



Illinois Environmental Protection Agency

Bureau of Water • 1021 N. Grand Avenue E. • P.O. Box 19276 • Springfield • Illinois • 62794-9276

Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Compliance Assurance Section at the above address. Complete each section of this report.

Report Period: From March, 2012 To March, 2013

Permit No. ILR40 0343

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

Name: Village of Glenview Mailing Address 1: 1225 Waukegan Road
Mailing Address 2: _____ County: Cook
City: Glenview State: IL Zip: 60025 Telephone: 847-904-4333
Contact Person: Russell Jensen, P.E. Email Address: rjensen@glenview.il.us
(Person responsible for Annual Report)

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

Cook County New Trier Township Wheeling Township
Maine Township Northfield Township Niles Township

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 type="checkbox"/> | 4. Construction Site Runoff Control | <input type="checkbox"/> |
| 2. Public Participation/Involvement | <input 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.

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))



Owner Signature:
Russell Jensen, P.E.
Printed Name:

5/28/13

Date:
Village Engineer
Title:

EMAIL COMPLETED FORM TO: epa.ms4annualinsp@illinois.gov

or Mail to: ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
WATER POLLUTION CONTROL
COMPLIANCE ASSURANCE SECTION #19
1021 NORTH GRAND AVENUE EAST
POST OFFICE BOX 19276
SPRINGFIELD, ILLINOIS 62794-9276

IL 532 2585

WPC 691 Rev 8/10

This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 5/4, 5/39). Failure to disclose this information may result in: a civil penalty of not to exceed \$50,000 for the violation and an additional civil penalty of not to exceed \$10,000 for each day during which the violation continues (415 ILCS 5/42) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

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

YEAR 10 - MARCH 2012 TO FEBRUARY 2013 REPORTING PERIOD

VILLAGE OF GLENVIEW, ILLINOIS

A. CHANGES TO BEST MANAGEMENT PRACTICES

There have been no changes to the Best Management Practices (BMPs) from the Village's Notice of Intent (NOI) for the reporting period from March 2012 to February 2013.

B. STATUS OF COMPLIANCE WITH PERMIT CONDITIONS

The Best Management Practices (BMPs), along with Measurable Goals and Milestones for the March 2012 – February 2013 year (Year 10) are listed below:

BMP No. A1 Distributed Paper Material

The Village publishes a monthly newsletter which is mailed to all residents. Copies of the newsletters are also available on the Village web site. Each year, the newsletter will include at least two articles on topics such as: the impacts of stormwater discharges on water bodies; the steps that the public can take to reduce pollutants in stormwater runoff; the hazards associated with illegal discharges and improper disposal of waste; and green infrastructure.

Measurable Goal(s): Distribute NPDES related newsletter articles at least twice per year.

Milestones, Year 10: **Distribute two newsletter articles to all Village residents.**

BMP Status: In Year 10, the Village newsletter included articles titled: “*It Takes a Neighborhood to Make a Village*” (May 2012), and “*Flood Reduction Efforts Progressing*” (June 2012). The newsletters also included a chart showing what materials can be recycled (July/August 2012) and a list of recycling services offered at Village Hall (September 2012).

For residents that sign up, the Village also sends a weekly e-newsletter. The e-newsletter occasionally includes articles on stormwater management and the subscription list is just over 3,000.

BMP No. A3 Public Service Announcement

The Village publishes a monthly newsletter which is mailed to all residents. Copies of the newsletters are also available on the Village web site. Each year, the newsletter will announce opportunities for residents to properly dispose of waste.

Measurable Goal(s): Annually announce opportunities for residents to reduce chemical pollution in natural resources.

Milestones, Year 10: **Announce at least one waste collection event to all Village residents.**

BMP Status: In Year 10, the Village newsletter included information about: disposal of prescription drugs (April 2012), electronics recycling (June 2012, July/August 2012), and household chemical waste collection (July/August 2012). These events collected 622 pounds of prescription drugs, 574 pounds of other medical waste, and approximately 8,000 pounds of electronic waste.

BMP No. A6 Other Public Education

The Village maintains a web site with information about the Village government, information about Village services and upcoming events. This web site also includes educational information for the public regarding stormwater pollution prevention, which will be updated each year.

Measurable Goal(s): Update the Village web site with educational materials annually.

Milestones, Year 10: **Update the Village web site.**

BMP Status: The Village web site includes a page titled “Stormwater Pollution Prevention”. This page describes the Village’s NPDES Phase II program and includes links to program events, program documents, and educational articles.

