

**ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
ANNUAL FACILITY INSPECTION REPORT  
NPDES PERMIT FOR STORM WATER DISCHARGES  
FROM MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4)**

Complete each section of this report.

Reporting Period from: March, 2009 To: March, 2010 Permit Number : ILR400375

**MS4 OPERATOR INFORMATION:** (As it appears on the current permit)

Name: Village of Lincolnshire Telephone: 847-883-8600

Mailing Address: One Olde Half Day Road

City: Lincolnshire State: IL Zip: 60069 County: Lake

Contact Person: Jennifer M. Hughes, P.E., CFM

(Person responsible for Annual Report)

Name(s) of governmental entity(ies) in which MS4 is located: (As it appears on the current permit)

Village of Lincolnshire

**THE FOLLOWING ITEMS MUST BE ADDRESSED.**

A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

- |  |                                     |   |                          |
|--|-------------------------------------|---|--------------------------|
| 1. Public Education and Outreach             | <input checked="" type="checkbox"/> | 4. Construction Site Runoff Control       | <input type="checkbox"/> |
| 2. Public Participation/Involvement          | <input checked="" type="checkbox"/> | 5. Post-Construction Runoff Control       | <input type="checkbox"/> |
| 3. Illicit Discharge Detection & Elimination | <input type="checkbox"/>            | 6. Pollution Prevention/Good Housekeeping | <input type="checkbox"/> |

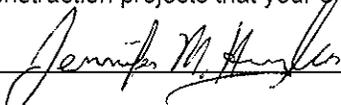
B. Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum control measures.

C. Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.

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

E. Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).

F. Attach a list of construction projects that your entity has paid for during the reporting period.

Signature:  Date: May 27, 2010

*Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))*

EMAIL COMPLETED FORM TO: [epa.ms4annualinsp@illinois.gov](mailto:epa.ms4annualinsp@illinois.gov)

or Mail to: Illinois Environmental Protection Agency, DWPC  
Compliance Assurance Section #19  
1021 North Grand Avenue East  
Post Office Box 19276  
Springfield, Illinois 62794-9276

Information required by this form must be provided to comply with 415 ILCS 5/39 (1996). Failure to do so may prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

# **MS4 Annual Facility Inspection Report**

**Illinois Environmental Protection Agency  
National Pollutant Discharge Elimination System Phase II**

**Permit Year 7: March 2009 to February 2010**

***Village of Lincolnshire  
Lake County, IL  
Permit ILR400375***

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## Part A. Changes to Best Management Practices

**Note:** X indicates BMPs performed that were proposed in your NPDES permit  
 ✓ indicates changes to BMPs proposed in your NPDES permit

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

Year 7	
MS4	
<b>D. Construction Site Runoff Control</b>	
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
<b>E. Post-Construction Runoff Control</b>	
	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
<b>F. Pollution Prevention/Good Housekeeping</b>	
X	F.1 Employee Training Program
X	F.2 Inspection and Maintenance Program
X	F.3 Municipal Operations Storm Water Control
X	F.4 Municipal Operations Waste Disposal
X	F.5 Flood Management/Assess Guidelines
X	F.6 Other Municipal Operations Controls

A.2 Speaking Engagement – The Village did not commit to conducting a Speaking Engagement during the reporting period. However, the Village hosted the Upper Des Plaines River Ecosystem Partnership on June 18, 2009. The title of the presentation by Kristian Gustavson was entitled: “The 90-Day Plan—90 Ways in 90 Days to Clean and Conserve Water.” The educational program was aimed at saving the Mississippi River. It's a simple mission to reduce pollution through simple actions in our everyday lives.

**B.1 Public Panel – The Village did not commit to participate in public panels regarding storm water during the reporting period. Village Staff receive agenda and minutes of the Lake County Stormwater Management Commission’s Technical Advisory Committee. This body holds public meetings to discuss potential changes to the countywide Watershed Development Ordinance.**

## Part B. Status of Compliance with Permit Conditions

The status of BMPs and measurable goals performed in Year 7 (March 2009 to February 2010) is described below.

### 1. Public Education and Outreach

*Measurable Goal(s): Implement, and track progress, of BMPs as described in the SMPP. Enhance SMPP, based on recommendations from the QLP if any, for compliance with the 2009 ILR40 permit conditions.*

The Village Board adopted the Enhanced SMPP on February 22, 2010. The elements of the Enhanced SMPP were implemented during the reporting period.

**A.1 Distributed Paper Material** – The Village continues to maintain a take-away rack at the Village Hall. No materials were picked-up during the reporting period.

**A.2 Speaking Engagement** – The Village hosted the Upper Des Plaines River Ecosystem Partnership on June 18, 2009. The title of the presentation by Kristian Gustavson was entitled: “The 90-Day Plan—90 Ways in 90 Days to Clean and Conserve Water.” The educational program was aimed at saving the Mississippi River. It’s a simple mission to reduce pollution through simple actions in our everyday lives.

