

**ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
NOTICE OF INTENT
FOR GENERAL PERMIT FOR DISCHARGES FROM
SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
(MS4s)**

Input forms in Word format are available
by via email.
marilyn.davenport@epa.state.il.us
or by calling the Permit Section at
217/782-0610
See address for mailing on page 4

For Office Use Only – Permit No. ILR40 0478

Part I. General Information

1. MS4 Operator Name: City of Wood Dale

2. MS4 Operator Mailing Address:
Street- 404 N. Wood Dale Road City- Wood Dale
State- Illinois Zip Code- 60191

3. Operator Type: City

4. Operator Status: Local

5. Name(s) of Governmental Entity(ies) in which MS4 is located: City of Wood Dale

6. Area of land that drains to your MS4 (in square miles): 4

5. Latitude/Longitude at approximate geographical center of MS4 for which you are requesting authorization to discharge:

Latitude: -87 57 30 Longitude: 41 58 10
DEG. MIN. SEC. DEG. MIN. SEC.

8. Name(s) of known receiving waters: *Attach additional sheets (Attachment I) as necessary:*

- | | |
|----------------------|---|
| 1. <u>Salt Creek</u> | 2. <u>Des Plaines River Tributaries</u> |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |
| 7. _____ | 8. _____ |
| 9. _____ | 10. _____ |

9. Persons Responsible for Implementation/Coordination of Storm Water Management Program:

<u>Name</u>	<u>Title</u>	<u>Telephone No.</u>	<u>Area of Responsibility</u>
-------------	--------------	----------------------	-------------------------------

<u>Roger Nowick</u>	<u>Building and Zoning Administrator</u>	<u>(630)787-3730</u>	<u>Permitting/Ordinance Enforcement</u>
<u>Craig Wright</u>	<u>Director of City Services</u>	<u>(630) 787-3791</u>	<u>Public Education and Participation/Pollution Prevention/Municipal Good Housekeeping</u>

Information required by this form must be provided to comply with 415 ILCS 5/39 (2000). Failure to do so may prevent this form from being processed and could result in your application being denied.

Part II. Best Management Practices (include shared responsibilities) Proposed to be Implemented in the MS4 Area

(Details of BMP implementation for each checked BMP number, e.g., A.1, E.2, is required in Part IV of this NOI.)

A. Public Education and Outreach

- A.1 Distributed Paper Material
- A.2 Speaking Engagement
- A.3 Public Service Announcement
- A.4 Community Event
- A.5 Classroom Education Material
- A.6 Other Public Education

B. Public Participation/Involvement

- B.1 Public Panel
- B.2 Educational Volunteer
- B.3 Stakeholder Meeting
- B.4 Public Hearing
- B.5 Volunteer Monitoring
- B.6 Program Coordination
- B.7 Other Public Involvement

C. Illicit Discharge Detection and Elimination

- C.1 Storm Sewer Map Preparation
- 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

D. Construction Site Runoff Control

- D.1 Regulatory Control Program
- D.2 Erosion and Sediment Control BMPs
- D.3 Other Waste Control Program
- D.4 Site Plan Review Procedures
- D.5 Public Information Handling Procedures
- D.6 Site Inspection/Enforcement Procedures
- D.7 Other Construction Site Runoff Controls

E. Post-Construction Runoff Control

- E.1 Community Control Strategy
- E.2 Regulatory Control Program
- E.3 Long Term O&M Procedures
- E.4 Pre-Const Review of BMP Designs
- E.5 Site Inspections During Construction
- E.6 Post-Construction Inspections
- E.7 Other Post-Const Runoff Controls

F. Pollution Prevention/Good Housekeeping

- F.1 Employee Training Program
- F.2 Inspection and Maintenance Program
- F.3 Muni Operations Storm Water Control
- F.4 Municipal Operations Waste Disposal
- F.5 Flood Management/Assess Guidelines
- F.6 Other Municipal Operations Controls

Part III. Qualifying Local Programs

Attach additional sheets (Attachment 2) as necessary:

(Describe any qualifying local programs that you will implement in lieu of new permitting requirements.)

1. Public Education and Outreach:

DuPage County Water Quality Education Program - The County of DuPage has approved a water quality education program that will allow for the distribution of educational materials to local governing agencies and will 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 in storm water runoff that fulfill the requirements for the Public Education and Outreach minimum control measure of the NPDES Phase II MS4 permit.