In the fall of 2012, the Village produced three “Ask the Village” videos that answered the following questions: “How can I help prevent street flooding?”, “What’s the best way to dispose of pet waste?”, and “Why can’t I pour unwanted liquids into the street?” “Ask the Village” videos are featured in weekly e-newsletters and on the Village website on a rotating basis.

BMP No. B2 Educational Volunteer

Each year, the Village Natural Resources Commission organizes work days for public volunteers to collect trash, clear brush, remove invasive plant species, and plant native plant species.

Measurable Goal(s): Organize and publicize annual volunteer work days to involve the public in the stormwater management program.

Milestones, Year 10: **Organize and publicize at least one volunteer work day.**

BMP Status: The Village held a work day on May 12, 2012 to help beautify the West Fork of the North Branch of the Chicago River. Approximately 60 volunteers picked up litter, pulled up garlic mustard, and participated in wetland planting. The Village also held its annual Fall River Clean-up Event, which occurred on September 23, 2012 and attracted approximately 30 volunteers.

Other educational volunteer events were held in Year 10, including:

- Green Infrastructure Bike Tour (August 18, 2012) – 8 Participants
- Farmer’s Market Green Table (September 29, 2012)
- Pfungsten Rd. Detention Basin Clean-up (September 2012) – Approximately 15 Participants

- Downtown Riverbank Clean-up (October 20, 2012)
– Approximately 20 Participants

BMP No. B7 Other Public Involvement

The Village offers residents a rain garden cost share program. The program provides a 50% cost-share of projects costs up to \$1,000 for any rain garden that provides a drainage benefit and utilizes native plants. The Village offers a rain barrel program where residents can purchase a 55 –gallon capacity barrel provided by the Metropolitan Water Reclamation District of Greater Chicago (MWRD) directly from the Village at the same cost as you would pay MWRD. The rain barrels are available for pickup at Glenview’s Public Works Department.

Measurable Goal(s): Encourage residents to manage stormwater on their property by installing rain gardens and rain barrels.

Milestone, Year 10: **Continue the rain garden cost sharing program and rain barrel program.**

BMP Status: The Village publicized the rain garden program in the June 2012 newsletter. 3 rain garden applications were approved during the reporting period. In addition, the Village sold 50 rain barrels in 2012.

BMP No. C1 Storm Sewer Map Preparation

The Village has a GIS-based storm sewer map for the entire storm sewer system, including the location of all known outfalls. The map is updated continuously with Capital Improvement projects and storm sewer added with new development.

Measurable Goal(s): Update the Storm Sewer Map at least annually.

Milestone, Year 10: **Update the Storm Sewer Map.**

BMP Status: The storm sewer map is up-to-date.

BMP No. C2/C3/C4/C5/C7 Illicit Discharge Detection and Elimination

Section 38-281 of the Village Code effectively prohibits non-stormwater discharges into the storm sewer system. Section 1-16, and Sections 38-288 through 38-293 implement appropriate enforcement procedures and actions. The Village has developed and begun implementing a systematic plan to find and remove illegal discharges to the storm sewer system. River outfall inspections were commenced in 2012 and are planned on a five year rotating basis.

Measurable Goal(s): Enforce the Sewer Use Ordinance to regulate discharges to the storm sewer system.

Milestones, Year 10: **Monitor outfalls, respond to complaints, trace all suspicious discharges to the storm sewer system, and require removal of all illicit discharges.**

BMP Status: The Village inspected approximately 27 outfalls in Year 10. 13 were found to have a dry weather discharge, but are not suspected to be illicit discharges. An inspection report was completed to document each outfall inspection. Follow-up inspections will be performed on the outfalls with dry weather discharges.

The Fire Department responds to reports of flammable liquid spills. During the reporting period, the Fire Department responded to six incidents. Furthermore, the Village is in the process of updating its code with a Unified Development Code. The updated code will include a requirement for the prompt reporting to the Village of unpermitted discharges to the storm sewer system.

BMP No. C9 Public Notification

The Village publishes a monthly newsletter which is mailed to all residents and also maintains a web site that is increasingly visited by the public. Each year, the newsletter includes articles on stormwater pollution prevention topics, such as the hazards associated with illegal discharges and improper disposal of waste. The Village web site includes a page dedicated to educational information for the public regarding stormwater pollution prevention.

Measurable Goal(s): Annually notify the public regarding the consequences of illicit discharges to the storm sewer system.

Milestones, Year 10: **Publish articles in the newsletter and post articles on the web site regarding illicit discharges.**

BMP Status: In Year 10, the Village newsletter included an article titled: *Flood Reduction Efforts Progressing* (June 2012) that promoted Village cost-sharing programs such as the rain garden program. All Village newsletters are archived on the web site.

