



# 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, 2020 To March, 2021

Permit No. ILR40 0343

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

Name: Village of Glenview Mailing Address 1: 2500 East Lake Avenue  
Mailing Address 2: \_\_\_\_\_ County: Cook  
City: Glenview State: IL Zip: 60026 Telephone: 847-904-4236  
Contact Person: Adriana Webb Email Address: awebb@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  
Main 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:

Adriana Webb

Printed Name:

5/27/2021

Date:

Engineering Division Manager

Title:

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

**2021 ANNUAL FACILITY INSPECTION REPORT  
MARCH 2020 TO FEBRUARY 2021 REPORTING PERIOD**

**VILLAGE OF GLENVIEW, ILLINOIS**

**A. CHANGES TO BEST MANAGEMENT PRACTICES**

There were no changes to the Village's Stormwater Management Program during the period from March 2020 to February 2021.

**B. STATUS OF COMPLIANCE WITH PERMIT CONDITIONS**

The Best Management Practices (BMPs), along with Measurable Goals and Milestones for the March 2020 – February 2021 reporting period are listed below. The Village has developed a Stormwater Management Plan and Notice of Intent that are posted on the Village's Stormwater Pollution Prevention webpage along with the program Annual Report.

**BMP No. A1 Distributed Paper Material**

The Village publishes a monthly newsletter that 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, 2020: **Distribute two newsletter articles to all Village residents.**

BMP Status: During the reporting period, each Village newsletter included a Protecting the Floodplain article featuring information on earth-

friendly habits, dumping regulations, and preserving floodplain buffers. In addition, there were feature articles on environmental volunteer work day events, responsible leaf disposal, water quality report, and BMPs. 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.

**BMP No. A3 Public Service Announcement**

The Village publishes a monthly newsletter that 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, 2020: **Announce at least one waste collection event to all Village residents.**

BMP Status: During the reporting period, the Village newsletter included information about recycling locations for unwanted clothing, batteries, CFL bulbs, string lights, electronics, documents, mercury containing thermometers and thermostats, household hazardous waste, and medications. Recycling events were advertised in multiple E-Glenview newsletters, Village printed newsletters and on the Village website throughout the year. The Village also uses Village Hall as a one-stop-shop for many recyclables through the First Friday Recycling program.

**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, 2020: **Update the Village web site, including information about the impact of climate change on stormwater pollution.**

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. This page has been reviewed for accuracy and updated for 2021.

The Village also airs Village-produced videos. These “Ask the Village” videos sometimes address stormwater pollution and waste disposal or recycling. “Ask the Village” videos are featured in weekly e-newsletters and on the Village website on a rotating basis.

The Village organized educational events including:

- OAKtober Tour & Discussion
- MWRD Commissioner Library Discussion about Lake Michigan

### **BMP No. B2 Educational Volunteer Events**

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, 2020: **Organize and publicize at least one volunteer work day.**

BMP Status: Due to COVID, The Village did not participate in the annual Chicago River Day to help beautify the West Fork of the North Branch of the Chicago River. Instead, the Village guided residents to participate in Litter Free Chicago River, an all-summer push for residents to clean up the watershed on their own, sponsored by Friends of the Chicago River.

### **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 also offered 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 price as the MWRD charges. In 2016, the Village began participating in the MWRD’s new program which offers free rain barrels to residents, and discontinued its own for-cost program.

Measurable Goal(s): Hold a public meeting that includes discussion of stormwater pollution topics. Continue the rain garden cost sharing program and rain barrel program. Identify any potential environmental justice areas within the Village using the website link: <http://epa.gov/environmentaljustice/>.

Milestone, 2020: **Hold a public meeting to discuss stormwater pollution topics. Continue the rain garden cost sharing program. Identify any potential environmental justice areas within the Village.**

BMP Status: Four Natural Resources Commission meetings were held virtually over Zoom, most of which touched on stormwater-related topics. The agendas and minutes of the meetings can be found on the Village's website. Yearly initiatives include Green Infrastructure Bike Tours, Heritage Tree Program, Fall River Cleanup, and the Environmental Sustainability Award program. The Village continues to support the rain garden cost sharing program.

**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, 2020: **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, 2020: **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 has identified 10 priority outfalls that it will monitor each year. The Village inspected each of those outfalls in the reporting period. An inspection report was completed to document each outfall inspection. No suspicious discharges were found, so there was no tracing or remediation required.

**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, 2020: **Publish articles in the newsletter and post articles on the web site regarding illicit discharges.**

BMP Status: In the reporting period, the Village newsletter included an article on improper waste disposal of yard clippings and debris in ditches and streams. 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, 2020: **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. During the reporting period, the Village reviewed site plans for appropriate BMPs prior to issuing 184 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. 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, 2020: **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**

The Village uses a DVD and a written exam to train employees on stormwater pollution prevention for municipal operations and illicit discharge detection and elimination.

Measurable Goal(s): Annually train Public Works maintenance staff on stormwater pollution prevention for municipal operations and illicit discharge detection and elimination. Incorporate training for Village staff into the quarterly compliance meetings. Present the DVD *NPDES Phase II – Training for Municipal Employees* to Public Works maintenance staff annually, along with a written exam. The Village will continue to train Engineering Inspectors in the Capital Improvement Plan and Site Development Projects for compliance with erosion control BMPs.

Milestones, 2020: **Incorporate stormwater pollution prevention training into regular employee training.**

BMP Status: Public Works maintenance employees were trained on stormwater pollution prevention for municipal operations and illicit discharge detection and elimination, as well as site inspections. The DVD *NPDES Phase II – Training for Municipal Employees* was used for the training.

