

MS4 Annual Facility Inspection Report Village of Volo

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

Permit Year 2: March 2009 to March 2010

MS4

**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 : ILR400657

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

Name: VILLAGE OF VOLO Telephone: 847-740-6982

Mailing Address: 500 S. FISH LAKE ROAD

City: VOLO State: IL Zip: 60073 County: LAKE

Contact Person: MR. KEN BUCHARDT, VILLAGE ADMINISTRATOR

(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 VOLO

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.

Signature: 

Date: 5-26-10

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

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.

Contents

Part A. Changes to Best Management Practices

Part B. Status of Compliance with Permit Conditions

Part C. Information and Data Collection Results

Part D. Summary of Year 2 Stormwater Activities

Part E. Notice of Qualifying Local Program

Part F. Construction Projects Conducted During Year 1

Part A. Changes to Best Management Practices

(Check appropriate BMP change(s) and attach information regarding change(s) to BMPs and measurable goals).

Note: X indicates BMPs proposed for Year 2 in the original permit

✓ indicates changes to the BMPs proposed for Year 2

| | |
|--------|---|
| Year 2 | |
| MS4 | |
| | A. Public Education and Outreach |
| X | A.1 Distributed Paper Material |
| | A.2 Speaking Engagement |
| X | A.3 Public Service Announcement |
| X | A.4 Community Event |
| X | A.5 Classroom Education Material |
| X | A.6 Other Public Education |
| | |
| | B. Public Participation/Involvement |
| X | B.1 Public Panel |
| | B.2 Educational Volunteer |
| X | B.3 Stakeholder Meeting |
| | B.4 Public Hearing |
| | B.5 Volunteer Monitoring |
| X | B.6 Program Coordination |
| | B.7 Other Public Involvement |
| | |
| | C. Illicit Discharge Detection and Elimination |
| 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 |
| | C.6 Program Evaluation and Assessment |
| | C.7 Visual Dry Weather Screening |
| | C.8 Pollutant Field Testing |
| | C.9 Public Notification |
| | C.10 Other Illicit Discharge Controls |

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

Part B. Status of Compliance with Permit Conditions

A. Public Education and Outreach

The Village of Volo committed to conduct Public Education and Outreach as part of its permit. Public Education and Outreach requires implementation of a program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants to stormwater runoff. Volo committed to implementation of BMPs related to A.1, A.3, A.4, A.5 and A.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

A.1 Distributed Paper Material

Lake County Stormwater Management Commission (SMC) distributes a variety of materials related to stormwater management in Lake County and the Village of Volo from the “take away” rack at SMC.

Measurable Goals: SMC distributes the above information from the “take away” rack at SMC. Volo will also request copies of these brochures for local distribution at Village Hall.

Describe Status: Paper brochures have remained available from SMC. The Village obtained copies of these brochures and also made them available at the Village Hall.

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,” published by SMC. Additionally, SMC will coordinate with Lake County Department of Transportation (LCDOT) to post watershed identification signage in watersheds where planning activities occur.

Measurable Goals: SMC will include public service announcement highlighting community accomplishments related to the NPDES Phase II process in “Mainstream” once annually.

Describe Status: SMC has continued to publish an annual public service announcement regarding MS4 communities in the “Mainstream” newsletter.

A.4 Community Event

SMC sponsors and co-sponsors technical training and public awareness workshops. Workshop topics include watershed tours for the public, erosion and sediment control training, and management practices to protect water quality.

Measurable Goals: SMC will conduct workshops annually.

Describe Status: SMC held several workshops over the course of the reporting period.

A.5 Classroom Education Material

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

Measurable Goals: SMC will 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.

Describe Status: SMC has continued to provide classroom education kits for teachers within Lake County.

A.6 Other Public Education

The SMC operates a website that provides many resources for citizens, developers, engineers, and municipalities. The website includes pages such as Citizens Assistance, Watershed Planning, Projects, Best Management Practices, Publications, Press Releases, and Links. These pages provide notices of upcoming meetings and ongoing projects, allow for download of many SMC documents, and provide links to other NPDES Phase II and BMP resources.