**A.3 Public Service Announcement** – The Village placed public service announcements in each newsletter and on its website. We received no phone calls related to announcements in the newsletter. However, the Village knows that the newsletter is effective, as it announced an electronics collection event exclusively through the newsletter. 85 people participated in the event, held at the Public Works Facility on April 23, 2010.

The website is visited, but the method of tracking visits is limited. The program only allows us to track the top 30 pages visited each month. The Stormwater page was not among the top 30 pages during the reporting period. The SMPP page, however, was garnering a total of 815 hits for five months within the reporting period in which this page was among the top 30 pages visited.

**A.4 Community Event** – The Public Works Department conducted an open house on Saturday, October 3, 2010. The event was attended by approximately 40 people. Staff presented information on all facets of public works, including storm water.

**A.5 Classroom Education Material** – The Village had no requests for classroom education material in 2010.

**A.6 Other Public Education** – The Village conducts quarterly environmental work days in watersheds throughout the Village to educate the public on the connection between the watershed and the surrounding environment. Participant numbers ranged from 4 to 12 at the events during the reporting period.

### 2. Public Participation/Involvement

*Measurable Goal(s): Implement, and track progress, of BMPs as described in the SMPP. Enhance SMPP, based on recommendations from the QLP if any, for compliance with the 2009 ILR40 permit conditions.*

The Village Board adopted the Enhanced SMPP on February 22, 2010. The elements of the Enhanced SMPP were implemented during the reporting period.

**B.1 Public Panel – Village Staff receive agenda and minutes of the Lake County Stormwater Management Commission’s Technical Advisory Committee. This body holds public meetings to discuss potential changes to the countywide Watershed Development Ordinance.**

**B.2 Educational Volunteer – The Village conducts quarterly environmental work days in watersheds throughout the Village to educate the public on the connection between the watershed and the surrounding environment. Participant numbers ranged from 4 to 12 at the events during the reporting period.**

**B.3 Stakeholder Meeting – Village Staff attended regular meetings of the Upper Des Plaines River Ecosystem Partnership, the North Branch Watershed Plan Committee (Chicago River), and the Indian Creek Watershed. Attendance and activities are documented on monthly reports to the Mayor and Board of Trustees.**

**B.4 Public Hearing - Staff presented a summary of ongoing program implementation (annual report) at the February 8, 2010 Committee of the Whole, a public meeting of the corporate authorities of the Village of Lincolnshire. The draft report was posted on the Village’s website for review and comment by the general public two weeks prior to the Committee of the Whole Meeting. The Village did not receive any written or verbal comments on the plan.**

**B.5 Volunteer Monitoring – Volunteers have monitored the bird population at Rivershire Park and Florsheim Park in the past. However, no inventories were conducted during the monitoring period.**

Volunteers monitor Plants of Concern at North Park, Florsheim Park and Old Mill Preserves. Chicago Botanic Garden personnel collect this information and provide it to the Village.

Volunteers also monitor butterflies at Rivershire Park and Florsheim Park.

The results of these studies are on file at the Village Hall.

**B.6 Program Coordination – The Village continues to coordinate its program with the QLP (Lake County Stormwater Management Commission) and the Solid Waste Agency of Lake County (SWALCO).**

**B.7 Other Public Involvement – Village Staff participated in all public meetings of the Municipal Advisory Committee. The MAC coordinates work of the QLP and Lake County communities with respect to the NPDES program.**

### **3. Illicit Discharge Detection and Elimination**

*Measurable Goal(s): Implement, and track progress, of BMPs as described in the SMPP. Enhance SMPP, based on recommendations from the QLP if any, for compliance with the 2009 ILR40 permit conditions.*

The Village Board adopted the Enhanced SMPP on February 22, 2010. The elements of the Enhanced SMPP were implemented during the reporting period.

**C.1 Storm Sewer Map Preparation – The Village continues to update its storm sewer map as it discovers previously unmapped lines.**

**C.2 Regulatory Control Program** – The Village has adopted the countywide WDO. Title 8-7 of the Village Code governs discharges into the storm water system.

**C.3 Detection/Elimination Prioritization Plan** – The Village’s prioritization plan is identified in the SMPP. It was reviewed during the adoption of the Enhanced SMPP.

**C.4 Illicit Discharge Tracing Procedures** – The tracking procedures are identified in the SMPP. They were reviewed during the adoption of the Enhanced SMPP.

**C.5 Illicit Source Removal Procedures** - The tracking procedures are identified in the SMPP. They were reviewed during the adoption of the Enhanced SMPP.

**C.6 Program Evaluation and Assessment** – No illicit discharges were discovered during the tracking period. There have been two illicit discharges discovered since the completion of the reporting period. In addition, IEPA conducted an audit of the Village’s program on April 28 and 29, 2010. Based upon the discussions during the audit, the Village has revised the annual report to include more information on specific measurable goals, such as the reduction in salt usage to fight snow. In addition, a pre-audit review of our program discovered that records were being kept in various locations. These records have now been consolidated.

**C.7 Visual Dry Weather Screening** – The Village conducted its annual IDDE inspections from July 15, 2010 to July 17, 2010. A total of 58 sites were inspected. No illicit discharges were observed.