#### **BMP No. F2/F3 Pollution Prevention/Good Housekeeping**

The Village has many operational policies designed to prevent stormwater pollution associated with municipal operations. Streets are swept regularly and street sweepings are stored in bins at the Public Works Facility until they are hauled away by a licensed waste hauler. The pavement in the Public Works yard is swept regularly and filter baskets have been installed in all storm sewer inlets in the Public Works yard. Underground storage tanks at the Public Works Facility are double-walled for containment and fuel is stored in

containers with overflow alarms. Road salt is stored in a covered storage building. Other materials that are stored outdoors and which could be carried with runoff into the storm sewer system are covered by a tarp when not in use. Fleet maintenance is performed inside the Public Works Facility where the floor drains are connected to triple basins and the sanitary sewer system, rather than the storm sewer system. Large debris is knocked off maintenance equipment in the Public Works yard prior to washing. This debris is promptly scraped from the pavement and equipment is then washed in a location where the smaller debris will be captured by an inlet filter basket or a catch basin.

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, 2020: **Sweep Village streets and the pavement in the Public Works Yard regularly. Keep material storage piles covered. Perform fleet maintenance indoors. Clean storm sewer pipes, manholes, and catch basins.**

BMP Status: Good housekeeping practices continued to be used at Village facilities. During the reporting period, the Village cleaned 13,839 feet of storm sewer and 667 basin and inlet grates. The Village cleaned out 127 catch basins. The Village repaired 69 catch basins and installed 19 new catch basins. The Village also performed 79 detention basin inspections and swept approximately 2,053 curb miles of streets. 261 feet of new storm pipe was also installed during the reporting period.



**C. INFORMATION AND DATA COLLECTION RESULTS**

The Village has four high-priority outfall locations that are monitored after a rain event. Stormwater runoff monitoring was not performed this reporting period due to scheduling conflicts.

The Village is a part of MWRD's regional chloride reduction work group that monitors local waterbodies for chloride concentrations.

**D. SUMMARY OF NEXT REPORTING PERIOD STORMWATER ACTIVITIES**

A summary of the stormwater activities that are planned to be performed during the next reporting period (March 2021 – February 2022) is shown below:

**BMP No. A1 Distributed Paper Material**

Measurable Goal(s): Distribute NPDES related newsletter articles at least twice per year. Include information regarding the impact of climate change on stormwater pollution.

Milestones, 2021: **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, 2021: **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, 2021: **Update the Village web site, including information about the impact of climate change on stormwater pollution.**

**BMP No. B1 Public Panel**

Measurable Goal(s): Organize and publicize an annual presentation of the MS4 program to residents, with opportunities for questions and discussion.

Milestones, 2021: **Hold an MS4 program presentation open to all residents.**

**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, 2021: **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, 2021: **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, 2021: **Update the Storm Sewer Map.**

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

Measurable Goal(s): Enforce the Sewer Use Ordinance to regulate discharges to the storm sewer system. Collect samples from the four selected high-priority locations and measuring ambient water quality as required by the current general permit. Field tests will be conducted at each outfall to determine the temperature, pH, dissolved oxygen, total alkalinity, and total hardness of the water flowing from the outfall. Samples will be collected at each outfall and the samples will be tested in a laboratory for chloride, nitrate, nitrite, ammonia, conductivity, total Kjeldahl nitrogen, phosphorus, total dissolved solids, total suspended solids, and fecal coliform.

Milestones, 2021: **Monitor outfalls, respond to complaints, trace all suspicious discharges to the storm sewer system, and require removal of all illicit discharges. Take ambient water quality samples within 48 hours of a precipitation event greater than or equal to 1/4-inch in a 24-hour period.**

**BMP No. D1/D2/D3/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, 2021: **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, 2021: **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 train Public Works maintenance staff on stormwater pollution prevention for municipal operations and illicit discharge detection and elimination. Incorporate training for Village staff into the quarterly compliance meetings. Present the DVD *NPDES Phase II – Training for Municipal Employees* to Public Works maintenance staff annually, along with a written exam.

Milestones, 2021: **Incorporate stormwater pollution prevention training into regular employee training.**

**BMP No. F2/F3/F4 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, 2021: **Sweep Village streets and the pavement in the Public Works Yard regularly. Keep material storage piles covered. Perform fleet maintenance and washing indoors. Clean storm sewer pipes, manholes, and catch basins.**

**E. NOTICE OF RELIANCE ON ANOTHER GOVERNMENT ENTITY**

The Village is not relying on any other government entity to satisfy permit obligations. The Village is participating within MWRD's regional chloride monitoring program that collects local chloride concentration data.

**F. CONSTRUCTION PROJECTS CONDUCTED DURING REPORTING PERIOD**

For the period from March 2020 to February 2021, the Village initiated and/or completed the following construction projects:

- 2020 Street Improvement Projects
- Hunter Roadway and Utility Improvements
- Church Roadway and Utility Improvements
- Parkview Roadway and Utility Improvements
- Montgomery Roadway and Utility Improvements
- Washington Roadway and Utility Improvements
- Covert Roadway and Utility Improvements
- Briarhill Roadway and Utility Improvements
- Greenbriar Roadway and Utility Improvements
- Lilac Roadway and Utility Improvements
- Longvalley/ Harlem Roadway and Utility Improvements
- Longvalley/ Woodland Roadway and Utility Improvements
- Glen Oaks Storm sewer improvements