2. Public Participation/Involvement.

The SMC will support Lake County MS4s by performing activities and services related to the Public Participation/Involvement minimum control measure. BMPs will be implemented under BMP numbers B.1, B.3, and B.6 as described below.

B.1 Public Panel

The SMC coordinates and conducts public meetings and committee meetings that include public representation. A monthly Stormwater Management Commission meeting is open to the public and also includes the SMC Board of Commissioners, which includes six municipal representatives and six county board members.

The Technical Advisory Committee (TAC) was started in 1992 to assist in the development, revision and review of the Watershed Development Ordinance (WDO) standards and administrative procedures. TAC is made up of representatives from the development, environmental, municipal and consultant engineering fields. TAC meetings are held monthly or on an as-needed basis.

The Municipal Advisory Committee (MAC) is made up of municipal, township, drainage district, consulting and county representatives. The MAC will continue to meet as needed during the implementation of the NPDES Phase II stormwater management program.

The Watershed Management Boards (WMBs) meet yearly to make recommendations on BMP project funding. Members include chief municipal elected officials, township supervisors, drainage district chairs, and county board members from each district within the boundaries of the watersheds.

Measurable Goals: ***Provide notice of public meetings on SMC website.***
 Track number of meetings conducted.

B.3 Stakeholder Meeting

The SMC is actively involved in watershed planning throughout Lake County. SMC believes that the watershed planning process cannot happen and will not be successful without the input, interest and commitment of stakeholders. Stakeholders may include municipalities, townships, drainage districts, homeowner associations, developers, county agencies, lakes management groups, landowners and local, state and federal agencies.

Measurable Goals: ***Provide notice of stakeholder meetings on SMC website.***
 Track number of watershed planning committee meetings conducted.
 Establish watershed planning committees for each new watershed planning effort.

B.6 Program Coordination

The Countywide Approach to NPDES Phase II Permitting Summary identifies the role of SMC as a Qualifying Local Program. The SMC proactively formed the Municipal Advisory Committee (MAC) to facilitate coordination of the NPDES Phase II stormwater program in Lake County. SMC also prepared a presentation that can be used by municipal representatives to inform their board members about the NPDES II program and how it will be implemented in Lake County through existing local resources and programs. SMC will continue to coordinate the program and provide guidance for the regulated MS4s by continuing to facilitate MAC meetings through the program implementation phase. SMC will prepare a draft report on the Qualifying Local Program activities and provide guidance to MS4s in preparing their annual reports. SMC will also provide assistance to develop detailed measurable goals for each subsequent year of the program.

Measurable Goals: ***Track number of MAC meetings conducted during program implementation.***
 Prepare draft report on Qualifying Local Program activities at end of each permit year.
 SMC will develop Qualifying Local Program measurable goals for the subsequent year at the end of each permit year..
 Assist MS4s in developing measurable goals for each permit year.

3. Illicit Discharge Detection and Elimination.

The SMC will provide some supporting functions to MS4s for meeting the Illicit Discharge Detection and Elimination minimum control

C.10 Other Illicit Discharge Controls

The SMC will adopt WDO amendments to prohibit illegal dumping to the storm sewer or drainage system.

Measurable Goal: ***Adopt WDO amendments to prohibit illegal dumping.***

4. Construction Site Runoff Control.

Lake County has adopted a Watershed Development Ordinance (WDO) that establishes the minimum stormwater management requirements for development in Lake County. The WDO, which is enforced by SMC as well as by certified communities in the county, establishes standards for construction site runoff control. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers D.1, D.2, D.3, D.4, D.5, and D.6 as described below.

D.1 Regulatory Control Program

The WDO has been adopted as the regulatory mechanism to require erosion and sediment controls for construction activities in Lake County. The soil erosion and sedimentation control performance standards are included in Article IV, Section B.1.j. of the WDO. At a minimum, these standards apply to any development that hydrologically disturbs 5,000 square feet or more.