Measurable Goals: The SMC will maintain and update their NPDES Phase II website with resource materials. The Village of Volo will provide a link to the SMC's web page from their Village Site.

Describe Status: SMC maintains a good educational resource website. The Village has a link on their website: (<http://www.villageofvolo.com/linksinfo.html>) to the SMC website to provide local residents access to this information.

B. Public Participation/Involvement

The Village of Volo, in conjunction with SMC, is committed to performing activities and services related to the Public Participation/Involvement minimum control measure under BMP numbers B.1, B.3, and B.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

B.1 Public Panel

The SMC coordinates and conducts public meetings and committee meetings that include public representation. The Various meetings sponsored and organized by SMC are described below.

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. The 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. MAC has worked to coordinate and review the Notice of Intent (NOI) and other NPDES Phase II program components. The MAC will continue to meet as needed during the implementation of the NPDES Phase II program.

The Watershed Management Boards (WMBs) meet yearly to make recommendations on BMP project funding. Members include chief municipal elected officials, township supervisors, drainage district chairs, and county board members from each district within the boundaries of the watersheds.

Measurable Goals: SMC will provide notice of public meetings on their website and will track meetings conducted.

Describe status: SMC has continued to host and publicize meetings.

B.3 Stakeholder Meeting

The SMC is actively involved in watershed planning throughout Lake County, including within the Village of Volo. 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, homeowners 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.

Describe Status: SMC has continued to host and publicize watershed planning committee meetings.

B.6 Program Coordination

The Countywide approach to the NPDES Phase II Permitting Summary identified the role of SMC as a qualifying local program. The SMC proactively formed the MAC to facilitate coordination of the NPDES program in Lake County, which includes the Village of Volo. 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, which will be included in the Village's annual MS4 report submittal.

Measurable Goals: SMC will continue to coordinate and track the number of MAC meetings conducted.

Describe status: SMC has continued to host and track MAC meetings.

C. Illicit Discharge Detection and Elimination

The Village of Volo committed to perform some activities related to the Illicit Discharge Detection and Elimination minimum control under BMP numbers C.1, C.2, C.3, C.4, and C.5. The status or progress for each of the measurable goals related to these BMPs is presented below.

C.1 Storm Sewer Map Preparation

The Village will prepare a local storm sewer map by visually observing and locating all stormwater outfalls within the MS4. The Village will review Lake County SMC's adopted Storm Sewer Outfall Mapping Guidance, and will develop an internal collection and prioritization protocol prior to commencing mapping effort.

Measurable Goals: The Village will develop an internal collection and prioritization protocol, and will complete mapping over the course of this permit cycle.

Describe Status: The Village began drafting the storm sewer map in 2009 and has met the 25% goal established in the NOI.

C.2 Regulatory Control Program

The Village has adopted SMC's WDO [Village of Volo ORD No. 0-06-327 on 10/24/06]. The WDO has provisions that prohibit illegal dumping into the storm sewer or drainage system.

Measurable Goals: The Village will continue to enforce the WDO.

Describe Status: The Village has continued to enforce the WDO.

C.3 Detection/Elimination Prioritization Plan

The Village will develop a Prioritization Plan to identify potential Illicit Discharge hotspots within the MS4. The Village will review Lake County SMC's IDDE Manual to help set up their local plan.

Measurable Goals: The Village will develop and implement a prioritization plan and a schedule for routine illicit discharge inspections.

Describe Status: The Village has completed a local prioritization plan and will begin implementation in Year 3.

C.4 Illicit Discharge Tracing Procedures

The Village will develop formal procedures for Illicit Discharge Tracing to locate the source and components of any identified discharges. The Village will review Lake County SMC's IDDE Manual to help set up their local procedures.

Measurable Goals: The Village will develop and implement Tracing Procedures for routine illicit discharge inspections.

Describe Status: The Village has reviewed SMC's IDDE Manual and prepared a Tracing Procedure protocol.

