

Part A. Changes to Best Management Practices

(Use Year 1 Annual Report to copy notification for Year 1 BMPs. Mark appropriate BMPs committed to in the General Permit. 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 or Year 2

Year 1	Year 2	
MS4		
A. Public Education and Outreach		
X	X	A.1 Distributed Paper Material
		A.2 Speaking Engagement
X	X	A.3 Public Service Announcement
X	✓	A.4 Community Event
		A.5 Classroom Education Material
X	X	A.6 Other Public Education
B. Public Participation/Involvement		
X	X	B.1 Public Panel
		B.2 Educational Volunteer
X	X	B.3 Stakeholder Meeting
X	X	B.4 Public Hearing
		B.5 Volunteer Monitoring
		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	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
		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	C.10 Other Illicit Discharge Controls

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

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

The following changes have been made to Year BMPs since the original permit:

A.4 Community Event

Measurable Goals: Conduct soil erosion and sediment control workshop (bi-annual workshop scheduled to be conducted in 2004).

QLP change: 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.

MS4 Change: In lieu of attending the SMC workshop, Village Public Works personnel attended a meeting entitled "Enhancing the States' Lake Management Programs – Protecting lakes and reservoirs in urbanizing areas." The Chicago Botanic Garden, USEPA, and the North American Lake Management Society presented the conference.

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 2 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 2: Distribute additional resources 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 new developers of new subdivisions in Year 2.

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.

The MS4 placed an article pertaining to the NPDES Phase II program in the October 2004 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 2: Participate in workshop.

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.

In lieu of attending the SMC workshop, Village Public Works personnel attended a meeting entitled "Enhancing the States' Lake Management Programs – Protecting lakes and reservoirs in urbanizing areas." The Chicago Botanic Garden, USEPA, and the North American Lake Management Society presented the conference.

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

The Notice of Intent and the Year 2 update 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 2 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 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.

MS4 personnel attended meetings of the following groups:

Upper Des Plaines River Ecosystem Partnership – 18 meetings
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 2: Present ongoing program summary at annual public meeting.

The MS4 discussed the local program at the May 24, 2004 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 2: Conduct meetings annually during program implementation.

The committee met on November 1, 2004 and March 3, 2005.

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 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.

Public Works staff conducted field reconnaissance during the month of August 2004. Previously unmapped outfalls were added to 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.

The MS4 adopted Ordinance 05-1957-21 on March 14, 2005.

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 prioritization plan.

The MS4's NPDES Phase II Committee reviewed the prioritization plan on March 3, 2005 and determined that no changes are necessary.

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 2: The MS4 will adopt illicit discharge tracing procedures.

The tracing procedures are incorporated into Ordinance 05-1957-21 which was adopted by the Village Board on March 14, 2005.

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 2: The MS4 will adopt illicit discharge removal procedures.

The removal procedures are incorporated into Ordinance 05-1957-21 which was adopted by the Village Board on March 14, 2005.

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.

The MS4 included articles about SWALCO in the May, June, July, August, and September 2004 and the January, February, and March 2005 Village Newsletters. 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 2: No activity.

The MS4 did not conduct any activity for this BMP in Year 2.

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

The MS4 developed 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), including frequencies: Adopt ordinance amendment by end of Year 4.

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

The MS4 developed 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.

The MS4 included an article about illicit discharge detection and elimination in the September 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 2: Include public service announcement in MS4's newsletter twice annually.

The MS4 included an article about illicit discharges/illegal dumping in the September and October 2004 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 2: Include public service announcement in MS4's newsletter twice annually.

The MS4 included an article about sewers in the October 2004 and November 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 2: Identify local target groups and distribute manuals to groups as appropriate.

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. These documents were distributed to homeowners associations.

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

The MS4 conducted approximately 300 site inspections during Year 2.

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

The MS4 trained its staff on general Municipal Operations and Good Housekeeping practices in March 2004.

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 2.

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 schedule.

The MS4 conducts street sweeping operations in accordance with its schedule.

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.

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

The MS4 conducted annual inspections of its facilities and performed maintenance as necessary.

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.

The MS4 reviewed its salt application procedures and participated in a MAC discussion of alternatives at the April 7, 2005 MAC meeting.

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

The MS4 distributed copies of the USEPA's website discussing Pollution Prevention/Good Housekeeping for Municipal Operations to its Staff. It also included an article in the October 2004 regarding illicit discharges to drainage ditches.

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 2 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

(Mark appropriate BMPs committed to for Year 3 in the following table. Present a summary of the storm water activities you plan to undertake during the next reporting cycle, including an implementation schedule in the sections following the table.)

The table shown below summarizes the BMPs committed to for Year 3. Specific BMPs and measurable goals for Year 3 program development activities are presented in the sections following the table. Specific measurable goals for Years 4 and 5 will be developed in the annual report for each prior year.

Note: X indicates BMPs committed to for Year 3.

Year 3	
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
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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	
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	F.4 Municipal Operations Waste Disposal
	F.5 Flood Management/Assess Guidelines
X	F.6 Other Municipal Operations Controls

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 3: 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 3: 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 3: Participate in workshop.