Measurable Goal: ***Continue to enforce the countywide WDO.***

D.2 Erosion and Sediment Control BMPs

Article IV, Section B.1.j of the WDO specifies the required soil erosion and sediment control measures for any land disturbance activity. This section of the WDO includes 15 requirements for soil erosion and sediment control measures including: minimize soil disturbance; protect adjoining properties from erosion and sedimentation; complete installation of soil erosion and sediment control features prior to commencement of hydrologic disturbance; stabilize disturbed areas within 14 days of active disturbance; avoid disturbance of streams and when possible, size measures appropriate to the amount of tributary drainage area; protect functioning storm sewers from sediment; prevent sediment from being tracked onto adjoining streets; limit earthen embankments to slopes of 3H:1V; identify soil stockpile areas; and utilize statewide standards and specifications as guidance for soil erosion and sediment control.

The SMC has also prepared the Technical Reference Manual (TRM) for the WDO. The TRM is used to guide compliance with the WDO and provides detailed information on soil erosion and sedimentation control BMPs.

*Measurable Goal: Continue enforcement of the countywide WDO.
Continue updates to the TRM as needed.*

D.3 Other Waste Control Program

The SMC will adopt WDO amendments to include the control of waste and debris at construction sites.

Measurable Goal: Adopt WDO amendments for the control of waste and debris at construction sites.

D.4 Site Plan Review Procedures

Within each jurisdiction, one of the primary duties of the enforcement officer is to review all Watershed Development Applications and issue permits for those projects that are in compliance with the provisions of the WDO. SMC provides training for all new enforcement officers and enforcement officers must pass an exam in order to be certified. SMC periodically reviews all certified communities' Ordinance enforcement records and performance.

*Measurable Goals: Track number of enforcement officers who have passed the exam.
Track number of communities that undergo a performance review.*

D.5 Public Information Handling Procedures

The SMC provides a number of opportunities for receipt and consideration of information submitted by the public. The Citizen Inquiry Response System (CIRS) documents and tracks the resolution of reported problems and citizen complaints. SMC's website provides information on "Who to call" for various problems or concerns. An Interagency Coordination Agreement between SMC and the U.S. Army Corps of Engineers, the Lake County Soil and Water Conservation District and the National Resources Conservation Service specifies that if any of these agencies receive a report of a soil erosion and sediment control issue, they will contact SMC. SMC will then investigate the report and prescribe corrective action to the property owner or coordinate with the certified community to find a solution.

Measurable Goal: Track number of complaints received and processed related to soil erosion and sediment control.

D.6 Site Inspection/Enforcement Procedures

Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. Site inspections must be conducted by the enforcement officers within each certified community. Article VII of the WDO specifies the penalties and legal action that may be imposed if the WDO is violated. If a construction site is not in compliance with the requirements of the WDO, the jurisdictional enforcement officer may issue a stop work order on all development activity on the subject property or on the portion of the activity in direct violation of the WDO. In addition, failure to comply with any of the requirements of the WDO constitutes a violation, and any person convicted thereof may be fined.

Measurable Goals: Track number of site inspections conducted by SMC.

5. Post-Construction Runoff Control.

As described above, the Lake County Watershed Development Ordinance (WDO) establishes the minimum stormwater management requirements for development in Lake County. The WDO establishes standards for post-construction site runoff control. These standards apply to any new development or redevelopment that results in over 0.5 acres of new impervious area. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers E.1, E.2, E.3, E.4, E.5, E.6 and E.7 as described below.

E.1 Community Control Strategy

Part of SMC's mission is to improve surface water quality if funding is available. SMC will prepare a countywide water quality strategy to guide and unify the efforts of various organizations involved in water quality protection and enhancement.

Measurable Goal: Identify and pursue funding for the preparation of countywide water quality strategy.

E.2 Regulatory Control Program

The WDO requires that all applicants adopt a stormwater management strategy for controlling post-construction runoff. The applicant must develop a stormwater management strategy that minimizes the increase in runoff volumes and rates and addresses the water quality treatment requirements of the WDO. The proposed drainage plan must use the runoff reduction hierarchy in the WDO and implement BMPs as presented in the TRM. The WDO also requires the use of buffers when adjacent to existing waterbodies.

Measurable Goal: Continue to enforce the countywide WDO.

E.3 Long Term O&M Procedures

The WDO requires that a maintenance plan be prepared for all stormwater management system components for Major developments (as defined by the WDO). Enforcement officers may require maintenance plans to be prepared for all development sites that require a NPDES permit. The maintenance plan must include: maintenance tasks; the party responsible for performing the maintenance tasks; a description of all permanent public or private access maintenance easements and overland flow paths, and compensatory storage areas; and a description of dedicated sources of funding for the required maintenance. The TRM includes a sample maintenance plan. The Ordinance also requires that all stormwater management systems be located and described within a deed or plat restriction to ensure perpetuity and access for maintenance.