C.5 Illicit Source Removal Procedures

The Village will develop formal procedures for Illicit Discharge Source Removal. These procedures will help staff follow up violations identified by BMP C.4., and will help guide the enforcement of the Illicit Discharge Ordinance. The Village will review Lake County SMC's IDDE Manual to help set up their local procedures.

Measurable Goals: The Village will develop and implement Illicit Source Removal Procedures to follow up on routine illicit discharge inspections.

Describe Status: The Village has reviewed SMC's IDDE Manual and prepared a Local Source Removal Procedure protocol.

D. Construction Site Runoff Control

Lake County has adopted a Watershed Development Ordinance (WDO) that establishes the minimum stormwater management requirements for development in Lake County. The WDO, which is enforced by SMC as well as by certified communities in the county, establishes standards for construction site runoff control. The enforcement of the WDO implements BMPs under BMP numbers D.1, D.2, D.3, D.4, D.5, and D.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

D.1 Regulatory Control Program

The WDO has been adopted [Village of Volo ORD No. 0-06-327 on 10/24/06] as the regulatory mechanism to require erosion and sediment controls for construction activities in Volo. The soil erosion and sedimentation control performance standards are included in Article IV, Section B.1j 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 since it's adoption. 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 problems than it is to correct them after they have occurred. Further, the program is intended to improve site conditions, minimize environmental impacts, and educate contractors/developers/inspectors

about proper soil erosion/sedimentation 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 Goal: The Village will continue to enforce the WDO and the DECI programs.

Describe Status: The Village has continued to enforce the WDO and DECI programs.

D.2 Erosion and Sediment Control BMPs

Article IV, Section B.l.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: 1 V; 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: The Village will continue to enforce the WDO, and will adopt TRM updates when they are complete by SMC.

Describe Status: The Village has continued to enforce the WDO.

D.3 Other Waste Control Program

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

Measurable Goals: The Village will continue to enforce the WDO.

Describe status: The Village has continued to enforce the WDO.

D.4 Site Plan Review Procedures

Within the Village, 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: The Village will continue to enforce the WDO and will provide the enforcement officer for routine training provided through SMC.

Describe Status: The Village has continued to enforce the WDO. The engineering staff has attended training seminars hosted by SMC and others.

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 Village to find a solution.

Measurable Goal: The SMC will maintain their CIRS, and the Village will continue to work with SMC to follow up on erosion and sedimentation reports from the SMC.

Describe Status: The Village has continued to implement its ongoing program for accepting erosion and sedimentation reports from SMC, and completing local follow-up.

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 the Village conduct site inspections within the MS4. 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: The Village will continue to enforce the WDO, and will track inspections performed and enforcement actions taken.

Describe Status: The Village has continued to enforce the WDO and log enforcement actions.

E. Post-Construction Runoff Control

As described above, the Lake County Watershed Development Ordinance (WDO) establishes the minimum stormwater management requirements for development in Lake County. The WDO establishes standards for post-construction site runoff control. These standards apply to any new development or redevelopment resulting in over 0.5 acres of new impervious area. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers E.2, E.3, E.4, E.5, and E.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

E.2 Regulatory Control Program

As described above, the WDO, adopted by the Village, establishes the minimum stormwater management requirements for development in Volo. The WDO establishes standards for post-construction site runoff control. These standards apply to any new development or redevelopment, which result in over 0.5 acres of new impervious area.

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: The Village will continue to enforce the WDO.

Describe Status: The Village has continued to enforce the WDO.

E.3 Long Term O&M Procedures

The WDO, adopted by the Village, 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: The Village will continue to enforce the WDO.

Describe status: The Village has continued to enforce the WDO.

E.4 Pre-Construction Review of BMP Designs

Within the Village, 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: The Village will continue to enforce the WDO.

Describe Status: The Village has continued to enforce the WDO.

E.5 Site Inspections During Construction

Article VI of the WDO, adopted by the Village, provides both the recommended and the minimum requirements for site inspection. The enforcement officers for the Village 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. As discussed in D.1., DECIs are also required to perform inspections on a regular basis and report violations to the Enforcement Officer.