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 3: 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 3 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 3: 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 3: 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 3: 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 3: 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 3: The MS4 will update the outfall map on an as needed basis.

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 3: Enforce the local ordinance.

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 3: 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 3: The MS4 will implement the illicit discharge tracing procedures.

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 3: The MS4 will implement the 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 3: 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 3: The MS4 will prepare an annual effectiveness and assessment report.

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

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 3: 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 3: 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 3: 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 3: 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 3: 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 3: 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 3: 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 3: 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 3: 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 3: Develop a tracking system for complaints received and processed related to soil and erosion and sediment control.

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

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 3: Develop training program for employees in relevant positions.

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 3: 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 3: 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 3: 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 3: 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 3: 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 2 in the General Permit.
- **Part E2** describes the status of BMPs and measurable goals performed in Year 2.
- **Part E3** provides the results of information or data collected during Year 2.
- **Part E4** describes BMPs and measurable goals for the program for Year 3. Specific measurable goals for Years 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 2 of the permit.

Part E1. Changes to Best Management Practices

(Use Year 1 Annual Report to copy notification for Year 1 BMPs. Mark appropriate BMPs committed to in the Permit. Check appropriate BMP change(s) and attach information regarding change(s) to BMPs and measurable goals).

Note: X indicates BMPs proposed in the Permit
 ✓ indicates changes to the BMPs proposed for Year 1 or Year 2

Year 1	Year 2	
QLP		
A. Public Education and Outreach		
X	X	A.1 Distributed Paper Material
		A.2 Speaking Engagement
X	X	A.3 Public Service Announcement
X	X	A.4 Community Event
	X	A.5 Classroom Education Material
X	X	A.6 Other Public Education
B. Public Participation/Involvement		
X	X	B.1 Public Panel
		B.2 Educational Volunteer
X	X	B.3 Stakeholder Meeting
		B.4 Public Hearing
		B.5 Volunteer Monitoring
X	X	B.6 Program Coordination
		B.7 Other Public Involvement
C. Illicit Discharge Detection and Elimination		
		C.1 Storm Sewer Map Preparation
X	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	X	C.10 Other Illicit Discharge Controls

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

No changes have been made to Year 2 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 2 are described below. All BMPs were deemed appropriate, through evaluation of the status of the BMP, unless specifically detailed in Part E1.

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 materials to MS4s for local distribution.
 Develop or coordinate manuals or manual updates related to stormwater management.

Various NPDES II related information is available on SMC’s “take away” rack and on its website. This information is distributed to MS4s through mail-outs and in PDF format for use on MS4 websites. SMC completed updates to its Homeowners Guide to Stormwater Best Management Practices and made it available in hard copy and in PDF format. SMC also includes nonpoint source pollution reduction messages on over 2000 envelopes.

A.3 Public Service Announcement

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 NPDES Phase II article was published in “Mainstream”. Watershed identification road signs are being made for two watersheds.

A.4 Community Event

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

SMC and the Upper Des Plaines River Ecosystem Partnership sponsored a watershed tour of the Upper Des Plaines River watershed. Fifty-five attendees toured water quality projects along with flood reduction and natural resource restoration efforts.

A.6 Other Public Education

Measurable Goal: *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.*

Website updates are continual. Additional NPDES II related information is regularly forwarded to MS4s along with reference materials and links. SMC is on the planning team for a storm drain stenciling effort in Lake Michigan and North Branch watersheds, and provided text comments on door hangers to be distributed to homeowners along the stenciling routes.

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 2004 fiscal year. According to records, there were 11 SMC meetings, 12 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 2004 fiscal year. The list below provides the stakeholder meeting and number of occurrences during the 2004 fiscal year:

**North Branch Ecosystem Partnership BMP Selection Committee - 4
North Branch Open Space Plan Committee - 2
North Branch Flood Reduction Committee - 8
North Branch Planning Committee - 5
Newport Watershed Plan Stakeholder Planning Committee - 3
Vernon Township Flood Damage Reduction Committee - 4
Fish Lake Drain Watershed Plan Stakeholder Committee - 3
Squaw Creek Watershed Plan Stakeholder Committee - 4
Indian Creek - 4
Bull's Brook/Bull Creek - 6**

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 2.
SMC will develop Qualifying Local Program measurable goals for Year 3.
Assist MS4s in developing measurable goals for Year 3.*

Seven Municipal Advisory Committee (MAC) meetings were held during Year 2 of the permit. The status of QLP activities at the end of Year 2 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 3 are in Part E4 of the Annual Report. Additionally, SMC provided a list of suggested BMPs and measurable goals to MS4s during the December 2004 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.1 Storm Sewer Map Preparation

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

An ad hoc MAC committee was convened to develop the protocol, which was then widely distributed for comment and approval. The protocol is available on SMC's website.

C.2 Regulatory Control Program

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

Model ordinances and on-line resources were provided.

C.10 Other Illicit Discharge Controls

Measurable Goal: Adopt WDO amendments to prohibit illegal dumping.

Watershed Development Ordinance amendments were discussed and approved by the Technical Advisory Committee. The amendment package will be forwarded to the Commission for deliberation.