Measurable Goal: Continue to enforce the countywide WDO.

E.4 Pre-Construction Review of BMP Designs

Within each jurisdiction, one of the primary duties of the enforcement officer is to review all Watershed Development Applications and issue permits for those projects that are in compliance with the provisions of the WDO. This includes a review of the proposed BMPs for post-construction runoff control.

Measurable Goal: Continue to enforce the countywide WDO.

E.5 Site Inspections During Construction

Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. These inspections must be conducted by the enforcement officers for each certified community. Enforcement officers may inspect site development at any stage in the construction process. For major developments, the enforcement officer shall conduct site inspections, at a minimum, upon completion of installation of sediment and runoff control measures and after final stabilization and landscaping, prior to removal of sediment controls.

Measurable Goal: Continue to enforce the countywide WDO.

E.6 Post-Construction Inspections

(See description of the inspection program provided under E.5)

Measurable Goal: Continue to enforce the countywide WDO.

E.7 Other Post-Construction Runoff Controls

Through the Watershed Management Boards (WMBs), SMC reviews and partially funds projects related to drainage and water quality improvements. The WMBs – representing the Lake Michigan, North Branch of the Chicago River, Fox and Des Plaines watersheds – meet yearly to make recommendations on project funding. Members include chief municipal elected officials, township supervisors, drainage district chairs, and county board members from each district within the boundaries of the watershed. The goal of the WMBs is to maximize opportunities for local units of government and other groups to have input and influence in local stormwater management problem solving. Projects have improved quality of water in streams and swales, and have enhanced stormwater facilities. For 2003, 11 of the 13 projects selected to receive funding include water quality improvement components.

Preservation of existing wetlands will assist in protecting water quality in Lake County. SMC will prepare a countywide wetland preservation plan.

*Measurable Goals: Conduct annual WMB meeting.
Contribute funding to water quality improvement projects through the WMBs.
Prepare countywide wetland preservation plan.*

6. Pollution Prevention/Good Housekeeping.

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations. This program must include a training program for municipal employees. SMC will assist the MS4s with BMP number F.1 and perform services related to BMP number F.5.

F.1 Employee Training Program

The SMC will assist MS4s in developing programs for F.1 by serving as technical advisors and as a clearinghouse of information related to employee training BMPs.

Measurable Goal: Provide list of available resources to MS4s.

F.5 Flood Management/Assess Guidelines

By adopted policy in the Lake County Stormwater Management Plan, SMC's standard operating procedure is to assess the feasibility of implementing water quality functions in all flood control designs. SMC will evaluate all SMC-sponsored projects for multi-objective opportunities.

Measurable Goal: Track number of projects that are reviewed for multi-objective opportunities.

Part IV. (Continued) Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4

BMP No. A.1

Brief Description of BMP: The MS4 will distribute publications received from SMC to local target groups.

Measurable Goal(s), including frequencies: Make available and distribute two manuals “A Citizen's Guide to Maintaining Stormwater Best Management Practices” and “Living With Wetlands: A Handbook for Homeowners in Northeastern Illinois” to local entities such as homeowners associations and stakeholder groups.

Milestones: **Year 1:** Identify local target groups and distribute manuals to groups as appropriate.
Years 2 -5: Distribute additional resources as appropriate.

BMP No. A.3

Brief Description of BMP: The MS4 will create Public Service announcements regarding NPDES Phase II.

Measurable Goal(s), including frequencies: Prepare a public service announcement related to the NPDES Phase II program. Publish announcement annually in the monthly MS4 Newsletter.

Milestones: **Year 1:** Include public service announcement in MS4 Newsletter once annually.
Years 2 -5: Include public service announcement in MS4 Newsletter once annually.

BMP No. A4

Brief Description of BMP: A soil erosion and sediment control workshop will be conducted on a bi-annual basis. This workshop is geared toward developers, engineers, municipalities and enforcement officers. The MS4 will participate in the bi-annual workshop.

Measurable Goal(s), including frequencies: Participate in the bi-annual soil erosion and sediment control workshop.