Measurable Goal: The Village will continue to enforce the WDO.

Describe Status: The Village has continued to enforce the WDO.

E.6 Post-Construction Inspections

Article VI of the WDO, adopted by the Village, provides both the recommended and the minimum requirements for site inspection. The enforcement officers for the Village 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: The Village will continue to enforce the WDO.

Describe Status: The Village has continued to enforce the WDO.

F. Pollution Prevention/Good Housekeeping

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations. This program must include a training program for municipal employees. Volo committed to perform activities for BMP numbers F.1, F.2, F.4, and F.5. The status or progress for each of the measurable goals related to these BMPs is presented below.

F.1 Employee Training Program

The SMC periodically offer training programs on topics ranging from BMP maintenance, erosion control, low impact development, wetland protection, flood protection, maintenance of storm sewer systems, and other pertinent topics to MS4s. The Village will support

sending their staff to all applicable SMC sponsored training programs to ensure all staff have the educational resources available to best perform their job, helping control pollution within the MS4.

Measurable Goals: The Village will continue to support staff attending routine SMC-sponsored trainings. The Village will track attendance at training events to ensure all key employees are exposed to adequate training.

Describe Status: The Village continues to support staff involvement in SMC-sponsored trainings.

F.2 Inspection and Maintenance Program

The Village will implement an MS4 Operations and Maintenance Program. This program will include Inspection and Maintenance Procedures for the MS4, as well as cleanout protocol.

Measurable Goals: The Village will develop and implement the MS4 Operations and Maintenance Program.

Describe Status: The Village has begun to develop its O&M Program.

F.4 Municipal Operations Waste Disposal

The Village currently contracts out all Waste Disposal Needs to a certified waste handler. The Village intends to continue using the services of this or similar waste disposal company to ensure that all waste generated by the MS4 is properly disposed.

Measurable Goals: The Village will continue to use contracted waste disposal provider.

Describe Status: The Village continued to support proper waste disposal at municipal facilities through provided accessible disposal locations and contracting with a waste disposal provider for the removal, transport, and proper disposal of waste.

F.5 Flood Management/Assess Guidelines

As previously described, the Village has adopted a WDO to establish minimum stormwater management requirements for developments within the Village. The WDO requires that all applicants adopt a stormwater management strategy for controlling post-construction runoff that minimizes the increase in runoff volumes and rates and addresses the water quality treatment requirements of the WDO.

The Village will incorporate the same strategies when any new facility is designed for the Village. BMPs for any new facilities will incorporate flood management and water quality treatment whenever possible.

Measurable Goals: The Village will apply WDO principles to all new Village BMPs.

Describe status: The Village has continued to enforce the WDO, which includes management strategies for controlling post-construction runoff that minimizes the increase in runoff volumes and rates.

Part C. Information and Data Collection Results

(Provide the results of information collected and analyzed related to illicit discharge and detection, including monitoring data, if any during the reporting period.)

Year 2 activities related to illicit discharge detection and elimination consisted primarily of program planning efforts. Therefore, no information or data was collected during this period.

Part D. Summary of 2010 Stormwater Activities

Specific BMPs and measurable goals for Year 3 program development activities are presented below. Specific measurable goals for years 4 and 5 will be developed in the annual report for each prior year.

A. Public Education and Outreach

The Village of Volo committed to conduct Public Education and Outreach as part of its permit. Public Education and Outreach requires implementation of a program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants to stormwater runoff. Volo committed to implementation of BMPs related to A.1, A.3, A.4, A.5 and A.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

A.1 Distributed Paper Material

Lake County Stormwater Management Commission (SMC) distributes a variety of materials related to stormwater management in Lake County and the Village of Volo from the “take away” rack at SMC.

Measurable Goals: SMC distributes the above information from the “take away” rack at SMC. Volo will also request copies of these brochures for local distribution at Village Hall.

