



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, 2013 To March, 2014

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.

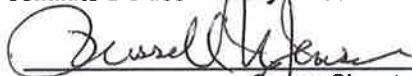
C. Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.

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:

5/28/14
Date:

Project Manager/CIP Coordinator

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

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 11 - MARCH 2013 TO FEBRUARY 2014 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 2013 to February 2014.

B. STATUS OF COMPLIANCE WITH PERMIT CONDITIONS

The Best Management Practices (BMPs), along with Measurable Goals and Milestones for the March 2013 – February 2014 year (Year 11) 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 11: **Distribute two newsletter articles to all Village residents.**

BMP Status: In Year 11, each Village newsletter included a Go Green Glenview column featuring information on recycling, rain barrels, and lawn management. In addition, there were feature articles on rain gardens, flood control, water quality, river restoration, tree care, and safe pharmaceutical drug disposal. Each newsletter included announcements on local recycling activities or stormwater management presentations. All Village newsletters are archived on the web site.

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 3,600.

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

BMP Status: In Year 11, the Village newsletter included information about disposal of prescription drugs, electronics recycling, household chemical waste collection, and holiday string lights collection. These events are well-attended. Over 900 pounds of

pharmaceutical drugs, 784 pounds of sharps, 680 pounds of CFL bulbs, 2,000 pounds of batteries, 17,534 pounds of electronics, 18,000 pounds of documents for shredding, and 2,616 pounds of holiday lights were collected.

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 11: **Update the Village web site.**

BMP Status: The Village updated its web site. It 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 Year 11, the Village aired three Village-produced videos. These “Ask the Village” videos 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 11: **Organize and publicize at least one volunteer work day.**

BMP Status: The Village held a work day on May 11, 2013 to help beautify the West Fork of the North Branch of the Chicago River. Approximately 50 volunteers picked up litter and pulled up garlic mustard.

Other educational volunteer events were held in Year 11, including:

- Eagle Scout tree tagging (Spring 2013) – Approximately 30 participants.

- Controlled landscape burns (April 2013) – Approximately 5 volunteers in addition to trained staff.
- Waukegan Road Rain Garden planting event (May 25-26, 2013) – Approximately 35 participants
- Green Infrastructure Bike Tour (September 8, 2013) – Approximately 15 participants.
- Farmer’s Market Green Table (September 2013)
- Techny Basin Clean-up (October 20, 2013) – Approximately 25 participants
- Eagle Scout community tree planting project (October-November 2013) – Approximately 60 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 11: **Continue the rain garden cost sharing program and rain barrel program.**

BMP Status: The Village publicized the rain garden program in several newsletters. 4 rain garden applications were approved during the reporting period. In addition, the Village sold 30 rain barrels in 2013.

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 11: **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 11: **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 45 outfalls in Year 11. An inspection report was completed to document each outfall inspection.

The Fire Department responds to reports of flammable liquid spills. During the reporting period, the Fire Department responded to 7 incidents and none of the spills reached the sewer system. 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 11: **Publish articles in the newsletter and post articles on the web site regarding illicit discharges.**

BMP Status: In Year 11, the Village newsletter included articles on illicit discharges and the website included “Ask the Village” videos on

illicit discharges. 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 11: **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 174 site development 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 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 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 11: **Incorporate stormwater pollution prevention training into regular Village staff coordination meetings.**

BMP Status: A Village staff coordination meetings was held on March 4, 2014. The staff in attendance at this meeting included:

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

The Village acquired a DVD for formal staff training on stormwater pollution prevention for municipal operations. The video will be utilized in a training session scheduled for Year 12.

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 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.**

BMP Status: Good housekeeping practices continued to be used at Village facilities. During the reporting year, the Village removed 21 cubic yards of debris while cleaning 27,466 feet of storm sewer, 52 inlets, and 180 manholes and repairing/replacing 27 structures. The Village also swept approximately 2,400 curb miles of streets.

C. INFORMATION AND DATA COLLECTION RESULTS

Monitoring data was collected from five stormwater outfalls on June 13, 2013. Field tests were conducted at each outfall to determine the temperature, pH, dissolved oxygen, total alkalinity, and total hardness of the water flowing from the outfall. Samples were collected at each outfall and the samples were tested in a laboratory for nitrate, nitrite, ammonia, conductivity, total Kjeldahl nitrogen, phosphorus, total dissolved solids, total suspended solids, and fecal coliform.

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 12: **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 12: **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 12: **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 12: **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 12: **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 12: **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 12: **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 12: **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 12: **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 12: **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 12: **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 12: **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 2013 to February 2014, the Village initiated and/or completed the following construction projects:

- 2013 Street Resurfacing Program
- 2013 Sewer Lining Program
- Chestnut/Waukegan Intersection
- Tollway Water Main Crossing
- Nora/Neva Reconstruction
- Locust/Woodmere Water Main
- Washington Road Reconstruction
- Longmeadow/Bellwood/Ralmark Water Main