Milestones: **Year 1:** Participate in workshop.
Year 2: No workshop planned.
Year 3: Participate in workshop.
Year 4: No workshop planned.
Year 5: Participate in workshop.

BMP No. A.6

Brief Description of BMP: The MS4 will provide additional avenues for public education regarding the NPDES Phase II.

Measurable Goal(s), including frequencies: The MS4 operates a website that provides many resources for citizens, developers, and engineers. The website includes information on community flooding concerns and links to agencies providing resources regarding drainage and stormwater activities.

Milestones: **Year 1:** Place a copy of the MS4's Notice of Intent for General Permit for Discharges from Small Municipal Separate Storm Sewer Systems on the MS4's website.
Years 2 -5: Maintain and update the MS4's website.

BMP No. B1

Brief Description of BMP: The SMC has convened the Municipal Advisory Committee (MAC) to address components of the NPDES Phase II program. MS4 Staff regularly attend the meetings of the MAC.

Measurable Goal(s), including frequencies: Track the number of meetings attended by MS4 Staff.

Milestones: **Year 1:** Attend a minimum of one MAC meeting.
Years 2-5: Attend a minimum of one MAC meeting per year in which the meetings are offered by SMC.

BMP No. B3

Brief Description of BMP: Stakeholder meetings are conducted throughout the county for ongoing planning and project implementation efforts. When stakeholder groups (such as watershed planning committees) include the jurisdictional area of the MS4, the MS4 will publicize stakeholder meetings locally and participate by being represented at the stakeholder meetings.

Measurable Goal(s), including frequencies: Publicize and participate in relevant watershed planning committees and other stakeholder groups.

Milestones: Year 1: The MS4 will attend a minimum of one watershed planning committee meeting for each of the receiving waters if such a meeting is held.

Years 2-5: The MS4 will attend a minimum of one watershed planning committee meeting for each of the receiving waters if such a meeting is held.

BMP No. B4

Brief Description of BMP: The MS4 will conduct a public meeting or public hearing on its proposed stormwater management plan. Each MS4 will meet its own requirements for conducting public meetings or hearings.

Measurable Goal(s), including frequencies: Present Municipal NPDES Phase II presentation to municipal or governing board. Present summary of ongoing program implementation at least once annually at public meeting.

Milestones: Year 1: Hold at least one public meeting to present NPDES Phase II program and locally proposed stormwater management plan.

Years 2-5: Present ongoing program summary at annual public meeting.

BMP No. B7

Brief Description of BMP: Create permanent advisory panel for program implementation. At a minimum, this should be an ad hoc committee to discuss ongoing program implementation issues.

Measurable Goal(s), including frequencies: Create advisory panel or ad hoc committee and hold at least two meetings per year. This panel or committee should have input on program implementation and should review the annual report for the MS4.

Milestones: Year 1: Create panel or committee and conduct two meetings.

Years 2-5: Conduct meetings at least annually during program implementation.

BMP No. C1

Brief Description of BMP: Prepare outfall map to allow for tracking of dry weather flow inspections and outfall maintenance. This map will be based upon information included in the MS4 Geographic Information System (GIS.)

Measurable Goal(s), including frequencies: The MS4 will map all storm sewer outfalls discharging to Waters of the United States. Each outfall will be field verified and given a unique identifier to be used to document inspections. The map will be regularly updated as improvements or new developments occur.

Milestones: Year 1: The MS4 will prepare an outfall map and field verify the map for outfalls along the Des Plaines River to ensure that storm sewer outfalls discharging to Waters of the United States are shown on the map.

Year 2: The MS4 will field verify the map for outfalls along the Chicago River and Indian Creek to ensure that storm sewer outfalls discharging to Waters of the United States are shown on the map.

Years 3-5: The map will be regularly updated.

BMP No. C2

Brief Description of BMP: Review, consider and adopt ordinance language to prohibit non-storm water discharges to the storm sewer or drainage system.

Measurable Goal(s), including frequencies: Adopt ordinance amendment by end of Year 3.

Milestones: Year 1: Receive and review model ordinance language from SMC.

Year 2: Draft local ordinance amendment and adopt it.

Years 3-5: Enforce new ordinance provisions.

BMP No. C3

Brief Description of BMP: The MS4 will prepare a prioritization plan for detection/elimination programs based upon the potential for impact to the receiving waters.