2010 Milestones: Provide brochures through SMC and Village Hall.

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,” published by SMC. Additionally, SMC will coordinate with Lake County Department of Transportation (LCDOT) to post watershed identification signage in watersheds where planning activities occur.

Measurable Goals: SMC will include public service announcement highlighting community accomplishments related to the NPDES Phase II process in “Mainstream” once annually.

2010 Milestones: SMC will continue PSAs in “Mainstream.” Post watershed identification signage with LCDOT.

A.4 Community Event

SMC sponsors and co-sponsors technical training and public awareness workshops. Workshop topics include watershed tours for the public, erosion and sediment control training, and management practices to protect water quality.

Measurable Goals: SMC will conduct workshops annually.

2010 Milestones: Conduct workshops through SMC.

A.5 Classroom Education Material

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

Measurable Goals: SMC will 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.

2010 Milestones: Continue to provide kits through SMC.

A.6 Other Public Education

The SMC operates a website that provides many resources for citizens, developers, engineers, and municipalities. The website includes pages such as Citizens Assistance, Watershed Planning, Projects, Best Management Practices, Publications, Press Releases, and Links. These pages provide notices of upcoming meetings and ongoing projects, allow for download of many SMC documents, and provide links to other NPDES Phase II and BMP resources.

Measurable Goals: The SMC will maintain and update their NPDES Phase II website with resource materials. The Village of Volo will provide a link to the SMC's web page from their Village Site.

2010 Milestones: Maintain website.

B. Public Participation/Involvement

The Village of Volo is committed to performing activities and services related to the Public Participation/Involvement minimum control measure under BMP numbers B.1, B.3, and B.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

B.1 Public Panel

The SMC coordinates and conducts public meetings and committee meetings that include public representation. The Various meetings sponsored and organized by SMC are described below.

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. The 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. MAC has worked to coordinate and review the Notice of Intent (NOI) and other NPDES Phase II program components. The MAC will continue to meet as needed during the implementation of the NPDES Phase II program.

The Watershed Management Boards (WMBs) meet yearly to make recommendations on BMP project funding. Members include chief municipal elected officials, township supervisors, drainage district chairs, and county board members from each district within the boundaries of the watersheds.

Measurable Goals: SMC will provide notice of public meetings on their website and will track meetings conducted.

2010 Milestones: SMC will continue to host and publicize meetings.

B.3 Stakeholder Meeting

The SMC is actively involved in watershed planning throughout Lake County, including within the Village of Volo. 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, homeowners 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.

2010 Milestones: SMC will continue to host and publicize watershed planning committee meetings.

B.6 Program Coordination

The Countywide approach to the NPDES Phase II Permitting Summary Identified the role of SMC as a qualifying local program. The SMC proactively formed the MAC to facilitate coordination of the NPDES program in Lake County, which includes the Village of Volo. 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, which will be included in the Village's annual MS4 report submittal.

Measurable Goals: SMC will continue to coordinate and track the number of MAC meetings conducted.

2010 Milestones: SMC will continue to host and track MAC meetings.

C. Illicit Discharge Detection and Elimination

The Village of Volo committed to perform some activities related to the Illicit Discharge Detection and Elimination minimum control under BMP numbers C.1, C.2, C.3, C.4, and C.5. The status or progress for each of the measurable goals related to these BMPs is presented below.

C.1 Storm Sewer Map Preparation

The Village will prepare a local storm sewer map by visually observing and locating all stormwater outfalls within the MS4. The Village will review Lake County SMC's adopted Storm Sewer Outfall Mapping Guidance, and will develop an internal collection and prioritization protocol prior to commencing mapping effort.

Measurable Goals: The Village will develop an internal collection and prioritization protocol, and will complete mapping over the course of this permit cycle.

2010 Milestones: Complete 50% of Village Storm Sewer Mapping.

C.2 Regulatory Control Program

The Village has adopted SMC's WDO [Village of Volo ORD No. 0-06-327 on 10/24/06]. The WDO has provisions that prohibit illegal dumping into the storm sewer or drainage system.