2. Public Participation/Involvement:

Through the development of the DuPage County Stormwater Management Plan (SMP), adopted in 1989, and each of the subsequent appendices, the public has been involved and remains involved in the development and implementation of the plan through public notices of revisions or new appendices developed by the Plan as well as public hearings for adoption. DuPage County also formed a Water Quality Stakeholder Committee, comprised of volunteers from the general public, non-profit agencies, consultants, developers, municipal engineers, state agencies and County staff, to spearhead the development of water quality policy for the County of DuPage (Appendix J: Water Quality Enhancements) to the SMP, that has worked and will continue to work in conjunction with the DuPage County Municipal Engineers group, also a regularly scheduled public meeting, throughout the process of implementation. In addition to the publicly open meetings and hearings there is an adult volunteer monitoring initiative being supported by the DuPage County Water Quality Education program through the Illinois Department of Natural Resources, Chicago Wilderness, The Conservation Foundation and the Morton Arboretum, and fulfills the requirements for the Public Participation/Involvement minimum control measure of the NPDES Phase II MS4 permit.

3. Illicit Discharge Detection and Elimination:

4. Construction Site Runoff Control:

Within the DuPage County Stormwater Management Plan noted above is the DuPage County Countywide Stormwater and Flood Plain Ordinance (Appendix F) that is the fundamental regulatory control program that enforces a policy to reduce pollutants in storm water runoff from construction activities as a result of any land disturbances within the County of DuPage. Included within the ordinance are requirements for: sediment and erosion control, including recommendations for appropriate control practices; site plan reviews; public information handling procedures; and site inspection/enforcement procedures that fulfill the requirements for Construction Site Runoff Control minimum control measure of the NPDES Phase II MS4 permit.

5. Post-Construction Runoff Control:

Within the DuPage County Stormwater Management Plan noted above is the DuPage County Countywide Stormwater and Flood Plain Ordinance (Appendix F) that is the fundamental regulatory control program that enforces a policy to reduce pollutants in storm water runoff from construction activities as a result of any land disturbances within the County of DuPage. Included within the ordinance are requirements for: long term operation and maintenance procedures; pre-construction review of Best Management Practices; site inspections during construction; and post construction inspections that fulfill the requirements for Post-Construction Runoff Control minimum control measure of the NPDES Phase II MS4 permit.

6. Pollution Prevention/Good Housekeeping:

DuPage County does not currently have a local qualifying program for pollution prevention and good housekeeping addressing employee training and operation and maintenance. However, the County does have flood management and assessment guidelines contained within the DuPage County Stormwater Management Plan and the Countywide Stormwater and Flood Plain Ordinance.

The Stormwater Management Plan: Restricts future development in the flood plain to facilities that will not adversely affect flood damage potential or wetland environments. Within the floodway, development will be prohibited unless it involves facilities that enhance flood protection; Requires preservation of wetlands to maintain their natural flood control and environmental benefits; Incorporates water quality and habitat protection measures in all stormwater management activities within DuPage County; and requires regular, planned maintenance of stormwater management facilities. The Plan assesses and recommends specific corrective actions of localized flooding and water quality degradation through appendices called Watershed Plans. A particular watershed plan uses hydrologic and hydraulic models to recommend specific flood control projects as well as identify flood-damaged structures eligible for buyout so that the land can be restored to its natural state. Watershed plans also address water quality enhancements and wetland, wildlife, and environment protection.

The Countywide Stormwater and Flood Plain Ordinance reduces flood damages by: not permitting any development that negatively impacts the hydrology or hydraulics of either the flood plain or the floodway; requiring a proposed structure be at least one foot above the adjacent Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) Base Flood Elevation (BFE); requiring any development or redevelopment of one acre or greater to provide for stormwater detention at the volume of 1.5 to 1 to offset the loss of existing storage; and, not permitting any development or redevelopment to increase flood elevations, increase flood velocities, or decrease flood conveyance capacity to upstream or downstream properties.

Part IV. Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4

Attach additional sheets (Attachment 3) as necessary

(BMP No. should match that checked in Part II of this NOI. The applicant may repeat the same BMP No. where more than one BMP of similar type is to be implemented. Where necessary, attach additional sheets to provide more detail on each specific BMP.)