**C.8 Pollutant Field Testing** – Since no dry weather was observed during the IDDE inspections, no pollutant field testing was required.

**C.9 Public Notification** – The Village notified residents of the IDDE inspection program via its newsletter in the August 2009 edition. The Village also placed a notification of the program on its website at [http://village.lincolnshire.il.us/services/pw/news\\_ides.php](http://village.lincolnshire.il.us/services/pw/news_ides.php). This page was not among the top 30 pages visited on the Village’s website during the reporting period.

**C.10 Other Illicit Discharge Controls** – To the best of the Village’s knowledge, the following facilities located within the Village have NPDES permits:

Nichols Aluminum  
200 Schelter Road  
Lincolnshire, IL 60069  
SIC 3353

The Village is not aware of any open violations at those sites.

#### **4. Construction Site Runoff Control**

*Measurable Goal(s): Implement, and track progress, of BMPs as described in the SMPP. Assist SMC in ensuring that all applicable developments are in compliance with the WDO. Enhance SMPP, based on recommendations from the QLP if any, for compliance with the 2009 ILR40 permit conditions.*

The Village Board adopted the Enhanced SMPP on February 22, 2010. The elements of the Enhanced SMPP were implemented during the reporting period.

**D.1 Regulatory Control Program** – The Village continues to assist the SMC with enforcement of the countywide WDO. The Village employs one Professional Engineer and one Designated Erosion Control Inspector.

**D.2 Erosion and Sediment Control BMPs** - The Village continues to assist the SMC with enforcement of the countywide WDO. The Village conducted 149 site inspections during the reporting period. No violations were found.

**D.3 Other Waste Control Program** – The Village continues to implement construction site regulations. Inspections are conducted at a pre-construction meeting and throughout the construction process. The Village conducted 65 pre- and post-construction site inspections during the reporting period. No violations were observed.

**D.4 Site Plan Review Procedures** During the reporting period, the Village issued 77 Site Work Permits.

**D.5 Public Information Handling Procedures** – The Village did not receive any complaints about construction activities related to storm water during the reporting period.

**D.6 Site Inspection/Enforcement Procedures** - The Village continues to assist the SMC with enforcement of the countywide WDO.

**D.7 Other Construction Site Runoff Controls** – The Village maintains performance guarantees to ensure that work is completed according to plan. During the reporting period, the Village declared two developments in default and drew upon the performance guarantee in order to complete the work. Work on these two projects is scheduled to be completed in 2010.

## **5. Post-Construction Runoff Control**

*Measurable Goal(s): Implement, and track progress, of BMPs as described in the SMPP. Assist SMC in ensuring that all applicable developments are in compliance with the WDO. Enhance SMPP, based on recommendations from the QLP if any, for compliance with the 2009 ILR40 permit conditions.*

The Village Board adopted the Enhanced SMPP on February 22, 2010. The elements of the Enhanced SMPP were implemented during the reporting period.

**E.2 Regulatory Control Program** - The Village continues to assist the SCM with enforcement of the countywide WDO.

**E.3 Long Term O&M Procedures** - The Village requires long term operation and maintenance plans to be incorporated into the approval process for developments. However, no developments were approved during the reporting period that would have required these plans to be developed.

**E.4 Pre-Const Review of BMP Designs** -The Village continues to require that BMP's be incorporated into developments in accordance with the countywide WDO. However, no developments were approved during the reporting period that would have required these plans to be developed.

**E.5 Site Inspections During Construction** – The Village conducted 151 site inspections during the

reporting period.

**E.6 Post-Construction Inspections** – The Village conducted 63 post-construction inspections during the reporting period. Deficiencies were found on two sites. One site required addition seed to be installed. This site was completed. The other site requires grading of a stockpile. The Village is working with the SMC to resolve this issue in 2010.

**E.7 Other Post-Const Runoff Controls** – The Village planted 117 trees during the reporting period.

## **6. Pollution Prevention/Good Housekeeping**

*Measurable Goal(s): Implement, and track progress, of BMPs as described in the SMPP. Enhance SMPP, based on recommendations from the QLP if any, for compliance with the 2009 ILR40 permit conditions.*

The Village Board adopted the Enhanced SMPP on February 22, 2010. The elements of the Enhanced SMPP were implemented during the reporting period.

**F.1 Employee Training Program** – Village staff attended training on “NPDES II: ILR-10 – Construction Site Activities Permit”. The program was presented by the SMC and Lake County Soil and Water Conservation District on June 2, 2009. Village Staff also attended training on “The Six Minimum Requirements for Storm Water Management” hosted by the Barrington Area Conservation Trust on October 8, 2009.

**F.2 Inspection and Maintenance Program** – The Village conducted contractual street sweeping per the SMPP. The Village conducted a minimum of one inspection for each of the 55 detention basins for a total of 55 inspections during the reporting period. Critical storm facilities were inspected 23 times.