Measurable Goals: The Village will continue to enforce the WDO.

2010 Milestones: Continue to enforce the WDO.

C.3 Detection/Elimination Prioritization Plan

The Village will develop a Prioritization Plan to identify potential Illicit Discharge hotspots within the MS4. The Village will review Lake County SMC's IDDE Manual to help set up their local plan.

Measurable Goals: The Village will develop and implement a prioritization plan and a schedule for routine illicit discharge inspections.

2010 Milestones: The Village will implement the prioritization plan.

C.4 Illicit Discharge Tracing Procedures

The Village will develop formal procedures for Illicit Discharge Tracing to locate the source and components of any identified discharges. The Village will review Lake County SMC's IDDE Manual to help set up their local procedures.

Measurable Goals: The Village will develop and implement Tracing Procedures for routine illicit discharge inspections.

2010 Milestones: The Village will implement the Tracing Procedures protocol.

C.5 Illicit Source Removal Procedures

The Village will develop formal procedures for Illicit Discharge Source Removal. These procedures will help staff follow up violations identified by BMP C.4., and will help guide the enforcement of the Illicit Discharge Ordinance. The Village will review Lake County SMC's IDDE Manual to help set up their local procedures.

Measurable Goals: The Village will develop and implement Illicit Source Removal Procedures to follow up on routine illicit discharge inspections.

2010 Milestones: The Village will implement the Illicit Discharge Source Removal protocol.

D. Construction Site Runoff Control

Lake County has adopted a Watershed Development Ordinance (WDO) that establishes the minimum stormwater management requirements for development in Lake County. The WDO, which is enforced by SMC as well as by certified communities in the county, establishes standards for construction site runoff control. The enforcement of the WDO implements BMPs under BMP numbers D.1, D.2, D.3, D.4, D.5, and D.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

D.1 Regulatory Control Program

The WDO has been adopted [Village of Volo ORD No. 0-06-327 on 10/24/06] as the regulatory mechanism to require erosion and sediment controls for construction activities in Volo. The soil erosion and sedimentation control performance standards are included in Article IV, Section B.1j 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 since it's adoption. 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 problems than it is to correct them after they have occurred. Further, the program is intended to improve site conditions, minimize environmental impacts, and educate contractors/developers/inspectors about proper soil erosion/sedimentation 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 Goal: The Village will continue to enforce the WDO and the DECI programs.

2010 Milestones: The Village will continue to enforce the WDO and the DECI programs.

D.2 Erosion and Sediment Control BMPs

Article IV, Section B.l.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: 1 V; 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: The Village will continue to enforce the WDO, and will adopt TRM updates when they are complete by SMC.

2010 Milestones: The Village will continue to enforce the WDO.

D.3 Other Waste Control Program

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

Measurable Goals: The Village will continue to enforce the WDO.

2010 Milestones: The Village will continue to enforce the WDO.

D.4 Site Plan Review Procedures

Within the Village, 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: The village will continue to enforce the WDO and will provide the enforcement officer for routine training provided through SMC.

2010 Milestones: The Village will continue to enforce the WDO and will encourage routine training for the enforcement officer through SMC.

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 Village to find a solution.

Measurable Goal: The SMC will maintain their CIRS, and the Village will continue to work with SMC to follow up on erosion and sedimentation reports from the SMC.

2010 Milestones: Continue to implement Program.

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 the Village conduct site inspections within the MS4. 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: The Village will continue to enforce the WDO, and will track inspections performed and enforcement actions taken.

2010 Milestones: Continue to implement Program.

E. Post-Construction Runoff Control

As described above, the Lake County Watershed Development Ordinance (WDO) establishes the minimum stormwater management requirements for development in Lake County. The WDO establishes standards for post-construction site runoff control. These standards apply to any new development or redevelopment resulting in over 0.5 acres of new impervious area. The enforcement of the WDO, in conjunction with other SMC activities and functions, implements BMPs under BMP numbers E.2, E.3, E.4, E.5, and E.6. The status or progress for each of the measurable goals related to these BMPs is presented below.