Measurable Goal(s), including frequencies: Adopt a prioritization plan.

Milestones: **Year 1:** Develop and adopt a prioritization plan.
Years 2-5: Review and revise, if necessary, the prioritization plan.

BMP No. C4

Brief Description of BMP: Develop or adopt standard procedures for identifying the source of an illicit discharge.

Measurable Goal(s), including frequencies: The MS4 will develop or adopt procedures for source identification of a detected illicit discharge. The program will include procedures for tracing the discharge upstream from the outfall to the source. The program will also include procedures for notifying property owners when the MS4 is required to enter private property to investigate a discharge source.

Milestones: **Year 1:** The MS4 will research existing illicit discharge tracing procedure.
Year 2: The MS4 will adopt an illicit discharge tracing procedure.
Years 3-5: The MS4 will implement the illicit discharge tracing procedures.

BMP No. C5

Brief Description of BMP: Establish procedures for eliminating the illicit discharge once the source is determined.

Measurable Goal(s), including frequencies: The MS4 will develop procedures for illicit discharge elimination.

Milestones: **Year 1:** The MS4 will research existing illicit discharge removal procedures.
Year 2: The MS4 will adopt illicit discharge removal procedures.
Years 3-5: The MS4 will implement the illicit discharge removal procedures.

BMP No. C.5

Brief Description of BMP: Provide a convenient location where the general public can dispose of common household pollutants.

Measurable Goal(s), including frequencies: Prepare a public service announcement related to periodic collection events held by the Solid Waste Agency of Lake County (SWALCO).

Milestones: **Year 1:** Include public service announcement in MS4 Newsletter once annually.
Years 2 -5: Include public service announcement in MS4 Newsletter once annually.

BMP No. C6

Brief Description of BMP: The MS4 will evaluate and assess its illicit discharge detection program.

Measurable Goal(s), including frequencies: Beginning in year three, the MS4 will keep statistics to evaluate the effectiveness of the illicit discharge detection and elimination program. MS4 Staff will analyze the program and make adjustments to improve effectiveness. An annual report assessing the effectiveness of the program will be prepared.

Milestones: **Years 1-2 :** No activity.
Years 3-5: Prepare annual effectiveness and assessment report.

BMP No. C7

Brief Description of BMP: Provide standard procedures that can be used to detect non-storm water flows.

Measurable Goal(s), including frequencies: The MS4 will develop an annual dry weather flow inspection program that involves visual inspection of all outfalls servicing commercial and industrial areas. In addition, the outfalls servicing residential areas will be inspected with the goal of inspecting all residential outfalls over the permit period. The program will include outfall inspection worksheets that will be kept on file for at least five years.

Measurable Goal(s), including frequencies: The Village will develop procedures for illicit discharge elimination.

Milestones: Year 1: The MS4 will research existing dry weather flow inspection programs.

Year 2: The MS4 will develop a dry weather flow inspection program.

Years 3-5: The MS4 will implement a dry weather flow inspection program.

BMP No. C8

Brief Description of BMP: In order to fully investigate dry weather flow, the MS4 will conduct pollutant field testing where field conditions warrant it.

Measurable Goal(s), including frequencies: Adopt ordinance amendment by end of Year 4.

Milestones: Year 1: The MS4 will research existing pollutant field testing kits and procedures.

Year 2: The MS4 will develop a pollutant field testing procedure.

Years 3-5: The MS4 will conduct pollutant field testing as necessitated by field conditions.

BMP No. C9

Brief Description of BMP: Provide public notification of the MS4's illicit discharge detection and elimination program.

Measurable Goal(s), including frequencies: Prepare a public service announcement related to the MS4's illicit discharge detection and elimination program.

Milestones: Year 1: Include public service announcement in MS4's newsletter once annually.

Years 2 -5: Include public service announcement in MS4's newsletter once annually.

BMP No. C.10

Brief Description of BMP: Establish procedure that can be utilized by homeowners/citizens to report illicit discharges/illegal dumping.

Measurable Goal(s), including frequencies: The Village will develop a hotline or website page for citizens to report illegal dumping and suspicious discharges. The hotline will be established in the first year. The hotline will be advertised by placement of one ad in the MS4's monthly newsletter 6 months.

Milestones: Year 1: Include public service announcement in MS4's newsletter twice annually.

Years 2 -5: Include public service announcement in MS4's newsletter twice annually.