**F.3 Municipal Operations Storm Water Control** – The Village cleaned 107 catch basins and repaired 58 structures during the reporting period.

**F.4 Municipal Operations Waste Disposal** – The Village disposed to waste from the Public Works Facility twice during the reporting period.

**F.5 Flood Management/Assess Guidelines** – The Village has maintained its Class 5 Rating in FEMA’s Community Rating System.

### **F.6 Other Municipal Operations Controls**

The Village continues to improve its snow and ice control program to reduce the amount of chlorides introduced into the environment while maintaining safe roadway conditions. From 2004-2008, the Village averaged 21.95 tons of rock salt/inch of snowfall. Once the Village began its program of utilizing liquids in 2008-2009, we averaged 16.4 tons per inch, and in 2009-2010, the average application rate for rock salt dropped to 15.4 tons per inch. In addition, the labor required to clear all Village streets has declined from 43 hours of labor/inch of snowfall to 40 hours of labor/inch of snowfall.

## **Part C. Information and Data Collection Results**

**Year 7 activities related to illicit discharge detection and elimination consisted of inspections of all outfall pipes, and implementation of inspection forms. No illicit discharges were observed.**

**The Village conducted water quality and soil monitoring at North Park. The results are on file at the Village Hall. The data is used to establish application rates for fertilizers at North Park.**

## Part D. Summary of Year 8 Stormwater Activities

The following table summarizes the BMPs committed to for March 2010 through February 2011. Specific BMPs and measurable goals for Year 8 Stormwater Management Program development activities are presented in the sections following the table.

**Note:** X indicates BMPs committed to for Year 8.

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

Year 8	
MS4	
<b>D. Construction Site Runoff Control</b>	
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
<b>E. Post-Construction Runoff Control</b>	
	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
<b>F. Pollution Prevention/Good Housekeeping</b>	
X	F.1 Employee Training Program
X	F.2 Inspection and Maintenance Program
X	F.3 Municipal Operations Storm Water Control
X	F.4 Municipal Operations Waste Disposal
X	F.5 Flood Management/Assess Guidelines
X	F.6 Other Municipal Operations Controls

The SMPP can be viewed at [http://www.village.lincolnshire.il.us/pdf/departments/pw\\_smpp.pdf](http://www.village.lincolnshire.il.us/pdf/departments/pw_smpp.pdf).

The QLP provided a stormwater Management Program Plan (SMPP) template in December 2008, and an enhanced SMPP in August 2009. The QLP created 3 tracking forms describing the commitments in the revised SMPP template (annual, as needed, and on going). Use of the tracking forms demonstrate that the measurable goals in the SMPP are implemented.

### **1. Public Education and Outreach**

The MS4 is committing to implementing the Public Education and Outreach component of its Stormwater Management Program Plan. The Public Education and Outreach program includes the distribution of educational material to the community or conducting 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, supporting classroom education, supporting storm drain stenciling efforts and, supporting SWALCO events.

*Measurable Goal(s):*

*Implement, and track progress, of BMPs as described in the SMPP.*

*Enhance SMPP, based on recommendations, if any, from the QLP. Enhance SMPP based upon comments made by IEPA in relation to an audit it conducted on April 28 and 29, 2010.*

### **2. Public Participation/Involvement**

The MS4 is committing to implementing the Public Participation/Involvement component of its Stormwater Management Program Plan. The Public Participation/Involvement program includes the process for receiving citizen input, attending and publicizing stakeholder meetings, presenting program information at a public meeting at least annually and publicizing IDDE reporting contact numbers.

*Measurable Goal(s):*

*Implement, and track progress, of BMPs as described in the SMPP.*

*Enhance SMPP, based on recommendations, if any, from the QLP. Enhance SMPP based upon comments made by IEPA in relation to an audit it conducted on April 28 and 29, 2010.*

### **3. Illicit Discharge Detection and Elimination**

The MS4 will implement program activities related to the Illicit Discharge Detection and Elimination (IDDE) minimum control. The requirements of an IDDE program include the following:

- Maintain a storm sewer system map that shows the locations of all outfalls and the names and locations of all water of the US that receive discharges from those outfalls.
- Prohibit non-storm water discharges into the storm sewer system and implement appropriate enforcement procedures and actions.

- Implement the illicit discharge detection and elimination portions of the SMPP.
- Educate public employees, businesses and general public of hazards associated with illegal discharges and improper disposal of waste.

*Measurable Goal(s):*

*Implement, and track progress, of BMPs as described in the SMPP.*

*Enhance SMPP, based on recommendations, if any, from the QLP. Enhance SMPP based upon comments made by IEPA in relation to an audit it conducted on April 28 and 29, 2010.*

#### **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 the MS4, establishes standards for construction site runoff control.

*Measurable Goal(s):*

*Implement, and track progress, of BMPs as described in the SMPP.*

*Assist SMC in ensuring that all applicable developments are in compliance with the WDO.*

*Enhance SMPP, based on recommendations, if any, from the QLP. Enhance SMPP based upon comments made by IEPA in relation to an audit it conducted on April 28 and 29, 2010.*

#### **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 Stormwater Management Program Plan also includes inspection procedures for pre-WDO developments, streambanks/shorelines, streambeds, and detention/retention ponds.