E.2 Regulatory Control Program

As described above, the WDO, adopted by the Village, establishes the minimum stormwater management requirements for development in Volo. The WDO establishes standards for post-construction site runoff control. These standards apply to any new development or re-development, which result in over 0.5 acres of new impervious area.

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: The Village will continue to enforce the WDO.

2010 Milestones: The Village will continue to enforce the WDO.

E.3 Long Term O&M Procedures

The WDO, adopted by the Village, 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: The Village will continue to enforce the WDO.

2010 Milestones: The Village will continue to enforce the WDO.

E.4 Pre-Construction Review of BMP Designs

Within the Village, 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: The Village will continue to enforce the WDO.

2010 Milestones: The Village will continue to enforce the WDO.

E.5 Site Inspections During Construction

Article VI of the WDO, adopted by the Village, provides both the recommended and the minimum requirements for site inspection. The enforcement officers for the Village 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: The Village will continue to enforce the WDO.

2010 Milestones: The Village will continue to enforce the WDO.

E.6 Post-Construction Inspections

Article VI of the WDO, adopted by the Village, provides both the recommended and the minimum requirements for site inspection. The enforcement officers for the Village 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: The Village will continue to enforce the WDO.

2010 Milestones: The Village will continue to enforce the WDO.

F. Pollution Prevention/Good Housekeeping

This minimum control measure involves the development and implementation of an operation and maintenance program to reduce the discharge of pollutants from municipal operations. This program must include a training program for municipal employees. Volo committed to perform activities for BMP numbers F.1, F.2, F.4, and F.5. The status or progress for each of the measurable goals related to these BMPs is presented below.

F.1 Employee Training Program

The SMC periodically offer training programs on topics ranging from BMP maintenance, erosion control, low impact development, wetland protection, flood protection, maintenance of storm sewer systems, and other pertinent topics to MS4s. The Village will support sending their staff to all applicable SMC sponsored training programs to ensure all staff have the educational resources available to best perform their job, helping control pollution within the MS4.

Measurable Goals: The Village will continue to support staff attending routine SMC-sponsored trainings. The Village will track attendance at training events to ensure all employees are exposed to adequate training.

2010 Milestones: The Village will continue to support staff attending routine SMC-sponsored trainings and will track employee attendance at training events.

F.2 Inspection and Maintenance Program

The Village will implement an MS4 Operations and Maintenance Program. This program will include Inspection and Maintenance Procedures for the MS4, as well as cleanout protocol.

Measurable Goals: The Village will develop and implement the MS4 Operations and Maintenance Program.

2010 Milestones: The Village will continue to draft and implement the O&M Program.

F.4 Municipal Operations Waste Disposal

The Village currently contracts out all Waste Disposal Needs to a certified waste handler. The Village intends to continue using the services of this or similar waste disposal company to ensure that all waste generated by the MS4 is properly disposed of. All employees will be informed of proper waste disposal techniques and collection locations and times.

Measurable Goals: The Village will continue to use contracted waste disposal provider.

2010 Milestones: Continue Proper Waste Disposal Procedures.

F.5 Flood Management/Assess Guidelines

As previously described, the Village has adopted a WDO to establish minimum stormwater management requirements for developments within the Village. The WDO requires that all applicants adopt a stormwater management strategy for controlling post-construction runoff that minimizes the increase in runoff volumes and rates and addresses the water quality treatment requirements of the WDO.

The Village will incorporate the same strategies when any new facility is designed for the Village. BMPs for any new facilities will incorporate flood management and water quality treatment whenever possible.

Measurable Goals: The Village will apply WDO principals to all new Village BMPs.

2010 Milestones: The Village will apply WDP principals to all new Village BMPs.

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.

Please note that the SMC has participated as a QLP since 2003. The Village of Volo was listed as a “No Permit Required” community, however after an increase in development the Village chose to participate in the MS4 program starting in 2008. As a result there is a discrepancy between the permit years.

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

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

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 in PDF format for use on MS4 websites, newsletters, and takeaway racks.