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.
Initiate feasibility planning for the Inspection Certification Program.*

SMC continues to enforce the countywide WDO. WDO amendments on the inspection certification program were drafted.

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 on the wetland preservation program. SMC continues to prepare TRM updates for other chapters.

D.3 Other Waste Control Program

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

The Watershed Development Ordinance proposed amendments include language for this issue. They have been approved by the Technical Advisory Committee and are being forwarded to the Commission.

D.4 Site Plan Review Procedures

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

Six community assistance visits (performance reviews) initiated by IDNR-OWR were attended by SMC. An April 2004 soil erosion/sediment control workshop drew over 145 participants. The workshop focused on WDO se/sc standards, new technologies and case studies.

D.5 Public Information Handling Procedures

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

50 SE/SC complaints were received and processed.

D.6 Site Inspection/Enforcement Procedures

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

Between March 2004 and March 2005, approximately 600 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. Approximately 60 violation notifications were resolved successfully between March 2004 and March 2005.

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. Staff members have enhanced maintenance information that is distributed throughout the County. There are also WDO amendments designed to enhance post-development maintenance procedures.

E.4 Pre-Construction Review of BMP Designs

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

SMC continues to enforce the countywide WDO. SMC continues to add to its technical reference library, additional BMP technology as it becomes available.

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. There are WDO amendments designed to enhance inspection criteria that have been approved by the Technical Advisory Committee and forwarded to the Commission for deliberation.

E.6 Post-Construction Inspections

Measurable Goal: Continue to enforce the countywide WDO.

SMC continues to enforce the countywide WDO. Post-construction inspections are conducted on an as-needed basis.

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 6, 2004. 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 to MAC.

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.

F.6 Other Municipal Operations Controls

Measurable Goal: Track number of attendees to the SMC-sponsored Municipal Good Housekeeping workshop.

Two "Good Housekeeping" workshops drew 145 attendees.

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

Part E4. Summary of Year 3 Stormwater Activities

(Mark appropriate BMPs committed to for Year 3 in the following table. Present a summary of the storm water activities you plan to undertake during the next reporting cycle, including an implementation schedule in the sections following the table.)

The table shown below summarizes the BMPs committed to for Year 3. Specific BMPs and measurable goals for Year 3 program development activities are presented in the sections following the table. Specific measurable goals for Years 4 and 5 will be developed in the annual report for each prior year.

Note: X indicates BMPs committed to for Year 3.

Year 3	
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
X	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
	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 3	
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

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. SMC will assist MS4s in developing their Illicit Discharge Detection and Elimination program by co-sponsoring a workshop on March 16, 2005 with APWA that will provide information to field supervisors and small municipal programs regarding locating and eliminating illicit discharges to storm sewers, requirements of an illicit discharge detection and elimination plan, and case studies of design and development of such plans.

Measurable Goal: *Co-sponsor Illicit Discharge Detection and Elimination workshop.*

A.5 Classroom Education

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

Measurable Goals: *Provide vendor information and how-to information for MS4s interested in launching inlet stenciling program.*

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 will make its reference library available to the public.

*Measurable Goals: Maintain and update the NPDES Phase II portion SMC website with resource materials such as model ordinances, case studies and brochures.
Notify MS4s and public that the reorganized 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 preceding year of the program.

Measurable Goals: Track number of MAC meetings conducted during Year3.

*Prepare draft report on Qualifying Local Program activities at end of Year 3.
SMC will develop Qualifying Local Program measurable goals Year 4.
Assist MS4s in developing measurable goals for Year 4.*

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

SMC will assist MS4s in developing their Illicit Discharge Detection and Elimination program by co-sponsoring a workshop on March 16, 2005 with APWA that will provide information to field supervisors and small municipal programs regarding locating and eliminating illicit discharges to storm sewers, requirements of an illicit discharge detection and elimination plan, and case studies of design and development of such plans.

Measurable Goal: Track number of attendees to the Illicit Discharge Detection and Elimination workshop.

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.
Process WDO amendments 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. 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.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.*
Conduct annual WMB meeting and allocate funds for in-the-ground BMPs.

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.

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 links to available resources on website.

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 E5. Construction Projects Conducted During Year 2

(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
WMB - Coolidge Avenue Drainage Ditch Improvements	1	Fall 2003	Spring 2004
WMB/GLC/CCIP - Bull Creek (LM) Ravine Stabilization	5	Sept 2004	December 2004
WMB - Lake Forest Ravine Stabilization	2	Spring 2004	Summer 2004
WMB - Anna Court Stream Stabilization	1	Spring 2004	Summer 2004
WMB - Little Silver Lake Sediment Control Structure	1	Spring 2004	Summer 2004
Del Mar Woods Design, Const & Wetland Mitigation	6	Spring 2004	Summer 2005
STAG - Lake Zurich Detention Pond Retrofit	5	Winter 2004	Spring 2005
STAG – Ethel’s Woods Wetland Restoration	60	Fall 2004	Summer 2006
STAG – Grandwood Park Lake Restoration	1	Spring 2004	Summer 2005
WMB - Greenbriar Subdivision Drainage Improvement	10	Spring 2004	Fall 2004