*Measurable Goal(s):*

*Implement, and track progress, of BMPs as described in the SMPP.*

*Assist SMC in ensuring that all applicable developments are in compliance with the WDO.*

*Enhance SMPP, based on recommendations, if any, from the QLP. Enhance SMPP based upon comments made by IEPA in relation to an audit it conducted on April 28 and 29, 2010.*

## **6. Pollution Prevention/Good Housekeeping**

This portion of the program involves the implementation of the operation and maintenance program to reduce the discharge of pollutants from municipal operations and a training program for municipal employees.

*Measurable Goal(s):*

*Implement, and track progress, of BMPs as described in the SMPP.*

*Enhance SMPP, based on recommendations, if any, from the QLP. Enhance SMPP based upon comments made by IEPA in relation to an audit it conducted on April 28 and 29, 2010.*

## **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. **As part of the second NOI, SMC created a SMPP template that can be reviewed and revised by each MS4, to enhance their existing program.** 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 7 from the Year 6 Annual Report.
- **Part E2** describes the status of BMPs and measurable goals performed in Year 7.
- **Part E3** provides the results of information or data collected during Year 7.
- **Part E4** describes BMPs and measurable goals for the program for Year 8.
- **Part E5** lists the construction projects funded by the QLP during Year 7 of the permit.

## Part E1. Changes to Best Management Practices

**Note:** X indicates BMPs performed that were proposed in your NPDES permit  
 ✓ indicates changes to BMPs proposed in your NPDES permit

Year 7	
QLP	
<b>A. Public Education and Outreach</b>	
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>B. Public Participation/Involvement</b>	
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
X	B.7 Other Public Involvement
<b>C. Illicit Discharge Detection and Elimination</b>	
X	C.1 Storm Sewer Map Preparation
X	C.2 Regulatory Control Program
X	C.3 Detection/Elimination Prioritization Plan
X	C.4 Illicit Discharge Tracing Procedures
X	C.5 Illicit Source Removal Procedures
X	C.6 Program Evaluation and Assessment
X	C.7 Visual Dry Weather Screening
	C.8 Pollutant Field Testing
X	C.9 Public Notification
X	C.10 Other Illicit Discharge Controls

Year 7	
QLP	
<b>D. Construction Site Runoff Control</b>	
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
<b>E. Post-Construction Runoff Control</b>	
	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
<b>F. Pollution Prevention/Good Housekeeping</b>	
X	F.1 Employee Training Program
X	F.2 Inspection and Maintenance Program
X	F.3 Municipal Operations Storm Water Control
X	F.4 Municipal Operations Waste Disposal
X	F.5 Flood Management/Assess Guidelines
X	F.6 Other Municipal Operations Controls

## **Part E2. Status of Compliance with Permit Conditions**

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 7 are described below.

**SMC revised the Stormwater Management Program Plan (SMPP) template, previously completed in Year 6, to address new requirements in the ILR40 General Permit effective April 1, 2009. SMC created 3 tracking forms describing the commitments in the SMPP (annual, as needed, and on going) for the use of the MS4s.**

### **1. Public Education and Outreach**

#### **A.1 Distributed Paper Material**

*Measurable Goals: Distribute informational materials from “take away” rack at SMC. Upon request, distribute materials directly to municipalities for local distribution.*

**Various NPDES II related information is available on SMC’s “take away” rack and on its website. Information is distributed to MS4s through mail-outs and in PDF format for use on MS4 websites.**

**Enhanced SMPP template completed and distributed**

#### **A.3 Public Service Announcement**

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

**The SMC coordinated with Municipal Advisory Committee members on the development of (3) video Public Service Announcements (PSAs) focusing on nonpoint source pollution BMPs for homeowners. The videos were sent to MS4s for use on websites and public cable access channels. One article was featured in “Mainstream” on local MS4 activities. Watershed planning signs are located throughout the county.**

#### **A.4 Community Event**

*Measurable Goals: Conduct or Co-sponsor workshop on NPDES related topic.*

**A Workshop for Homeowners Associations on Maintenance Techniques or Practices for Subdivision Drainage Systems was held.**

**A EPA Clean Water Act Webcast was held on July 1, 2009.**

**Two watershed tours were held; Dead and Kellogg Creek Watershed Tour (Aug. 8, 2009) and North Branch of the Chicago River Watershed Tour (Oct. 16, 2009).**

**Two de-icing BMP workshops were held on Sept. 29 & 30, 2009 for municipal public works operations and private snow removal firms.**

*Enhanced SMPP template completed and distributed.*

**BMP No. A.5: Classroom Education**

*Measurable Goals: Develop and compile information for stormwater educational kit for distribution upon request.*

*Provide materials and training on storm sewer inlet stenciling kits to teachers upon request.*