BMP No. D1/D2/D4/D6 Construction Site Runoff Control

The Village Code and the Engineering Standards Manual act together as the regulatory mechanism used to require erosion and sediment controls on construction sites. The Village Code includes sanctions to ensure compliance. The Village reviews proposed site plans prior to issuing permits for development. Ongoing projects are inspected

regularly by both the Development Department (private projects) and the Capital Projects Department (Village projects). Inspections are also performed in response to complaints received from the public. Insufficient erosion control measures are addressed promptly.

Measurable Goal(s): Enforce the Soil Erosion and Sediment Control Ordinance and the Engineering Standards Manual to prevent stormwater pollution resulting from construction site runoff.

Milestone, Year 10: **Review site plans for appropriate BMPs, inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.**

BMP Status: The Village continues to enforce the Soil Erosion and Sediment Control Ordinance and the Engineering Standards Manual for new development and redevelopment within the Village. During the reporting period, the Village consistently reviewed site plans for appropriate BMPs prior to issuing permits and then conducted on-site inspections for each permit, with the number of on-site inspections varying depending on the size and duration of the project. Even though the purpose of these inspections was not always for soil erosion and sediment control, the Village inspection staff has been trained to check runoff control measures in conjunction with other inspections.

BMP No. E2/E3/E4/E5/E6 Post-Construction Runoff Control

The Village Code and the Engineering Standards Manual act together as the regulatory mechanism used to address post-construction runoff from new development and redevelopment projects. The Village reviews proposed site plans prior to issuing permits for development. Ongoing projects are inspected regularly by the Development Department. Inspections are also performed in response to complaints received from the public. All stormwater storage facilities constructed as part of a private development remain under private ownership and are maintained by the owner.

Measurable Goal(s): Enforce the Site Plan Review Ordinance and the Engineering Standards Manual to prevent stormwater pollution resulting from post-construction runoff.

Milestone, Year 10: **Review site plans for appropriate BMPs, inspect construction sites for substantial conformance with the approved site plans, and ensure long-term maintenance of the BMPs.**

BMP Status: The Village continues to enforce the Site Plan Review Ordinance and the Engineering Standards Manual for new development and redevelopment within the Village.

BMP No. F1 Employee Training Program

Key staff involved in maintaining compliance with the requirements of the Village's General NPDES Permit No. ILR40 meet quarterly to discuss implementation of the Village's stormwater management program. Training for Village staff is incorporated into these quarterly coordination meetings. From time-to-time, select staff also receives training at seminars and workshops. Other training occurs less formally in an on-the-job fashion.

Measurable Goal(s): Annually provide Village employees with training on topics such as: stormwater pollution prevention for municipal operations, and illicit discharge detection and elimination.

Milestones, Year 10: **Incorporate stormwater pollution prevention training into regular Village staff coordination meetings.**

BMP Status: In Year 10, Village staff coordination meetings were held on April 17, 2012, August 7, 2012, and November 15, 2012. The staff regularly in attendance at these meetings includes:

- Russ Jensen - Capital Projects Department,
- Lynne Stiefel - Village Manager's Office,
- Andrew Mayes – Development Department, and
- Joe Rizzo – Public Works Department.

BMP No. F2/F3 Pollution Prevention/Good Housekeeping

The Village has many operational policies designed to prevent stormwater pollution associated with municipal operations. All fleet maintenance and washing is done in the Public Works garage. Floor drains are tributary to triple traps, which remove oil, grease and sediment prior to discharging to the sanitary sewer system. Road salt is stored in a covered shelter. Lubricant and oil spills resulting from equipment maintenance are cleaned up using oil absorbing compounds to the maximum extent possible. Storm sewers are jetted, debris is removed from catch basins, and streets are swept.

Measurable Goal(s): Implement good housekeeping practices at Village facilities. Inspect and maintain the stormwater management system to prevent stormwater pollution from municipal operations.

Milestones, Year 10: **Perform fleet maintenance indoors. Keep material storage piles covered. Clean up spills using absorbent materials. Clean storm sewer pipes, manholes, and catch basins. Sweep Village streets and parking lots.**

BMP Status: During the reporting year, the Village removed 36 cubic yards of debris while cleaning 13,428 feet of storm sewer, 856 inlets, and 73 manholes. The Village also swept approximately 2,100 curb-

line miles of streets. In total, the Village removed 113 tons of debris and 100 cubic yards of leaves.