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 NPDES Workshop was held on June 2, 2009.

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.

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.

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.2: Regulatory Control Program

Measurable Goal: Continue to enforce the countywide WDO.

SMC continues to enforce the countywide WDO.

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.

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.

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 EOs 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.

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.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 8 Stormwater Activities

The table shown below summarizes the BMPs committed to for Year 8. Specific BMPs and measurable goals for Year 8 program development activities are presented in the sections following the table.

Note: X indicates BMPs committed to for Year 8.

| Year 8 | |
|---|---|
| QLP | |
| A. Public Education and Outreach | |
| X | A.1 Distributed Paper Material |
| | A.2 Speaking Engagement |
| X | A.3 Public Service Announcement |
| X | A.4 Community Event |
| X | A.5 Classroom Education Material |
| X | A.6 Other Public Education |
| B. Public Participation/Involvement | |
| X | B.1 Public Panel |
| | B.2 Educational Volunteer |
| X | B.3 Stakeholder Meeting |
| | B.4 Public Hearing |
| | B.5 Volunteer Monitoring |
| X | B.6 Program Coordination |
| | B.7 Other Public Involvement |
| C. Illicit Discharge Detection and Elimination | |
| | C.1 Storm Sewer Map Preparation |
| 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 8 | |
|--|--|
| QLP | |
| D. Construction Site Runoff Control | |
| X | D.1 Regulatory Control Program |
| X | D.2 Erosion and Sediment Control BMPs |
| X | D.3 Other Waste Control Program |
| X | D.4 Site Plan Review Procedures |
| X | D.5 Public Information Handling Procedures |
| X | D.6 Site Inspection/Enforcement Procedures |
| X | D.7 Other Construction Site Runoff Controls |
| E. Post-Construction Runoff Control | |
| | E.1 Community Control Strategy |
| X | E.2 Regulatory Control Program |
| X | E.3 Long Term O&M Procedures |
| X | E.4 Pre-Const Review of BMP Designs |
| X | E.5 Site Inspections During Construction |
| X | E.6 Post-Construction Inspections |
| X | E.7 Other Post-Const Runoff Controls |
| F. Pollution Prevention/Good Housekeeping | |
| X | F.1 Employee Training Program |
| | F.2 Inspection and Maintenance Program |
| | F.3 Municipal Operations Storm Water Control |
| | F.4 Municipal Operations Waste Disposal |
| X | F.5 Flood Management/Assess Guidelines |
| | F.6 Other Municipal Operations Controls |

1. Public Education and Outreach

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.

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.

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.

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.

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.

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.

The Watershed Management Boards (WMBs) meet yearly to make recommendations on BMP project funding. Members include chief municipal elected officials, township supervisors, drainage district chairs, and county board members from each district within the boundaries of the watersheds.

*Measurable Goals: Provide notice of public meetings on SMC website.
Track number of meetings conducted.*

B.3 Stakeholder Meeting

The SMC is actively involved in watershed planning throughout Lake County. SMC believes that the watershed planning process cannot happen and will not be successful without the input, interest and commitment of stakeholders. Stakeholders may include municipalities, townships, drainage districts, homeowner associations, developers, county agencies, lakes management groups, landowners and local, state and federal agencies.

*Measurable Goals: Provide notice of stakeholder meetings on SMC website.
Track number of watershed planning committee meetings conducted.*

Establish watershed planning committees for each new watershed planning effort.

B.6 Program Coordination

The Countywide Approach to NPDES Phase II Permitting Summary identifies the role of SMC as a Qualifying Local Program. The SMC proactively formed the Municipal Advisory Committee (MAC) to facilitate coordination of the NPDES Phase II stormwater program in Lake County. SMC also prepared a presentation that can be used by municipal representatives to inform their board members about the NPDES II program and how it will be implemented in Lake County through existing local resources and programs. 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.*

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.

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

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 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.*

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.*

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.

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.*

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.

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.

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.

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.

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.

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.

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.

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.*

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.*

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.