**No educational materials were requested.**

**A.6 Other Public Education**

*Measurable Goals: Maintain and update the NPDES Phase II portion of the SMC website with resource materials such as model ordinances, case studies, brochures and web links.*

**As information becomes available, it is posted and/or distributed to MS4s.  
Enhanced SMPP template completed and distributed.**

**2. Public Participation/Involvement**

**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 the SMC on its website. The SMC tracked the number of Stormwater Management Committee Board (SMC) meetings, Technical Advisory Committee (TAC) meetings, and Watershed Management Board (WMB) meetings held during the 2009 fiscal year. According to records, there were 11 SMC meetings, 12 TAC meetings, 4 MAC 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 2009 fiscal year. The list below provides the stakeholder meeting and number of occurrences during the 2009 fiscal year:**

**North Branch Planning Committee – 4  
Bull's Brook/Bull Creek – 5  
North Mill Creek- 1**

## **B.6 Program Coordination**

*Measurable Goals: Track number of MAC meetings conducted during Year 7.  
Prepare draft report on Qualifying Local Program activities at end of Year 7.*

**Four Municipal Advisory Committee (MAC) meetings were held during Year 7 of the permit. The status of QLP activities at the end of Year 7 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 8 are in Part E4 of the Annual Report.**

### **3. Illicit Discharge Detection and Elimination**

#### **BMP No. C.1: Storm Sewer Map Preparation**

*Measurable Goal: Recommend measures to address this BMP in SMPP template.*

**Enhanced SMPP template completed and distributed.**

#### **BMP No. C.2: Regulatory Control Program**

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

**SMC continues to enforce the countywide WDO.**

#### **BMP No. C.3: Detection/Elimination Prioritization Plan**

*Measurable Goal: Recommend measures to address this BMP in SMPP template*

**Enhanced SMPP template completed and distributed.**

#### **BMP No. C.4: Illicit Discharge Tracing Procedures**

*Measurable Goals: Recommend measures to address this BMP in SMPP template.*

**Enhanced SMPP template completed and distributed.**

#### **BMP No. C.5: Illicit Source Removal Procedures**

*Measurable Goals: Recommend measures to address this BMP in SMPP template.*

**Enhanced SMPP template completed and distributed.**

#### **BMP No. C.6: Program Evaluation and Assessment**

*Measurable Goals: Recommend measures to address this BMP in SMPP template.*

**Enhanced SMPP template completed and distributed.**

#### **BMP No. C.7: Visual Dry Weather Screening**

*Measurable Goals: Recommend measures to address this BMP in SMPP template.*

**Enhanced SMPP template completed and distributed.**

**BMP No. C.9: Public Notification**

*Measurable Goals: Recommended measures to address this BMP may be included in the SMPP template.*

**Enhanced SMPP template completed and distributed.**

**4. Construction Site Runoff Control**

**D.1 Regulatory Control Program**

*Measurable Goals: Continue to enforce the countywide WDO.  
Complete TRM updates, approve and publicize final TRM.  
Revise WDO to be consistent with new ILR10 permit conditions.*

**SMC continues to enforce the countywide WDO, TRM revision process on-going.  
DECI program implemented and administered.  
Enhanced SMPP template completed and distributed.**

**D.2 Erosion and Sediment Control BMPs**

*Measurable Goal: Continue to enforce the countywide WDO.  
Complete TRM updates, approve and publicize final TRM.  
Recommend measures to address this BMP in SMPP template.*

**SMC continues to enforce the countywide WDO.  
TRM update process is still ongoing. Sections 1, 2, 5 and 7 have been approved and  
are available for download off the SMC website.**

**D.3 Other Waste Control Program**

*Measurable Goal: Enforce WDO provisions regarding the control of waste and debris at  
construction sites.*

**SMC continues to enforce the countywide WDO.  
Enhanced SMPP template completed and distributed.**

**BMP No. D.4: Site Plan Review Procedures**

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

**There are currently 93 Enforcement Officers who have passed the EO exam.  
No communities underwent a performance review during the 2009 fiscal year.  
Chapter 7 of the TRM, Ordinance Administration, was completed and approved.**

**BMP No. D.5: Public Information Handling Procedures**

*Measurable Goal: Track number of complaints received and processed related to soil erosion and sediment control.  
Recommend measures to address this BMP in SMPP template.*

**8 SE/SC complaints were received and processed.  
Enhanced SMPP template completed and distributed.**

**BMP No. D.6: Site Inspection/Enforcement Procedures**

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

**Between March 2009 and March 2010, approximately 688 site inspections were conducted.**

**5. Post-Construction Runoff Control**

**BMP No. E.2: Regulatory Control Program**

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

**SMC continues to enforce the countywide WDO.  
Approximately 179 violation notifications were resolved successfully between March 2009 and March 2010.**

**BMP No. E.3: Long Term O&M Procedures**

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

**SMC continues to enforce the countywide WDO.**

**BMP No. E.4: Pre-Construction Review of BMP Designs**

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

**SMC continues to enforce the countywide WDO.**

**BMP No. E.5: Site Inspections During Construction**

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

**SMC continues to enforce the countywide WDO.**

**BMP No. E.6: Post-Construction Inspections**

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

**SMC continues to enforce the countywide WDO.**

**BMP No. E.7: Other Post-Construction Runoff Controls**

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

The annual WMB meeting was held on December 10, 2009. There were 13 BMP construction projects approved for WMB funding.