BMP No. C.10

Brief Description of BMP: Educate business owners on the differences between sanitary and storm sewers and the proper use of each.

Measurable Goal(s), including frequencies: The MS4 will publish information annually on the differences between sanitary and storm sewers and their proper use in the MS4's monthly newsletter.

Milestones: Year 1: Include public service announcement in MS4's newsletter twice annually.

Years 2 -5: Include public service announcement in MS4's newsletter twice annually.

BMP No. C.10

Brief Description of BMP: Educate homeowners on the adverse environmental impacts on storm water quality caused by improper waste disposal.

Measurable Goal(s), including frequencies: The MS4 will develop and distribute a brochure addressing the impacts of improper waste disposal on storm water quality. The brochure will be aimed at educating business owners and residents.

Milestones: **Year 1:** Develop a brochure addressing the impacts of improper waste disposal on stormwater quality.
Years 2-5: Identify local target groups and distribute manuals to groups as appropriate.

BMP No. D.1

Brief Description of BMP: The MS4 has adopted the Watershed Development Ordinance into the Municipal Code of the Village of Lincolnshire by reference. The MS4 will require that any site that disturbs 5,000 square feet or more obtain a permit from the Lake County Stormwater Management Commission in accordance with the Watershed Development Ordinance. Where the MS4 may issue a permit in accordance with a letter of understanding dated February 11, 1999 between the Lake County Stormwater Management Commission and the Village of Lincolnshire, the MS4 will require erosion and sediment controls in accordance with Article IV, Section B.1.j. of the WDO.

Measurable Goal(s), including frequencies: The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO. The MS4 will notify SMC and the contractor of any violations of the WDO noted during the MS4's inspections of construction sites.

Milestones: **Year 1:** Continue to enforce the WDO. The MS4 will adopt revisions to the WDO as they become available from SMC.
Years 2-5: Continue to enforce the WDO. The MS4 will adopt revisions to the WDO as they become available from SMC.

BMP No. D.2

Brief Description of BMP: The MS4 will require that any site with land disturbance activity obtain a permit from the Lake County Stormwater Management Commission in accordance with the Watershed Development Ordinance. Where the Village may issue a permit in accordance with a letter of understanding dated February 11, 1999 between the Lake County Stormwater Management Commission and the Village of Lincolnshire, the MS4 will review the plans to ensure compliance with Article IV, Section B.1.j of the WDO.

Measurable Goal(s), including frequencies: The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO. The MS4 will notify SMC and the contractor of any violations of the WDO noted during the MS4's inspections of construction sites.

Milestones: **Year 1:** Continue to enforce the WDO by ensuring that SMC has issued a permit for development..
Years 2-5: Continue to enforce the WDO by ensuring that SMC has issued a permit for development..

BMP No. D.3

Brief Description of BMP: The MS4 will adopt the revised WDO amendments addressing the control of waste and debris at construction sites.

Measurable Goal(s), including frequencies: The MS4 will adopt the revised WDO amendments addressing the control and debris at construction sites within six months of the receipt of the final version of said amendments. The MS4 will notify SMC and the contractor of any violations of the WDO noted during the MS4's inspections of construction sites.

Milestones: **Year 1:** Review the draft amendment(s) relating to the control of waste and debris at construction sites.
Years 2-5: Adopt the revised WDO amendments addressing the control and debris at construction sites.

BMP No. D.4

Brief Description of BMP: Although the MS4 has elected to remain a non-certified community as defined in the WDO, Staff members are trained in the enforcement of the WDO. Staff member(s) will take the SMC enforcement officers' exam..

Measurable Goal(s), including frequencies: The MS4 will require that at least one member of its staff has passed the enforcement officer's exam or that it employs a consultant to review plans who has at least one staff member who has passed the exam.

Milestones: Year 1: Track the number of MS4 staff members who have passed the exam.
Years 2-5: Continue track the number of MS4 staff members who have passed the exam.

BMP No. D.4

Brief Description of BMP: The MS4 conducts site plan reviews in conjunction with the issuance of permits. The MS4 has established review checklists to ensure that stormwater management systems are reviewed.

Measurable Goal(s), including frequencies: The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Milestones: Year 1: Continue to enforce the WDO by ensuring that SMC has issued a permit for development..
Years 2-5: Continue to enforce the WDO by ensuring that SMC has issued a permit for development..