BMP No. A.1, A.2, A.3, A.4, A.5

Brief Description of BMP:

The County of DuPage approved a countywide water quality education program in 2002 in which we participate by disseminating information developed by the County. The primary goals of the program are: to increase the awareness and appreciation of a watershed community that will result in a lasting change in behavior; show how the protection and enhancement of the quality, quantity, and availability of surface and groundwater resources will preserve and enhance the health of existing aquatic and riparian environments as well as the quality of life; and establish the necessary resources to support the development and distribution of educational materials throughout the County. The program targets the entire general public and breaks it down into 5 groups of target audiences with unique educational efforts being utilized for each audience. The County of DuPage has made partnerships with the organizations, municipalities and groups within DuPage County that have successful educational programs and uses resources to expand those programs to be made available to the entire County as well as investing in new educational efforts where there is a deficiency for water quality efforts. The educational efforts that are being utilized, expanded or created are: storm drain stenciling; River Sweep; Illinois Middle School Groundwater effort; teacher training; community outreach; Mighty Acorns; workshops for technical audiences that will discuss design, installation and maintenance of BMPs, good housekeeping techniques, sediment and erosion control, as well as local ordinance impacts on water quality; development and dissemination of a Stormwater newsletter and fact sheets; media campaign; updating the County of DuPage website to have all available water quality information; Streamside Landowner Assistance Workshop; informational brochures; and providing educational signage along bike trails and pilot projects involving water quality benefits. As a participant in the above program we will utilize the education materials developed by the County of DuPage and incorporate them into our own offerings to our residents.

Measurable Goal(s), including frequencies:

The County of DuPage has developed a general education and outreach program on storm water and water quality that will target several large groups of stakeholders within the watershed such as: youths, technical audiences, landowners, and recreational users. This program has the goals of: increasing the awareness and appreciation of a watershed community that will result in a lasting change in behavior; show how the protection and enhancement of the quality, quantity, and availability of surface and groundwater resources will preserve and enhance the health of existing aquatic and riparian environments as well as the quality of life; and establish the necessary resources to support the development and distribution of educational materials throughout the County of DuPage.

Milestones:

- Year 1:** As the County updates and expands its website to make all water quality, stormwater and permit information available we will provide a link to that site within our own website; when the County develops newsletters and first series of fact sheets on how the public can reduce storm water pollution we will incorporate them into our own offerings; and we will participate in a workshop that will discuss new best management practice instillation, maintenance, and/or selection (for appropriate audiences, i.e. engineers, city planners, consultants, or developers).
- Year 2:** Provide information and work with local organizations to assist County in teacher training on storm water pollution; work with the County to provide assistance to local organizations to expand current water quality educational efforts to all residents within DuPage County;

- Year 3:** Support the expansion of youth educational efforts such as Mighty Acorns, Envirothon, etc. Assist the County in work with Forest Preserve and Park Districts to produce educational signage along the bike and water trails throughout the County.
- Year 4:** Assist the County through a consortium of public and private agencies develop and make available a Corporate Stormwater Program that will reward businesses in DuPage County for their environmental stewardship on corporate campuses. Continue to attend workshops on new and demonstration BMPs as well as new Ordinance requirements that may have been approved.
- Year 5:** Assist the County in assessing the program through surveying of educational audiences after educational efforts have been implemented over the first permit term and use these results to make changes to current offerings or to establish new efforts if there is a deficiency.
-

BMP No. B.3

Brief Description of BMP:

The municipal engineers of DuPage County along with the County of DuPage host a regularly scheduled, monthly, meeting that is open to the public in which the countywide ordinance, water quality, best management practices, permit process, etc are discussed. In addition to the municipal engineers group, in July of 2000 a water quality stakeholder group comprised of non-profit agencies, citizens, consultants, builders, municipal engineers, state officials and county employees from DEC, Transportation and Health departments was formed. This group has aided in the development and will discuss the implementation of the DuPage County Stormwater Management Plan - Appendix J: Water Quality Enhancements, which outlines the approach for the NPDES Phase II stormwater program by the County of DuPage

Measurable Goal(s), including frequencies:

The municipal engineers and water quality stakeholder committee will meet on a regular basis to review and discuss program development as it pertains to Appendix J of the DuPage County Stormwater Management Plan and the Federal Mandates such as the NPDES Phase II and TMDLs. This may include ordinance, best management practice, water quality or other relevant discussions. The committee will evaluate the most efficient and practicable methods of meeting the six minimum control measures of the NPDES Phase II by developing Local Qualifying Programs and overseeing their implementation.