C. INFORMATION AND DATA COLLECTION RESULTS

No information or monitoring data was collected during the March 2012 to February 2013 reporting period; however, the Village developed a Water Quality Monitoring Plan in Year 10 and will begin implementation of the Plan in Year 11. The Plan consists of collecting annual wet weather samples at six locations throughout the Village and testing the samples for parameters including: temperature, dissolved oxygen, pH, Total Dissolved Solids, Total Suspended Solids, Total Phosphorus, Nitrate-N, Nitrite-N, Ammonia-N, TKN, fecal coliform, and chloride.

D. SUMMARY OF NEXT REPORTING PERIOD STORMWATER ACTIVITIES

A summary of the stormwater activities that are planned to be undertaken during the next reporting cycle (March 2013 – February 2014) is shown below:

BMP No. A1 Distributed Paper Material

Measurable Goal(s): Distribute NPDES related newsletter articles at least twice per year.

Milestones, Year 11: **Distribute two newsletter articles to all Village residents.**

BMP No. A3 Public Service Announcement

Measurable Goal(s): Annually announce opportunities for residents to reduce chemical pollution in natural resources.

Milestones, Year 11: **Announce at least one waste collection event to all Village residents.**

BMP No. A6 Other Public Education

Measurable Goal(s): Update the Village web site with educational materials annually.

Milestones, Year 11: **Update the Village web site.**

BMP No. B2 Educational Volunteer

Measurable Goal(s): Organize and publicize annual volunteer work days to involve the public in the stormwater management program.

Milestones, Year 11: **Organize and publicize at least one volunteer work day.**

BMP No. B7 Other Public Involvement

Measurable Goal(s): Encourage residents to manage stormwater on their property by installing rain gardens and rain barrels.

Milestones, Year 11: **Continue the rain garden cost sharing program and rain barrel program.**

BMP No. C1 Storm Sewer Map Preparation

Measurable Goal(s): Update the Storm Sewer Map at least annually.

Milestones, Year 11: **Update the Storm Sewer Map.**

BMP No. C2/C3/C4/C5/C7 Illicit Discharge Detection and Elimination

Measurable Goal(s): Enforce the Sewer Use Ordinance to regulate discharges to the storm sewer system.

Milestones, Year 11: **Monitor outfalls, respond to complaints, trace all suspicious discharges to the storm sewer system, and require removal of all illicit discharges.**

BMP No. C9 Public Notification

Measurable Goal(s): Annually notify the public regarding the consequences of illicit discharges to the storm sewer system.

Milestones, Year 11: **Publish articles in the newsletter and post articles on the web site regarding illicit discharges.**

BMP No. D1/D2/D4/D6 Construction Site Runoff Control

Measurable Goal(s): Enforce the Soil Erosion and Sediment Control Ordinance and the Engineering Standards Manual to prevent stormwater pollution resulting from construction site runoff.

Milestones, Year 11: **Review site plans for appropriate BMPs, inspect construction sites for proper installation and maintenance of the BMPs, and respond to complaints.**

BMP No. E2/E3/E4/E5/E6 Post-Construction Runoff Control

Measurable Goal(s): Enforce the Site Plan Review Ordinance and the Engineering Standards Manual to prevent stormwater pollution resulting from post-construction runoff.

Milestones, Year 11: **Review site plans for appropriate BMPs, inspect construction sites for substantial conformance with the approved site plans, and ensure long-term maintenance of the BMPs.**

BMP No. F1 Employee Training Program

Measurable Goal(s): Annually provide Village employees with training on topics such as: stormwater pollution prevention for municipal operations, and illicit discharge detection and elimination.

Milestones, Year 11: **Incorporate stormwater pollution prevention training into regular Village staff coordination meetings.**

BMP No. F2/F3 Pollution Prevention/Good Housekeeping

Measurable Goal(s): Implement good housekeeping practices at Village facilities. Inspect and maintain the stormwater management system to prevent stormwater pollution from municipal operations.

Milestones, Year 11: **Perform fleet maintenance indoors. Keep material storage piles covered. Clean up spills using absorbent materials. Clean storm sewer pipes, manholes, and catch basins. Sweep Village streets and parking lots.**

E. NOTICE OF QUALIFYING LOCAL PROGRAM

The Village is not relying on any other government entity to satisfy permit obligations.

F. CONSTRUCTION PROJECTS CONDUCTED DURING REPORTING PERIOD

For the period from March 2012 to February 2013, the Village initiated and/or completed the following construction projects:

- Willow Road Sidewalk
- Burr Oak/Mickey Water Main Replacement
- Joanne Water Main Replacement
- 2012 Street Resurfacing Program
- Bel Air Drive Reconstruction
- 2012 Sewer Lining Program
- Forest Reconstruction
- Patriot/Old Willow Intersection