BMP No. D.5

Brief Description of BMP: The MS4 responds to information submitted by the public. The MS4 maintains a website where the public may obtain information on “Who to Call.”

Measurable Goal(s), including frequencies: The MS4 will update its website to provide “Who to Call” information. The MS4 will adopt a tracking system for complaints received and processed related to soil erosion and sediment control.

Milestones: Year 1: Update the MS4 website to provide “Who to Call” information.
Year 2: Maintain the website.
Year 3: Develop a tracking system for complaints received and processed related to soil erosion and sediment control.
Years 4-5: Track number of complaints received and processed related to soil erosion and sediment control.

BMP No. D.6

Brief Description of BMP: Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. Site inspections must be conducted by the enforcement officers within each certified community. SMC has direct responsibility for non-certified communities, LCDOT, and the Forest Preserve. Article VII of the WDO specifies the penalties and legal action that may be imposed if the WDO is violated. If a construction site is not in compliance with the requirements of the WDO, the jurisdictional enforcement officer may issue a stop work order on all development activity on the subject property or on the portion of the activity in direct violation of the WDO. In addition, failure to comply with any of the requirements of the WDO constitutes a violation, and any person convicted thereof may be fined. Although the MS4 has elected to remain a non-certified community as defined in the WDO, the MS4 regularly conducts site inspections. Where violations of the WDO are found, Staff notifies the contractor and reinspects the site for compliance. Upon a second inspection, if the site remains in noncompliance, MS4 Staff notified SMC of the violation.

Measurable Goal(s), including frequencies: The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO. The MS4 will track the number of site inspections conducted by the MS4..

Milestones: Year 1: Track number of site inspections conducted by the MS4.
Years 2-5: Track number of site inspections conducted by the MS4.

BMP No. E.2

Brief Description of BMP: The WDO requires that all applicants adopt a stormwater management strategy for controlling post-construction runoff. The applicant must develop a stormwater management strategy that minimizes the increase in runoff volumes and rates and addresses the water quality treatment requirements of the WDO. The proposed drainage plan must use the runoff reduction hierarchy in the WDO and implement BMPs as presented in the TRM. The WDO also requires the use of buffers when adjacent to existing waterbodies..

Measurable Goal(s), including frequencies: The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Milestones: Year 1: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

Years 2-5: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

BMP No. E.3

Brief Description of BMP: The WDO requires that a maintenance plan be prepared for all stormwater management system components for Major developments (as defined by the WDO). Enforcement officers may require maintenance plans to be prepared for all development sites that require a NPDES permit. The maintenance plan must include: maintenance tasks; the party responsible for performing the maintenance tasks; a description of all permanent public or private access maintenance easements and overland flow paths, and compensatory storage areas; and a description of dedicated sources of funding for the required maintenance. The TRM includes a sample maintenance plan.

Measurable Goal(s), including frequencies: The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Milestones: **Year 1:** Continue to enforce the WDO by ensuring that SMC has issued a permit for development.
Years 2-5: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

BMP No. E.4

Brief Description of BMP: Pre-Construction Review of BMP Designs within each jurisdiction, one of the primary duties of the enforcement officer is to review all Watershed Development Applications and issue permits for those projects that are in compliance with the provisions of the WDO. This includes a review of the proposed BMPs for post-construction runoff control. Although the MS4 is not a certified community, we require that SMC issue a permit before the MS4 issues permits.

Measurable Goal(s), including frequencies: The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Milestones: **Year 1:** Continue to enforce the WDO by ensuring that SMC has issued a permit for development.
Years 2-5: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

BMP No. E.5

Brief Description of BMP: Article VI of the WDO provides both the recommended and the minimum requirements for site inspection. These inspections must be conducted by the enforcement officers for each certified community. Enforcement officers may inspect site development at any stage in the construction process. For major developments, the enforcement officer shall conduct site inspections, at a minimum, upon completion of installation of sediment and runoff control measures and after final stabilization and landscaping, prior to removal of sediment controls.

Measurable Goal(s), including frequencies: The MS4 will ensure that SMC has issued a watershed development permit prior to issuing a building permit for the site. If so authorized by a letter of understanding, the MS4 will enforce the applicable provisions of the WDO.