## 6. Pollution Prevention/Good Housekeeping

### **BMP No. F.1: Employee Training Program**

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

*Provide ILR-10 and ILR-40 Training Workshop.*

*Purchase and make available the Excal Visual Municipal Storm Water Pollution Prevention Storm Watch Everyday Best Management Practices Software.*

**SMC continually passes along information on training opportunities and resources to MS4's.**

**8 entities borrowed the Excal Software.**

### **BMP No. F.2: Inspection and Maintenance Program**

*Measurable Goal: Recommend measures to address this BMP in SMPP template.*

**Enhanced SMPP template completed and distributed.**

### **BMP No. F.3: Municipal Operations Storm Water Control**

*Measurable Goal: Recommend measures to address this BMP in SMPP template.*

**Enhanced SMPP template completed and distributed.**

### **BMP No. F.4: Municipal Operations Waste Disposal**

*Measurable Goal: Recommend measures to address this BMP in SMPP template.*

**Enhanced SMPP template completed and distributed.**

### **BMP No. F.5: Flood Management/Assess Guidelines**

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

### **Part E3. Information and Data Collection Results**

Year 7 activities consisted primarily of permit program planning efforts. Therefore, no information or monitoring data was collected during this period.

## Part E4. Summary of Year 7 Stormwater Activities

The table shown below summarizes the BMPs committed to for Year 7. Specific BMPs and measurable goals for Year 7 program development activities are presented in the sections following the table.

**Note:** X indicates BMPs committed to for Year 7.

Year 7	
QLP	
<b>A. Public Education and Outreach</b>	
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>B. Public Participation/Involvement</b>	
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
<b>C. Illicit Discharge Detection and Elimination</b>	
	C.1 Storm Sewer Map Preparation
X	C.2 Regulatory Control Program
	C.3 Detection/Elimination Prioritization Plan
	C.4 Illicit Discharge Tracing Procedures
	C.5 Illicit Source Removal Procedures
	C.6 Program Evaluation and Assessment
	C.7 Visual Dry Weather Screening
	C.8 Pollutant Field Testing
	C.9 Public Notification
X	C.10 Other Illicit Discharge Controls

Year 7	
QLP	
<b>D. Construction Site Runoff Control</b>	
X	D.1 Regulatory Control Program
X	D.2 Erosion and Sediment Control BMPs
X	D.3 Other Waste Control Program
X	D.4 Site Plan Review Procedures
X	D.5 Public Information Handling Procedures
X	D.6 Site Inspection/Enforcement Procedures
X	D.7 Other Construction Site Runoff Controls
<b>E. Post-Construction Runoff Control</b>	
	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
<b>F. Pollution Prevention/Good Housekeeping</b>	
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**

### **A.1 Distributed Paper Material**

The SMC develops and distributes a variety of materials related to stormwater management in Lake County. 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. Upon request, distribute materials directly to municipalities for local distribution.*

**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.**

**See the SMPP for specific measurable goals for this BMP**

### **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 Goals: Include public service announcement highlighting community accomplishments related to the NPDES Phase II process in “Mainstream” once annually. Post watershed identification signage with LCDOT.*

**See the SMPP for specific measurable goals for this BMP**

### **A.4 Community Event**

The SMC sponsors technical training and public awareness workshops. SMC and the local APWA chapter will co-sponsor a workshop on best management practices to protect water quality.

*Measurable Goals: Conduct or Co-sponsor workshop on NPDES related topic.*

**See the SMPP for specific measurable goals for this BMP**

### **BMP No. A.5: Classroom Education**

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

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

**See the SMPP for specific measurable goals for this BMP**

### **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, ongoing projects, and publications with download of many SMC documents, and links to other NPDES II and BMP resources.

*Measurable Goals: Maintain and update the NPDES Phase II portion SMC website with resource materials such as model ordinances, case studies and brochures.*

**See the SMPP for specific measurable goals for this BMP**

## **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.

### **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.

### **3. Illicit Discharge Detection and Elimination**

MS4s are required to perform activities related to the Illicit Discharge Detection and Elimination (IDDE) minimum control.

#### **BMP No. C.2: Regulatory Control Program**

The SMC provided model ordinance examples for MS4s to consider at the local level. The model ordinance language will prohibit non-storm water discharges to the storm sewer or drainage system. Additionally, the WDO includes provisions, which prohibit illegal dumping to the storm sewer or drainage system.