- Milestones:**
- Year 1:** Participate in Water Quality Stakeholder Committee or Municipal Engineers monthly meetings to begin program discussion and development of an illicit discharge detection and elimination and pollution prevention program/procedures with both groups of stakeholders and municipal engineers.
- Year 2:** Review the DuPage County Stormwater Ordinance and Technical Guidance for possible revisions that will incorporate water quality benefits by reducing non-point sources of pollution to the maximum extent practicable.
- Year 3:** Make relevant suggestions for revisions to the Ordinance and Technical Guidance to group in which we participate so that they will be suggested to the DuPage County Stormwater Management Committee in an effort to open a public comment period. Finalize pollution prevention and illicit discharge detection and elimination program/procedures through working group.
- Year 4:** Assist if necessary the formal adoption process for any Ordinance and Technical Guidance revisions. Present pollution prevention and illicit discharge detection and elimination program/procedures to the DuPage County Stormwater Management Committee and DuPage Mayors and Managers Conference as necessary for comment responses.
- Year 5:** Begin implementation of pollution prevention and illicit discharge detection program/procedures.

BMP No. B.4

Brief Description of BMP:

As with the adoption of the DuPage County Stormwater Management Plan and all the appendices and updates to the Plan there is a process of a public notice period and public hearings for final adoption.

Measurable Goal(s), including frequencies:

As new updates to the DuPage County Stormwater Management Plan are developed there will continue to be public hearings in which the public will have an opportunity to voice their comments and suggestions.

- Milestones:**
- Year 1:** Participate in or assist in public hearings for possible DuPage County Stormwater Management Plan Appendix updates as needed
 - Year 2:** Participate in or assist in public hearings for possible DuPage County Stormwater Management Plan Appendix updates as needed
 - Year 3:** Participate in or assist in public hearings for possible DuPage County Stormwater Management Plan Appendix updates as needed
 - Year 4:** Participate in or assist in public hearings for possible DuPage County Stormwater Management Plan Appendix updates as needed
 - Year 5:** Participate in or assist in public hearings for possible DuPage County Stormwater Management Plan Appendix updates as needed
-

BMP No. B.5

Brief Description of BMP:

As part of the DuPage County Water Quality Education program, the County of DuPage along with The Conservation Foundation, The Illinois Department of Natural Resources (IDNR), and Chicago Wilderness are forming an adult volunteer monitoring group to monitor randomly selected sites throughout DuPage County. Being a participant in the DuPage County Water Quality Education program we will assist in the dissemination or advertising of volunteer monitoring program information through our own offerings for recruitment.

Measurable Goal(s), including frequencies:

The volunteer monitoring group will select appropriate sites in all impaired watersheds throughout DuPage County and conduct training through The Conservation Foundation and Chicago Wilderness to make data available through the IDNR INRIN database. This database may be used to draw correlations and trends on the improvements to the impaired watersheds in DuPage County.

- Milestones:**
- Year 1:** Assist the County and working group if necessary to formalize the volunteer monitoring group by developing a training series, workshops, and procedure for monitoring. Assist in advertising for recruitment.
 - Year 2:** Assist working group with possible suggestions for development of database that will allow for examination of data by all users.
 - Year 3:** Continue to advertise to increase recruitment.
 - Year 4:** Review data to see if there are trends being established for the watersheds in DuPage County that will indicate potential new sites for monitoring or that more intensive monitoring needs to take place at a given site.
 - Year 5:** Evaluate the program and data to see how it correlates to the other efforts being implemented through the NPDES Phase II.

Attachment 3

Part IV. (Continued) Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4

BMP No. C.1, C.2, C.4, C4, C.5, C.6

Brief Description of BMP:

A working group made up of the municipal engineers, DuPage County Mayors and Managers Conference and a water quality stakeholder committee will evaluate the possible procedures and methods for illicit discharge detection and elimination for possible inclusion into ordinances. This development will serve as a regulatory control program that will include: storm sewer mapping; illicit discharge tracing procedures; illicit source removal procedures; program evaluation and assessment; a prioritization plan for detection and elimination; and exploration into methods for testing to confirm or trace possible illicit connections. In addition to the groups development above, there will be inclusion of illicit discharge information available through the education program targeting industry and homeowners.