Milestones: **Year 1:** Continue to enforce the WDO by ensuring that SMC has issued a permit for development.
Years 2-5: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

BMP No. E.6

Brief Description of BMP: See description of the inspection program provided under E.5.

Measurable Goal(s), including frequencies: See description of the inspection program provided under E.5.

Milestones: **Year 1:** Continue to enforce the WDO by ensuring that SMC has issued a permit for development.
Years 2-5: Continue to enforce the WDO by ensuring that SMC has issued a permit for development.

BMP No. F1

Brief Description of BMP: The MS4 will develop a training program for municipal employees. This program may be based on existing training programs that the MS4 currently conducts. Any new training materials will be developed based on guidance that is

widely available. SMC, the Qualifying Local Program, will serve as a clearinghouse of these materials. The training program may be updated and expanded as the MS4 implements its stormwater management program.

Measurable Goal(s), including frequencies: Develop municipal employee training program. Conduct annual training for employees that will implement or utilize BMPs.

Milestones: **Year 1:** Inventory and categorize municipal activities that are classified as industrial.

Year 2: Develop training program for employees in relevant positions.

Years 3-5: Train municipal employees in relevant positions and update program as needed.

BMP No. F.1

Brief Description of BMP: Educate MS4 employees on pollution prevention measure for ground maintenance and landscaping.

Measurable Goal(s), including frequencies: The MS4 will develop a pollution prevention workshop for all municipal employees responsible for grounds maintenance and landscaping at public. The MS4 will conduct this workshop on an annual basis.

Milestones: **Years 1-2:** No activity.

Year 3: Develop training program for employees in relevant positions.

Years 4-5: Train municipal employees in relevant positions and update program as needed.

BMP No. F.2

Brief Description of BMP: Reduce the amount of pollution (sand, salt, leaves, etc.) that accumulates on the MS4's streets, which has the potential to be carried by runoff into the MS4 and ultimately to Waters of the United States.

Measurable Goal(s), including frequencies: The MS4 will establish a street sweeping schedule for the months of April to November.

Milestones: **Year 1:** The MS4 will develop and implement a street sweeping schedule.

Years 2-5: The MS4 will maintain a street sweeping program.

BMP No. F.2

Brief Description of BMP: Ensure detention and water quality ponds operate to maximize water quality benefits and detention storage.

Measurable Goal(s), including frequencies: The MS4 will implement an operations and maintenance program for detention and water quality ponds. The program consists of random inspections and periodic maintenance. The program will be enhanced with a formal inspection schedule, inspection checklist and record keeping procedures. Each detention pond and water quality pond will be inspected once per permit period.

Milestones: **Year 1:** The MS4 will conduct inspections of each detention pond and water quality pond once per permit period.

Years 2-5: The MS4 will conduct inspections of each detention pond and water quality pond once per permit period.

BMP No. F.2

Brief Description of BMP: Determine components of the MS4 that require maintenance.

Measurable Goal(s), including frequencies: The MS4 will implement an MS4 inspection and maintenance program. Maintenance will be scheduled as needed.

Milestones: **Year 1:** The MS4 will develop an annual inspection and maintenance program for its facilities.

Years 2-5: The MS4 will implement an annual inspection and maintenance program for its facilities.

BMP No. F.3

Brief Description of BMP: Incorporate the use of road salt alternatives for roadway deicing.

Measurable Goal(s), including frequencies: The MS4 will research methods to reduce the amount of road salt applied to roadways. If feasible, a program to reduce the amount of road salt applied to roadways will be developed and implemented.

Milestones: Year 1: No activity.

Years 2-5: Research methods to reduce the amount of road salt.

BMP No. F.6

Brief Description of BMP: Educate MS4 employees on the adverse environmental impacts on storm water quality caused by improper waste disposal.

Measurable Goal(s), including frequencies: The MS4 will publish articles, posters, or conduct training semiannually addressing the impacts of improper waste disposal on storm water quality in the MS4 newsletter. The articles will be aimed at educating public employees about the impacts of illicit discharges on storm water quality.

Milestones: Year 1: Publish one article annually in MS4 monthly newsletter. Place one poster, in chemical storage and use areas, which describes materials and techniques that should be used to contain a spill as well as preventative measures that can reduce the likelihood of spills.

Years 2-5: Publish one article annually in MS4 monthly newsletter.

End of Section