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

**See the SMPP for specific measurable goals for this BMP**

#### **BMP No. C.10: Other Illicit Discharge Controls**

*Measurable Goal:* Host and track number of attendees at the Illicit Discharge Detection and Elimination Training Workshop

**See the SMPP for specific measurable goals for this BMP**

### **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, 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 initiated a Designated Erosion Control Inspector (DECI) Program, which originated out of an assessment of WDO implementation during the original NOI period. The purpose of the DECI program is to facilitate positive communication between the permit issuing agency or community and the permit holder by creating a single point of contact for soil erosion/sediment control issues with the idea that it is easier to prevent soil erosion and sediment control problems than it is to correct them after they have occurred. Further, the

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.*

**See the SMPP for specific measurable goals for this BMP**

### **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.*

**See the SMPP for specific measurable goals for this BMP**

### **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. The 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.

*Measurable Goals: Track number of MAC meetings conducted during Year 7.  
Prepare draft report on Qualifying Local Program activities at end of Year 7.*

**See the SMPP for specific measurable goals for this BMP**

program is intended to improve site conditions, minimize environmental impacts, and educate contractors/developers/inspectors about proper soil erosion/sediment control Best Management Practices. The DECI program was designed to closely mirror the inspection requirements of the IEPA NPDES Phase II permit (for individual construction sites).

*Measurable Goals: Continue to enforce the countywide WDO.  
Administer the Designated Inspector Program as outlined by the WDO.  
Revise WDO to be consistent with new ILR10 permit conditions.  
See the SMPP for specific measurable goals for this BMP*

## **D.2 Erosion and Sediment Control BMPs**

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

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

*Measurable Goal: Continue to enforce the countywide WDO.  
Complete TRM updates, approve and publicize final TRM.  
Revise WDO to be consistent with new ILR10 permit conditions.  
See the SMPP for specific measurable goals for this BMP*

## **D.3 Other Waste Control Program**

The WDO includes provisions regarding the control of waste and debris at construction sites.

*Measurable Goal: Enforce WDO provisions regarding the control of waste and debris at construction sites.  
See the SMPP for specific measurable goals for this BMP*

**BMP No. D.4: Site Plan Review Procedures**

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

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

**See the SMPP for specific measurable goals for this BMP**

**BMP No. 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.*

**See the SMPP for specific measurable goals for this BMP**

**BMP No. D.6: Site Inspection/Enforcement Procedures**

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

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

**See the SMPP for specific measurable goals for this BMP**

## **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 the BMPs, as described below.

### **BMP No. 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.*

**See the SMPP for specific measurable goals for this BMP**

### **BMP No. 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.*

**See the SMPP for specific measurable goals for this BMP**

**BMP No. 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.*

**See the SMPP for specific measurable goals for this BMP**

**BMP No. E.5: Site Inspections During Construction**

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: Continue to enforce the countywide WDO.*

**See the SMPP for specific measurable goals for this BMP**

**BMP No. E.6: Post-Construction Inspections**

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

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

**See the SMPP for specific measurable goals for this BMP**

**BMP No. E.7: Other Post-Construction Runoff Controls**

Through the Watershed Management Board (WMB), SMC reviews and partially funds projects related to drainage and water quality improvements. The WMB representing the Lake Michigan, North Branch of the Chicago River, Fox and Des Plaines watersheds – meets 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 WMB 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 WMB.*

**See the SMPP for specific measurable goals for this BMP**

## **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 and an associated training program.

### **BMP No. F.1: Employee Training Program**

The SMC will assist MS4s in developing programs for F.1 by incorporating recommended actions into the SMPP template. Additionally, SMC will serve as technical advisors and as a clearinghouse of information related to employee training BMPs and periodically offer training programs.

*Measurable Goal: Provide list of available resources to MS4s.  
Make available the Excal Visual Municipal Storm Water  
Pollution Prevention Storm Watch Everyday Best Management Practices  
Software.*

**See the SMPP for specific measurable goals for this BMP**

### **BMP No. 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.*

**See the SMPP for specific measurable goals for this BMP**

## Part E5. QLP Construction Projects Conducted During Year 7

Project Name	Project Size (acres)	Construction Start Date	Construction End Date
Bull Creek Debris Jam Removal	*	*	*
Sanctuary of Lake Bluff Homeowner's Association's Detention Pond Retrofitting Project	*	*	*
Village of Green Oak's Middlefork Tributary Channel Restoration Project	*	*	*
Village of Buffalo Grove's Buffalo Creek Stream Stabilization Phase 3 Project	*	*	*
Village of Buffalo Grove's Aptakisic Creek Streambank Stabilization Project at Thompson Boulevard and Weiland Road	*	*	*
Village of Riverwoods' Rain Garden Program	*	*	*
Lakeridge Restoration Association's (Long Grove) Wetland Improvement Project	*	*	*
Fremont Township's Countryside Oaks Drainage Swale Stabilization Project	*	*	*
Carillon North Homeowner's Association's (Grayslake) Detention Pond Erosion Control Project	*	*	*
Valley Lakes Community Association's Wetland Restoration Project	*	*	*
Slocum Lake Drainage District's Fiddle Creek Flow Capacity Restoration	*	*	*
Village of Wauconda's Circle Channel Spillway Restoration	*	*	*
City of Highland Park's City Hall Rain Garden	*	*	*