Measurable Goal(s), including frequencies:

Develop illicit discharge detection and elimination procedures with the above working group that will map all storm sewer outfalls; determine proper procedures to detect illicit discharges as well as procedures for elimination of discharges; possible inclusion in ordinances (where appropriate) to prohibit non-storm water discharges into the storm sewer system and have appropriate enforcement procedures; and evaluation of monitoring procedures.

- Milestones:**
- Year 1:** Participate in procedural development with the municipal engineers, Mayors and Managers Conference, and the water quality stakeholder committee. The City of Wood Dale maintains a map of its storm sewer system. This map will be made available to DuPage County.
 - Year 2:** Formalize procedural recommendations from working group and make recommendations as to possible ordinance inclusion to prohibit non-storm water discharges into storm sewer systems and appropriate enforcement procedures. The City of Wood Dale already has an ordinance prohibiting non-storm water discharges into its storm sewers. The existing ordinance will be reviewed and, if necessary, revised based on the recommendations of the working group.
 - Year 3:** Update mapping of all storm sewer outfalls, if necessary, and start process of possible ordinance revisions for prohibition of non-storm water discharges into storm sewer systems and appropriate enforcement procedures. Begin investigation into monitoring methods and determine staffing or consulting needs to implement monitoring portion of program.
 - Year 4:** With database of all known storm sewer outfalls determined, develop the monitoring program utilizing water quality information from other agencies that will establish a prioritization plan for detection and elimination efforts. Evaluate possible funding sources for detection and elimination plan.
 - Year 5:** Determine appropriate number of outfalls to be monitored throughout the year. Inclusion of illicit discharge information into education program for industrial and homeowner target audiences.
-

BMP No. D.1, D.2, D.4, D.5, D.6

Brief Description of BMP:

The DuPage County Countywide Stormwater and Flood Plain Ordinance was adopted in 1992 as part of the DuPage County Stormwater Management Plan that affects all development within the County of DuPage. This is the fundamental regulatory program that requires all development within the County of DuPage to not "Unreasonably or unnecessarily degrade surface or ground water quality." Within the Ordinance are provisions for: erosion and sediment control best management practices; site plan review procedures; public information handling; and site inspection/enforcement procedures. The Ordinance also has specific requirements for stormwater and flood plain management as well as comprehensive requirements for special management areas (regulatory flood plains, wetlands, and riparian environments). The core of this regulatory program revolves around Stormwater Management Permits, which requires any person proposing a development to obtain such a permit, that includes all the requirements stated above, prior to development. The City of Wood Dale adopted the DuPage County ordinance in 1993 (Wood Dale Ordinance No. 1692) and administers the ordinance within the City of Wood Dale.

Measurable Goal(s), including frequencies:

Review the DuPage County Countywide Stormwater and Flood Plain Ordinance and the accompanying Technical Guidance to see that erosion and sediment control best management practices reflect the most current technology available to reduce sediment from leaving the construction site to the maximum extent practicable and that water quality objectives are being represented in construction site runoff controls.

- Milestones:**
- Year 1:** Participate in reviewing the Countywide Stormwater and Flood Plain Ordinance and Technical Guidance through the DuPage County Water Quality Stakeholder Committee and/or Municipal Engineers Group for water quality representation and sediment and erosion control BMP technology updates.
 - Year 2:** Propose Ordinance revisions based on findings and recommendations by the above groups and committees.
 - Year 3:** Participate in adopting possible Ordinance revisions.
 - Year 4:** If ordinance changes have been adopted participate in workshops through the DuPage County Water Quality Education program that will discuss changes.
 - Year 5:** Conduct a minimum of two inspections for construction runoff site control per permit issued within the County of DuPage
-

BMP No. E.2, E.3, E.4, E.5, E.6

Brief Description of BMP:

The DuPage County Countywide Stormwater and Flood Plain Ordinance was adopted in 1992 as part of the DuPage County Stormwater Management Plan that affects all development within the County of DuPage. This is the fundamental regulatory program that requires all development within the County of DuPage to not "Unreasonably or unnecessarily degrade surface or ground water quality." Within the Ordinance are provisions for: long term operation and maintenance procedures; pre-construction review of BMP designs; site inspections during construction; post-construction inspections. The Ordinance also has specific requirements for stormwater and flood plain management as well as comprehensive requirements for special management areas (regulatory flood plains, wetlands, and riparian environments). The core of this regulatory control program revolves around Stormwater Management Permits, which requires any person proposing a development to meet site runoff storage requirements or detention requirements.

Measurable Goal(s), including frequencies:

Review the DuPage County Countywide Stormwater and Flood Plain Ordinance and the accompanying Technical Guidance to see that post-construction best management practices reflect the most current technology available to reduce pollutants from leaving the site to the maximum extent practicable and that water quality objectives are being represented in site runoff controls.

- Milestones:**
- Year 1:** Participate in reviewing the Countywide Stormwater and Flood Plain Ordinance and Technical Guidance through the DuPage County Water Quality Stakeholder Committee and/or Municipal Engineers Group for water quality representation and sediment and erosion control BMP technology updates.
 - Year 2:** Propose Ordinance revisions based on findings and recommendations by the above groups and committees.
 - Year 3:** Participate in adopting possible Ordinance revisions. Explore new or demonstration structural best management practices that will further enhance water quality benefits with water quality stakeholder group and municipal engineers.
 - Year 4:** Assist in the creation of a voluntary "Corporate Stormwater Program" through the DuPage County Water Quality Education program that will reward businesses in DuPage County for their environmental stewardship on corporate campuses such as retrofitting stormwater detention basins, naturalizing basins or conveyance swales, and the reduction and/or modification of herbicide and pesticide application.
 - Year 5:** Use the Water Quality Stakeholder committee and Municipal Engineers group to evaluate problematic areas of the post construction BMPs being utilized in DuPage County and make recommendations where necessary.
-

BMP No. F.1

Brief Description of BMP:

A working group made up of the County of DuPage, municipal engineers, DuPage County Mayors and Managers Conference, and water quality stakeholder committee will evaluate the most appropriate methods for training employees at County and municipal facilities in good housekeeping and pollution prevention procedures to prevent and reduce pollutant discharges into stormwater to the maximum extent practicable from maintenance and operation activities of open spaces, buildings, and stormwater systems.

Measurable Goal(s), including frequencies:

The above working group will determine proper training procedures on good housekeeping and pollution prevention for appropriate supervisory and/or management employees on: 1) Building and Open Space Maintenance; 2) Vehicle/Fleet Maintenance; 3) Materials Storage and Disposal; 4) Infrastructure Inspection and Maintenance; 5) Construction and land disturbances. Supervisors and/or managers will then provide their employees with the appropriate training/information based on the needs of the facility.

- Milestones:**
- Year 1:** In conjunction with the municipalities and stakeholder groups such as Municipal Engineers and Water Quality Stakeholders, gather employee training materials and brainstorm for an employee training procedures on the operation and maintenance of: building and open space maintenance, vehicle/fleet maintenance, wastewater facility maintenance, materials storage and disposal, infrastructure inspection and maintenance, construction and land disturbances, storm water control, and waste disposal.
 - Year 2:** Develop procedures, organize training sessions, and decide appropriate personnel to attend. Notify appropriate personnel of training sessions as well as posting information in other visible locations such as over the City's intranet site and on facilities' bulletin boards.

- Year 3:** Conduct at least one employee training session. Record attendees and ask them to complete a session evaluation as well as submit suggestions for improvements.
 - Year 4:** Conduct at least one employee training session, targeting those that were unable to attend the previous session and new hires. Record attendees and ask them to complete a session evaluation as well as submit suggestions for program improvements.
 - Year 5:** Based on completed session surveys and suggestions, evaluate the procedures for effectiveness and improve training as necessary. Offer a refresher training session to previous attendees that include updates. Make arrangements for regular training sessions.
-

BMP No. F.2, F.4

Brief Description of BMP:

A working group made up of the County of DuPage, municipal engineers, DuPage County Mayors and Managers Conference, and water quality stakeholder committee to formulate guidelines and procedures for pollution prevention and good housekeeping by investigating the most efficient and practicable methods, focusing on employee training and record keeping of these procedures.

Measurable Goal(s), including frequencies:

The above working group will investigate and develop procedures for inspection and maintenance of government-owned stormwater facilities, buildings and grounds, and infrastructure that concentrate on employee training and record keeping. Operation and maintenance procedures should consider: long-term inspection procedures, preventative maintenance, regular maintenance, and schedules for maintenance of: any control that discharges into a separate storm sewer, catch basins, storm drain systems, infiltration devices, detention and retention basins, vegetated swales, buffers, water quality inlets, screens and filters, drainage channels, restored channels and wetlands, dams, reservoirs, and filter strips; buildings and open-spaces; storage and waste disposal areas; highways, roads, streets, bridges, roadside vegetation, runoff control structures, and municipal parking areas; materials at maintenance and storage yards, fleet or maintenance shops, salt and sand storage areas, waste transfer stations, waste collection and recycling areas, and construction sites; snow disposal; litter and dumping controls; construction and land disturbances; and, proper disposal of wastes, accumulated sediments, dredge spoil, sludge, and floatables removed from storm sewers and other management practices. Effective operation and maintenance methods should also consider: operating manuals, spill prevention and cleanup procedures, storm water pollution prevention plans (SWPPP), and inventory and inspection of materials and equipment. Record keeping will document current maintenance activities and schedules.

- Milestones:**
- Year 1:** Coordinate procedural development with the municipal engineers, Mayors and Managers Conference, and the water quality stakeholder committee for inspection and maintenance of government-owned stormwater facilities, buildings and grounds, and infrastructure that concentrate on employee training and record keeping.
 - Year 2:** Finalize procedures and methods for pollution prevention and good housekeeping, maintaining consistency with employee training as well as establishing guidelines for record keeping. Provide facilities with those procedures, recommended methods, and guidelines for record keeping.
 - Year 3:** Coordinate with employee training to assure consistency between procedures and guidelines. Encourage facilities to recommend necessary improvements to procedures and guidelines with records submittal for annual reporting. The working group can assess those suggestions and make revisions as needed.
 - Year 4:** Provide facilities with revised procedures and guidelines, if needed. Continue coordination with employee training. Facilities will submit records of pollution prevention and good housekeeping activities for annual reporting.

Year 5: Facilities will submit record keeping of pollution prevention and good housekeeping activities for annual reporting. Coordinate with employee training to incorporate any revisions into pollution prevention and good housekeeping procedures and guidelines.

BMP No. F.5

Brief Description of BMP:

The DuPage Countywide Stormwater and Flood Plain Ordinance contains provisions for flood management and assessment guidelines. The DuPage County Stormwater Management Plan also assesses and recommends specific corrective actions of localized flooding and water quality degradation through Watershed Plans. Watershed plans also address water quality enhancements and wetland, wildlife, and environment protection. The County has utilized on-line reservoirs to temporarily hold floodwaters, which have proven successful in reducing downstream flood damages. The County owns and operates reservoirs and related structures to ease flooding during large precipitation events. Standard operating procedures for reservoirs address security concerns such as dumping or inappropriate use through lighting, fences, and limited access roads and trails. Water Quality Enhancements (Appendix J to the Stormwater Management Plan) encourages the creation of buffer zones surrounding stormwater basins to prevent contamination from off-site. The County is developing hydrologic and hydraulic models for all watersheds and tributary watersheds for the purpose of: analyses of impacts of proposed development or redevelopment in order to issue stormwater management permits; real-time analyses of flood stages for flood control operations; and updates to Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRM) to reflect current conditions.

Measurable Goal(s), including frequencies:

Continue on-going efforts to ease flooding and flood damages to the maximum extent practicable. Review and revise, as needed, the DuPage County Stormwater and Flood Plain Ordinance and other related appendices. Continue to cooperate with the County of DuPage audit system for non-waiver and partial-waiver communities for compliance with the DuPage County Stormwater and Flood Plain Ordinance. Track the progress of watershed plans, hydrologic and hydraulic models, and FIRM maps updates as it pertains to our municipality.

- Milestones:**
- Year 1:** Participate in reviewing the Countywide Stormwater and Flood Plain Ordinance with municipalities and stakeholder groups. Assist the County in watershed plan development; modeling, and FIRM map updates.
 - Year 2:** Propose Ordinance revisions based on findings and recommendations by the above groups and committees. Continue assisting where necessary in watershed plans, models, and FIRM map updates.
 - Year 3:** Participate in adopting possible Ordinance revisions. Continue assistance in watershed plans, modeling, and FIRM map updates.
 - Year 4:** Continue assistance in watershed plans, models, and FIRM map updates.
 - Year 5:** Continue assistance in watershed plans, models, and FIRM map updates.

Part V. Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and imprisonment.

Authorized Representative Name and Title

Signature

Date

Craig Wright, Director of City Services

Rubel Colwell Acting Director for
Craig Wright

3/28/03

Mail completed form to:

**ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF WATER POLLUTION CONTROL
ATTN: PERMIT SECTION
POST OFFICE BOX 19276
SPRINGFIELD, ILLINOIS 62794-9276**